

ANNUAL MEETING OF MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held on Thursday 7th May 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 A Keena, 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)

027/05/15 Election of Chairman and signing of the Acceptance of Office and Agreement to Abide by the Code of Conduct:

SH proposed CAL, seconded by RAS all agreed. CAL then took the Chair and signed the Acceptance of Office and Agreement to Abide by the Code of Conduct. SH stepped down.

028/05/15 Election of Vice-Chairman and signing of the Acceptance of Office and Agreement to Abide by the Code of Conduct:

SH proposed RAS as Vice Chairman, seconded by CJF all agreed. RAS then signed the Acceptance of Office and Agreement to Abide by the Code of Conduct.

029/05/15 To receive any apologies for absence:

JF arrived to the meeting at 8.20. JF informed the meeting that he will be stepping down as a Councillor in July as he will be moving out of the area. His seat will be up for co option once the legal time requirements have been adhered to with SCDC.

030/05/15 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.

031/05/15 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 were no public in attendance.

032/05/15 To sign and approve Minutes of meeting dated 2nd April 2015:

The minutes were proposed by SH, seconded by RAS all agreed. CAL signed the minutes as a true record.

033/05/15 Councillors' to sign their Register of Interests:

Deferred until the next meeting.

034/05/15 Report from District Councillor:

This has been a quiet month on the district front.

Fillcup Field planning application S/2944/FL/14

The applicant was asked for further and revised reports in support of this application for greenhousing and additional sustainable energy plant on Fillcup Field in between Meldreth and Shepreth. By the end of this week the following should be on the SCDC website under the reference given above, in some cases replacing previous reports.

1. Transport Statement
2. Landscape Plan
3. Landscape Statement
4. Revised Site Layout
5. Revised Elevations
6. Revised Floor Plans

There will also be some information about the proposed feed for the anaerobic digester. This means that a new consultation period will be triggered and the application will come back before both Meldreth and Shepreth PC planning committees prior to going before SCDC planning committee.

Bins collection

Cllr Hart sits on the Scrutiny Committee at SCDC. The environmental health team reported to the committee last week and confirmed that savings of £200,000 were made in streamlining the service with City bin collection team. It is anticipated that a further £400,000 costs savings will be made next year. The reduction to a monthly green bin collection over December January and February was rolled out successfully and look likely to be continued next winter.

Handyman Service

South Cambs has teamed up with Mears, a contractor it uses for larger construction work, to provide a handyman service to sheltered housing residents. A free of charge pilot scheme started running from 5th May for two months, after which, subject to take up, the council will consider charging for this service. Minor joinery, gardening, security measures, plumbing, electrical and DIY support are offered.

035/05/15

Report from County Councillor:

- Cllr van de Ven has received further complaints about the state of the footway in North End at two points in particular and has written to Mike Cooper (CCC) asking him how to advance this work. The same has also been asked with regards to the High Street, especially between Bell Close and Elin Way. RAS reported that the lighting on North End is also not very good as the lights are too far apart and this is a hazard at night with the poor footpaths and could Cllr van de Ven include this in her representation to Mr Cooper .
- It was thought that a cycle restriction has been imposed on the 8:10 train from Meldreth to Cambridge, though the Rail User Group was not told about this. It now appears uncertain, as conflicting information is floating within GTR.
- The Rail User Group's two-week survey of Station car park usage, SH reported that the figures are, on average, 45 spaces in total with 35 car and 25 bicycle spaces being used at any one time. DS reported that today there were only 3 car spaces vacant.
- The Annual A10 Awareness Ride on May 17th - starting at either The Cross Royston 10:15 or Trumpington Park and Ride Cambridge 9:45, and meeting at Phillimore Garden Centre Melbourn– is joining forces with the Cambridge Festival of Cycling this year. This will include a free Dr Bike check, a bicycle smoothie maker, and loads of different types of bikes for curious would-be cyclists to try out – all free, family friendly, and in a safely enclosed two-acre site in the meadow alongside the Phillimore Garden Centre entrance: 11-2, Sunday 17 May. Additionally, Camsight is participating in the ride with several tandems bicycles.
- Through the Melbourn Practical Solutions Group, it has been discovered that there appear to be significant discrepancies between the number of incidents recorded as logged, and the number of calls made by residents to 101 and 999. It is vital that if members of the public take the trouble to report incidents, this is reflected in record keeping – especially since logs provide a basis for action.
- Mental Health Support via Mind at Melbourn Hub: Following on from the Oil Club's donation to help kick start this work, Cllr van de Ven was pleased to announce that there has been interest from Meldreth residents in this initiative.
- A variety of other public service functions at the Melbourn Hub, including of course the Library Access Point but also Relate and CAB, are attracting participation from Meldreth residents.

