

MEETING OF MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held on Thursday 2nd June 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**), Mrs C.J. Fallon (**CJF**), Mr A Keena (**AK**), Mr D Lee (**DL**), Mr N Pellatt (**NP**), Mr D Stewart (**DS**) and Mr A Young (**AY**)

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

*Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda Item 093/05/16. **This was not needed.***

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- 064/06/16** **To receive any apologies for absence:**
There were no apologies as all councillors were in attendance.
- 065/06/16** **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 interests declared.
- 066/06/16** **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 12 members of the public in attendance.
Matters raised by the public:
Mrs Lynch apologised for not being able to attend the Annual Meeting which was held on the 19th May. Mrs Lynch thanked the Parish Council for what they have done in the past but wanted to enquire if any of the present councillors would consider stepping down to allow new people onto the council? Mrs Lynch enquired that if this is not possible could the Parish Council be expanded in order to incorporate those candidates who were looking at being coopted?
Clerk answered that the size of a Parish Council is reflected in the number of electors there are within that Parish. Melbourn are a much larger parish and therefore they are allowed 15 councillors, if Meldreth increases in size than that may be an option in the future. At the moment there is only one available seat. Parish Councils are always an odd number (5,7,9 ect)
CAL responded that full elections take place every four years and any qualified resident is able to put themselves forward for election. In recent years this has not been taken up and the council have had to co-opt further councillors.
Other residents voiced their concern on the way matters were being handled by the present Parish Council and that due to matters such as Mettle Hill, Marley/Eternit development and the pavilion maybe there should be new people on the Council to handle these issues as the next elections are not due until 2018.
Three members of the public were requesting that present members of the parish council should consider resigning and allowing new members onto the Council.
Criticism was issued at the decision of the Parish Council to refurbish the pavilion. NP responded that the pavilion project has taken time and decisions on what was best have been changed from extending the pavilion to a refurbishment, which is now what the Parish Council are doing. The money for this was allocated sometime ago from S106 funds (this is money the Parish Council receives from developments within the parish and can only be used on certain items such as play equipment, recreation facilities. This fund is what was used to re-tarmac the village hall car park. The pavilion is a sports building and football has been a part of village life for many years it would be a shame to see that tradition disappear. Once the pavilion has been refurbished it is hoped that other organisations will want to use it from other sporting clubs, such as the Tennis Club to residents, (children's parties) etc.
Miss Hunter stated that she was appalled to hear at the Annual Meeting on what she felt was revealed as the inadequacy of the Parish Council in not being able to make a decision in seeing things through, matters are taking too long. Pavilion, Mettle Hill, and the inability of the Parish Council to secure the £50,000 from SunEdison. There are serious issues in the near future, which the Parish Council will have to make decisions on and will they be able to do it? Miss Hunter then stated that the Council can do many good things but on the whole it is inadequate and inefficient and expressed a vote of 'no confidence' on the present Parish Council as they do not feel the present Parish Council is capable of seeing things through.

Over the next two years there are major decisions to be made and it is important to get the best team out there to deal with these issues.

RAS responded that there is a lot to do and it is encouraging to see so many residents interested. When RAS and Mr Borogon were new councillors they helped introduce the Parish Plan.

The issue concerning Mettle Hill also received a lot of feedback from residents at the beginning. Over the next two years it is hoped that many residents will work with the Parish Council in the function of working groups who work alongside the Parish Council and it is hoped that when the next elections are due, in 2018, there are many residents who will come forward for election.

Mettle Hill:

Q. Mettle Hill had a questionnaire which was not able to perform the task it set out to do as there were too many anomalies and residents may not have understood what they were being asked. Following from the Annual Meeting will there be another questionnaire going out with more detail? They were also surprised to see this being discussed again with Showman/Travellers as they believed that the question of putting Showman/Travellers on the site was rejected.

AY responded that Showman are not travellers, the government puts them in the same category but they are very different which may have caused some confusion for residents at the Annual Meeting when the speaker of the Eastern Counties Showman were trying to explain the Governments criteria with respect to planning issues.

