

PARISH COUNCIL MEETING OF MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held on Thursday 1st October 2015 at 7.30 p.m. in the Green Room of Meldreth Village Hall.

Present: Mr C A Land (**CAL**) - Chairman, Mr R A Searles (**RAS**) - Vice Chairman, Mrs C.J. Fallon (**CJF**), Mr S Hawkins (**SH**), Mr A Keena (**AL**), 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)

Exclusion of public and press on item 179/10/15 - 'Public bodies (admissions to meetings) 1960 s1(2) and Local Government Act 1972 s100.

- 151/10/15 To receive any apologies for absence:**
There were no apologies as all councillors were present.
- 152/10/15 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.
- 153/10/15 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 members of the public in attendance.
- 154/10/15 To sign and approve Minutes of meeting dated 3rd September 2015:**
One amendment to item 162/10/15 should read 104-108 High Street and not 1-2. The minutes were proposed by JF, seconded by SH all agreed. The Chairman then signed the minutes as a true record.
- 155/10/15 Report from District Councillor: Local Plan**
The planning department at SCDC have had to undertake more work on the plan and it is now anticipated that they will now report to the Planning Inspector in March 2016. The Inspector will then reconvene their deliberations.
- 156/10/15 Report from County Councillor: Meldreth Manor: Cllr van de Ven has** conveyed to Scope suggestions received, including provision of adult care on site.
Community Transport and subsidized transport: Councillors are being asked to consider severe budget cuts for community transport and bus subsidies. A glimmer of hope is potential for collaboration with the Clinical Commissioning Group's retendering of the Non-emergency Patient Transport Services contract, which is currently out for consultation. Please could parish councillors respond as individuals to the consultation. A public consultation event will take place Oct 6 in Royston at the Old Bull, 11-12.
<http://www.cambridgeshireandpeterboroughccg.nhs.uk/downloads/CCG/Have%20your%20say/NEPTS%20Consultation%20document%20-%20WEB.pdf>
- Rail User Group and Meldreth Station:**
- Cllr van de Ven has been chasing Network Rail to tend to the Station Bridge barriers. Work will commence on Friday 2nd October.
 - Thanks to Cllr Hawkins and Cllr Barrett and Cllr Hales from Melbourn for attending the recent Rail User Group meeting. Melbourn councillors are concerned about the lack of progress on improving pedestrian access across the fields. RAS responded that this statement is incorrect, the pedestrian access is not the issue but DDA access on the footpath. RAS also reported that Mike Cooper (CCC Highways) has agreed to patch and upgrade the footpath, though it is not a priority at the moment he will try to get this done as soon as possible.
 - A local Melbourn business has indicated it may be able to provide funds to expedite provision of a shelter on the Cambridge platform, and for long-awaited improvements cycle parking.
 - Contactless ticketing will be available on both platforms within a few months and this will improve accessibility. The pedestals are now installed.

Bike Bank – MAYD has received Dept for Transport funding for another round of the Bike Bank, to be offered free of charge to Melbourn/Meldreth area young people. The course results in employable skills. The idea is to target older teens ready to work, so recruitment will take place at Cambridge Regional College, Long Road and Hills Road Sixth Forms, in addition to MVC. A Dr Bike session will take place at the Melbourn Hub on 17 Oct, 1-4 – bring your bike for a free check.

A10 Foxton–Harston cycle path: Work has started and will take about 20 working weeks. Funding comes from the Dept for Transport. Please see this Cambridgeshire Public Health report on Health and Transport: <http://www.cambridgeshireinsight.org.uk/JSNA/Transport-and-Health-2014/15>.

157/10/15

Proposed changes to Planning Consultations:

Cllr Hart reported that the Planning Committee at SCDC are looking at changes in how planning is dealt with. There have been no further updates on this at the moment. The main issue is that Parish Council do not send representatives to the Planning Meetings to discuss those applications they are not happy about. RAS suggested that there are other factors which should be taken into account: lack of training for Parish Councillors on planning issues and the lack of time Parish Council's are given to respond, especially when they only meet monthly and have part time staff. There is a workshop being held by SCDC on 14th October, RAS will be attending.

158/10/15

Solar Farms:

SunEdison (Bury Lane) on the one-off Community Benefit payment of £50,000.

Awaiting confirmation before agreement can be signed on projects being put forward.

