MELDRETH PARISH COUNCIL

Minutes <u>unapproved</u> of the Parish Council Meeting held Thursday 6th September 2012, 7.30 p.m. in the Green Room of Meldreth Village Hall.

Present: Mr S. Hawkins (SH) Chairman; Mr R.A. Searles (RAS) Vice-Chairman; Mr G.V. Borgonon (GVB); Mr A P Burlton (APB); Mr S.W.J. Chamberlain (JC); Mrs C.J. Fallon (JF); Mr C.A.Land (CAL); Mr N Pellatt (NP), Mr D Stewart (DS)

In attendance: J Damant (Clerk), Cllr S Soond (SCDC) and Cllr S van de Ven (CCC)

106/09/12 To receive any apologies for absence:

There were no apologies as all Councillors were in attendance.

107/09/12 To receive any Declarations of Interests both personal and prejudicial from

Councillors on any item listed on the Agenda:

JF and NP declared a personal interest in item 122/09/12 as members of the football club.

108/09/12 Register of Interest/Declarations:

All documentation to be given to the Clerk, once this has been received they will be sent to the Monitoring Officer at SCDC.

109/09/12 New Code of Conduct:

Parish Councils are being asked to sign up to the new Code of Conduct which is based on SCDC's procedures. This will be finalised and signed at the next meeting, once Councillors have all seen the documentation.

Action:Clerk/Cllrs

110/09/12 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 two members of the public in attendance.

Whitecroft Road - It would appear that there has been some metal stolen. There is still a large mound of wood chippings on site which could be a fire hazard during the hot weather , RAS commented that Cllr Soond was aware of the situation and had been in contact with the developers.

Over development in South Cambridgeshire – concern was raised about the Local Development Framework (LDF) and how it involves the over development in the South Cambridgeshire and will the local services be able to cope with all the extra demand; hospitals, schools, transport, roads, water etc. This has been a concern for the past few years as the city begins to encroach on the surrounding countryside.

111/09/12 To sign and approve Minutes of meeting dated 5th July 2012:

The minutes were proposed by CAL to be a true record, seconded by RAS all agreed.

112/09/12 Matters arising: (no actions information only)

Parish Council received a **Clear** Audit from the External Auditors.

113/09/12 Planning: Cllrs. Hawkins, Searles, Burlton, Chamberlain, Fallon and Land

Information Only. Full Planning minutes are available on the Website.

Planning meeting held on 19th July

S/0958/10/0F, land to the east of 104-108 High Street – 3 dwellings. Parish Council recommended **Approval**.

S/1379/12/FL, 10 Elin Way – single storey rear extension. Parish Council recommended **Approval.**

Planning meeting held on 2nd August

S/0598/12/FL, 24 High Street - Carport. Parish Council recommended **Approval**. Though they were surprised that this application actually needed planning permission.

S/1478/12/FL, Barnfield – Extension. Parish Council recommended **No Recommendation.**

S/1445/12/FL, 22 Howard Road – Extension and hard standing. Parish Council recommended **No Recommendation.**

S/1489/12/LB, 12 & 14 Chiswick End – Alterations. Parish Council recommended **No Recommendation**.

Planning meeting 6th Septbember (verbal report)

S/1648/12/FL, Valley Farmhouse - Extension and alterations to dwelling. APB left the room at 7.05pm (for the discussion). Meldreth Parish Council recommend **Approval** with no comments. APB Re-entered the room at 7.10pm.

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S/1647/12/FL, 15 Chiswick End - Conversion of outbuilding to ancillary studio annexe accommodation. Meldreth Parish Council recommend **Approval** with no comments.

S/1622/12/FL, 12 & 14 Chiswick End - New timber gate beside house, fencing and screening to garden. Meldreth Parish Council recommend **Approval** with no comments.

SCDC Decisions:

Southfield Farm, S/1230/12/FL – permission has been granted for conversion of residential linked outbuilding (B8) to residential (C3).

10 Elin Way, S/1379/12/FL – permission has been refused for a single storey rear extension.

24 High Street, S/0598/12/FL - permission has been granted for a Carport.

Driftwood, Brewery Lane, S/1238/12/FL – permission has been granted for re-siting of approved outbuilding S/1507/11.

Purchase request for Land adjacent to 3 Gables Close - The Parish Council have a policy of not selling 'green spaces' and the land in question does fall into this category. The Parish Council are aware that the land in question has a large Sycamore tree close to the house which SCDC are responsible for, but it would appear that they are not taking care of. The Parish Council would support the residents in asking SCDC to remove the tree and replacing it with a more suitable one.

