

**MELDRETH PARISH COUNCIL**

**Minutes unApproved** of the Parish Council Meeting held Thursday 5<sup>th</sup> September 2013, 7.30 p.m. in the Green Room of Meldreth Village Hall.

**Present:** Mr S Hawkins (SH) Chairman, Mr G V Borgonon (GVB), Mr J Chamberlain (JC), Mrs C.J. Fallon (JF), Mr C A Land (CAL), Mr N Pellatt (NP) and Mr D Stewart (DS)

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

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- 103/09/13 To receive any apologies for absence:**  
Apologies were received from Mr A P Burlton and Mr R A Searles.
- 104/09/13 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 declarations declared.
- 105/09/13 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, though there were no comments.
- 106/09/13 To sign and approve Minutes of meeting dated 4th July 2013:**  
The minutes were proposed by GVB to be a true record, seconded by NP all agreed. The Chairman signed the minutes.
- 107/09/13 Matters arising: (no actions information only)**  
There were no matters arising as all items were covered in the agenda.
- 108/09/13 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 1<sup>st</sup> August 2013**  
**Bury Lane Fruit Farm, S/1334/13/FL** - Erection of grasscrete service road and overflow car park. Meldreth Parish Council recommend **Approval** with no Comments.  
**Land at 97a North End, S/1440/13/F** - Single Dwelling. Meldreth Parish Council recommend **Refusal** with Comments. 'The proposed dwelling is outside the village envelope and Malton Lane is a small country lane which has already caused concern with the junction at North End. Further building would spoil the rural character. The Parish Council supported keeping the village framework as it currently is and supports the Local Plan Policy of no new houses in the countryside'.  
**15 West Way, S/1399/13/FL** - Conversion of garage to annexe (retrospective application). Meldreth Parish Council recommend **No Recommendation** with No Comments.  
**2 North End, C/11/40/071** - Reduce Beech by 3mtrs and cut back from lawn by 2mtrs and thin Ash tree by 20%. Meldreth Parish Council have no Comment on this application and leave the decision to the Tree Officer at SCDC.  
**Planning meeting for 15<sup>th</sup> August 2013**  
**Scrapyard, Chiswick End, S/1130/13/FL** - Erection of a storage building. Parish Council recommends Refusal with Comments.  
**Gocold, Station Road, S/1194/13/DC** - Discharge of conditions 3 & 4 (landscape scheme), 5 (boundary treatment), 7 (surface water drainage), 8 (foul water drainage) 9 (pollution control) and 10 (land contamination) of planning permission S/1107/10.  
Meldreth Parish Council feel that it is premature to discharge these conditions given the ongoing discussions between SCDC, Eden Farms and residents. MPC is also concerned that the scale and hours of operation are far greater than in the original application and that the disturbance to the surrounding area is consequentially higher than originally expected. Two areas are recommended for study:  
1) A noise survey should be carried out over a prolonged period and covering the 24hr operations at the site to determine if acoustic boundary fencing is appropriate.  
2) Concern over the proposed discharge of treated sewage to a nearby watercourse given the history of problems with ditches and drains in the local area.

**Showman's Site, Biddall's Blvd, S/0177/03/F** - Variation of Condition 9 of planning permission S/0177/03/F to allow an increase in the number of plots from 11 to 23. Parish Council recommends Refusal with comments.

**82 High Street, S/1589/13/FL** - Single storey side extension and two storey rear extension to dwelling. Parish Council recommends No Recommendation with comments.

**45 Whitecroft Road, S/1602/13/FL** - Change of Use from existing residential garage to home hairdressing salon. Parish Council recommends Approval with comments.

There was no planning meeting on 5<sup>th</sup> September 2013.

109/09/13

**Report from District Councillor:**

Cllr van de Ven has had reports from both SCDC and residents of acute disturbance emanating from a Meldreth council house property, and have suggested to SCDC that it reconvene the small residents' meeting to bring affected people up-to-date on what is happening, and what it proposes to do about it. This has now been tentatively arranged for mid September.

Station Yard Community Liaison Group met again August 22, again with very good attendance including four SCDC officers and two local managers of Eden Farms. The consensus from residents was that there have been some small signs of improvement, though for residents living nearest Station Yard there had been no improvement. This continues to be extremely distressing for residents. Since that meeting, the generator has been replaced by a permanent electricity supply and that noise source has been solved. However, I am still receiving reports of other night-time noise disturbance which the Liaison Group will need to address. The Group meets next on October 16, 7 for 7:30, at Elin Way community room. Cllr van de Ven has created a webpage for minutes, agendas and next meeting dates on my website (unless the parish council would like to incorporate this information on its own website).