Update from Lightsource (Substation) A request has been received from Lightsource with a request the Meldreth PC and Melbourn PC consider a donation to Fowlmere RSPB Nature Reserve. RAS suggested that the Clerk contact Mr Doug Radcliffe at the RSPB to suggest they put in an application to the Parish Council.

Clerk has informed Lightsource of the Village Hall solar panel project and they are happy with the decision.

Working Group – the working group now consists of 6 residents and 2 parish councillors.

DS proposed the Terms of Reference, seconded by RAS all agreed.

DL will arrange a meeting with the working group.

Action: DL

159/10/15

Matters arising: (no actions information only)

Joint Partnership with other Parish Councils - another meeting to be arranged.

Website training still to take place with Clerk, CAL and Mr Borgonon

Councillor training to be held in Meldreth on 24th October 9-3pm, DL, JF and CAL to attend.

Installation of Play Equipment, first stage will commence on Monday 5th October for a duration of 5 working days on site. This will be followed by the installation of the wet pour surfacing which has been scheduled to start on Monday 12th October 2015, weather depending.

Minor Local Improvements Grants: (LSTF) - Clerk has sent in a request for Cycle racks to be placed at the station.

160/10/15

Overnight Parking along Station Road (Sudely Grove):

A site meeting has taken place with Cllr Searles (RAS), Mrs Breeze, and Mike Cooper CCC (Highways) to look at the possibility of erecting a sign regarding overnight parking of HCVs.

RAS reported that Highways recommended a sign measuring 750mm x 500mm. Mike

Cooper will email costings to the Clerk. It was proposed by SH that the Clerk can go ahead and purchase the Advisory Sign with an upper limit of £500.00, seconded by RAS all agreed.

Action: Clerk

161/10/15

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 17th September 2015

72 North End, S/2242/15/TP - Beech and Horse Chestnut shorten branches

Meldreth Tree Warden has inspected the trees and is in agreement with the proposed work.

6 The Old Mill Court, S/2263/15/TP - Location of trees is at 102 High Street. Remove stems and cut back branches of Sycamore tree that overhangs 6 Old Mill Court. Meldreth Tree Warden has inspected the trees. The trees were mature before planning application on 104-108 High Street and are part of the rural character of this location. This should have been taken into account previously when planning and building regulations were given The Parish

Council would assume any authorised tree work would be with the permission of the tree owner. Any tree work should be the minimum for public safety.

31 High Street, S/2131/15/FL - Proposed extension and alterations to existing garage. Meldreth Parish Council recommend 'No Objections' with no comments.

Planning meeting held on 1st October 2015 – verbal report

73 High Street, S/2291/15/FL & S/2292/15/LB - Alterations and refurbishment of The Homestead, including demolition of previous extension, together with new vehicle access from High Street and restoration and rebuilding of front boundary.

It was felt by the Parish Council that a site meeting would be beneficial and that this item be deferred until the 15th October 2015. Clerk to arrange a site meeting with the architect.

Action: Clerk

4 Oakrits, S/2235/15/FL - Proposed first floor side extension and alterations to the front entrance porch. Meldreth Parish Council recommend 'No Objection' with comments. The Parish Council would like it noted that there could be an overlooking issue regarding the proposed first floor front bedroom window.

17 North End, S/1504/15/FL - Relocation of vehicular access drive. Meldreth Parish Council recommend 'Approval' with comments. 'There needs to be a condition to make sure that there is no run off of private water onto the road during heavy rainfall.

Fenny Lane Farm, INFORMATION ONLY, S/2065/15/PB. Prior approval application – proposal to convert two agricultural buildings to three dwellings.

SCDC Decisions:

36 Howard Road, S/1316/15/FL has been granted permission for front and rear single storey extensions.

Fillcup Field, Land to the north of Meldreth Road has been granted permission for the construction of a glasshouse, 380kW biomass boiler, 150kW anaerobic digestion plant, covered feed stock storage clamps, covered digestate loading area, covered vehicle store, farm workers log cabin and associated plant.

162/10/15

Eternit:

Proposed Planning – representatives will be attending the meeting on 5th November.

New signage – the old Eternit sign to be replaced by a sign for the Sports and Social Club, Clerk still making enquiries with the Planning Department to see in planning permission is needed for a permanent sign.

Action: Clerk

Registering as a 'Community Asset'. CAL reported that the Sports and Social club would like to register as a Community Asset. DS suggested that this should wait until after the meeting with the developers on the 5th November. NP reported that there were 480 members at the moment and that membership is open to any resident in Meldreth.