114/09/12 Section 106 for 17-19 Whitecroft Road:

Street naming request for names. The Parish Council asked the History Group if they had any names which would help. The name the Parish Council decided with a majority vote was 'Melrose'.

Allocation of housing on this development. Response from the Housing Officer at SCDC. 'Firstly I very much hope that all the units that are built will go to people with a local connection to Meldreth as we have the evidence to suggest that there is sufficient housing need to fill this scheme. However, the question that you pose in your email is a common one, which we normally experience when the properties become vacant at a later date. The S106 that is drafted allows for a cascade provision. What that means is that if there is no one with a local connection to the village we are allowed to look at the neighbouring villages first, and then cascade out from those villages. It is very rare that we are not able to find someone with a local connection, but it does happen. You will appreciate that Housing Associations can not afford to allow their stock to sit empty, so we need to allow them the flexibility to allocate via the cascade provision should the need arise'.

RAS requested the Clerk contact James Fisher SCDC to get the final version of the S106 agreement as it may not be apparent that the above statement has been made clear.

Action:Clerk

115/09/12 Report from District Councillor:

Burtons - On the 3rd August 2012 the residents of Burtons signed their Constitution and now have a Residents Association. Meetings will take place every two months.

High Street Parking – there is increasing concern about vehicles parking on the High Street, near the shop. This includes passing traffic and residents blocked driveways. This is a CCC matter.

Whitecroft Road development – See item 110/09/12. Cllr Soond confirmed that the developers were aware of the chipping concern. The reason that development has been held up is that they are waiting for the landscape scheme to be approved by SCDC. RAS confirmed that the Parish Council have not seen this plan and there is no information on the planning website. Cllr Soond will investigate and ask for a copy of the scheme to be sent to the Parish Council.

Action: Cllr Soond

116/09/12 Report from County Councillor:

Melbourn Hub – this has now been approved and will incorporate the Library. The time to finish the building is estimated at about one year.

There is a 50% reduction in the price of student rail fares, for Meldreth students going into Cambridge.

Some vandalism occurred at the train station, First Capital Connect are in control of the situation.

The yellow lines near the station have been held up but work should commence within the next couple of months.

MAYD – money has been received from CCC to help with the costs of providing an administrator.

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Drainage/footpaths/ footways/ (pavements) – Mike Cooper CCC will be jetting the drains between the stocks and 110 High Street (Judy – Please check with SvdV). JC also mentioned that the drains in North End also need jetting.

Meldreth Manor have also reported that the footway from the Stocks along the High Street to the village shop is very uneven and causing many of the wheelchairs to use the road. Footpaths - Mr Cooper will investigate the possibility of putting in ramps over the plane tree roots near the stocks, which have been successful on Footpath 9. The work may need to be financed by the Parish Council. Mr Cooper will send costings.

Cemex – are looking for parish council views on the future development of the quarry. Some suggestions have been low cost housing, business development. The plant is being dismantled and the quarry will be filled in. Cllr van de Ven to forward information.

Action: Cllr van de Ven

117/09/12 Speed Limits on Whitecroft and Whaddon Road:

The speed limits on through Whaddon are to be reduced from 40 mph to 30 mph. RAS & DS had a meeting with Cllr van de Ven and Karen Lund (CCC) whereby they looked at the options of reducing speeding along Whitecroft Road and whether it would be possible to extend the 30 mph from Whaddon to Meldreth. This does not seem to be an option but what could be done is to extend the 30mph limit along Whitecroft Road to an agreed perimeter around the cross roads (encompassing West Way and Burtons) therefore incorporating all four roads at the cross roads. Ms Lund will put together a report/plan for the Parish Council to inspect.

118/09/12 Street Lighting:

Clarification on which lights will be removed, list has been sent to Debbie Maith. Oakrits (2); Flambards (3); Bell Close (2). The Parish Council agree to these lights being removed, work should commence in the New Year.

Information concern the upgrading of the SCDC Footway lights on North End and Chiswick End (090/07/12). There are two types of lights within the village:

Footway lights which are owned by the Parish Council, who pay CCC for energy and SCDC maintain at no charge to the parish.

Street lights are owned by CCC and it is these lights which are being replaced and updated. At the moment SCDC do not have a programme to replace the footway lights unless they are needed, so is on a need only basis (knocked down or faulty). They would replace it with a similar CCC light either a 5m or 6m column.