036/05/15

Solar Farms:

Update from SunEdison (Bury Lane) on the one-off Community Benefit payment of £50,000. Cllr van de Ven also spoke on this item in support of the ramp. The ramp will be on Network Rail land but the access route is on private land. If Melbourn is being developed it is hoped that residents will use the train more frequently and with a better footway and cycle path this would encourage people to use it. The footway, at the moment, does need improving. RAS reported that getting the ramp could be of concern as you still need to gain access by going over the railway bridge on a narrow footway from Meldreth and crossing the road at Fieldgate corner. A footway needs to be 1.5m wide and a cycle path needs to be 2.5m wide. RAS also reported that there had been a misunderstanding the £50,000 is going to be spent on the ramp for the railway, this is not the case as it has not been agreed by the Parish Council. Cllr Hart stated she had explained that this is the project SunEdison were in favour of and RAS stated that the Parish Council still need to clarify that this is the right project for Meldreth and a parish council decision has not been made. SH reported that the Parish Council were aware that the access to the station needs improving but at this time the development in Melbourn is still undecided. The footpath and the ramp could be a good community project but it is still not clear what the final costing would be and whether all the £50,000 should be tied up to one project. The Parish Council have not received any documentation from Sun Edison concerning the Bribery Act, which they would need to sign.

Update from Lightsource (Substation) and the contract for the yearly Community Benefit. Lightsource will be depositing the first annual payment this month.

Clerk informed the meeting that Ian Dewer from CAPALC is happy to attend any working groups when it comes to looking at projects. The money could be used towards a larger project and if a loan was granted via the Public Works Loan Board the annual money received from Lightsource could be used to pay back the loan, thus alleviating any burden on the precept and allowing a larger project could be looked into.

037/05/15

Car park Issues at the Station:

Update from Rail Users Group on the survey being carried out to see how many cars are using the car park. (see item 035/05/15)

038/05/15

Election of Planning Committee:

It was proposed by SH to keep the Planning Committee as is, with the addition of David Lee, seconded by DS, all agreed. The Planning Committee consists of: CAL, RAS, SH, CJF, NP, DS and DL

039/05/15

Elections to the following: Working Groups/Key Representatives and Trustee:

- a) Cemetery Working Group:
CAL, CJF, AK and the Clerk (*nominated by SH, seconded by RAS*)
- b) Meldreth Recreation Ground Working Group:
CAL, CJF, NP and AK (*nominated by DS, seconded by RAS*)
- c) Finance Working Group:
SH, RAS, NP and the Clerk (*nominated by CAL, seconded by DS*)
- d) Policies Working Group:
DL and the Clerk (*nominated by SH, seconded by RAS*)
- e) Complaints and Personnel Working Group a
CAL, RAS, SH, DS and the Clerk (*nominated by CJF, seconded by DL*)
- f) Village Hall Representative:
NP (*nominated by SH, seconded by RAS*)
- g) Triggs Charity Representatives:
CJF and Mr J Chamberlain (*nominated by DS, seconded by AK*)
- h) Parish Charities Representatives:
CJF (*nominated by AK, seconded by SH*)
- i) Melwood Conservation Representative:
Mr Graham Borgonon (*nominated by RAS, seconded by CAL*)
- j) Parish Paths Partnership (PPP) Representative:
Mr Steve Marshall (*nominated by RAS, seconded by SH*)
- k) River Mel Restoration Representative:
SH (*nominated by CJF, seconded by DS*)
- l) Flood Avoidance Sub Committee:
CJF, RAS, DL, Mr Paul Ray, Cllr van de Ven (*nominated by CAL, seconded by SH*)
- m) Mary Course School Fund Representatives:
CAL and RAS (*nominated by SH, seconded by DS*)
- n) SPEG:
Mr David Smith (*nominated by SH, seconded by CAL*)
- o) Melbourn Area Youth Development: (MAYD)
DS (*nominated by CAL, seconded by RAS*)
- p) Tree Warden
Mrs Margaret Lynch (*nominated by RAS, seconded by CAL*)
- q) Mettle Hill Working Party
RAS, SH and Mrs P Hart (*nominated by CJF, seconded by CAL*)