One resident stated that there will not be a project for Mettle Hill that will please everyone and maybe the Parish Council should just put it back to a 'green area'.

The original questionnaire had a 27% response from the village and Mrs Hart explained that Park Homes was the favoured response.

However, if you take into account those against it was not a large margin

067/06/16

To sign and approve Minutes of meeting dated 5th May 2016:

The minutes were proposed by NP, seconded by AY all agreed. The Chairman then signed the minutes as a true record.

068/06/16

Report from District Councillor:

Marley Eternit

The potential applicants have indicated that they will be unlikely to apply for a pre-application process for this proposal, which given the experience some residents have had with going down the same route at SCDC, Cllr Hart can hardly blame them. This does however mean that there will not be an independent and reliable verification of what is being applied for prior to when the outline application is made. The developers are considering the use of a planning performance agreement, which would cost them a great deal more but ties SCDC into a guaranteed timeline for determination of the application. This might serve the village better as well but there is a need to be well prepared, in any event, to achieve the best outcome for Meldreth.

Mettle Hill

This future for Mettle Hill was discussed at length at the Annual Meeting and there was a considerable lack of clarity about the outcome of the previous village consultation. Cllr Hart proposes to reproduce, in the next issue of Meldreth Matters, the results of the previous questionnaire. The current user on part (approx one third) of the site is for travellers to reside and the other two thirds has an agricultural designation. It should be remembered that whatever the village wishes and the PC may eventually decide they want achieved on the site, it may not be forthcoming under planning regulations. One of the advantages of Park Homes was that Cllr Hart did receive an indication from SCDC that planning may be more likely to be forthcoming for that use. However, just because it may be easier to obtain planning, does not necessarily mean it would make it a good fit for Meldreth.

SCDC

The District Council has a new leader from the majority Tory party, Peter Topping, Ray Manning, his predecessor, having stepped down after serving ten years.

Planning

The planning department has issued an announcement of improvements to the service, including a dedicated registration department for new applications guaranteeing validation of any application within 5 days from receipt (provided all paperwork and fees are in order). It should also be more easy to track the progress of an application online, including seeing the responses from statutory consultees. No news yet on recruitment of new staff.

Devolution

Although SCDC members will be asked to consider a Cambridgeshire/Norfolk/ Suffolk model at full council in June, it is unlikely to receive the support of authorities in Cambridgeshire and an alternative devolution package is likely to be promoted as a counter-offer to government in the form of a Cambridgeshire/Peterborough partnership. Negotiations are ongoing and much will depend upon whether there is sufficient funding to be able to make a considerable contribution to affordable housing needs in the area.

Agreed Statement addressed to Parish Councillor Rob Searles

I am sorry about what happened at the Annual Meeting. I truly hope I did read something into your question that wasn't there and that we can put this behind us and continue to work for the good of the village.

069/06/16

Report from County Councillor:

Drain jetting: Cllr van de Ven has spoken with Peter Taylor from Highways, earlier in the week on a drainage tour of Shepreth. Cllr van de Ven has been trying to find out when the drains will be cleared, as per the Flood Avoidance action list agreed with him. He in turn had been waiting for SCDC to get back to him on a date to sweep the streets. Thanks to Cllr Hart for getting this sorted yesterday. Unfortunately, the frequency of turkey straw on the roads is more than the street sweeping schedule can keep up with and therefore presents long-term problems. Nevertheless, Cllr van de Ven has informed Peter Taylor of the imminent street sweeping so that the jetting can now be arranged.

Kneesworth Road collapsing pavement and dangerous road edge gaps: Highways have assured Cllr van de Ven that funding is in place and the footway will be tarmacked, they just need to set a start date.

