

PARISH COUNCIL MEETING OF MELDRETH PARISH COUNCIL

Minutes un Approved of the Parish Council Meeting held on Thursday 7th April 2016 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 A Keena (**AK**), Mr D Lee (**DL**), Mr D Stewart (**DS**), and Mr A Young (**AY**)

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

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- 001/04/16** **To receive any apologies for absence:**
Apologies were received from Mr N Pellatt .
Mr A Keena left the meeting at 9.15 due to work commitments.
- 002/04/16** **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 declarations of interest declared.
- 003/04/16** **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.
Mrs Gilmore presented the parish council with a petition regarding the speeding concerns of residents within the village. The Petition is for the introduction of reducing the speed limit to 20mph and/or chicanes to ensure better traffic calming in the village particularly along Whitecroft Road. There have been 472 signatures received, so far, who are in favour of this. The Chairman responded that the Parish Council have been trying to address this matter for many years but are always open to new ideas. Enforcement is always an issue and the present '20 is plenty' signs are not enforceable, Mrs Gilmore stated that there is presently a campaign which is addressing this issue and trying to get an enforceable 20mph speed limit introduced. The Chairman also reported that Meldreth are part of a village group looking at vehicle movements, not only in Meldreth but in nearby villages (item 18/04). Meldreth are also part of 'Speed Watch', and have been for 10 years, however it needs volunteers to make successful. Mrs Gilmore is happy for the Clerk to hold the petition and when the data from the A10 survey is known then maybe it can be raised again as to what can be done. Mr Borgonon addressed the meeting with regards to Speedwatch (item 027/04). There is now available a more updated and easier piece of Speedwatch equipment. It is asked that the parish council considers a joint venture with Whaddon Parish Council in joining together to purchase the equipment which will then be used by both parishes. The present equipment, which is owned by the police, has to be shared by all nearby parishes and this then limits the time you can use it. It is hoped that with more volunteers and more accessible equipment Speedwatch would be able to run on a more regular basis. The cost of the equipment is £2400.00 which will be split with Whaddon.
Mr Borgonon also explained how speedwatch operates. First offence, the vehicle will be noted, second offence a letter from the police is sent out, third offence there will be a visit by the police. There is also an option to purchase a static speed awareness sign which flashes up the speed the vehicle is travelling, these are now in operation around Addenbrookes'. The present Speedwatch signs are being replaced, but there is no cost to the parish.
- 004/04/16** **To sign and approve Minutes of meeting dated 3rd March 2016:**
Following a minor amendment, the minutes were proposed by JF, seconded by RAS all agreed. The Chairman then signed the minutes as a true record.
- 005/04/16** **Report from District Councillor:**
Devolution
It was reported last month that district Councillors had been told very little about moves to force an East of England (Cambs, Norfolk and Suffolk) devolved authority; if implemented truly in the spirit of its meaning, power would be devolved down to communities to make decisions and administer their localities as they see fit. However this proposal highhandedly inserted an additional level of government with an elected mayor and very little in the way of real investment. Since the Budget, the County, City and Local Enterprise Partnership have all rejected this offer of devolved authority for the East of England, SCDC members will get to debate this in June.
Problem hedges
Cllr Hart has met with an SCDC Housing officer to look at several overgrown hedges in Meldreth on a case-by-case basis. This seems to be the way forward in the case of certain over looked areas of the village owned by the Council and Cllr Hart is happy to bring any other areas residents deem worthy of attention to the notice of the Council.

Scrutiny Committee

There is to be shared services with the City Council and Huntingdon. A progress report is expected in three months to see how the system is working, it is believed that there may be problems with recruitment. Performance of the the Planning Department was questioned, there is presently 5 new members of staff but there is a major back log of work.

006/04/16

Report from County Councillor:

Boundary Commission: The Boundary Commission's new county division lines for 2017 will be re-consulted. The new consultation will take place between May and June. This would be a chance to promote education and transport commonalities of a division encompassing the A10 corridor and Melbourn Village College catchment area.

Devolution: The Chancellor's 'East Anglian Devolution Agreement' on Cambridgeshire, Norfolk and Suffolk was signed without councils' consent by our county and district council leaders. Powers of transport, highways, house building and general infrastructure were to go to a single elected mayor, diminishing the opportunity of local people to influence decision-making on issues that affect their community.

Meldreth Station booking office: Govia Thameslink has been consulting on changes to booking office opening hours across their patch. The idea is that staff are not necessarily behind the counter but out on the platform assisting people with the newly available electronic transactions. Meldreth Station is not affected .