040/05/15

Matters arising: (no actions information only)

Official request has been received from Melbourn Parish Council with regards to the contribution for MAYD.

Warning sign for carpark has been ordered but still awaiting delivery.

40mph speed limit along North End/Meldreth Road will be discussed at the next Shepreth Parish Council meeting on 14th May.

041/05/15

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

Planning Meeting held on 16th April 2015

Land Adj The Tavern and Station Yard, S/2162/14/FL - Erection of four bungalows – amended drawing to show altered parking and grassed areas and boundary treatment.

(Information Only). The Parish Council noted the application. RAS proposed that the specification submitted by the Parish Council's Tree Warden be submitted to SCDC with comments from the Parish Council. 'If SCDC are minded to approve either the amendment or to introduce the Parish Council's proposal to plant with privet that in both cases, there is a condition requiring the developer to maintain both the hedge and the fence.'

Land Adj to the South West of Whaddon Road, Adj to Burtons, S/0643/15/FL - Temporary consent (3 years) for the siting of three storage containers (B8 use class)

(Retrospective Application). The Parish Council recommend Approval with comments. 'The Parish Council would like it noted that the use of this site for horticultural use is acted upon before the end of this 3 year temporary consent'.

Bury Lane Fruit Farm, S/0659/15/DC - Discharge of Conditions 3,4 and 5 of S/0604/12 – Lighting Scheme (3), Surface Water Drainage(4), Water Conservation Strategy (5) Parish Council recommend 'Approval' with comments. 'If SCDC are minded to accept the discharge of conditions will there be scheme for control of light pollution at night?'
Planning Meeting 7th May 2015 – Verbal Report

BHM Plastic Limited, Station Yard, S/0780/15/PD -Prior notification for proposed demolition of building INFORMATION ONLY. Parish Council noted application but commented that prior notification was received after the building was demolished. It was also noted that there had been a bonfire on site during this time.

31 High Street, S/0820/15/FL - Proposed front porch and hall extension. Parish Council recommend Approval with no comments.

Northfield Kennels and Cattery, Malton Lane, S/0888/15/FL - Conversion of existing Kennel Outbuilding into new dwelling and removal of existing outbuildings. Parish Council recommend Refusal with comments. 'This is against the Local Plan or which does not allow new dwellings within the countryside. If permission was granted it could set a precedent for further development of this land and adjacent land.'

104 High Street, S/0827/15/NM - Non material amendment for the insertion of roof lights to plots 1 & 2 – pursuant to S/0089/14/FL – Erection of new commercial unit, conversion of existing barn into 2 no. residents. Information Only. Noted.

31 High Street, S/0819/15/LD - Proposed Extensions and Outbuilding INFORMATION ONLY, noted.

SCDC Decisions: 6 Gables Close, S/0429/15/LD has been granted a certificate for Lawful Development for a single storey side extension.