Meldreth Station ramp and footpath 9 – linking Meldreth station to pedestrian access from eastern approach: Cllr van de Ven would like to invite Melbourn and Meldreth parish and district councillors to meet together to discuss this matter of common concern. At the end of the day, the whole of the scheme sits within Meldreth parish, but there are a variety of benefits to both parishes. It is a very difficult scheme to achieve but Cllr van de Ven feels that in the long run it would be a mistake not to look for a solution - not least due to station overflow parking issues in Meldreth. It is hoped to have a meeting with the Rail User Groups along with Parish and District representatives in September. A new group will also need to be created, Meldreth/Melbourn Rail Partnership Group

A10 Cycle Path Project:

It is proposed to extend the cycle path from Frog End, Shepreth to the Melbourn Science Park.

A10 Corridor Group:

This is a group of villages, along the A10, who have come together to look at commune concerns, Meldreth is part of this group. At the latest meeting the issue of increased development and the impact it will have on health. Money from developers in the issue of S106 money is given to the NHS but it does not always filter down to the areas needed. Melbourn surgery, at this time, do not want to expand.

Chairman closed the meeting: 8:15pm

Dr Draper also explained that general practise is changing and it is proposed that surgeries will join together, though it is not clear how this will be achieved. It has also been noted that there are too many female GP's who work part time and male GP's who retire at 55.

Chairman opened the meeting: 8:20pm

Meldreth Station Audit: Comprehensive audits of all three stations in our Community Rail Partnership are being prepared by Railfuture and Govia Thameslink Railway, to understand capacity issues and to plan responsibly for the future. These will be shared with parish councils as soon as they are ready.

Extra item from the Chair: Chairman's Discretion.

It was proposed by RAS that NP be Vice Chairman, seconded by AY all agreed. NP to sign his declaration of office as Vice Chairman at the next meeting.

070/06/16

Co option of New Councillor:

There were five candidates for the one vacant seat.

A ballot vote was taken.

Mr Richard Goddin with a majority vote of 5 was coopted onto the Council. The Chairman thanked all those residents who had put their names forward and that their help and expertise would be very welcome on the working groups, which at this moment, is the Marley/Eternit Working Group, a further working group for Mettle Hill will be set up soon. There is also expertise needed in updating the Website, Mrs Munday and Mr James put their names forward for this.

071/06/16

Network Rail – Closure of the Level Crossing near Fieldgates.

Two rounds of Public consultation on the closing of 140 level crossings on the Anglia route, one of which will be in Meldreth. First round of consultations are to be held in June to consult on initial options for the crossing closures, and the second in August/September to consult on the preferred option for the Transport and Works Act Order (TWAO). There will be pre-meetings for local strategic stakeholders and they would be pleased if Parish Councillors attend that session, further details to be provided. There is to be a promotion flyer for local communities and a leaflet to addresses in the vicinity of the level crossing affected which is across footpath 10 beside St John's Farm near Fieldgate's. Clerk has requested the flyer pertaining to Meldreth and forwarded information to Steve Marshall (P3 Footpaths). There is a public exhibition on the 10th June 2-7pm and a public consultation will run from the 10th June to 1st July.

AY proposed that the Parish Council objects to the proposal of closing the level crossing on footpath 10 near Fieldgates as the alternative route is non viable. Mr Brogonon was asked to speak with regards to the Parish Paths Partnership, he stated that the group were strongly opposed to this, the footpath is regularly used and the closure of the crossing would also mean closure of the footpath. AY responded that though this is a 'rights of way' issue it also a health and safety issue as the alternative route is more unsafe, there is not the visibility splays and is therefore more dangerous.

Mr Borgonon suggested that could Network Rail put up lights and styles and signage?

Cllr van de Ven also stated that this footpath leads straight into the Meads Footpath.

ACTION REQUIRED: Write to Network Rail.

072/05/16

Speedwatch:

Update from Mr Borgonon. It is unlikely that Bassingbourn can field a viable Speedwatch at present but Steeple Morden & Litlington are now keen to join Meldreth & Whaddon in purchasing a kit thereby quartering the purchase price for the public purse and maximising the use of the equipment. This means a reduced cost price of around £600 per village, with VAT reclaimable. Meldreth have agreed to this in principle see item 027/04/16.

Mr Borgonon reported that the Parish Council need to draw up a document on who will lead this and to make a councillor a Speedwatch representative. There is also a need for more volunteers to make the system work.

