

**MELDRETH PARISH COUNCIL**

**Minutes unApproved** of the Parish Council Meeting held Thursday 6<sup>th</sup> March 2014 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 J Chamberlain (JC), Mrs C.J. Fallon (JF), Mr C A Land (CAL), and Mr D Stewart (DS)

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

**Motion to exclude Public and Press:** *It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 that the Public and Press by temporarily excluded from this meeting due to the confidential nature of the business (81/03/14).*

- 55/03/14 To receive any apologies for absence:**  
Apologies received from Mr A P Burlton and Mr N Pellatt
- 56/03/14 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.
- 57/03/14 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 three members of the public in attendance.  
Concern was expressed regarding the 30mph speed limit and whether (repeater signs) could be erected along Whitcroft Road. See item 72/03/14
- 58/03/14 To sign and approve Minutes of meeting dated 6<sup>th</sup> February 2014:**  
Note: Mr Chamberlain was present at the December, January and February meetings. The minutes were proposed by JC, seconded by CAL all agreed. The Chairman then signed the minutes to be a true record.
- 59/03/14 Matters arising: (no actions information only)**  
Village Services and Facilities Questionnaire has been sent to Michael Sexton – SCDC  
Letter to residents, whose properties back onto the recreation ground with regards to clearing the ditch at the back of the recreation ground, have been sent out.  
Indemnity S106 Agreement for 4 Old Court, 104 High Street S/2232/12/VC has been sent off.
- 60/03/14 Planning:** Cllrs. Hawkins, Searles, Burlton, Chamberlain, Fallon, Land and Stewart (Full details of planning meetings are available via the Clerk, website or notice board.)  
**Extracts from the Planning Meeting held on 20<sup>th</sup> February (full minutes available from the Clerk)**  
**104 High Street, S/0089/14/FL** - Erection of new commercial unit, conversion of existing barn into 2 no. residential units. Meldreth Parish Council recommend **'No Recommendation'** with comments. 'This differs from previous application as there appears to be one less parking space for the commercial units and there is already a parking issue along the High Street in this area. Several of the plans and documents have changed but the numbering and dates of the plans have not been changed making it possible to miss relevant changes. There is no detail of sanitation for the toilets in C2'  
**126 High Street, C/11/17/071/02** - Reduction of height to health wood on 7 London Plane trees. Signs on decay in all trees and in some this will need a 30% reduction. 'These 7 trees have become important trees in the street scene of this section of the village and although the parish council understand the requirement for safety they would wish for the minimum, practical reduction'  
**Verbal report for Planning Meeting held on 6<sup>th</sup> March 2014:**  
**60 Whitcroft Road, S/0306/14/NM** - Application for non-material amendment to planning permission S/1385/13/FL (2 storey side extension) in the form of moving the back door and extended utility room on part of the area below car port. **Noted.**  
**58 Station Road (not High Street), Information Only, S/0191/14/NM.** Non material amendment to S/1541/13/FL for alterations to window design, removal of one rooflight and the method of roof support. **Noted.** Clerk to let planning know that this is Station Road.  
**32 Chiswick End, S/0157/14/FL** - Single storey front extension to existing bungalow (5

Metre front projection). Comments from residents were discussed. The Parish Council recommend **Approval with Comments**. The Parish Council would like the ditches to be kept clear and for there to be adequate soak-aways for the new extension. Chiswick End is vulnerable to flooding and this should be taken into account.

**8, Howard Road, S/0263/14/FL** - Demolition of single storey flat roof side projection and conservatory at rear, and replacement with two storey side and single storey rear extension to form three bedroom terraced dwelling. The Parish Council recommend **Approval with no Comments**.

**82 High Street, S/0299/14/DC**. Discharge of Conditions. Application for approval of details reserved by condition 3 of planning permission S/1589/13/FL for traffic management. The Parish Council would like to advise SCDC that there is off street parking in Bell Close which is believed to be owned by SCDC. Could permission be granted for contractors to use this space and not to park on the roadside?

**SCDC Decisions:**

**S/1130/13/FL, Scrapyard**, Chiswick End has been Refused permission for erections of a storage building and change of use of the land to commercial storage for a landscape and general ground and factory maintenance business.

