

MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held on Thursday 2nd April 2015 at 7.30 p.m. in the Green Room of Meldreth Village Hall.

Present: Mr S Hawkins (**SH**) - Chairman, Mr R A Searles (**RAS**), Mrs C.J. Fallon (**CJF**), Mr J Fenner (**JF**), Mr C A Land (**CAL**), Mr D Lee (**DL**), Mr N Pellatt (**NP**) and Mr D Stewart (**DS**)

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

- 001/04/15 To receive any apologies for absence:**
Apologies were received from Mr Alan Keena.
- 002/04/15 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.
- 003/04/15 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 in attendance.
The matter of the Eden Farm's site was discussed and that the landowner was surprised that the sub contracted company had left. The subject of what to do with the site was briefly discussed and whether the land would be sublet to another distribution company, as there is still 11 years outstanding on the contract, or look into the possibility of having the lease surrendered and using the area for something else. Other possible uses could be employment or residential.
- 004/04/15 To sign and approve Minutes of meeting dated 5th March 2015:**
The minutes were proposed by CAL, seconded by CJF, all agreed. The Chairman then signed the minutes as a true record.
- 005/04/15 Report from District Councillor:**
Cllr Hart read out her report which had been circulated.
Article 4 Consultation
A district wide consultation has now been completed to consider whether there is support for South Cambs District Council to adopt a direction (Article 4 of The Town and Country Planning (General Permitted Development) Order 2013) which would have the effect of restricting the development rights of pubs with respect to demolition and change of use. There was a good response to this consultation, with 256 responses in total being received. There was overwhelming support for the application of Article 4 directions. Although there seems no current danger of Meldreth's pub closing either through change of use or demolition, the British Queen was nevertheless cited by 12 respondents as being eligible in theory for Article 4 protection, being a vital village amenity.
It is noteworthy that only 11 out of the 132 pubs mentioned are also listed as Assets of Community Value.
Fillcup Field - planning application, Meldreth Road, Shepreth
Cllr Hart reported last month that there were material deficiencies in this planning application for a high tech greenhouse with its own means of power in the form of an anaerobic digester. A lot has been misreported about this scheme. The planning department awaits a properly considered traffic and highways report and also expects new plans reconfiguring the layout of the site. The proposal to site a log cabin for a manager's residence has been dropped. The time for considering the application has been extended and it is now anticipated that it will come before planning committee in May 2015.
- 006/04/15 Report from County Councillor:**
White lines at One Stop: The white line in front of the shop was put down in error, and has now been removed.
Yellow lines station entrance: Cllr van de Ven has logged again on the County Fault reporting system that these have been badly damaged through road works. Cllr van de Ven also asked if the Clerk could report this via the Fault Reporting System. **Action: Clerk**
Traffic Regulation Order (TRO) legal costs: As parish councils will know, excessive cost is due to the legal requirement to publish the TRO in newspapers. The matter was raised when the Secretary of State undertook a review of the system.

However, heavy lobbying by the print media to make no change was successful. Local Highway Authorities have continued to lobby and Cambridgeshire is participating in a national pilot scheme to test out new ways of consulting the public on TROs, in collaboration with the print media.

Cambridge Central Library: Huge budget pressures are forcing radical changes and creative thinking. The library faces the prospect of a new Enterprise Centre in collaboration with a company by the name of Kora Enterprises, with £300K investment by both parties to refurbish and re-configure the third floor of the library. However there is concern about the significant loss of public space, and a closure period of the whole library for a period of up to three weeks that could coincide with summer exams when the library is needed for student study space. More concerning is the decision-making process, as negotiations between officers and Kora took place for about 18 months and the proposal was brought to a very high level of specification before being brought to councillors' attention. Councillors were asked to approve the proposal but Kora was not invited to present or answer questions. On that basis Cllr van de Ven moved an amendment that the decision be postponed, but this was lost. The decision has now been 'called-in' for review on account of lack of due process.

Meldreth Station ramp and DDA compliant path: The developer applying for permission to build 199 houses in Melbourn has included a proposal to address the need for a ramp connecting Footpath 9 to Station Platform 2, and upgrading Footpath 9 to DDA compliance. Not at this stage as we have not been officially informed.

A10 cycle/pedestrian path: The A10 Corridor Cycling Campaign has been working very hard on other avenues to necessary funding. A successful bid to the DfT Cycling Ambition fund will enable a safe path from Harston south to join up with the Shepreth path put in last year. The Melbourn to Royston path is on a waiting list to take up unspent funds from other schemes. The City Deal was presented with a letter from local businesses containing over 100 signatures, and a letter also from all Health Partners at Cambridge Biomedical Campus, but dismissed these. City Deal decision-making, whether or not one supports cycle path, is a continuing concern: only three voting members (leaders of three councils) and decisions are clearly finalized before the public meeting.

