

MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held Thursday 1st May 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 SWJ 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)

- 107/05/14 To receive any apologies for absence:**
Apologies received from Mr N Pellatt and Mr A P Burlton
- 108/05/14 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.
- 109/05/14 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 no members of the public in attendance.
- 110/05/14 To sign and approve Minutes of meeting dated 3rd April 2014:**
Amendment: Mr N Pellatt was present at the February meeting.
Amendment: 98/04/14 should read 'NP voiced his concern on how the Youth Club accounts have been presented as no mention is made of previous grants by Meldreth Parish Council. Following a meeting last week the financial standing of MAYD is currently under review'.
103/04/14: SH proposed the finances, seconded by JF all agreed.
The minutes were then proposed by CAL and seconded by DS all agreed.
- 111/05/14 Report from District Councillor:**
Station Yard Community Liaison Group
A meeting of the group was held on 23 April. A number of noise assessments have been carried out on residential properties. Cllr van de Ven is now waiting for the results and has pencilled in the first Tuesday in June for a follow-up meeting where the Group will be hearing from SCDC Environmental Health on their recommendations for addressing any outstanding noise nuisance issues. The absence of the generator and fork lift truck which were so problematic last year should make a very noticeable improvement but residents are understandably concerned that noise resulting from unnecessary behaviour be addressed. The Group also adopted its Terms of Reference, and felt that it would be most appropriate now if minutes, agendas and other relevant documents could be stored on the Meldreth Parish Council website. The next meeting will be chaired by Myles Bebbington from SCDC Environmental Health.
- Green bins:
Following on from the announcement that green bin collections will be reduced to monthly during the three winter months, and in response to queries from residents, Cllr van de Ven has asked SCDC if it would provide green bins free of charge to any community volunteers who are carrying out a public service by way of keeping pavements, drains and other public spaces clear and tidy of green waste. SCDC would like to provide parish councils with a few spare bins but this would be classified as trade waste and incur a charge. Therefore they have agreed to run a pilot in the Meldreth/Shepreth ward with community volunteers, and liaising through the district councillor. Cllr van de Ven will oversea this project with volunteers
- S106/CIL
Guidelines have changed somewhat since parish briefings and information must be updated. SCDC is very concerned about the potential reduction in cash coming to parish councils and would like to communicate as well as possible with parish councils at this time to get their views taken into account.

Solar Farm: Here is my letter to SCDC Planning.

'Thank you for sending me copies of the revised layout and landscape schemes for the proposed solar park in Meldreth.

The layout meets exactly the terms suggested by Meldreth Parish Council at the March SCDC planning committee and I am pleased that the applicant has modified the scheme so precisely. I fully support the new layout.

On the landscape scheme, I would question the length of time that new planting will take to serve to screen the site as intended. I assume this is a point that officers will be seeking to address, though I understand there may be aspects relating to the advantageous long-term resilience of certain plants over the short-term benefits of others.

A question that I don't think residents feel has been satisfactorily addressed is the absence of an overall strategic plan for solar parks in our district. If it is not possible for the council to develop and impose a strategic approach then it would be helpful for that to be explained and communicated. Conversely, if such a strategy is possible, it would be important to know how it will be developed and applied - certainly this would be helpful not only for Meldreth but other parishes too'.

112/05/14

Report from County Councillor:

The County Council is now in full transition mode to the committee system.

Park and Ride Charges to commence mid-May

Given the financial challenges facing the council and the fact that the sites cost £1 million per year to run, the outgoing Cabinet felt there was no option but to introduce a charging system and this will begin sometime around the middle of this month, on the following basis:

All vehicles will have a one-hour free parking period, which will enable customers of the John Lewis distribution centre at Trumpington Park and Ride to collect their purchases, and parents to drop-off and collect their children at the sites for the various Kiss and Ride School minibus services – as well as any other drop-off and pick-up on the sites. Any vehicles staying for more than one hour we will liable for a £1 charge. This ticket will be purchased from ticket machines outside the main buildings on site. Tickets can also be purchased at the same time as a ticket for bus travel and do not need to be displayed in the vehicle, as the overall system is managed by ANPR (Automatic Number Plate Recognition). The £1 ticket will allow for the parking of one vehicle for up to 18 hours; from 18-24 hours the charge will be £10 and the maximum period of stay is 72 hours (£30). Weekly, monthly and annual discounts will be available on-line or via mobile phone.