The Community Rail Partnership (CRP) has submitted an application to the Dept for Transport under its 'Heritage and Tourism Community Rail' fund for £70K for a pedestrian ramp and pedestrian directional signage. The scope of the Meldreth, Shepreth and Foxton Rail User Group is expanding. The CRP was launched two years ago, to take on more strategic interests and because CRPs are recognized by the Dept for Transport and thereby various funding opportunities. Next autumn we will establish local partnerships for each station under the CRP umbrella. This will require formal support of our parish councils - not financial, but a signature supporting general aims to improve access to rail services.

North End near church: Residents living near the bend near the church have been concerned for more than ten years about the erosion of the verge, which has no kerbing. The knock-on effect is a footway that is often impassable on account of accumulating mud. Cllr van de Ven has asked Highways over many years if they would fund it but they have never been able to make it a priority. Bearing in mind that we are encouraging people to walk not drive, and that this is right in the middle of a key walkway, would the parish council consider taking the initiative to provide funding? RAS responded that this might be a good project of the LHI for next year. Cllr van de Ven will obtain costings. **Action: SvdV**

Prospective large-scale speculative planning applications: Cllr van de Ven is to meet with the relevant officers at SCDC regarding local school and health services capacity. **From parishioners**

Village Bench and Bicycle racks corner of Bell Close – Cllr van de Ven understands that there has been an offer of a bench near the notice board, thought might be wise to plan ahead for the bicycle racks on the same site. Clerk reported that a notification on a possible request had been received but that the land in question does not belong to the Parish Council. Clerk to enquire with SCDC if they would give permission for a bicycle rack and bench in this area. **Action: Clerk**

Request from Cllr van de Ven. Could Meldreth Parish Council fund the room booking fees at Elin Way for Bus Users Meeting and Drainage Meeting and the Superfast Broadband meeting. Meldreth already cover the cost for the Rail Users Meeting . The Community Rooms charge £5 per hour. It was proposed by RAS and seconded by DS that the Parish Council will cover the cost of these meetings, which are being held in the villagers interests. Invoices to be sent to the Clerk.

007/04/16

Footway at The Blvd:

Cllr van de Ven has reported the subsidence of the footway to Emma Murdon. AY reported that the footway is getting worse. The potholes and disintegration of the verge is due to the inadequate new footway which has been put in. It was suggested that the Parish Council write formally to Cllr van de Ven with their concerns. **Action: Clerk/SvdV**

008/04/16

Solar Money Working Group: (Minutes from 4th Meeting on the 17th March has been circulated).

Many projects have been identified for possible funding from the solar fund. RAS suggested that some funding amounts be drawn up and to identify ongoing projects, such as the RDCT and what they would require. DL will arrange another meeting. **Action: DL**

009/04/16

Matters arising: (no actions information only)

There were no matters arising.

- 010/04/16 Melrose:**
Update on landscaping issues at Melrose. Response awaited from Planning at SCDC
Concern on the asbestos cement located in the proposed community orchard which adjoins Melrose. Response awaited from Planning at SCDC. Clerk has been unable to contact Mr Sexton at the Planning Department but will continue investigations. **Action: Clerk**
- 011/04/16 Planning:** Cllrs. Land, Searles, Fallon, Hawkins, Lee, Pellatt and Stewart (Full details of planning meetings are available via the Clerk, website or notice board).
Planning meeting held on 17th March 2016 – There was no meeting
Planning meeting held on 7th April 2016 – Verbal Report
73 High Street, S/0563/16/LB - Repair and reinstatement of existing gable wall of The Homestead, following demolition of the abutting Maycroft Care Home prior to redevelopment, as already approved under planning permission S/0984/14/VC
Meldreth Parish Council recommend '**Approval**' with no comments.
- 012/04/16 Marley Eternit:**
AY reported that the working party now consisted of four members of the Parish Council along with other members who can offer experience and assistance. There have been several meetings and the group will remain neutral as all they are doing collating information. The process being adopted is one the both Melbourn PC and Foxton PC adopted. The Parish Council need to endorse the Working Group and set a budget. All invoices will be sent to the Parish Council for payment but they would follow the same financial guidelines which the parish council are bound by. There is a maximum amount they can spend without going out to tender, but this this amount is exceeded they need three quotes. There will be a brief summary, plan of the site and a questionnaire sent out to every household in the parish, this will be a neutral document, all it will be looking at is what residents want. Residents will then have the opportunity to drop off their responses at the One Stop shop, Parish Office or leave outside their properties to be collected on a particular date.
It was proposed by RAS to adopt the Working Group, seconded by DS all agreed.
RAS suggested that heads of Terms of Reference be drawn up. AY to draw up. **Action: AY**
There is to be a meeting with James Fisher S106 on Wednesday 13th April to look at S106 implications with the proposed site. This is not, in anyway, stating the Parish Council are in agreement with the proposal, it is a formality that has to be addressed in regards to large planning applications.
It was proposed by RAS that a ring fenced amount of £25,000 be allocated to this project, seconded by DS all agree. Clerk to adjust finances. **Action: Clerk**
- 013/04/16 Playground:**
1. Monthly Report – all equipment appears to be in good working order.
2. Quotes to extend the fenced area around the play equipment.
Kompan (£3,086.17) vat £514.36
Sovereign (£3,086.56) vat £514.13
J Hill & Co (£5,289) + vat or with additional double leaf gate (£6,462) + vat
It was proposed by RAS to accept Sovereign's quotation as they are a company known to the council, seconded by AY all agreed. **Action: Clerk**
- 014/04/16 Pavilion:**
DS requested a site meeting this is to be on Thursday 14th April at 6pm at the pavilion. Before any refurbishment commences, and to justify the expense, the Parish council should consider a management plan that can be implemented to accommodate its further use by the community. The plan should be able to address any potential issues regarding cleanliness, health, and safety and financial management. The requirement for changing room seating and a designated secure metal storage shed for the football club equipment will require funding. The FA have a scheme and details have been passed to the secretary (JF) and Chairman (NP) who are presently looking into it. **Action: NP/JF**
RAS suggested that the Clerk enquires if planning permission is needed for a shed. **Action: Clerk**
Electrical inspection, this is due but it was agreed that this should wait until after the refurbishment has been completed.
- 015/04/16 Rugby Group Benevolent Fund:**
JF has contacted Ian Southcott at Rugby to enquire what would be needed to apply for some funding. The funding application will be from the Football Club but for the Pavilion project. One idea would be to get funding for the shed.

