

**MELDRETH PARISH COUNCIL**

**UNApproved** Minutes of the Parish Council Meeting held 5<sup>th</sup> January 2012, 7.30pm in the Green Room of Meldreth Village Hall.

**Present:** Mr S Hawkins – Chairman; Mr R A Searles (RAS); Mr G V Borgonon (GVB); Mr S W J Chamberlain (JC); Mrs C J Fallon (JF); Mr C A Land (CAL); Mr N Pellatt (NP)

**In Attendance:** Mrs J Damant (Clerk), Cllr van de Ven (CCC) and Cllr Soond (SCDC)

**206/01/12 To receive any apologies for absence:**

Apologies were received from Mr A P Burlton, Mrs J Montague-Fuller.

**207/01/12 To receive any Declarations of Interests both personal and prejudicial from Councillors on any item listed on the Agenda:**

There were no Declarations declared either personal or prejudicial.

**208/01/12 Public Participation: [For up to 15 minutes members of the public may contribute their views and comments to the Parish Council - 3mins per item]**

There were 3 members of the public in attendance.

**Items discussed:**

Notice Board - Another possible location for the old notice board which is being removed from the corner of Bell Close/High Street would be the corner of Whitecroft Road/Elin Way this is along with the location of Howards Road/Whitecroft Road. The Clerk has already been in touch with SCDC to see if either of these locations would be available. The land in question is owned by SCDC, Highways would also need to give approval.

There is increasing amounts of cars parking along the High Street near the Station. This is concerning considering the car park at the station has now reduced its parking charges. It was proposed by the Parish Council that a notice should be available explaining that the car park has now reduced its charges and that parking along the High Street is causing a safety hazard for oncoming traffic that are unable to see and are also unable to pull in for oncoming traffic. It was proposed by SH that RAS draft a notice, which could be placed on parked vehicles, seconded by GVB, agreed by all. **Action: RAS**

The yellow lines will go to Cabinet later this month (January 2012) but may take many months before they are implemented, if approved. The yellow lines are to be placed along the High Street, outside Tavern's Yard in order to try and alleviate this problem.

**209/01/12 To sign and approve Minutes of meeting dated 1<sup>st</sup> December 2011:**

The minutes were proposed by JF to be a true and accurate record, seconded by RAS all agreed. The Chairman then signed the minutes.

**210/01/12 Matters arising: (no actions information only)**

1. Clerk to have a site meeting with Environmental Officer (SCDC) concerning the placing of dog bins at the Recreation Ground and Flambards Close. If bins are not placed on the Highway then there will be charge for empty.
2. Litter bin for The Meads has been ordered
3. Clerk has again written to residents concerning the overgrown hedge and asking if they could cut it back further so that it is line with the boundary.

**211/01/12 Planning: Cllrs. Hawkins, Searles, Burlton, Montague-Fuller, Chamberlain, and Land Information Only.** Further details can be found in the full planning minutes. **15<sup>th</sup> December 2011**

**116 High Street, S/1249/11** Single storey extension and link, loft conversion and alterations to exterior of dwelling. The Parish Council recommend **Approval with no comments.**

**42 North End, C/11/17/071/02** To fell an ancient Chestnut Tree. The Parish Council recommend **No Comments.** RAS confirmed that the tree was dead and needed to be felled. JM-F was in agreement as the Parish Council Tree Officer.

**SCDC Decisions:**

**7 Whitecroft Road, S/1755/11** – permission has been granted for the erection of a new dwelling and vehicular access with reduction of existing single storey wing.

**32 Station Road, 32 Station Road, S/1728/10** – permission has been granted for retrospective extension to warehouse and toilet block.

**Land to the west of Burtons, S/1881/11** – permission has been granted for temporary consent (3 years) for the siting of three mobile containers (B8 Use Class)

**5<sup>th</sup> January 2012 – Verbal report**

**45 Whitecroft Road, S/1327/11** Proposed garage. The Parish Council recommends **No Recommendation with No Comments**.

**104 High Street, S/1656/11** Erection of a new commercial unit, conversion of existing barn into 2 no. residential units and erection of 2no. dwellings. The Parish Council recommends **Approval with Comments**: There needs to be a condition to keep the area at the back of the site between the two new dwellings and their garages clear so that there is a turning area. Any asbestos cement which is uncovered during concrete removal to be disposed of safely.

**104 High Street, S/2585/11** Extensions to dwellings. Parish Council recommend **Approval with Comments** That an approved drainage scheme be implemented that is able to deal with surface water as the High Street is susceptible to flooding during heavy rains.

**104 High Street, S/2159/11** Demolition, extension and alterations – demolition of conservatory and chimney, extension for 2 sunrooms, alterations to 2 roofs. Alterations to windows and doors. Conversion of store into studio including three roof lights and opening one doorway. Removal of hallway under stair cupboard, first floor cupboard and door. Formation of shower room, additional bedroom and two bathrooms. Parish Council recommend **Approval with Comments** That an approved drainage scheme be implemented that is able to deal with surface water as the High Street is susceptible to flooding during heavy rains.