163/10/15

Village Maintenance:

Footway at Station Bridge - Mike Cooper has looked at the footway at Station Bridge. In order to lengthen this footway it would need to go behind the stench pipe which he believes is land owned by Network Rail. The verge is not wide enough so the land would also need to be culverted. It is possible but the cost makes it unrealistic at the moment. The Parish Council would also need to employ a structural engineer to draw up plans.

Pedestrian Sign – It was felt that erecting pedestrian signs at the bridge on Station Road would not be an effective solution.

164/10/15

Playground:

1. Monthly Report. JF has inspected the play equipment and reported it all appeared to be in good working order. Clerk reported that the swing seat had been ordered and it will be delivered to JF who agreed to call Dave Chappel to have it installed.

Action: JF

2. Clerk seeking quotes to extend the fenced area around the play equipment.

3. RAS reported that the trees have yellow lichen growing on them and this is totally harmless.

4. Quotes are being sought to trim vegetation on the ditch and remove tree stumps within the ditch along with other various tree works around the recreation ground.

- 165/10/15 Pavilion:**
DS circulated the first draft of the proposed floor plan for the pavilion, this will be a new build as it was felt to be cost effective. DS also reported he had located another manhole, it was suggested by members that it might be worth looking into connecting the pavilion onto the main sewage system rather than use the cesspit system currently in use at the moment. The car park will also be extended, NP reported that emergency vehicles will need access onto the playing fields. DS will now redraw the plans with dimensions for the next meeting.
- 166/10/15 Meldreth Manor School:**
A decision will be made on 2nd October 2015.
- 167/10/15 Mettle Hill:**
Report from Philippa Hart
The deadline for questionnaires to be submitted is Sunday 4th October. There has been a disappointing response and it is not anticipated that there will be over a 20% return. Clerk has received correspondence regarding Mettle Hill, but at the moment the Parish Council along with the Mettle Hill Working Group are in consultation and until this process has been finished no decisions will be made.
- 168/10/15 Correspondence and Clerk's Report:** Other items may be included for information.
Correspondence received from SCDC concerning Inspectors Report on Community Levy Infrastructure – emailed to councillors.
Upgrading the planning process at SCDC – workshop on 14th October RAS to attend.
Cambridgeshire Flood and Water Supplementary Planning Document – consultation process runs until 16th October comments and view can be submitted via their website <http://consult.huntingdonshire.gov.uk/portal/pp/spd/fw> – emailed to cllrs
CWCG – Commonwealth War Graves Commission. Letter has been received stating that the £15 received to maintain the one war grave in Fenny Lane burial ground is stopping. The grave has been recently inspected and they feel that the 'level of overall maintenance was classed as good, for which I commend you and your team. However, it is unlikely that any extra work is required at this point in time. I am therefore cancelling the current agreement with immediate effect'. The money received was originally for the maintenance of the grave and not for the upkeep of the cemetery it is situated in.
Clerk has met with Mike Cooper and he has agreed to make repairs to the footpath in the recreation ground, he also advised on the footway along Station Road see item 163/09/15
Street naming at Station Yard: Have not heard back from Diane Duncan as to the official name for the road at Station yard development
Emergency Plan: Still ongoing
Cutting back of trees on North End: Clerk has written to Mr Pepper requesting that the trees, which are overhanging the road and verge along North End near College Bends be cut back. Clerk has emailed Tom Pepper.
Transparency Training: Clerk attended a recent workshop to look at how the transparency code will affect how the parish council conducts its affairs. At the moment the code for councils of Meldreth's size (income between £25k but below £200k) is being reassessed. However, councils with an income below £25k already have to abide by the new code. The issue of what goes out to the public and how parishes are going to be able to address these issues was discussed. It will be likely that a further workshop will be needed as the subject matter is vast.

Air Ambulance: A request has come in asking for a donation for the Air Ambulance or to consider donating towards the delivery of a CPR training session for a school local to Meldreth? It was suggested that the clerk contact the school to see if they are interested in this type of training and to contact Hannah Roots of the Air ambulance to enquire about costings. It was also suggested by CAL for the clerk to enquire about Defibrillator Machines.
Action: Clerk
- 169/10/15 Highway Items:**
Proposed speed limit along North End/Meldreth Road. Shepreth PC are in support of Meldreth trying to get the speed limit reduced to 40mph. A letter have been sent out to all residents in Shepreth and Meldreth who will be directly affected, so far the response from residents has been positive. There was some concern from Shepreth residents as to why it is not being lowered to 30mph. CCC Highways have made it quite clear that they would not support a 30mph limit on predominately rural stretches of road. This is because responsible drivers adjust their speed according to their perception of the speed that the road requires.