ACTION REQUIRED: It was proposed by RAS and seconded by CAL to proceed, all agreed. Clerk to contact Sally Walmsley Clerk to Steeple Morden and Mr Borgonon will keep the Parish Council informed of progress.

072/06/15

Grass cutting on SCDC land:

Some of the areas which were previously carried out by SCDC are now, supposedly, under the jurisdiction of CCC. Clerk is awaiting confirmation on this and has suggested a site visit with both CCC and SCDC to clarify the situation. If the areas in question are under CCC control then it will need to be included into the Parish Council grass cutting schedule, Clerk has also asked for a costing from the grass cutter to see what the extra costs would be, this had not been precepted for. Clerk has requested maps from both CCC and SCDC to see where the differences are.

ACTION REQUIRED: Clerk will look over the maps and obtain a quote from the grass cutter on the areas of grass which will now fall within the Parish Council's responsibility.

073/06/16

Solar Money Working Group:

Cycle racks at corner of Bell Close/High Street – awaiting response from Land Officer at SCDC regarding permission to place these racks as the land is owned by SCDC and not the Parish Council.

Decision on how best to run this. Financial request form to be sent out to all organisations looking at funding.

The Tennis Club have put forward a request of £25,000 this will be discussed on the next agenda. RAS suggested a site visit to see what improvements need to be done, Clerk to arrange.

ACTION REQUIRED: Clerk to send out financial request forms to all those organisations who have made enquires, this information needs to be submitted to the Parish Council for the next meeting.

It was proposed by AY to give the WI £70.00, seconded by DL all agreed. Payment to be issued in June.

Action: Clerk

Clerk to look at quotes for the football/basketball equipment.

Action: Clerk

074/06/16

SunEdison Solar Fund:

Clerk has been notified by SunEdison that the contract is awaiting signature from the director and payment to be issued.

RG suggested that it may be helpful to carry out an internal review.

Action: RG

- 075/06/16 Matters arising: (no actions information only)**
 Information Commissioners Office: Meldreth PC have subscribed as a data controller
 Clerk attended the Pension Talk on 26th May. Clerk will put together a report on pension providers for the Parish Council, who will then need to agree to a pension provider for their staff. **Action: Clerk**
 CAL to attend the Highways Open day on 27th June at Wittlesford
 CAL and AY to attend the Rails Users Meeting on 15th June
 Clerk has met with Christine Knight to begin the process of putting together an Agreement between the Parish Council and the Meldreth Tennis Club. Clerk has also given Mrs Knight a financial assistance form to complete this is in regards to funding the relaying of a new surface on the tennis courts. The Parish Council owns the tennis courts. This item to be discussed in July.
 The North End Street sign at the end of Cam Farm opposite Malton Lane which appears to be falling off its base has been reported to Diane Duncan at SCDC.
- 076/06/16 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 19th May 2016
9 Gables Close, S/0999/16/FL - Proposed single storey side extension. Meldreth Parish Council recommend 'Support' with comments. The proposed building goes right up to the footway which may cause an obstruction during the building process.
29 Elin Way, S0937/16/FL - Proposed single storey side and rear extension. Meldreth Parish Council recommend 'Support' with no comments.
Planning meeting held on 2nd June 2016 – Verbal Report
- 077/06/16 Marley Eternit:**
 The public meeting which took place on the 25th May was well attended. The questionnaires are presently being processed (see item 068/06/16). They are looking at putting in an application in July for 150 houses on the brown field site. It was suggested that information be put onto the website.
- 078/06/16 A10 Meeting:**
 AY was unable to attend the meeting, however report from Orwell PC is that there is concern regarding doctors surgeries and the lack of places available and with ongoing development this will become more of a problem. Developments do contribute S106 to the NHS, however it is up to the NHS as to where they give the money, it does not always come back to the area in which it was originally given (see item 069/06/16)
- 079/06/16 Playground:**
 1. Monthly Report, all equipment appears to be in good working order
 Rospa inspection has been carried out. The bench in the play area is to be painted. A new cap on the small gate, gaps in the small gate to be looked at.
 Sovereign will be installing the new railings on the 14th June and they will look at the zip wire seat and the top level of the zip wire.
 The Clerk has requested two new baby swings and new brackets for the larger swings from Wickstead.
- 080/06/16 Pavilion:**
 DS has not received a third quotation, this will now hold up the proceedings as another quote is sought.
 Funding application is in process with Rugby Cement and Tesco's.
- 081/06/16 Correspondence and Clerk's Report:** Other items may be included for information.
- City Deal. The next Cambourne to Cambridge and Western Orbital Local Liaison Forum will be held on Tuesday 14th June, agenda has been circulated to councillors.
 - Speed reduction stickers for Wheelie Bins – average order is 500 with a total cost of £210.00, you can also put in an order for a bulk pack with contains 50 at a cost of £43.50.
 - Clerk requested some office help for 3hrs per week for the next month. This was proposed by AY at minimum wage, seconded by RAS all agreed.