High Street Sign - Cllr van de Ven has reported the High Street sign needs re-erecting, Clerk has also reported this.

007/04/15 Matters arising: (no actions information only)

Street Light Survey is in the process of being completed.

008/04/15 Planning: Cllrs. Hawkins, Searles, Fallon, Land, Pellett and Stewart (Full details of planning meetings are available via the Clerk, website or notice board.

Planning Meeting held on 5th March 2015

11 North End, S/0214/15/FL & S/2015/15/LB - Erection of conservatory and veranda and internal alterations to garage. Meldreth Parish Council recommend '**No Objections**' with comments. 'If SCDC are minded to approve this application a condition to be inserted that the converted garage remains ancillary to the occupation of the main building and not as a separate residence.

SCDC Decisions: **29 North End, S/2617/14/LB** has been granted permission for demolition of existing 1970's extension and removal of outbuilding, alterations and extension to the Grade II listed building. **84 High Street, S/2928/14/FL** has been granted permission for a single storey side extension. **32 Station Road, Barn, Fieldgate Nursery, S/1545/14/FL & S/1547/14/LB** has been granted permission for conversion of barn into annex for staff accommodation associated with Fieldgate Nurseries.

Other Items: Hedge at Station Yard Development – Clerk has written again to Andrew Winter, SCDC Planning Officer to question why the hedge has been removed. Response is 'The applicant has contacted us on the removal of the hedge, explaining that it is in poor condition and he would like to ensure the new residents have a low maintenance fence for privacy and to provide more screening from the noise and fumes from parked cars at the station. We do have a preference for a replacement hedge but acknowledge that this is unlikely to be upheld at appeal. We have therefore sought advice from the Council's landscape officer and she has suggested that the soft planting can be achieved in front of the fence to soften its appearance. We are seeking details on this from the applicant to secure in the current application'.

Planning Meeting held on 2nd April 2015 (verbal report)

6 Gables Close, S/0429/15/LD - Lawful Development Certificate for a single storey side extension. (**INFORMATION ONLY**). Noted

3 Howards Road, S/0640/15/LD - Existing property assumed built under approvals and guidelines in place at that time. **(INFORMATION ONLY)**. Noted

12 Fenny Lane, C/11/17/071/02 - Beech Tree - Reduce extraneous limb on east side by approximately 5-6 mtrs to reduce end weight. Parish Council Tree Officer, Mrs Margaret Lynch agrees with the required works. Parish Council therefore have no comment but agrees to the recommendation.

SCDC Decisions: 104-106 High Street, S/2946/14/FL has been granted permission for extension to dwellings and cart lodge. **104 High Street, S/2948/14/LB** has been granted permission for demolition, extension and alterations. **13 Chiswick End, S/2154/14/FL** has been granted permission for demolition of existing single storey dwelling – erection of two detached one and a half storey dwellings and creation of new access from Chiswick End to serve Plot 2.

Other items: The old plastics building situated at Station Yard appears to be in the process of being dismantled. RAS was unable to find any listing for this building and therefore the Parish Council would not be informed, however there are procedures which have to be adhered to. Cllr Hart will make further enquiries. It is believed that the building was originally built to mill Coprolite.

009/04/15

Fenny Lane Cross Roads:

Speedwatch has been operating in this area and along Whitecroft Road.

010/04/15

Solar Farms:

There has been no contact with either of the companies, (Sun Edison or Lightsource). Contract has been signed and returned to Lightsource and a letter has been written to Sun Edison regarding the spending of the one off grant payment.

Action: Clerk to chase Sun Edison

011/04/15

Mettle Hill:

The group met again in March and it has been decided that there will be a presentation of their proposals at the Annual Village Meeting on Thursday 21st May in the Village Hall. Consideration should also be given to canvassing opinion via Meldreth Matters. Minutes of the most recent meeting and all other meetings of the group can be found on the village website. The next meeting will be held on Monday 13th April.

012/04/15

Playground:

1. Monthly Report was read out by CJF. Play equipment appears to be in good working order. Equipment still needs to be painted.

There appears to be some fungus growing on the tree planted within the play area. RAS will inspect to see if it is Honey Fungus. RAS will also inspect the area in the autumn where the trees were removed to see if there are any signs of disease. The question of replanting along the footpath was raised, RAS suggested waiting until the Autumn so see if there are any concerns, such as disease before a decision is made.

Action: RAS

2. Roundabout – CJF and CAL have meet and gone over some of the brochures. It was asked if the Clerk contact Whaddon to enquire about their roundabout.