**S/0260/13/FL, 45 Whitecroft Road** has been granted Permission for proposed retention of existing boundary wall (retrospective).

Report from RAS on Solar Farm at Bury Lane Fruit Farm which went to planning committee.

RAS and SH attended the Planning Committee meeting at Cambourne on the 5<sup>th</sup> March where the solar farm was discussed. An amendment has been proposed to take out 50% of the Southern field which is approximately 250 metres back from Ashwell Stret. A vote was taken whereby it was unanimous that the previously agreed position be maintained, that the whole field should be removed from the proposal.

Vote: To reduce the southern field by 50% - None in agreement

Vote: To remove the southern field completely – 6 in agreement, 0 against

**61/03/14**

**Report from District Councillor:**

**The Local Plan** goes for decision next week. There are a number of difficult issues for other parts of the district – why so many houses are planned for Waterbeach, especially post 2031, and Bourn where there is no obvious transport infrastructure and clear route into Cambridge – while fewer than originally envisaged at Northstowe, in spite of the massive investment in transport infrastructure (Guided Bus and the contribution to the A14). There is an inevitable interlinking with the Transport Plan and supporting City Deal for transport infrastructure county-wide that makes this a difficult collection of variables.

**Mobile warden** – Meldreth PC would be delighted if the Melbourn scheme were able to provide a service for a small number of residents in Meldreth. Cllr van de Ven has had two responses to the Meldreth Matters article. The breakdown of payment at Melbourn is £200 per year from the person receiving the service and £300 from the PC. The idea would be for Melbourn's scheme to take on two clients from Meldreth in the first instance.

**Eden Farms** – Noise assessments at individual properties are under-way.

**62/03/14**

**Report from County Councillor:**

**Maycroft Residential Home:** Cllr van de Ven has been working with the County Council and Maycroft. The Home is now under new ownership and management. The new manager, together with the County Council supervising officer, would like to visit the April parish council meeting in order to keep the Parish Council up to date on the measures to develop stronger community links. The owner also plans to initiate building works in early summer.

**Pavements/footways** – there have been many concerns raised about the state of pavements/footways – again on the North End bend near the church, also the internal path in Flambards Green, and the Whitecroft footway from Fenny Lane to Oakrits. Though funds are most likely not available, Cllr van de Ven will log these with Highways.

**Hub Library:** GCSE and A Level students have been using the Hub for study after school and during February half-term and say they would use one of the meeting rooms as a quiet study room during May half-term, if given the opportunity – i.e. using the Hub as a library in the same way they would Cambridge Central Library.

**MAYD:** The MAYD committee met last month and agreed unanimously that a youth club is essential for our area. Groundwork's offer was reviewed and there are a number of queries; a meeting with Groundwork is scheduled for later this month to discuss details.

**Community Transport and subsidized transport cuts:** Debate at the County Council's budget meeting on the long-term implications of losing community transport and subsidized bus services resulted in a kind of reprieve in that a pot of £500K was identified for 'public transport,' the details of which are to be worked out by a cross-party group of councillors.

63/02/14

**Village Maintenance:**

The weather has currently halted all maintenance projects.

64/02/14

**Playground:**

1. Monthly Report – all equipment appears to be in good working order.
2. Railings along the play area – still awaiting a third quotation.

**Other items:**

Another tree has come down behind No 4 Howard Road, clerk to arrange removal. Plum trees appear to have been removed from the recreation ground and a fence erected. The stumps have been levelled to the ground so are not posing a trip hazard. Confirmation needed as to who authorised their removal. Recreation Ground Working Party to investigate.

**Action: RGWP**

65/03/14

**Drainage Issues with the ditches along College Bends:**

Concern has been raised by residents from College Farm House regarding the ditch at College Bends. RAS believes that the pond drains away from their property towards Shepreth. Clerk has been trying to locate the responsible owners of these ditches in order to get them cleared. The water in the pond appears to be stagnant. The storm drains opposite are also blocked. Clerk to contact the Planning department again.