**SCDC Decisions:**

**26 Chiswick End, S/2052/11**, has been granted outline planning permission for a detached bungalow and garage with vehicular crossover.

**32 Whitecroft Road, S/2058/11**, has been granted permission for external and internal alterations.

**32 Whitecroft Road, S/2068/11**, has been granted permission for the erection of a new outbuilding to rear of property providing garage and studio, in place of existing garage.

**Other Items:**

15-17 Whitecroft Road – the Parish Council have now received the draft drainage statement and plan. This confirms the intention to absorb all rain water on the site (as at present). However but they have missed out the rain water drainage plan for the three houses at the front of the site. It was proposed by SH that RAS draft a letter to Paul Sexton stating this, seconded by RAS all agreed. **Action: RAS**

The question of insurance cover is not a planning matter.

212/01/12

**Report from District Councillor:**

**Empty Homes Strategy**

Drafting of the 'Empty Homes Strategy' is currently underway. This Strategy was kick-started by surveying home owners of properties empty for 6+ months to find out what assistance we could provide to help bring empty homes back into use and why homes are left empty - to give us a better understanding of the situation in South Cambs.

For every empty home in South Cambs. there are 9 people on our housing register looking for a home, that's not to mention all those looking for a home but not registered for social housing -therefore we have to ensure we are doing everything possible to help turn these properties into homes. One of the outcomes of undertaking the survey and developing the Strategy has been the implementation of the Empty Homes Grant Initiative. Using S.106 money received in lieu of affordable housing, we have been able to fund the scheme to provide grants/loans to empty property home owners to bring their properties back into use through our Private Sector Leasing Scheme- which provides essential much sought after housing for those most in need and likely to face homelessness. This scheme has been worked up in conjunction with King Street Housing Society Further information of the scheme can be found on our website.

The Strategy is now out to consultation and SCDC would like to hear from you with regard to:

- Its readability and layout
- Content - is there anything you feel should be included or we should be doing
- Anything you feel is inaccurate or should be given further detail
- General comments about the strategy

The consultation period will run from now until the end of February 2012 and involves consultation with key staff, district councillors, parish councils, tenant participation group and empty home owners who have expressed a wish to be further consulted. Email your comments back to [Julie.fletcher@scambs.gov.uk](mailto:Julie.fletcher@scambs.gov.uk)

### **Economic Development Strategy**

South Cambridgeshire District Council has published its Economic Strategy for 2010-2015.

The overall vision for the strategy is to make South Cambridgeshire a place where residents are proud to live and where there will be opportunities for employment, enterprise and world-leading innovation coupled to providing a voice for rural life and first-class services to all. The strategy has been drafted following a thorough [economic assessment](#) of the District with the aid of economic consultants.

The strategy identifies six priority themes including; supporting businesses, a low carbon economy, the role of South Cambridgeshire, building sustainable communities, improving infrastructure and key intervention areas, to assist the district in more challenging times.

This can be downloaded from [www.scambs.gov.uk](http://www.scambs.gov.uk); for more information please contact Nicole Kritzinger, development officer, on 03450 450 500 or email [economicdevelopment@scambs.gov.uk](mailto:economicdevelopment@scambs.gov.uk)

Cllr. Soond SCDC surgeries are held at the Elin Way Community Rooms on Feb 6, March 5, April 2, May 7 at 8pm.

213/01/12

### **Report from County Councillor:**

**Neighbourhood Panel:** is now chaired by a South Cambs. District Councillor, rather than the police.

**HCV Monitoring:** Policy Paper will soon go to Cabinet.

**Civil Parking Enforcement Policy** has been held back by County Council due to unhappiness at the slim consultation response. There is an expectation that the policy is coming and the process has been protracted.

**Possible new project for MAYD:** 'Community Connect' is a South Cambs. based, county-led, project developed under the 'localism' heading which Cllr van de Ven has attended since its inception. The agreed remit is to develop transport options for young people. While it is hardly in a position to solve broad transport issues it can generate a new very small-scale piece of work.

Having secured a promise from the Chief Constable of donations of bicycles from the police stash of unclaimed stolen bikes, and with a possible grant source from Young Lives and interest from Outspoken, a bike training and development organization which delivers Bikeability cycle training in schools, Community Connect would like to test a youth club based project to teach cycle maintenance to the higher end of the youth club age group, with an opportunity for accreditation. Free bicycles would be available for the young people to keep at the end of the process and there is a much better chance that they would be used, and used responsibly, if the users had brought them back to life in the first place. This would inject a new element into youth club of gaining skills toward employability. MAYD was identified as the best placed youth club to take this forward.

**MAYD:** looking for the same parish contributions as last year and all other parishes happy with this. First steps now toward advertising for administrator/fundraiser.