Self-build housing: Cllr van de Ven has asked a question of the SCDC Cabinet Member regarding the council's policy on self-build, and what it is doing to communicate that policy to ordinary residents. There is some provision for self-build on new communities development sites but it does not appear well developed outside of that context. It was suggested that an article be placed in the South Cambs magazine, which would at least force SCDC to focus on the matter, and would possibly kick-start further work in this area.

110/09/13

**Report from County Councillor:**

Cllr van de Ven has had numerous, continuing complaints of cars parking on the pavement in the High Street between the chicanes near the British Queen, toward Maycroft. In particular concern has been expressed by Meldreth Manor Carers who cannot always navigate wheelchairs on the narrowed strip of pavement. Cllr van de Ven has liaised with Highways and Police for advice. Highways have tried on numerous occasions to persuade drivers not to park on the pavement, without success. Police say that it is an offense to park on the pavement if this obstructs pedestrian access. It was suggested that the Parish Council undergo a similar exercise as with Station Road, informing motorists of the difficulties; Highways would be in support of this. This could be followed up at the Neighbourhood Panel meeting in October. As well as an article in Meldreth Matters explaining the situation.

Please could the Parish Council take a few minutes to respond to the County Council's draft transport strategy, consultation concluding Sept 30. The main features for the A10 corridor are proposed improvements to rail and cycling infrastructure. There is also an aspiration to close Foxton Level Crossing.

Dept for Transport £300K cycling infrastructure grant: The County Council's bid to the Dept for Transport for £300K for 'cycle links to Foxton Station' has been successful. £300K will buy about one km of cycle path. The A10 Corridor Cycling Campaign has already been asked for its input in the event of the grant coming to fruition. The consensus was that if any cycle path is to be put down, the standard established should be of high rather than medium quality— so, 2.5 metres wide rather than 2 metres. There has been discussion as to whether the grant should be spent on the northern or southern approaches to Foxton Station. This is an important first step in addressing the A10. The County Council cycling officer will be attending the next meeting of the campaign on September 24, 7 for 7:30, Foxton Village Hall, to update us.

The Guided Bus legal dispute has been settled out of court. It is an unfortunate coincidence that within just a couple of weeks, a proposal is being considered by the County Council Cabinet to introduce parking charges at all five Cambridge Park and Ride sites. None of the Guided Bus Park and Ride sites are included in the charging proposals. The charge proposed is £1 per day. There has been no consultation at all and there would be many negative ramifications. The idea would be to introduce charges beginning January 2014.

Our Community Rail Partnership, incorporating Meldreth, Shepreth and Foxton Stations, will be signed on October 25, 11:15, at Meldreth Station.

While Jephson's have agreed to pay the cost of erecting safety-related signage on Balfour Beatty lampposts at the War Memorial junction, BB has said 'no.' Cllr van de Ven has asked the County Exec Director to consider the fact that parish council's are being asked to address and find funding for small highways projects, and that dual use for lampposts (which should be considered public, not private, lampposts)

Drain at corner of Whitecroft Road and Station Road hill: Mike Cooper is happy to 'properly' repair the area around this drain, but says that first, the ditch in the adjoining private property needs to be cleared. Unfortunately it appears that builders' rubble from the construction of the footway was dumped in the ditch. Many thanks to the resident in the adjoining property who spent all day yesterday weeding back to expose the rubble. Cllr van de Ven has been in touch with the developer who commissioned the footway and action is promised

111/09/13

**Village Maintenance:**

Tree guards – Three have been ordered and will be refurbished.

Benches – Dave Chappell is presently doing a survey on all the benches to see what maintenance is needed.

Notice board – Clerk to contact John Prime regarding the Parish Council sign on the notice board on the corner of Elin Way.

**Action: Clerk**

Riparian Way letter sent out to relevant householders

Flambards residents association - Clerk has still not heard back regarding the names of the Trustees.

War Memorial - repairs to paving stones still to do, request has gone into Dave Chappell.

Blocked drains - Clerk has informed Highways of the blocked drains at College Bends, other drains also include outside the shop, outside Old Bell Cottage, Stocks, outside 70 High Street, and at the Fenny Lane crossroads. Clerk to ask Highways to include these on to the jetting schedule.

**Action: Clerk**

112/09/13

**Playground:**

1. Monthly Report – all equipment appears to be in good working order. The equipment still needs painting.

2. Horse Spring - JF had been in contact with the company during the Clerk's vacation but they are still awaiting a part. Clerk to make enquiries.

**Action: Clerk**

113/09/13

**Winter gritting:**

The new winter gritting schedule has been circulated to councillor's, can councillor's please check that all the data is correct and area's have not been left off.

**Action: Cllrs**

114/09/13

**Mettlehill:**

Clearance schedule ongoing.

SH is presently investigating manhole covers, presently looking into plastic covers rather than the metal ones.

