

MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held Thursday 6th June 2013, 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 A P Burlton (APB), Mr G V Borgonon (GVB), Mr J Chamberlain (JC), Mrs C.J. Fallon (JF), Mr C. A. Land (CAL), and Mr D Stewart (DS)

In attendance: J Damant (Clerk), Cllr van de Ven (CCC & SCDC)

- 056/06/13 To receive any apologies for absence:**
Apologies were received from Mr N Pellatt.
- 057/06/13 Councillors to disclose any Pecuniary Interests (disclosable pecuniary interests (DPIs) include interests held by a member's spouse, civil partner or similar) listed on the Agenda:**
There were no interests declared.
- 058/06/13 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 was one member of the public present.
Guest Speaker – Mr John Travis and Mr Jose Hales gave a presentation on Melbourn Hub. Melbourn has over 5,000 residents and over 1,000 people travel to Melbourn for work. Melbourn has never had a village hall and one of the strong indications that needed to be addressed came out of their Community Led Plan (Parish Plan) which showed that residents would like a Community Building. In 2009 the police sold off the land along with other, now disbanded police stations, for affordable housing. '100 Houses' were the developers and Melbourn Parish Council approached them to enquire if it would be possible to purchase some of this land in order to build the Community Building. This was agreed and the Hub should be in operation by the New Year of 2014. The Hub will have a Parish Office along with the rehoused library, a coffee shop and Wifi and it is hoped that laptops will be available for residents use. It is also hoped that organisations such as CAB, Relate and some departments from SCDC will also hold surgeries at the Hub.
- 059/06/13 To sign and approve Minutes of meeting dated 2nd May 2013:**
Amendment: 034/05/13 (xi – Mr G V Borgonon seconded, Mr A P Burlton was absent from the meeting). The minutes were proposed by DS to be a true recorded, seconded by CAL all agreed. The Chairman then signed the minutes.
- 060/06/13 Councillors' to sign their Register of Interests:**
There are no changes to the Register of Interests. JC is no longer involved with Meldreth Warden Scheme as it has now folded.
- 061/06/13 Matters arising: (no actions information only)**
- War memorial cleaning, quotations received still investigating if grants are available
 - Bus shelter at North End has now been repaired.
 - Dog signs have been received awaiting to be erected on the recreation ground
 - Keep out signs have been erected at Mettle Hill
 - HCV sign has been erected at Whaddon Gap
- 062/06/13 Planning:** Cllrs. Hawkins, Searles, Burlton, Chamberlain, Fallon, Land and Stewart (Full details of planning meetings are available via the Clerk, website or notice board.)
Planning meeting for 16th May 2013
3 Woolpack Way, S/0848/13/FL - Extension to dwelling and erection of porch
Parish Council recommend **Approval** with no comments.
- 102 High Street, 02/13/SC** - TPO being served - The line of Sycamore, Ash and Norway maple along the rear boundary are significant within the skyline of High Street given the openness of the public house car park these trees from a backdrop to the new development.
The Parish Council are in agreement with the proposal of installing a TPO on these trees.
- 102 High Street, C/11/40/071** - Tree work. The Parish Council have no comment on this and will leave the decision to the Tree Officer (SCDC).

Planning meeting 6th June 2013 (verbal report)

73 High Street - Maycroft Residential Home, S/0913/13/LB - Samved Holdings Ltd, C/o Advina Care Ltd. Part demolition of and alterations to existing building. Parish Council recommend Approval with no comments.

73 High Street – Maycroft Residential Home, S/0912/13/FL - Samved Holdings Ltd, C/o Advina Care Ltd. Replacement of existing Care Home. Parish Council recommend Approval with comments. "There is major concern that there is not enough car parking spaces for both staff and visitors at any one time. The Parish Council would like to see details concerning the utilisation of plant and contractors vehicles during construction as there are already problems of parking along the High Street. Concern is also expressed as many wheelchair users, from the school (Meldreth Manor School) also use this footway.