- 016/04/16 Correspondence and Clerk's Report:** Other items may be included for information.
Village organisations – These are presently outdated on the website. Are they needed? Many people do searches and do not use the parish council website to access this type of information. AY will look at the website and take off the clubs and societies. **Action: AY**
Children, families and adults services key dataset for Melbourn Division: has been emailed to cllrs for information
Street Sign: Request concerning the street sign on North End regarding The Paddocks and neighbouring properties has been forwarded to SCDC.
Sun Edison Agreement: this has been sent, awaiting response as to when funding can be expected.
Hedge: Clerk has contacted the relatives of the land owner at Sudely Grove.
Tree: Clerk would like to thank Mrs P Hart for clearing the tree which had fallen at the cemetery.
- 017/04/16 Street Lighting (CCC)** – The Parish Council were informed that some of the street lights would be turned off during the hours of 12am till 6am. This is no longer relevant as the lights near the station will not be turned off.
- 018/04/16 A10 Corridor traffic survey:**
Information concerning the survey locations have been emailed to all cllrs. Meldreth have four locations: Station Road (Melbourn end); Whitecroft Road (at the 30mph sign); Kneesworth road (just past West Way) and High Street (North End past the junction). Other villages involved include Melbourn, Whaddon, Shepreth, Foxton, Wimpole, Littlington, Fowlmere and Barrington (A10 Group). Meldreth have also requested a further survey to be carried out along the High Street, after the school but before the train station. The information gathered will help with regards to traffic movements. Survey areas have now been submitted to Highways.
- 019/04/16 Mettle Hill:**
- Proposals for alternative uses for Mettle Hill. There have been three responses, Showman's Guild, Tingdene Park Homes and Bathing under the Sky, all of which have been invited to attend the Village Meeting on 19th May.
Mettle Hill
Mrs P Hart has received emails from, on behalf of a local Community Land Trust and a Co-housing project team in the context of possible uses for the Mettle Hill site. RAS reported that in the case of the Local Community Land Trust, this had been circulated to councillors' but that they needed 10 hectares which would make Mettle Hill nonviable for their purposes.
- 020/04/16 Grass cutting contract:**
Quotes received from:
DP Gardens £6480.00 three years £19400.00
Envirocare £6840.00 three years £20520.00
Herts & Cambs £7500.00
Buchans £7864.80 prices to increase with inflation
It was proposed by RAS to accept DP Gardens for another three years, seconded by AY all agreed. Clerk to contact contractor. **Action: Clerk**
- 021/04/16 Councillors' Reports:**
RAS
Parish Planning Forum Meeting Update - There has been concern regarding the Planning Department, Julie Beard is now Head of Planning and they have suggested that they would like more contact with Parish Councils. They are also looking at the consultations going on regarding large scale developments. There is still the policy of 40% affordable housing on any development.
Flood Avoidance Working Group update – Some areas have now been identified where the drains need unblocking, 9/10 High Street is one drain which has been blocked a long time. The ditch at the bottom of the hill near Valley Farm needs digging out. RAS to compile a list of residents who need to clear their ditches. The blockage along North End has now been identified and will be unblocked by Highways. Many of the ditches which have been cleared in the past are now filling up with silt so need to be cleared again. Clerk to write to riparian owners. **Action: RAS/Clerk**
CAL - enquired if the ditch along Fenny Lane has a conduit?