**Action: SH**

115/09/13

**Correspondence and Clerk's Report:**

- A large tree on Elin Way (No. 43-45) This has now been cut back. Amendment, this has not been cut back, Clerk making enquiries with SCDC as to who is responsible. Update – Clerk has contacted the Street Lighting maintenance team to see if they can cut back around the light (SC15) which is being obscured by this tree along with the light on Footpath 12 (CC4S)

- Update on the Community Orchard at the back of Melrose. At the moment this is still ongoing between the developers and SCDC.

- Mike Cooper Highways CCC has replied concerning the erection of mirrors on the public highway ' they are considered to be a hazard and permission would not be granted by this Authority', Highways will remove any such items.

- September 9<sup>th</sup> Transport Consultation - 2.30pm-7.30pm, Melbourn All Saints Community Hall
- September 28<sup>th</sup> 9.30am 'Improvement of the River Cam' – SH to attend.
- SCDC Liaison Meeting at Cambourne on 1<sup>st</sup> October at 6.30pm – GVB will try and attend.
- Flyposters: article for Meldreth Matters still to do. **Action: Clerk**

- Riparian Letter: letters have been sent out. Mr Peter Thomas has arranged with Roz Richardson (Tree Officer – SCDC) to oversee work needed as trees may need to be removed, Ms Richardson has agreed that very little damage to trees will be done and the ditches on Mr Thomas's land will be cleared.
- Salvation Army: Would like to place a textile bank in the car park – have contacted Tom Richardson who will be away on annual leave, when he returns he will contact us to arrange a site meeting. SH will arrange meeting when he comes back from vacation. **Action: Clerk**
- Cambridge Community Voluntary Services (CCVS): **Action: NP**

**116/09/13 Christmas Tree Festival (30<sup>th</sup> Nov & 1<sup>st</sup> Dec 2013):**  
SH and Clerk will decorate the tree this year. **Action: SH/Clerk**

**117/09/13 Recreation Ground:**

1. Discussion on erecting railings along the play area.  
Several quotes have been received but there is much discrepancy. Clerk suggested contacting Andy Klose in Orwell to see if they would be able to help. **Action: Clerk**
2. Application for new fencing around the tennis courts  
The Parish Council agrees that a new fence can be erected. There is a historical agreement that the Tennis Club can receive funds/subs which is supposed to cover maintenance.
3. Ditch clearing  
MD landscapes have cut back the vegetation from the back ditch at the recreation ground but have not cleared the ditch of debris as they believe that the problem will continue, what is needed is to have a complete clearance and all debris to be removed. Further enquiries are needed to get costings as this is a more expensive option. **Action: Clerk**

A resident who'se property backs onto the ditch would like to have the foliage cut back from the fence line or removed completely, it was suggest that the recreation committee meet with residents to see if this is felt by all. Removing the foliage/shrubs may leave some residents feeling exposed however cutting back the foliage is proving to be a problem as there is no access for debris once it hits the ditch side of the fence. Clerk to write to residents.

**Action: Clerk**

**118/09/13 Village Hall Carpark:**  
APB was not present, to be discussed at the next meeting.

**119/09/13 Parish Paths Partnership:**  
Footpath 6 – wood chippings have been laid from the railway level crossing to Melwood from Flambards bridge. Chippings from the back of the British Queen to Topcliffe Meadow have also been lain. Thank you to Mr Tobin for the use of his dumper truck.  
Footpath 9 & 9a – path has been cut back.  
Further work will be carried out over the next couple of months.  
Hard chippings will be laid between the railway crossing and Flambards Bridge once they become available.  
SH will arrange construction of the steps between footpath 14 and footpath 6 near Flambards Bridge.  
Mr Gaskin (CCC) to arrange a contractor to clear footpath 12 on either side of the A10 Bypass.  
Footpath 9 & 9A. These paths need foliage cutting back and hedges trimmed.  
Stock's area annual clearance of leaves.  
Repair stile on Melbourn side of the railway crossing.  
Mr Gaskin (CCC) has inspected the overhanging tree on footpath 12 and reports that it is safe.  
There are 3 new members.

**120/09/13 Proposal for Reduced Speed Limits:**  
A proposal for reduced speed limits on Whitecroft & Kneesworth Road & Fenny Lane.

It was proposed by SH that the Parish Council accept the estimated expenditure of £3200 from CCC to remove existing signs and posts, erect new signs and posts and the advertising costs to implement this scheme and the parish and external consultation letters. Seconded by GVB all agreed.