082/06/16

Annual Meeting (Village Meeting):

Update on items raised by residents.

- New Questionnaire to be circulated to all households with the final selection of uses for Mettle Hill. It was agreed, by all at the meeting, that it is better to take the time and make sure that the decision is the correct one.
AY reported that only 27% of residents responded which meant that 73% did not. RAS stated that he did not think that 27% response is enough to make a decision, this was questioned by AY who stated that there only needs to be 20-30% response for it to be valid. RG also believed that if the Parish Council wanted to make a decision on Mettle Hill using the original questionnaire response, they could. AY also stated that the village may need additional revenue for the future. The next questionnaire needs to be done correctly and then a decision to be made. RAS reported that some residents were concerned that there was to be a age restriction, however this has been rectified by Tingdene, these type of conditions are done in agreement between the Park Homes company and the Parish Council.
ACTION REQUIRED: AY will put together a new working party for Mettle Hill which will look at putting together a questionnaire, the finding of this questionnaire will then be presented to the Parish Council in September. However, the proposed planning application from Marley/Eternit may take precedence over this.
- Update on the Pavilion. It was asked as to what is happening with the pavilion as it has now been 8 years. The pavilion has been an ongoing item and it was decided that a refurbishment would be the better option as the cost to extend the pavilion was going to be too expensive.

083/06/16

Village Maintenance:

Kerbing along North End at the bend near No. 22

Kerbing along North End near the Victorian Post Box near No. 72.

Estimated cost for both areas is £12,200.00

ACTION REQUIRED: RAS responded that these works should be included in the Local Highway Improvement Scheme (LHI), this would propose that £10,000 from the improvement with the remaining coming out of the precept. The application is due out later in the year.

084/06/16

Keeping Britain Tidy:

New Glow in the Dark dog fouling signs which is part of the 'We're Watching You' campaign from Keeping Britain Tidy. Melbourn are doing there own but this could be a joint venture with Shepreth as the cost of the notices are £25 each but you need to purchase a limited amount of 10. Shepreth Parish Council are interested in a shared project.

ACTION REQUIRED: It was proposed by AY to share this with Shepreth Parish Council, seconded by RAS, all agreed. Clerk will contact Shepreth.

Action: Clerk

085/06/16

Councillors' Reports:**RAS**

It was proposed by RAS that RG be another cheque signatory and go on the Financial working group, seconded by CAL all agreed. Clerk to arrange.

Action: Clerk**DS**

Cllr Hales has resigned as a Parish Councillor for Melbourn, this means that MAYD need to find another parish council representative for Melbourn.

CAL

There has been a complaint regarding the cows at Topcliffe. AY responded that this is probably due to the calves in the field. Clerk to contact the owners of the field to enquire if a notice can be put up asking that dogs be kept on leads while there are calves in the field.

There is a need for another litter bin along the High Street between the school and the station. This was proposed by JF, seconded by AY all agreed. Clerk will enquire about

costings and placement.