CCC are replacing their lights so that Balfour Beatty will eventually take over the maintenance contract for all CCC street lights. The PIF contract will run for about 25 years. If the Parish would like to replace the lights in the above areas themselves it would cost approx £1,200 per light, this is for a simple replacement and does not involve moving the light, as this would increase the cost if the electric connection had to be changed. At the moment it will result in a mixture of lights within the parish. It was suggested by RAS to wait and see how effective the new street lights are and if it was felt that some areas of the village were in need of better lighting to re-look at it.

119/09/12 Transport Strategy:

CCC consultation will run unitl 28th September. Parish Councillors to respond as individuals. (see item 088/07/12). Note: on the last page of the report it lists a bridge at the Foxton Rail crossing, another option would be to have an underpass but this was not mentioned in the report.

120/09/12 Agendas

At the moment agendas are publicised in the website and on the notice board. The Parish Council see no reason to change this procedure at the present moment. It was suggested to look into how other Parish Councils handle their information but it would need an upgrade in the system and extended man hours. Areas to look into are Twitter and Facebook. Clerk to make enquiries.

Action: Clerk

121/09/12 Notice boards:

Relocation of both notice boards (Parish Council and MVA). The clerk has met with Mike Cooper (CCC) on site and it was suggested that the notice boards could be placed either side of the street name and fire hydrant. It was felt by some that the new positioning of the notice boards was not in a good visibility position, but they have to be placed in a position which does not obscure site lines for traffic. Clerk to contact MVA for their feedback.

Action: Clerk

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Clerk to enquire if a top could be fixed onto the notice boards to incorporate a name plaque.

Action: Clerk

122/09/12 Pavilion:

There is still a question on funding and how much is actually going to be available. There may be a possibility of using S106 money for upgrading the pavilion. In order to apply for grants the pavilion needs to be used as a community building and not just for the use of football. It was felt that once the building is in a better state of repair other organisations, within the village, would start to use it and would therefore become a better community asset.

The football teams have begun to repaint the interior of the pavilion and clear the rubbish.

New contracts to be done.

Action: Clerk

123/09/12 Playground:

1. Monthly Report – JF and APB looked

The back ditch has now been cleared of all debris. The bridge over the ditch needs a new rail. Clerk to contact Dave Chappel

The swing seats still need to be replaced. Clerk to contact Dave Chappel.

The roundabout has a loose screw in one of the small platforms. Clerk to contact Dave Chappel.

All other equipment appears to be in good order

The new play equipment appears to have been very well received by the children.

- 2. New play equipment has been installed.
- 3. Horse springy the cost of installing the horse spring would be approximately £670.00 this would be a straight instalment into the ground with no grass matting and the Parish Council will have the horse repainted. For Wickstead to repaint it would cost an extra £356.00. Clerk to confirm costings. It was proposed by DH, that if the price is correct to proceed, seconded by JF all agreed.

 Action: Clerk

124/09/12 Correspondence and Clerk's Report:

Christmas Tree – it was agreed by all that the Parish Council will participate this year, but volunteers are needed.

Cambridgeshire ACRE AGM Tuesday 25th September 6pm at Cambridge Conference Centre – know one is available to attend.

General Power of Competence (GPC) 20th Sept at Bluntisham or 2nd Oct at Histon – SH and RAS will attend on the 2nd October, cost is £35 per person. Clerk will be attending the 15th September Clerks session.

Village Sign with misspelling – it was agreed by the Parish Council that the misspelling of the sign is to be kept – it was felt that as it has been there for so long that it was now a part of the history of the village and should therefore be kept as it.

Recreation Study – received from Linda Brown (SCDC) – There are a couple of amendments needed: There are two football teams – Meldreth Football (Saturday) and Meldreth United (Sunday) and the croquet club was missing. Clerk to contact Linda.

Action: Clerk Trees at Bell Close – Clerk has reported the large sycamore tree at Bell Close to the Tree Officer (SCDC).

125/09/12 MAYD: Report from DS

(see item 116/09/12). DS attended the July meeting. There were 4 summer sessions held over the summer vacation but it was felt that maybe better advertising of these events was needed. The Youth Club is due to start up in September and the mini bus has been organised which will pick and drop of the children who wish to attend. Posters and a notice in Meldreth Matters will be done. The councillors were shown a break down on where the funding comes from, but further information is needed as to how the agreed contributions for the five parish councils involved (Meldreth, Melbourn, Foxton, Fowlmere and Shepreth) was agreed upon.

126/09/12 Financial Assistance: (SH, RAS, NP, GVB, Clerk)

It was proposed by NP that a contribution of £1,000.00 be made payable to the Village Hall Trust, this was seconded by SH, all agreed. The Village Hall had gone and got match funding from the Community Chest Grant (SCDC) which the Parish Council had suggested.