Meldreth Parish Council were able to achieve a 30mph limit on Whitecroft Road and sections of Whaddon and Kneesworth Roads because of an anomaly in the spacing of the lighting. This is spaced at distances that mean that a 30mph limit was already in place but could not be enforced without 30mph signs. Our application was successful because it removed an anomaly that could not be explained.

The police are in favour and have no objections to this proposal. It was proposed by RAS and seconded by CAL that Meldreth should proceed with this at an initial cost of £250.00, this will be split equally with Shepreth Parish Council at 50%.

Action: RAS

170/10/15

Footway at Biddal's Blvd:

Biddals Blv Footway:

Clerk as been in correspondence with Jon Finney (SCDC) and Gavin Wisemen (CCC) but nothing has been done yet. Cllr van de Ven will contact Emma Murdon to enquire what is being done regarding getting the footway resurfaced and the street furniture moved.

Action: Cllr SvdV

171/10/15

Co-option:

Notice of position has been sent to Andrew Frances (SCDC). When the legal amount of time has been met and if there are no requests for an election from residents, SCDC will inform the Clerk, who will begin the process of cooption.

172/10/15

Street Lighting:

Clerk has requested that lights be turned on at 5.30am and not 6am for those residents walking to the station for the early trains.

173/10/15

Councillors' Reports:

DS reported on MAYD – There was a meeting on 15th September. On average there are 25 students attending the youth club, but there is only 2 members from Meldreth. A new paid member of staff has joined MAYD. The Chairman is writing to Barrington Parish Council to see if they wish to be invited onto the scheme as students from Barrington are attending the youth club.

AK – the footpath leading from The Mash has a gate which is obstructing the footpath. RAS will inspect.

Action: RAS

174/10/15

Financial Assistance:

Clerk as received correspondence from Melbourn Library asking for a donation. Clerk forwarded the financial assistance document and is awaiting its return.

175/10/15

Audit:

Meldreth Parish Council have a clear audit for 2014/15 with no comments from the external auditor. This has been posted onto the notice board.

176/10/15

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	£ 1,121.35	September salaries	LGA 1972 s112
D P Gardens	£ 514.16	Grass cutting (September)	OSA 1906 s9/10
Talk Talk	£ 20.31	Broadband	TCA 1984

Payments for approval

Inland Revenue	£ 221.65	September PAYE/NI	LGA 1972 s112
UK Safety Management	£ 94.80	PAT testing of office	LGA 1972 s113
PKF Littlejohn	£ 360.00	External Audit	LGA 1972
Unlimited Logos	£ 216.00	banners x 3 for Mettle Hill	
Resolve Home Energy	£ 6,300.00	Solar panels for village hall	LGA 1972 s113
J Damant	£ 14.55	Clerk expenses	LGA 1972 s111

Deposits:

SCDC	£27,750.00	2 nd Precept
Orwell Parish Council	£ 180.00	Office rent Aug & Sept
Dignity Funerals	£ 50.00	Funeral fees

Payments were proposed by NP, seconded by JF all agreed.

177/10/15 Local Highway Improvement Initiative 2013/17 (MHI): Deadline 2nd November
 SH reported that he attended the workshop held by Highways. It was proposed by RAS and seconded by CAL that SH be able to complete the documentation, all agreed. It was proposed by RAS and seconded by CAL that Meldreth apply for £10,000 for traffic calming at Fenny Lane crossroads at a maximum cost to MPC of £3,000.00. **Action: SH**

178/10/15 Agenda items for the next meeting:
 SH has given his apologies for November and December meetings.
 Community Asset for Eternit Sports & Social Club
 Trees at College Bend on North End
 Footway at Biddalls Blvd
 MHI
 CPR training for school
 Defibrillator machines

179/10/15 Clerk:
 It was proposed by CAL and seconded by RAS that Mrs Sally Walmsley, an experienced clerk, would cover meetings if the Clerk was unable to attend at a cost of £11.92 hr, all agreed

There being no further business the meeting closed at 10.05pm. The next meeting will be held on Thursday 5th November in the Green Room of 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