Action: Clerk

086/06/16

Boundary Changes:

It is proposed that the District Council becomes a two member ward with Melbourn, Meldreth, Shepreth and Whaddon.

Proposed changes to the County Council will have an affect on the working partnership of the district and county councillors for Shepreth, Meldreth and Melbourn. Meldreth will be going with Whaddon and Melbourn, however Shepreth will be joined to Foxton and Duxford.

ACTION REQUIRED: AY proposed that the draft letters be sent to the Boundary Commission with regards to the changes for both CCC and SCDC, seconded by RAS all agreed. Clerk to send.

Action: Clerk

087/06/16

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/internet payment for approval and signature including any additional payments:

Payments already made

	Gross	Vat		Power	
Staff	1262.74	0	April Salaries	LGA 1972 s112	Bacs
Talk Talk	20.31	0	Broadband	TCA 1984	DD
D P Gardens	540	0	Grass cutting	OSA 1906 s9/10	Bacs

Payments awaiting Approval

	Gross	Vat		Power	
J Damant	14.43	0	Expenses	LGA 1972 s133	Bacs
Inland Revenue	258.97	0	PAYE/NI	LGA 1972 s112	Cheque
ICO	35	0	Data protection	LGA 1972 s133	Cheque
Sovereign Play Design	641.08	106.85	Fence at play area	OSA 1906 s9/10	Bacs
Cambridgeshire ACRE	54	9	Membership	LGA 1972 s144	Cheque
Big Day	54	9	Banners for village meeting	LGA 1972	Bacs
David Chappell	45	0	Repair of dog post	OSA 1906 s9/10	Bacs
Unlimited Logos	74.4	12.4	'Have Your Say' Signs	LGA 1972	Bacs

Additional Payments

Stationery Cupboard	153.49	25.58	Supplies and printing	LGA 1972 s133	bacs
Community Action Suffolk	1211.8	0	Insurance	LGA 1972	2521
Community Action Suffolk	28.71	0	Amendment	LGA 1972	2522
Road Data	870	145	Traffic survey	LGA 1972	2523
Meldreth preschool	1500	0	Solar donation		2524
Ist Melbourn Guides	449	0	Solar donation		2525
Unlimited Logos	264	44	Site boards M/E	LGA 1972 s133	2526
Sovereign Play Designs	641.08	106.85	Railings	OSA 1906 s9/10	Bacs
Meldreth Primary School	60	0	Mary Course Donation		2527

Deposits:

	Amount	
GV Borgonon	10	CAP printing proceeds
Barton PC	24.16	Transparency Training
Solar fund	12474.23	Light Source Donation

Finances were proposed by RAS, seconded by AY all agreed.

088/06/16

Audit:

Figures have been inspected by the internal auditor, now needs to be agreed and signed off by the Parish Council.

Clerk read out the Annual Governance Statement 2015/16. It was proposed by NP and seconded by RAS to sign the statement, this was agreed by all. Chairman and RFO then signed the document. Clerk will now send to the External auditors.

Action: Clerk

- 089/05/16 Insurance Policy for 2016/17:**
NP has looked over the documents and finds no fault with them.
ACTION REQUIRED: It was proposed by NP, seconded by RAS that the insurance is agreeable to the Parish Council.
- 090/06/16 Councillor Training:**
Clerk is trying to arrange training for end of June, will contact those councillors who are interested in attending.
- 091/06/16 Clerk Vacation:**
Clerk will be away 20/06/16 – 24/06/16 – Mrs Walmsley is available to cover the office if required, proposed by CAL and seconded by RAS all agreed.
- 092/06/16 Agenda items for the next meeting:**
Meldreth Tennis Courts – agreement, funding request
Traffic Survey with Traffic issues
Marley/Eternit
Mettle Hill update
Access routes to Meldreth Station
- Meeting closed to Public & Press
This was not needed.**
- 093/05/16 Conduct of the District Councillor:**
Matter was discussed with no further action to be taken at this time.
- There being no further business the meeting was closed by the Chairman at 10.45, next meeting scheduled for the 7th July 2016.

 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