121/09/13

**Councillors' Reports:**

**RAS** - Has looked at the Local Plan and reports two items which need a response to SCDC.

- 1) There is a tiny change to the village envelope along the RHS of Malton Lane to include all of the barns alongside the road. SCDC did not include all the land beyond as requested by a resident and have just turned down a planning application to put a large house on that land.
- 2) The local plan includes a proposal that change of use applications for land with permission for traveller's sites should not be allowed. However the Mettle Hill and Willingham sites that have been bought by Parish Councils are specifically mentioned and excluded from this requirement. SH will report to SCDC.

**Action: SH**

**DS** – MAYD – Report circulated. At present there appeared to be 13 youths from Meldreth attending local Summer events in Meldreth but fewer going to Melbourn

**JC** - Garages on Howard Road: nettles have not been removed along the stretch of verge from the corner of Howard Road towards the garages, seems to have been missed again. Clerk to inform SvD.

**Action: Clerk**

122/09/13

**Financial Requests: Payment if agreed will be completed in October's finances.**

- MAYD – SH proposed and amount of £450, seconded by JF all agreed.
- Royston & District Community – SH proposed £450, seconded by CAL all agreed. An amount of £400 for 2012/13 has already been agreed.
- Melbourn & Meldreth Self Help Group – CAL proposed £300, seconded by JF all agreed.
- Tennis Club – request £300-500. See item 117/09.2. The request was denied.
- Good Companions – Proper form needs to be completed. Clerk will contact.

123/09/13

**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:****Payments already made**

|             | <b>Amount</b> | <b>Description</b> | <b>Power</b>   |
|-------------|---------------|--------------------|----------------|
| Staff       | 1156.13       | Salaries/PAYE July | LGA 1972 s112  |
| D P Gardens | 514.16        | Grass cutting      | OSA 1906 s9/10 |
| D Chappell  | 75.00         | Pavilion Repairs   | OSA 1906 s9/10 |
| D J Prime   | 480.00        | Notice board       | OSA 1906 s9/10 |
| J Damant    | 681.44        | Salary August      | LGA 1972 s112  |
| BT          | 177.86        | Telephone          | TCA            |
| Talk Talk   | 15.31         | broadband          | TCA            |

**Payments awaiting approval September**

|             | <b>Amount</b> | <b>Description</b> | <b>Power</b>   |
|-------------|---------------|--------------------|----------------|
| Staff       | 397.86        | Salary/PAYE August | LGA 1972 s112  |
| D Chappel   | 66.00         | Bus shelter rprs   | OSA 1906 s9/10 |
| D P Gardens | 514.16        | Grass cutting      | OSA 1906 s9/10 |

Finances were proposed by CAL, seconded by GVB all agreed. Cheques signed by SH and JF.

**2. Internet Banking:** All documentation has been sent to the bank. Credit Card: To be minuted that the Clerk is authorised to purchase items with only their signatory and with a limit as stated within the Standing Orders. If a higher amount is required then it will have to go to Council for prior approval.

**3. Payment Scales** - The National Joint Council (NJC) for Local Government Services has reached agreement on the pay scales for 2013-14. Consequently the National Association of Local Council and Society of Local Council Clerks jointly recommend that the salary scales of all full time and part time clerks be adjusted in accordance with the new spinal column points (SCP) – including revised figures (based on the change as agreed at NJC) for SCP's 50 and above. The rates of pay should be applied from **1<sup>st</sup> April 2013**. August pay will be set at the new rate of 10.040 increase of 0.09.

**4.Banking:** To open up another bank account for higher interest would mean taking money out of the deposit account for a period of time, this money would then go back into the deposit account with the extra interest.

At the moment the interest on the regular deposit account is set at 0.05% with approximately £60,000, this would give an interest amount of (£30.00). The higher interest account would be for £30,000 for a period of 3mths at 0.6% (£180.00) or 6mths at 0.7% £210.00 (these are today's percentages (05.09.13).

It was proposed by CAL and seconded to GVB to allow £30,000 be placed in one of these accounts for 3 or 6 months.

**Action: Clerk**

**124/09/13**

**Burial Ground:**

1. Rabbit fencing – removal of the earth has to take place first.
2. Removal of earth – quotations being updated for decision in October. Have asked for updated quotes from Meadow Nursery, MD Landscapes, Meldreth Landscapes and JW Maintainance to have the soil removed and the front cleaned up.
3. Working Party - date to clear and clean grave stones – date to be set.

**125/09/13**

**Agenda items for the next meeting:**

Mettle Hill  
Interactive Sign along Whitecroft Road (near the development)  
Clerks salary and Appraisal for November  
Wreath – laying  
Burial ground

**126/09/13**

**Action Points: if not already covered:**

There were no action points.

There being no further business the Chairman closed the meeting at 9.40pm (21:30hrs).

The next meeting will be held on 3<sup>rd</sup> October in the Green Room of the Village Hall at 7.30pm (19:30hrs)

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

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