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127/09/12

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: Payments made in August

Staff salaries	£1,161.18	LGA 1972 s112
Grass cutting	£ 500.00	OSA 1906 s9/10
MD Landscapes	£ 420.00	OSA 1906 s9/10
Staples	£ 77.28	LGA 1972 s113
D Chappel	£ 256.00	OSA 1906 s9/10
B Huett	£ 90.00	LGA 1972 s113
D Chappel	£ 115.00	OSA 1906 s9/10
Stationery Cupboard	£ 163.76	LGA 1972 s113
Talk Talk .	£ 15.31	Telecommunication Act
Playdale 50% deposit	£ 2,920.80	OSA 1906 s9/10 (S106 Account)

Payments awaiting approval for September:

<u>r ayments awaiting approvarior September.</u>					
Clerk Salary	£	658.95	LGA 1972 s112		
Litter Picker	£	282.15	LGA 1972 s112		
Inland Revenue	£	138.58	LGA 1972 s112		
G B Goodwin	£	500.00	OSA 1906 s9/10		
Moore Stephens	£	342.00	LGA 1972 s142		
Village Hall Trust	£	142.50	LGA 1972 s113		
Eon	£	11.67	LGA 1972 s132		
Acacia Tree Surgery	£	180.00	OSA 1906 s9/10		
CPALC	£	35.00	LGA 1972 s114		
P Penfold	£	126.00	LGA 1972 s113 (reissue of cheque 2218)		
Talk Talk	£	15.31	Telecommunication Act		
BT	£	131.68	Telecommunication Act		
Village Hall Trust	£	1,000.00	S137		
Playdale 50% deposit	£2	2,920.80	OSA 1906 s9/10 (S106 Account)		

Payments were proposed by SH, seconded by RAS all agreed. Cheques were signed by RAS and SH.

128/09/12 Holy Trinity Church:

1 - Tree Survey Report – APB and RAS have inspected the survey, APB will gain some quotations for the work highlighted which cannot be undertaken by a working party.

Action: APB

2 – Church wall buttresses – report on the meeting held with APB, church representatives and SCDC. A meeting has taken place and it would appear that some documentation was not received which outlined the stipulations of the grant requirements. Awaiting response from SCDC.

129/09/12 Parish Plan Upgrade:

Meeting to take place with Clerk, NP, APB and Mike Barnes from Cambridgeshire ACRE to discuss updating the Parish Plan.

130/09/12 Parish Paths Partnership:

A working party will be undertaking some work on Footpath 6. Mike Cooper (CCC) has cut back the hedge along Footpath 6.

131/09/12 Councillors' Reports:

APB – trees on Mettle Hill – still to be undertaken.

RAS – the Sycamore tree near the war memorial needs investigating as there is a lot of dead wood. **Action: Clerk**

JF – the armrest at the bus stop has been removed. Clerk to enquire if Dave Chappel has this

GVB – SHLAA assessments, has been asked if the sites in Meldreth are still going ahead. RAS confirmed that all seven sites which had been put by owners have now been rejected by SCDC for more new houses.

It was asked if the Parish Council would be interested in doing on line banking with Unity Trust which specialises in Parish and local authorities. GVB will put a proposal together.

Action: GVB

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DS – there is the possibility of getting a volunteer work force for a large project. The Parish Council would need to provide the equipment. This could be an ideal project for next year if the Community Orchard proposal goes ahead. DS will get further information. **Action: DS CAL** – there is a large puddle/verge decline at the cemetery. Cemetery working party to fill in. **Action: CWP**

Potholes near West Way are appearing again, some of which are quite large. Clerk to report to Highways. **Action: Clerk**

JC – Memorial Wreath – it was proposed by SH, seconded RAS that Meldreth provide a memorial wreath this year. This has been precepted.

The roof at the bus shelter on North End is in a bad state of repair. Clerk will make enquiries with Cllr van de Ven as this was a project for a couple of the youths were undertaking with Alan Tobin. If this is no longer the case Clerk to ask Dave Chappel for costings.

Action: Clerk

There is foliage overgrowing the footway between the Alms Houses and the bus shelter.

Clerk to contact Mr P Chilvers.

Action: Clerk

SH - River Mel - 80 tons of gravel has been deposited under the bridge. The next stage will take place later in September.

132/09/12 Agenda items for the next meeting:

Pavilion – S106 money, grant applications Christmas Tree

133/09/12 Action Points: if not already covered:

All action points have been covered.

There being no further business the meeting closed at 10.45 pm.

The next meeting will be on October 4th 2012 in the Green Room of the Village Hall.

Chairman	Date	

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