DL

There is straw again along the roads, which will start to block the drains, can the Clerk contact the private landowners and ask if they can either clear the roads of the straw or use netting, with further budget cuts from CCC it is important we try and stop the drains from blocking up with straw and debris as CCC may not be minded to keep jetting them.

Action: Clerk

It was suggested at the recent Solar Meeting that a Village Location Map would be a nice idea for the village.

DS

MAYD have been awarded first place in the Outstanding Youth Initiative.

022/04/16**External Auditor:**

The audit commission ceased to exist on the 1st April 2015 and a new company – Smaller Authorities' Audit Appointments Ltd has been created recently to take over the appointment of external auditors as of 2017. PJK Littlejohn will continue with the external audit for this financial year 2015/16. Parish Councils have been asked if they wished to opt out of this and find their own external auditors. It was proposed by RAS that the Parish Council stay within the scheme and allow NALC and SLCC to choose the next external auditors. No action is required if opting to stay in.

023/04/16**Internal Auditor: 2015/16 Accounts**

Appointment of internal auditor. Mr Bruce Huett has agreed to do this year's internal audit. It was proposed by RAS to appoint Mr Huett, seconded by DS all agreed.

024/04/16**Indemnity Form: 23 Howard Road S/0746/08/F**

Public Open Space £2,244.90

Chair and Vice Chair to sign

It was proposed by AY that the Chair and Vice Chair sign the document which will be witnessed by the Clerk/Proper Officer, seconded by JF all agreed. Documents were duly signed.

025/04/16**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**

	Amount	Vat	Item	Power
Inland Revenue	£ 241.25	0	February PAYE/NI	LGA 1972 s113
Warden Scheme	£ 150.00	0	4 th Quarter payment	LGA 1972 s113
Library	£ 350.00	0	Donation	S137
Staff	£ 1,120.95	0	February salaries	LGA 1972 s112
D P Gardens	£ 514.16	0	Grass cutting (February)	OSA 1906 s9/13
Talk Talk	£ 20.31	0	Broadband	TCA 1984
BT	£ 157.57	26.26	Telephone	TCA 1984

Payments for approval

Inland Revenue	£ 222.05	0	March PAYE/NI	LGA 1972 s112
Warton & Clark LLP	£ 150.00	0	Skip hire for pavilion	LGA 1972 s113
Cambridge Water	£ 11.37	0	Burial ground water	
Cambridge Water	£ 33.73	0	Pavilion water	
SCDC	£ 48.40	0	Burial ground rates	
SCDC	£ 556.60	0	Pavilion rates	
LGS Services	£ 100.00	20.00	Transparency training	LGA 1972 s113
G V Borgonan	£ 81.90	0	Laptop maintenance, domain name and hosting	LGA 1972 s113
G V Borgonan	£ 43.86	7.31	CAP – ink/paper	LGA 1972 s113
Eon	£ 57.93	2.76	Electric for pavilion	LGA 1972
Cambridgeshire Acre	£ 54.00	0	Membership	LGA 1972 s144
PWLB	£ 3,728.25	0	Loan repayment	LGA 1972
Stationery Cupboard	£ 15.90	2.65	supplies	LGA 1972 s113

Deposits:

There were no new deposits
VAT has been submitted.

- 026/04/16 Meldreth Matters:**
It was agreed that CAL, RAS, DL, DS and AY would do the extracts, Clerk to put a rota together. **Action: Clerk**
- 027/04/16 Speedwatch:**
Sessions will restart in April.
Whaddon have enquired whether Meldreth would be interested in sharing the costs in obtaining a new kit which would be shared between the two parishes. Mr Borgonan will be obtaining costings (see item 003/04). It was proposed by AY to accept the proposal in principal that Meldreth will share the cost of obtaining new Speedwatch equipment, this will be shared between Meldreth and Whaddon parish councils', seconded by RAS all agreed. Cost of machine is £2400.00.
- 028/04/16 AED Machines:**
Clerk is still progressing what type of machine would be best, though from feedback from the Ambulance Service as long as they are easily accessible at all time the machines themselves are very similar and what parishes would be interested. Shepreth has shown an interest. Clerk is arranging a coffee morning with clerks, Mrs Juliette Walter and Mr Ian Pearce from Wel Medical. This will take place in June.
- 029/04/16 New Councillor:**
Process will now start to coopt or elect a new councillor.
- 030/04/16 Village Meeting: 19th May in the Village Hall**
A reminder to all interested parties who have shown an interest in submitting a proposal to attend the village meeting.
To also include a short statement of where the council is with regards to Marley/Eternit proposal.
- 031/04/16 Agenda items for the next meeting:**
British Queen as an 'Asset of Community Value'
Annual Meeting
New Councillor

There being no further business the conduct the Chairman closed the meeting at 10.45pm

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