**Action: Clerk**

66/03/14

**Mettle Hill:**

SH has been approached by a company who will clear the land, landscape it and install the gates. The gates will be supplied by the Parish Council. The proposal is that the company will carry out these works for a two year rent free agreement. The company would like to use the land to dispose of soil and rubble, there will be no hazardous materials. After this period a rent will be negotiated for a period of time. This involves the hard standing area at the front of the site; there is a separate access to the rest of the land. It is not felt that a change of use will be required but SH will enquire. It was also agreed that if planning is needed then the Parish Council organise this as the land owner. Other questions need to be addressed such as vehicle movements. It was felt that if the company are prepared to level the site and carry out landscaping for a period of two years it would be cost effective.

67/03/14

**Correspondence and Clerk's Report:**

**Safeguarding Policy:** Clerk has started this policy and will finalise it once plans for the pavilion have been agreed.

**Parish Liaison Meeting:** Has been rescheduled from the 12<sup>th</sup> March to the 27<sup>th</sup> March at Cambourne, DS and RAS to attend.

**Recreation Ditch**

Fallen trees have been removed.

The tree stump has not yet been removed.

Letters sent out to residents but no work can be carried out until the birds have stopped nesting. Quotations from Aggregates, M Thomas and Meadow Nursery still awaited.

**Burial Ground**

Ground is still too wet at the moment. Once the soil has been removed the remainder of the rabbit fencing along the front can be completed.

**Village Maintenance**

Ivy has been cut from the trees at Poly Acre

**CPALC Membership:**

The Clerk has joined CPALC as a full member (this is not CAPALC where councillor's get their training) but a different organisation which is very good for general questions and has a good website.

**Dog Warden:** Melbourn Parish Council have indicated an interest in the possibility of having a shared dog warden. SH will enquire with other parishes to see if this could be a viable option.

**Action: SH**

- 68/03/14 Speedwatch signs:**  
 GVB has enquired with Whaddon about the Speedwatch signs and they cost £68+vat this also includes installation which is done by CCC. It was proposed by GVB to purchase 4 signs, seconded by RAS all agreed. The Speedwatch signs will be erected at Kneesworth Road, Whaddon Road, Station Road and North End. GVB will pass on documentation to Clerk to order the signs. **Action: Clerk**  
 At the moment there are 5 speedwatch volunteers but for this scheme to work successfully there needs to be at least 3 volunteers at each occasion so more volunteers are desperately needed.
- 69/03/14 Annual Village Meeting:**  
 Clerk has still not had confirmation from the Village Hall Trustees that the Annual Village Meeting can be held at the Village Hall. Clerk to chase. **Action: Clerk**  
 It was agreed that the format for last year's meeting worked well. Other village organisations to be contacted to see if they wish to take part. **Action: SH/Clerk**
- 70/03/14 Village Hall Carpark:**  
 Clerk to contact Richard Remnant to see what changes can be made to the specification. **Action: Clerk**
- 71/03/14 Parish Paths Partnership:**  
 Report from JC  
 Repairs to the gate at the level crossing has been acknowledged by Network Rail and Peter Gaskin (CCC).  
 The damaged stile and missing planks of the bridge over the ditch on footpath 5 on the Melbourn side of the A10 bypass has been reported.  
 The field crossing on footpath 4 have been reported again to Peter Gaskin.  
 Peter Gaskin has inspected the stiles at Malton Lane end of footpath 4 with a view of replacing them with kissing gates.  
 Chippings to be laid between the railway level crossing and Flambards Bridge when they become available.  
 Mr Hawkins to arrange the construction of steps between footpath 14 and footpath 6 near Flambards Bridge.  
 Chippings to be laid on footpath 6 between Melwood and Woolpack Way when available.  
 The bridge on footpath 5 will be repaired this month.,
- 72/03/14 Proposal for Reduced Speed Limits:**  
 The Highway Department states that if lamp posts are less than 185 meters apart than repeater signs cannot be used. Lamp posts at this distance or less automatically indicate a 30mph speed limit (Highway Code). Repeater signs are evident at Whaddon but they have no street lights.
- 73/03/14 Councillors' Reports:**  
**SH**  
 Can all councillors please write a short paragraph on being a parish councillor. RAS and SH will coordinate and put an article for Meldreth Matters together. **Action: All Cllrs/SH/RAS**  
**CAL**  
 Clerk to enquire with Highways if the speed sign at Five Acres can be moved a little way back towards Kneesworth as it is causing a sight hazard to residents in high vehicles trying to exit Five Acres. **Action: Clerk**  
**JF**  
 Still awaiting one quote for the pavilion.  
**DS**  
 MAYD have met and discussed the contract submitted by Groundwatch (see item 62/03/14)  
**RAS**  
 Clerk to write to 98 North End and thank them for the excellent work they have done on their entrance and repairs to the footway near their property, it is very much appreciated. **Action: Clerk**
- 74/03/14 Dog Fouling:**  
 Heidi Duffett (CCC) does not feel that a new dog bin is necessary on the recreation ground as the other two bins are not being used fully. Mick Taylor has submitted a letter where he states that the reason for this is that the litter bin on that side is being used to put dog waste in.