SCDC Decisions:

Malton Farm S/0411/13/LB has been granted permission for erection of post and rail fence within curtilage of listed building.

063/06/13**Policies:**

- Financial Risk Assessment: It was proposed by SH to approve the document, seconded by RAS agreed by all, this will also include the Financial Regulations as part of the document.
- Asset register – Clerk is putting together an asset register to include all assets not just those for insurance purposes. It was suggested that the Clerk make enquiries with past Clerks to see if they have any helpful information. APB may also have a map for land registry purposes.
- Code of conduct – amendments from SCDC 2013. It was proposed by RAS that this be adopted, seconded by GVB all agreed.

064/06/13**Report from District Councillor: SVdV**

Cllr van de Ven is the new District Councillor.

1. Noise disturbance from Eden Farms Station Yard generator: I visited Eden Farms last week. It was agreed that the next day, the viability of a smaller and quieter generator would be tested. This was successful and is due to replace the bigger generator this week. It will sit within the same acoustic barrier. Permanent new power supply is taking longer than anticipated but hopefully should be in place later in the summer.
2. Cllr van de Ven has met with Planning to lay out the principle of working cooperatively on whatever direction Meldreth Parish decides it wants to go on the Mettle Hill site. Information on the policy guidance on self-build, has been requested as it was of interest at the recent Annual Parish Meeting.

Cllr van de Ven has met with the Housing Team to understand the timing around bidding for the new properties off of Whitecroft Road, having had considerable interest from several Meldreth residents. Shared equity properties have all gone to Meldreth residents and the rented properties is also showing a high interest from Meldreth residents. The developers 'Jephsons' are responsible for housing allocation and not SCDC.

Regrettably, SCDC has abolished its Sustainable Energy Committee which was the catalyst for the Sustainable Parish Energy Partnership – though says it will continue the SPEP project.

065/06/13**Report from County Councillor: SVdV**

Street Lighting: Cllr van de Ven has asked Balfour Beatty again to complete the restoration of the lamp at the corner of North End/Fenny Lane, and when the dimming process is to begin. A resident has made the important point that lamps in trees are detrimental to wildlife and particular birds. This seems an important oversight in the street lighting policy and Cllr van de Ven has contacted CCC for a response.

Cambridgeshire County Council is now in 'no overall control'. A vote was won to bring the Cabinet and Strong Leader model to an end, and to re-introduce the committee decision-making system which served the council for many years, before central government imposed the Cabinet and Leader system in 2000 through the Local Government Act. Due to legal constraints, the committee system will not be able to commence until May 2014. It will be set for five years. For the coming year, the largest political group, the Conservative Group, will run a final year of the cabinet and leader system. The new leader is Cllr Martin Curtis.

The A10 Corridor Cycling Campaign held a very successful event on May 19th, cycling from Trumpington and Royston in two groups and convening at Phillimore's Garden Centre, who kindly hosted our group of about 150 people for refreshments. Sir Graham Bright, the Police and Crime Commissioner, joined the group and discussions on safer cycling were discussed.

MAYD – CCC is very enthusiastic about finding ways to continue supporting the work of Melbourn Area Youth Development as a unique initiative involving parish council collaboration. The grant funding received this year has provided an excellent professional coordinator to pull things together. Crucially this has provided special access to 'Detached Youth Work' resource which can be deployed in any of the villages if and when problems arise around low level ASB. This has been the case of late in Melbourn – and through MAYD we know that current issues in Melbourn involve people from surrounding villages. MAYD is also preparing to offer several good activities for the summer – Bike Bank, Horse Riding training and Youth Club evenings in each participating village. This builds on the success of last year.

Rail User Group matters:

A. The Rail User Group meets June 12, Foxton VH. British Transport Police will be attending to report on their work on risk taking at level crossing points in our areas. The Rail User Group has been able to accomplish a great deal but the number of people involved is quite small and we have lost our note taker who is moving out of the area. Any new input most welcome.