Questions were raised by councillors regarding disabled drivers, Cllr van de Ven will make enquiries.

Action: SvdV

Maycroft:

Maycroft has continued to make improvements and connections with the village community, including the Good Companions. The new manager, would like to come along to a parish council meeting once things have settled down.

Sustrans recommendations on Meldreth/Melbourn cycle route to Royston

With the prospect of available funding to create a safe off-road link between Meldreth, Melbourn and Royston, Sustrans gave a detailed presentation to the last meeting of the A10 Corridor Cycling Campaign. One of the scenarios outlined was to create a path on the east side of the A10 from Royston Rd Melbourn that would negate the need to cross the A10, and then a bridge on the east side of the A505 roundabout. Another scenario looks at a path through Bury Lane Meldreth behind Fieldgate, connecting up with the present interrupted path on the west side of the A10, filling in the gaps and upgrading the whole thing, and then some type of safe crossing on the west side of the roundabout. In association with this second scenario was a proposal that the Meldreth station bridge could be signalled and made into a one-way system, in order to create a safe and wide area for both pedestrians and cyclists to move safely. The idea would be to use that route out to the north and then rejoin the A10 at Shepreth.

Essentially such changes to the bridge would be a by-product of cycling infrastructure funding, but this could help to address other concerns about traffic movements in that part of Meldreth, and possibly some of the issues we have long discussed in Whitecroft Rd and the war memorial. Certainly it would make the rat-run to the A505 less attractive. It is only a speculative scenario and one which has been explored and rejected in the past through other channels. Sustrans has used some of its own funding to do the report, but any action would be in the domain of the County Council.

We expect to have the Sustrans report on the A10 Corridor Cycling Campaign website soon.

- 113/05/14 Matters arising: (no actions information only)**
- Grass cutting grant of £652.37 will be sent to the Parish Council from CCC
- 114/05/14 Planning:** Cllrs. Hawkins, Searles, Burlton, Chamberlain, Fallon, Land and Stewart (Full details of planning meetings are available via the Clerk, website or notice board.
Planning Meeting held on 17th April 2014
3 The Grange, S/0659/14/FL - Single storey rear and side extension. Meldreth Planning Committee recommend 'Approval' with no comments.
15 West Way, S/0658/14/FL - First floor single storey extension above existing garage conversion. Meldreth Planning Committee recommend 'Refusal' with comments. 'This is not an extension but a third self contained dwelling (S/1399/13/FL) and is therefore an over development of the site. The elevation shows a flat roof which is ugly and not in keeping with other extended properties in the area. Should the District Council be minded to approve this application the parish council is concerned that there is only a single exit via a wooden balcony and staircase and no internal means of escape from this first floor property'.
There is no Planning Meeting for 1st May.
Other items: RAS reported on the Bury Lane Solar Farm – The delegation report comes up next week – 7th May at Cambourne. RAS suggested that the Parish Council should send a representative. SH proposed that RAS attend the meeting, seconded by JC. **Action: RAS**
- 115/05/14 Community Infrastructure Levy (CIL) Consultation 28th April to 7th July:**
- Draft Charging Schedule (DCS)
Parish Councils will have greater flexibility as to how they spend their CIL monies.
a) the provision, improvement, replacement, operation or maintenance of infrastructure;
b) anything else that is concerned with addressing the demands of the particular development.
However, the amounts received will be reduced to 15% (unless you have a Neighbourhood Plan whereby it can be up to 25%) and capped. The cap is £100 per household, if there are 300 households it would be £30,000 for that parish per annum.
- 116/05/14 Street naming for the new development near Tavern Yard:**
A vote was taken with two suggestions: Tavern Yard Gardens and Station Gardens. The area in question used to be the Station Masters garden. Both these suggestions will be sent to SCDC. **Action: Clerk**
- 117/05/14 Playground:**
1. Monthly Report
JF and CAL inspected the play equipment which appears to be in good working order. The footrests of the rocking horse need attention. The ivy has been cut back. The two trees which are over the ditch are the responsibility of SCDC who have been notified. The fruit trees which were removed from the side of the recreation area near Gables Close need to be reinstated. The trees are the property of the Parish Council are were on Parish Council land and no permission was granted for their removal. Clerk to enquire as to why they were removed and that new trees need to be reinstated. **Action: Clerk**
2. Railings along the play area
The railings will be installed on Tuesday 6th May and work will take approximately 10 days. JF to meet the contractors on site to organise storage at the pavilion. **Action: JF**
- 118/05/14 Mettle Hill:**
There is nothing to report, but is on the notice for the Annual Village Meeting.
- 119/05/14 Correspondence and Clerk's Report:**
James Fisher, Planning Officer at SCDC will attend the Parish Council meeting in June to inform them of the changes to the Community Infrastructure Levy (CIL) see item 111/05/14 and 115/05/14.
Indemnity documentation has been received from 9 Whitcroft Road, SH and RAS signed witnessed by the Clerk.
- 120/05/14 Village Maintenance Report from CCC:**
As Meldreth receive a grant (item 113/05) they are not included on the report as Meldreth Parish Council undertake this themselves.
- 121/05/14 Annual Village Meeting:**
Clerk is still in the process of putting reports together.