042/05/15 Article 4 of the Town and Country Planning (General Permitted Development) Order 2013 in connection with the British Queen:

A letter was received by Clare Gibbons (SCDC) with regards to a public consultation which had been carried out, this allowing SCDC to remove the permitted development of public houses. If adopted it will protect public houses, the consultation received 12 nominations from Meldreth residents in favour of this to protect the British Queen. Mr and Mrs Tobin the publicans for the British Queen were unable to attend the meeting but asked if this item could be deferred until June's meeting. RAS reported that the pub is a listed building and in a conservation area so would already be protected. SH enquired if the pub is already listed as an Asset of Community Value which offers similar protection. Clerk to enquire.

Action: Clerk

043/05/15 Annual Parish/Village Meeting 2015:

Will be taking place on 21st May 2015. Items for discussion will be the Future of Mettle Hill and Spending Solar Farm monies.

044/05/15 Playground:

Monthly Report – Report from CJF

The igloo has been painted and is looking good. The roundabout has been left for the time being until a decision has been made as to replace or repair.

All swings appear to be in good working order as is the slide, springies along with the rocking horse and trim trail.

The new 5 aside goal post has been installed.

One of the adult goal posts is down and the football pitch area is ready for seeding or turfing in the next month.

The ditch once again is filling up with rubbish this seems to be an ongoing thing. Clerk will contact the Housing Officer at SCDC to see what can be done.

Action: Clerk

Three quotations for play equipment have now been received (Wickstead, Hags and Sovereign. A fourth quote (FLP) has also been requested.

Once they have all been submitted the Recreation Working Party will go through them and report their recommendation for the next meeting.

Clerk to contact environmental agency to have the ditch cleared as it appears to be asbestos.

Action: Clerk

Damaged seat in the play area has been repaired.

Rospa have inspected the equipment – Clerk and CJF to look over and pass to Dave Chappel if there are any concerns.

Action: CJF/Clerk

045/05/15

Mettle Hill:

The working group is preparing to make a presentation about the possible uses of the ex-traveller's site at the Annual Village meeting on May 21st. The next meeting is Monday May 11th. JF reported that the quotes he had received to have the area cleared and made safe were in the region of £35,000.

046/05/15

Correspondence and Clerk's Report:

Clerk has emailed Mr Cunningham regarding his ditch on College Bend. RAS suggested sending a photo of the ditch.

Action: RAS

Holy Trinity Church have been successful in gaining a grant of £20,000 from the landfill grant CCC – Local Validation List. Consultation period will run until 27th May. A review for what information should be submitted in support of a planning application to enable the planning authority to validate and register it and consultees and other interested parties understand and assess the proposal.

www.cambridgeshire.gov.uk/info/20099/planning_and_development/234/planning/3

Recreation Ground:

Damaged fence overlooking the recreation ground from the houses on Elin Way has been reported to the housing association by a tenant.

Village Hall Car park:

Disabled car park bay – still waiting to be done. Have emailed Steve Chandler at North Herts Surfacing again today for an update.

Street naming at Station Yard: Still waiting for the authorities to agree (police, fire, ambulance, post office).

Emergency Plan: Still ongoing

Street Light Survey: Clerk to finish the survey

047/05/15

Audit 2015

The audit will be submitted to the Internal Auditor and copies to councillors so they have it before the Annual Parish Meeting. To be agreed and signed off for the external auditor at the meeting on 3rd June.

048/05/15

Highway Items:

Centrewire supplied the gates at Bassingbourn, but Highways do not recommend that parishes put these gates in themselves. Mike Cooper is not sure that the verges are wide enough to support the gates effectively. Chicanes might be better. Clerk has emailed Steve Thulborn at CCC for his advice on putting in a chicane.

049/05/15

Bollards:

Placement of bollards at the War Memorial and Stocks, SH still making enquiries. However it would seem that the bollards at the war memorial are not being knocked down so much, this may be due to lorries no longer wanting access into Station Yard.

050/05/15

Parish Paths Partnership:

Not discussed.

051/05/15

Councillors' Reports:

RAS

Will attend the Shepreth Parish Council meeting on 17th May (see item 040/05/15)

SH

The footway between The Boulevard and West Way, what is happening, the works to improve this area were meant to start in May however the poles etc are still in situ. Clerk to make enquiries.