B. Thanks to a new clutch of volunteers for offering to help with Station Gardening. We would welcome anyone who can help out on an occasional basis. It is due to the gardening work that we were able to negotiate lower parking charges at the station.

C. The Meldreth, Shepreth and Foxton Rail User Group is preparing to sign a Community Rail Partnership agreement with First Capital Connect, Cambridgeshire County Council, South Cambs District Council and Network Rail. We would like to invite the four parish councils (Meldreth, Melbourn, Shepreth and Foxton) as well.

The idea is to affirm the good work that is already happening and to protect and further enhance our rail service as the best local transport in this area. Having our local councils on board will enhance good communication and the chance to seize extra opportunities that may arise.

It is hoped that the group will meet about three times a year. The meetings would be chaired by the Meldreth, Shepreth and Foxton Rail User Group and supported by a member of the County Council transport team.-(It was proposed by SH that Meldreth should support the Partnership, seconded by RAS all agreed. SH is happy to act as the liaison member for Meldreth parish council.)

066/06/13

Village Maintenance:

- Tree at war memorial – it was agreed that it would be too difficult to remove the metal work and that there is room to plant another tree along side . The tree will be planted in September/October. SH proposed that the 'Pride of India' (which was suggested by the Tree Officer at SCDC) be purchased, seconded by RAS, all agreed. Oak trees do not seem to do very well in Meldreth. Clerk to arrange the purchase from Barchams. **Action: Clerk**
 - Tree guard has been arranged from the National Trust, Clerk has arranged for it to be picked up and painted along with three others which will be used at a later date. Need a place to store the spare tree guards.

067/06/13

Playground:

1. Monthly Report – all equipment appears to be in good working order, a date to paint the equipment needs to be arranged with the working group.
 2. Ditch clearing – still has not been cleared. Clerk to contact MD Landscapes
 3. Horse springy – It was proposed by JF to accept the quotation from Playsafe Playgrounds for Option 2 which included Safagrass matting, seconded by CAL all agreed. **Action: Clerk**

068/06/13

Update on village meeting held on 23rd May 2013:

SH circulated a table showing the feedback on what residents had indicated they wanted to happen at Mettle Hill, although there is no definite leading idea allotments has the indicator. The land will need to be cleared and the back reseeded. DS suggested that his earlier contact for a work force to be used for a Community Project might be interested in helping if required. Further investigation is needed on what is needed to clear the land and buildings. GVB reported that the response from the "Community Led Plan" (formerly Parish Plan) showed only a small amount of interest. One of the main suggestions was to update the play equipment, Whaddon have done this but they had a very large grant and S106 funding. Clerk will make some enquiries. **Action: Clerk**

It was agreed by everyone that the format whereby village organisations were involved seemed to have a better response from residents. Needs to be held in the Village Hall for 2014. Clerk to arrange.

Action: Clerk

069/06/13

Correspondence and Clerk's Report:

The Cherry Tree at the corner of Whitecroft Road has been examined by SCDC and some limbs will be removed.

A large tree on Elin Way (No. 43-45) This has now been cut back.

Salvation Army: Would like to place a textile bank in the car park. It was proposed by SH that a site visit be arranged to discuss this with the Salvation Army a six month trial could be agreed. SH and GVB to be in attendance. Clerk to arrange.

Action: Clerk

Cambridge Community Voluntary Services (CCVS): emailed info to cllr – they help in putting together grant applications, the cost is dependent on income. For under £5,000 (youth clubs etc) membership is free under £50,000 £20 and over £50,000 is £50 for annual membership.

Clerk to contact NP to see if this would be of benefit for the pavilion.

Action: Clerk/NP

070/06/13

S106 Agreement:

Signing of the S106 Indemnity for 63 High Street - Mr R A Searles and Mr S Hawkins signed the document witnessed by the Clerk.

Monies received to date and what it has been spent on was circulated to all councillors.

071/06/13

Recreation Ground:

Discussion on erecting railings along the play area. A full costing needs to be gained with three quotations.

072/06/13

Village Hall Carpark:

APB still awaiting a third quotation.