214/01/12

### **Precept:**

A spreadsheet with last year's figures of what was spent was circulated to all Councillors along with the estimated costs of running the Parish Council for 2012/2013. It was proposed by the Financial Working Group (SH, RAS, GVB, NP) that a precept figure of £42,650 be asked for. The Parish Council now have to take on other financial commitments from SCDC and CCC along with a cut in available grants. The proposed precept of £42,650 is an increase of £2,765 or 6.9% from last year which results in an increase of 3.5% for the average Band D property. A figure of £42,650 was proposed by JC, seconded by JF; all agreed. This request will now be sent to SCDC.

**Action: Clerk**

215/01/12

### **Playground:**

1. Monthly Report – The Recreation Working Group met in December. All play equipment has been inspected and is meeting regulations. However, it was noted that a quad bike has been driven over the football pitch and the other guard has been tampered with on the pavilion. One guard has already been repaired.

Tree work has been carried out along the boundary of the Recreation Ground and the branches have been left in the ditch. Could all residents when carrying out this type of work please make sure that nothing is left in the ditches as this may cause a flood hazard.

2. Tree – APB and JMF to organise.

**Action: APB/JMF**

- 216/01/12 Queen's Jubilee:**  
The Clerk has not heard from any village organisations on whether they will be organising an event to celebrate the Queen's Jubilee.
- 217/01/12 Parish Plan:**  
An update of what has been achieved is still being coordinated. The Clerk has had no response from the public. Another notice to go in Meldreth Matters . CCC has not done a Rural Transport Strategy and is looking at Parish Councils to include this in their Parish Plans.  
**Action: RAS, GVB and JF**
- 218/01/12 Correspondence and Clerk's Report:**  
1. Speed limits (Shepreth email) – Meldreth are in agreement to the proposal of reducing the speed limit of 60mph to 50mph at Meldreth Road, Shepreth/Shepreth Road, Meldreth. Clerk to contact the Parish Clerk for Shepreth. **Action: Clerk**  
It was also proposed that the Clerk contact Whaddon with regards to Meldreth's decision to look into the speed limit from Meldreth to Whaddon and to enquire if they support the proposal. **Action: Clerk**  
2. Empty Homes Consultation ends February 2012 – is a very good strategy but unsure how Parish Councils can be involved. See item (213/01/12)
- 219/01/12 Melbourn Area Youth Development:**  
A recent meeting has taken place; JF was unable to attend but had given her apologies.
- 220/01/12 Burial Ground:**  
The rabbit fencing has now been completed. A working party from the P3 group and APB will be tidying up the burial ground and filling in holes.  
A letter concerning the rules and regulations on cremated remain plots will be drawn up by the Clerk and circulated – this will outline what is acceptable planting on these small plots.  
**Action: Clerk**
- 221/01/12 Housing Strategy Consultation:**  
Circulate RAS response and with agreement from all Councillors to submit by the end of January.  
**Action: Clerk**
- 222/01/12 Speedwatch:**  
One session has taken place in December.
- 223/01/12 To receive details of cheques to be drawn on the Parish Council's account as detailed or amended by late payments. To approve payments:**  
**1. Cheques for approval and signature including any additional payments:**  
**Payment for approval in November 2011**  
**Payments awaiting approval**
- | Cheque                     | Amount   | Net            | Description     | Power |
|----------------------------|----------|----------------|-----------------|-------|
| J Damant                   | 643.02   | salary         | LGA 1972 s112   |       |
| Inland Revenue             | 129.55   | PAYE/NI        | LGA 1972 s112   |       |
| M Taylor                   | 269.00   | salary         | LGA 1972 s112   |       |
| G B Goodwin                | 500.00   | grass cutting  | OSA 1972s9/10   |       |
| Melwood Conservation Group | 350.00   | donation       | LGA 1972 s113   |       |
| MD Landscapes              | 2,640.00 | rabbit fencing | OSA 1906 s 9/10 |       |
| Eon                        | 122.93   | pavilion elec. | LGA 1972 s113   |       |
| CCC                        | 1,005.48 | street lights  | LGA 1972 s113   |       |
| Village Hall Trust         | 117.50   | room hire      | LGA 1972 s113   |       |
- Shaded areas are additional payments which do not appear on the agenda, but which do not need prior approval. Local Government Act (LGA); Open Spaces Act (OSA); Telecoms Act (TA)
- Deposits**  
OPC office rent £ 70.00
- 224/01/12 Holy Trinity Church:**  
Information has been sent to Shona Smith (SCDC). The quote from the builder remains the same until 4<sup>th</sup> April after which there will be a 5% increase.

- 225/01/12 Parish Paths Partnership:**  
Surveys are currently being carried out on all the footpaths.  
A meeting took place prior to Christmas.
- 226/01/12 Councillors' Reports:**  
CAL – the pothole at the junction of West Way has still not been repaired. Clerk to request again from Highways. **Action: Clerk**
- 227/01/12 Agenda items for the next meeting:**  
Tree at the Recreation Ground  
Parish Plan  
Speed Limits  
Burial Ground  
PPP  
Church
- 228/01/12 Action Points: if not already covered:**

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Chairman

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Date

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