- 122/05/14 Village Hall Carpark:**
- Site meetings have been arranged and quotations are presently being amalgamated by the Clerk. Once all the information has been collated it will be sent to all Councillors. Special thank you to Mr Richard Remnant for his help in this matter it has been very much appreciated. **Action: Clerk**
- 123/05/04 Meldreth Station Yard Community Liaison Group:**
- request to hold minutes with the Parish Council and display non-sensitive information on the parish council website.
It was not clear if the Parish Council was being asked to store the information for historical reference and would then be archived with Parish Council documents or it was being held for easy access for the public. Cllr van de Ven will get further clarification on this. **Action: SvdV**
- 124/05/04 Parish Council Website:**
GVB is stepping down from the parish council but will still oversee the website, for the time being. GVB did mention that it might be the right time to look into a more professional system for controlling and expanding the website.
- 125/05/04 Speedwatch and Signage:**
The new speedwatch signs have been ordered.
RAS reported that the lines have been refreshed by Highways at Fenny Lane crossroads. JC reported that there had been another accident on Monday 28th April. It was proposed after the initial meeting to have the trees cleared, Cllr van de Ven has spoken to the landowners who would like to meet to discuss the options, one of which is to clear the ivy before removing the trees. It was suggested that the Clerk forward the Council report to the landowners for their information. A site meeting to be arranged. **Action: Clerk**
Clerk to write to Eternit to have the hedge on the corner of Fenny Lane and Whitecroft Road cut back. **Action: Clerk**
SH reported that there are 30mph road markings opposite Marys Way, as you leave the village would it be possible to have this on the opposite side of the road and can this be implemented on other roads within the village. The markings are on the road as you enter the village but not as you approach it. Clerk to enquire. **Action: Clerk**
It was suggested that a list be put together for Highways and then a site visit this way all options can be looked at. Residents near the Fenny Lane crossroads have also voiced concern on too many signs and those that are already in situ are causing more of a hazard. Clerk and Cllr van de Ven will collate a list. **Action: SvdV/Clerk**
- 126/05/14 Parish Paths Partnership:**
The following work has been carried out:
Network Rail have replaced the gates at the level crossing on footpath 5.
Footpath 5 on the Melbourn side of the A10 bypass has had the damaged stile removed and the missing planks across the bridge have been replaced, thank you to Mr Greeves.
Footpath 4 has had the footpath signs reinstated.
Footpath 10 appears to be in better condition now.
Peter Gaskin (CCC) has been inspecting the stiles at Malton Lane end of footpath 4 and discussing them with the landowners.
More wood chippings have been laid across Melwood on footpath 6.
Mr Ray has strimmed the ground weeds on footpath 9a (Station Road) to Meads footpath 9.
Mr Mutti as erected a wicker fence and cut back the overhanging hedge on a footpath 2 across his property.
The following is due over the next few months:
Grass cutting of footpaths by CCC (this is not the verges)
Further footpath maintenance will be carried out as required ie overhanging and ground foliage.
Wood chippings to be laid on footpath 2 at the north end section.
Maintenance of Topcliffe End of footpath 6 to be agreed with Mr Betts.
- 127/05/14 Councillors' Reports:**
JC – the area of ground on Howard Road, near the garages along footpath 8 needs to be reinstated once the storage containers have been removed. At the moment SCDC are carrying out work on the houses but once this has been completed the verges need to be repaired. Cllr van de Ven will enquire. **Action: SvdV**

CAL – CAL and JF have inspected the burial ground. There are a few shrubs/trees which need to be removed from graves. The gate appears to be loose again and the verge outside the gates has eroded. Clerk reported that they had spoken with Mr Thomas who reported that now the ground is firmer the soil will be removed soon. Clerk will enquire with Highways as to when they are next filling in potholes could they put some tailings along the verge near the cemetery.