Action: APB

073/06/13

Parish Paths Partnership:

FP6 – path edge boards between Flambards Bridge and railway level crossing have been installed.

The following working parties are planned for June and July

FP6 wood chippings to be laid.

FP9 & 9a to trim and cutback overhanging foliage.

Chippings to be laid between Woolpack Way and Melwood and between the pub and Topcliffe Meadow and along FP6 near Topcliffe Mill.

Steps will be constructed between FP14 and FP6 near Flambards Bridge.

Mr Gaskin (CCC) will arrange a contractor to clear FP12 on either side of A10 bypass.

Mr Gaskin (CCC) has inspected the overhanging tree on FP12 and declared it safe.

074/06/13

Whitecroft Road:

- MHI scheme – Highways: While the Minor Highways Panel met some time ago to decide on parish funding applications, the Cabinet decision-making step has yet to happen.

- repositioning of the interactive speed sign on Whitecroft Road – Cllr van de Ven has met with Jephson's who have agreed to pay for the sign to be repositioned once permission has been granted from the Highways Department to a cost of £2,000. Cllr van de Ven will contact Highways.

Action: SVdV

075/06/13

Councillors' Reports:

RAS

Proposed that the deeds to Mettle Hill be left with the Birketts (Solicitors) and copies be kept in the office and Cambridge Records Office, seconded by SH all agreed.

Action: Clerk

Riparian Way letter to some North End residents. It was proposed by SH that the draft letter for Riparian Way owners be sent, seconded by GVB, all agreed.

Action: Clerk

JF

The hedge along Station Hill is encroaching onto the footway.

Action: Clerk

The trees along the A10 at the Meldreth turning need attention.

Action: Clerk

JC

There appears to be a large pool of water on Fenny Lane near the crossroads **Action: Clerk**

076/06/13 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:

J Damant	855.97	0	salary	LGA 1972 s112
M Taylor	283.65	0	salary	LGA 1972 s112
Inland Revenue	254.15	0	paye/ni	LGA 1972 s112
Jill Towner	60.00	0	office administration	LGA 1972 s113
Shaw & Sons	204.00	34.00	burial book	LGA 1972 s
D Chappel	228.00	0	Bus shelter (north end)	OSA 1906 s9/10
B Huett	160.00	0	Internal audit	LGA 1972 s
Equip4work	7.80	1.30	small order charge	OSA 1906 s9/10
Equip4work	100.80	16.80	Keep out signs	OSA 1906 s9/10
Meldreth VH	55.00	0	rental	LGA 1972 s113
D P Garden	514.16	0	May grass cutting	OSA 1906 s9/10
Talk Talk	15.31	0	Broadband	TCA

Additional Payments

Stationery Cupboard	172.56	28.76	stationery items	LGA 1972 s114
Rospa	36.00	6.00	check list	OSA 1906 s9/10
SLCC	145.00	0	membership	LGA 1972 s142

It was proposed by GVB that all payments were in order, seconded by JF all agreed.
Cheques were signed by GVB and SH.

2. Audit

Documentation was circulated to all councillors. The internal auditor had signed the audit off. It was proposed by SH to sign the document, seconded by DS all agreed.

3. Financial assistance

Clerk has requested some assistance with setting up the accounts for next year. The accounts are now becoming more complicated and a trainee bookkeeper is available to help the Clerk with some training, they are also an RFO for another parish council so are aware of what is needed for parish council accounts. It was suggested that the Clerk make contact and arrange a meeting to see what is actually needed. **Action: Clerk**

077/06/13 Burial Ground: Clerk is still looking into these.

1. Rabbit fencing
2. Removal of earth
3. Working Party date to clear and clean grave stones – now have a list of volunteers

078/06/13 Agenda items for the next meeting:

Holiday cover for the Clerk.

079/06/13 Action Points: if not already covered:

Notice board for Whitecroft Road/Elin Way still to be erected.

There being no further business the meeting closed by 10.14 pm (22:14hrs).

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

Chairman

Date

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