Mick (litter picker) presently empties the bins and recycles cans and bottles but with dog waste being put in to these bins he will no longer be able to carry this out.

It is not felt that moving one of the dog bins already in situ to this position (near the play equipment and North End) would alleviate the problem. Clerk to ask that if the Parish Council paid for a new dog bin would it be possible to have one installed at this corner of the recreation ground.

**Action: Clerk**

The litter bin in this location needs a new liner, the Clerk is looking at the cost of a new liner compared to a new lockable bin – the liners are always being taken so may be cost effective to purchase a new lockable bin.

**Action: Clerk**

Still awaiting a report for the rest of the village to see if there is a need for further dog bins within the village itself.

75/03/14

**Holy Trinity Church:**

Request for the next part of the repairs to the West boundary wall (was originally split into three stages (stage one has been completed). RAS has spoken with John Price who felt that it would be better to wait for Mr Burlton and on his return to look at the situation again.

76/03/14

**To receive details of cheques to be drawn on the Parish Council's account as detailed or amended by late payments. To approve payments:**

LGA Local Government Act; LGFA Local Government Finance Act; Local Authorities (LA); TCA Telecommunications Act; OSA Open Space Act; WMA War Memorial Act

**1. Cheques for approval and signature including any additional payments:**

**Payments already made**

Staff salaries	£ 951.33	February salaries	LGA 1972 s112
Inland Revenue	£ 173.10	February PAYE/NI	LGA 1972 s112
D P Gardens	£ 514.16	Feb grass cutting	OSA 1906 s9/10
Talk Talk	£ 15.31	Broadband	TCA 1984
BT	£ 226.20	Telephone	TCA 1984

**Payments for approval**

J Damant	£ 105.49	expenses	LGA 1972 s113
CCC	£ 486.62	Media Notice	LGA 1972 s114
D P Gardens	£ 220.00	Ivy removal	OSA 1906 s9/10
D P Gardens	£ 70.00	Tree work	OSA 1906 s9/10
Stationery Cupboard	£ 116.94	office supplies	LGA 1972 s113

**Deposits:**

OPC	£ 90.00	February rent
Burial ground	£ 360.00	

Payments proposed by CAL. Seconded by JF all agreed. Cheques signed by SH and GVB.

**Internet Banking:** Is now working and payments have been made.

77/03/14

**Financial Assistance:** Meldreth Bowls Club

It was proposed by JC to donate £300 seconded by CAL all agreed.

78/03/14

**Burial Ground: .**

Clerk awaiting quote for repairing the shed.

Soil still to be removed

79/03/14

**Agenda items for the next meeting:**

Car park, Church Wall, Burial Ground, Village Maintenance, Pavilion, Railings, Dog Fouling, Annual Village Meeting

80/03/14

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

There were no action points.

81/03/14

**Clerk: (Motion to exclude Public and Press)**

The Council discussed the clerk's salary which has not seen an increase since 2009. Further investigation needs to be done to see exactly what payscale the Clerk should be on.

There being no further business the meeting closed at 10.10 pm (22:10 hrs)

Chairman

Date

For the avoidance of doubt the only legally acceptable version of the Minutes of Meldreth Parish Council are those signed in Public Meetings by the Chairman. They are available for public inspection from the Clerk