Action: Clerk

CAL reported that the Clerk should contact Enoguard Fire Safety to enquire if their inspections for fire extinguishers would be cheaper.

Action: Clerk

DS – The next meeting for MAYD is scheduled for 27th May. He is presently awaiting feedback on the financial information.

GVB – At the last meeting Cllr van de Ven raised an issue concerning an overgrown Leylandi hedge along North End. Cllr van de Ven is dealing with this matter.

Action: SvdV

SH

Bollards:

Highways have reported that cast iron or wooden bollards would cost £300 each. They can install but they can not commit to reinstalling if/when knocked down. SH suggested that the Parish Council look into other cast iron bollards which may be more substantial. Clerk to enquire with Highways if it is possible to purchase the bell shaped cast iron bollards which are in Market Hill, Royston.

Action: Clerk

The Warden Scheme:

This is being run by Melbourn. Meldreth can now be a part of this scheme but Melbourn need to know how many residents can be supported by Meldreth Parish Council. The Parish Council contribution will be £300 per person, the rest comes from grants of which Melbourn request. There is presently £3,784 which was paid back to Meldreth Parish Council when the Meldreth Scheme ended last year. It was proposed by SH that this money be used over the next two years for up to 5 residents on a pilot scheme over the next two years. It is to be looked at again after the first 12 months have lapsed, seconded by JF all agreed. Clerk will contact Cllr J Hales.

Action: Clerk

Flambards Close:

The History Group have requested permission to carry out a geophysical study on the green at Flambards. It was proposed by RAS and seconded by DS that this would be fine. SH reported that Flambards Residents Association had no objection.

Action: Clerk

SH proposed a vote of thanks to those Councillors who will not be standing again. He expressed his thanks and gratitude to all the work they had done and the support they had given to both himself, the parish council and the residents of the parish. They will be missed but it is hoped that the new parish council may be able to call on their expertise if and when needed. It was with disappointment that SH reported that there are no new councillors being put forward even though there had been some interested parties nobody had submitted their forms to SCDC. This means that the Parish Council now has to go through the procedure of co-opting three new members. There is also concern that if two councillors are unable to make a meeting the council would not be quorate and could therefore not hold a meeting. This is not how a Parish Council should be running.

RAS

Posting the approved minutes on the website, once they have been approved. Therefore the unapproved/draft minutes would be posted first and then replaced with the approved version after the meeting. To be discussed further.

128/05/14

Dog Fouling:

Clerk is still awaiting a response from Heidi Duffett (SCDC) to see if the Parish Council could purchase a dog bin but that SCDC would empty it. Cllr van de Ven will also make enquiries.

Action: SvdV/Clerk

129/05/14

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; TCA Telecommunications Act; OSA Open Spaces Act; PHA Public Health Act; PCA Parish Council Act

1. Payments for approval and signature including any additional payments:

Payments already made

Staff salaries	£ 1108.50	April salaries	LGA 1972 s112
D P Gardens	£ 514.16	Grass cutting	OSA 1906 s9/10
Hill Trident	£ 7114.50	50% of railings	OSA 1906 s9/10
Talk Talk	£ 15.31	Broadband	TCA 1984

Payments for approval

Inland Revenue	£ 218.95	April PAYE/NI	LGA 1972 s112
Shaw & Sons	£ 19.65	Interest Right to Burial book	LGA 1972 s111
Chubb	£ 123.11	inspection of fire extinguishers	LGA 1972 s113

Deposits:

OPC	£ 90.00	rent
CAP	£ 12.00	consumables
SCDC	£26,587.50	first half of precept
S106	£ 9,313.13	4 Old Mill Court

Payments were proposed by SH and seconded by JC all agreed. SH and GVB signed the cheques. SH to approve internet payments.

- 130/05/14 Burial Ground:**
see item 127/05/14 (CAL)
- 131/05/14 Agenda items for the next meeting:**
CIL
Maycroft – guest for the July meeting
Posting of the final minutes on the website.
- 132/05/14 Action Points: if not already covered:**
There were no action points.

There being no further business the meeting closed at 10.10pm (22.10hrs).
The next Parish Council Meeting (Annual Parish Meeting) will take place on 5th June in the Green Room of the Village Hall.

The Annual Village meeting will take place on 15th May at the Village Hall.

 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