Action: Clerk

The High Street sign has still not been fixed securely. Clerk to report.

Action: Clerk

DS

The MAYD meeting scheduled for last week was cancelled so nothing to report at the moment.

Could a site meeting be arranged to look over the area near the railway bridge. DS and CAL to meet.

Action: DS/CAL

NP

Last month Mr N Davis attended the meeting to give an update on what was happening on his site with Eden Farms. Mr Davis is presently in negotiations in purchasing the lease back. The pre-school have put in a request to the Village Hall for redoing the garden fence. The Village Hall Trustees are presently looking into this request. RAS stated that the previous fence was not paid for by the Parish Council. There was no objection to it being replaced.

Action: Clerk to advise Mr P Ray

052/05/15

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 for approval and signature including any additional payments:

Payments already made

Staff	£ 1123.60	April salaries	LGA 1972 s112
D P Gardens	£ 514.16	Grass cutting (May)	OSA 1906 s9/10
Talk Talk	£ 20.31	Broadband	TCA 1984

Payments for approval

Inland Revenue	£ 227.32	March PAYE/NI	LGA 1972 s112
Inland Revenue	£ 222.25	April PAYE/NI	LGA 1972 s112
Wickstead	£ 326.34	5 aside football post	LGA 1976 s19
MAYD	£ 650.00	Contribution	S137
G Borgonon	£ 59.40	Web hosting	LGA 1972 s142
SCDC	£ 1,674.00	Rent 2014/15	LGA 1972 s111
SCDC	£ 1,674.00	Rent 2015/16	LGA 1972 s111
D Stewart	£ 4.69	Notice board lock	LGA 1972 s111
LCR	£ 17.00	Membership	LGA 1972 s143
Cambridge Water	£ 14.69	Cemetery water	LGA 1972 s111
Cambridge Water	£ 45.33	Pavilion water	LGA 1972 s111
Chubb	£ 125.45	Rent of extinguishers	LGA 1972 s133
Playsafety	£ 142.80	Rospa annual inspection	LGA 1972 s111
D Chappel	£ 307.13	Various maintenance projects	LGA 1972 s111
Contract Signs	£ 166.80	Signs for the carpark	LGA 1972 s111

Deposits:

OPC	£ 90.00	Rent
SCDC	£27,750.00	Precept
J Rule	£ 50.00	Funeral fees
Hibbitt & Sons	£ 70.00	Funeral fees

053/05/15

Flambards Close:

SH is still looking into what can be done regarding the lay-by on Flambards but at the moment is not sure, Highways have admitted they made a mistake and that they do not have any authority on this lay-by and that it belongs to the residents at Flambards and therefore they are responsible for it.

SH also reported that the oil tank on the green at Flambards has been drained and disconnected. The tank was set up by Shellmex and is now owned by Greenfields R&L and was a communal tank for residents, however most residents then went over to gas once it became available in the village. In 2005 there were 8 dwellings still on oil. Dwellings were not allowed to have individual oil tanks. SH will make enquiries to make sure nobody has been cut off.

Action: SH

054/05/15

Burial Ground:

Richard Carter has ferreted the area, however there is concern as to where the rabbits are getting in. Clerk to contact Mr Carter for an update. The flower beds to be weed killed and then sown with wild flower seeds which have already been received from Rob Mungovan, once the rabbit problem has been rectified.

The gap between the fence and the gate post has been repaired.

Dan Pettit will give a quote for cutting back the box tree, it may be worth trying to cut it back but if this does not work and the tree does not recover to then remove it.

055/05/15

Agenda items for the next meeting:

Councillors' register of interests

Article 4

Flambards – laybys and oil tank

Litter Pickers pay to go onto salary

Staff Pensions

Update on Annual Parish Meeting and action on Mettle Hill and Solar Farm Monies

056/05/15

Action Points: if not already covered:

There were no action points

There being no further business to discuss the meeting was closed by the Chairman at 10.05pm. The next meeting will be 4th June.

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