Action: Clerk

Next step is to look at the cost of refurbishing or replacing. Rospa are due to inspect in May. CAL also reported that it may be appropriate to install another piece of equipment in the space where the hedge has now been removed. The Recreation Group have been looking at zip wires, this would be for the older children. Clerk to get some costings.

Action: Clerk

013/04/15

Village Maintenance:

Flambards layby – SH to go over the documents again.

Action: SH

Ditch along North End - Clerk has forwarded contractors information to Mr & Mrs Duncan and contact details for Highways for assistance in clearing the ditch on their land. RAS asked if the Clerk to contact Mr Cunningham has it would appear his part of the ditch has not been cleared.

Action: Clerk

College Farm Bend to Stone Lane: RAS also reported that there is no roadside ditch along this path as it used to be a stream behind the houses which has now been culverted by most of the surrounding properties. The drains in the road were put in by Highways and join the culvert to emerge in the ditch along North End/1 Stone Lane and they may need to be inspected as they appear to be blocked. The resident at No. 98 is presently working on this.

014/04/15

MAYD

DS circulated his report. It appears that the numbers of children attending the youth club is increasing and children from other villages (outside the original group) are now attending.

With the growing support for the Youth Club and the limitation of number within the constrains of building size, Groundwork have been requested to provide costings for a second 'back to back' session. Lisa Steeples will be taking over from Martin Goddard (Groundwork) who will now work with Ben Jones. The cost of employing Melbourn's Parish Clerk's services will be met within the MAYD budget.

Groundwork has been asked to provide figures for an annual contact running over a three year period. It is felt that commitment for three years will provide the expansion and depth of communication that will benefit the youth people as they leave their primary environment. The plans is for all participating councils to pay their usual contribution at the start of every fiscal year, with the proviso that all sign the Service Level Agreement.

Meldreth's contribution is £650.00 per year over the next three years. CAL proposed that Meldreth sign up to this agreement, seconded by SH all agreed. Clerk to enquire for an official request.

Action: Clerk

015/04/15

Correspondence and Clerk's Report:

- Two signs for the Village Hall Carpark warning people to take extra care during icy or wet weather along with one 'No overnight Parking' have been ordered.
- Sign at station exit to Schools and Holy Trinity Church has been installed.
- New electric meter will be placed in the pavilion
- Adopted roads in Meldreth; Access Road to house from North End, Bell Close, Burtons, Bury Lane, Chiswick End, Elin Way, Fenny Lane, Flambards Close, Footpath off Bell Close, Footpath off Elin Way, Footpath off Gables Close, Gables Close, High Street, Howard Road, Kneesworth Road, Malton Lane, Melbourn Bypass, North End, Oakrits, Station Road, Stone Lane, The Grange, West Way, Whaddon Road, Whitecroft Road, Whitecroft Road (c269) and Whitecroft Road (c270)
- Street Lights – Clerk has contacted CCC to request a list of which lights they are proposing to turn off during the hours of midnight to 6am. The response from CCC is that this is still in the infancy stage, there has been no decision as to when or if this will take place.
- Clerk has ordered on 5 aside goal post from Wickstead.
- CAL is presently looking at the Standing Orders.
- Clerk has written to Mr Peter Chilvers - The Almshouses, acknowledging that Mr Robert Long and Dr Sandra Webb are the Trustees.
- Clerk has written to Shepreth Parish Council regarding a 40mph speed limit along North End/Meldreth Road.

016/04/15

Policies and Procedures:

Decision to set up Working groups/Committees to over-look the following: Standing Orders, Finances and Personnel. This to be incorporated within the regular parish council responsibilities at the next Annual Meeting of the Parish Council on 7th May 2015.

017/04/15

Public Notice:

'Filming and use of Social Media in Local Council Meetings', to be incorporated within the standing orders'-.

'The Local Government Audit and Accountability Act 2014 and the Openness of Local Government Bodies Regulation 2014 reaffirm the right of the press and public to attend and record the meetings of statutory bodies such as Parish Councils'.

018/04/15

Highway Items:

White gates: RAS has looked at the white gates at Bassingbourn and also at the new chicane at Whaddon. It was suggested to ask Mike Cooper of Highways for his advise as to what would be the best solution for Meldreth. Gates could be placed on Kneesworth Road, before the showman sites and another on Whaddon Road, as you enter the village. This may help alert drivers that there is a crossroads and to slow down and thus help reduce the accidents in this area.

Action: Clerk/RAS

Other Speeding Issues: Speedwatch is now running but there is a need for more volunteers.

019/04/15

Bollards:

War Memorial and Stocks Area – SH still looking at possible options.

020/04/15

Parking situation at Meldreth Station:

Correspondence from Melbourn Parish Council. There is a proposal for 199 new homes in Melbourn and they would like to know if the train station car park would be able to accommodate extra vehicles. They have heard differing views; that the car park at Meldreth is full and vehicles are now parking on the roads to the carpark also that the car park is being underused. They would like to hear from Meldreth Parish Council as to their views on this. It was suggested by SvdV that a survey was carried out regularly by the Rail Users Group and she would inform the clerk. There were less than 4 spaces available when RAS checked this week.

020/04/15

Councillors' Reports:

DL/SH - Parish Liaison Meeting held at SCDC on 11th March (notes from SCDC have been circulated). SH reported that one of the key topics was the introduction of designated officers who will liaise with parish councils/clerk. However, it was also noted that there will only be three officers to cover all the parishes within the South Cambridgeshire area.

RAS/DS – Parish Planning Meeting held at Melbourn Village College on 12th March. Notes to be circulated. Heritage trees and enforcement issues were the main topics discussed.

Action: Clerk

CJF – Tessa Humphrey's has resigned from the Village Charities after 30 years of service.

SH – A letter has been received from residents on High Street with various concerns, which was circulated to all councillors. Though this letter was received after the agenda had been posted the Chairman thought that it needed to be noted at this meeting. Clerk will respond to the residents, some of the concerns were already being dealt with and some are not within the Parish Council's jurisdiction; however, the Parish Council will try and alleviate all those concerns noted.

Action: Clerk

021/04/15

Finance Group:

– Financial Risk Assessment. Clerk and NP have looked through the new Financial Regulations from NALC, to be looked over by all councillors and adopted at the next meeting. These will now be looked at by the Financial Working Group as figures and some amendments may need to be implemented. Clerk to forward to RAS and SH. **Action: Clerk**

– Financial Assistance request from Meldreth Pre-School. There are concerns regarding the accounts. The Parish Council recommend that the request is declined, at this time, but that the Finance Group talk to the Pre-School to see what can be done. Clerk to contact a arrange a meeting. **Action: Clerk**

022/04/15

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. Cheques and Bac payments for approval and signature including any additional payments:**Payments already made:**

Staff	£ 1,120.32	March salaries	LGA 1972 s112
J Damant	£ 5.52	Expenses	LGA 1972 s113
D P Gardens	£ 514.16	Grass cutting (March)	OSA 1906 s9/10
Talk Talk	£ 20.31	Broadband	TCA 1984
Stationery Cupboard	£ 43.10	Office supplies	LGA 1972 s113

Payments for approval:

Inland Revenue	£ 227.32	March PAYE/NI (to be pd April)	LGA 1972 s112
CCC	£ 2,165.77	Private works	HA 1980 s274a
JAB Grounds (A Fuller)	£ 1,000.00	Recreation hedge/trees	OSA 1906 s9/10
JAB Grounds (A Fuller)	£ 760.00	Rabbit fencing at BG	OSA 1906 s9/10
CAPALC	£ 392.72	Annual membership	LGA 1972 s143
SCDC	£ 48.00	Burial Ground Rates	LGA 1972 s214
SCDC	£ 552.00	Recreation Ground Rates	OSA 1906 s9/10
Cambridgeshire Acre	£ 54.00	Annual membership	LGA 1972 s143
Arco	£ 23.38	Boots for Litter Picker	LGA 1972 s113
Eon	£ 48.35	Electric for pavilion	LGA 1972 s111
Unlimited Logos	£ 118.50	Church sign	LGA 1972 s113
D P Gardens	£ 25.00	Village maintenance	OSA 1906 s9/10
PWLB	£ 3,728.25	Loan repayment	LGA 2003 Sch1,p2
P Hart	£ 20.00	Mettle Hill (replacement chq)	LGA 1972 s113
MDVA	£ 250.00	Donation (replacement chq)	S137

Deposits:

OPC March Rent	£	90.00
Funeral fees	£	130.00

Finances were proposed by CAL, seconded by DL, all agreed.

023/04/15**Annual Parish Meeting:**

Village Hall has been booked for the 21st May 2015 at 7.30pm. The meeting will be chaired by SH. It was agreed that a presentation from the Mettle Hill Working Group will be given. Other reports will also be available but the main topic for discussion will be on Mettle Hill.

024/04/15**Burial Ground:**

Rabbit fencing has been completed. Rabbits will now be removed and the area weed killed, once this has been carried out then the wild flower seeds can be sown. The box tree needs some attention, it has been agreed that if it cannot be managed then it should be removed. Shed will then be painted. Clerk to make arrangements.

Action: Clerk**025/04/15****Agenda items for the next meeting:**

Audit

026/04/15**Action Points: if not already covered:**

There were no action points.

There being no further business to discuss the Chairman closed the meeting at 9.55pm. The next meeting will be the Annual Meeting of the Parish Council on 7th May 2015.

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