

MEETING OF MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held on Thursday 3rd November 2016 at 7.30 p.m. in the Green Room of Meldreth Village Hall.

Present: Cllr C A Land (**CAL**) - Chairman, Cllr C.J. Fallon (**CJF**), Cllr R Goddin (**RG**), Cllr A Keena (**AK**), Cllr D Lee (**DL**), Cllr R A Searles (**RAS**), Cllr D Stewart (**DS**) and Cllr A Young (**AY**)

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

- 193/11/16 To receive any apologies for absence:**
Cllr N Pellatt due to work commitments and Cllr Hart (SCDC) due to personal reasons.
- 194/11/16 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.
- 195/11/16 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 two members of the public in attendance.
Questions raised:
Could the footway along Whitecroft Road be included into the Local Highways Initiative Scheme? It is deteriorating especially from the War Memorial to the stables. The footway across the railway bridge is also dangerous, it is not adequate to accommodate pushchairs or wheelchairs, have traffic lights been considered? Cllr Searles replied that the Local Highways Initiative will only provide up to £10,000 with the Parish Council contributing a percentage, this would not be enough for the amount of work required at Whitecroft Road, however it may be considered within the S106. It is also being looked at to extend the footway to Fieldgates. Cllr Searles also clarified that the works intended to improve the Fenny Lane crossroads is under a different scheme. Cllr van de Ven also reported that the Highways budget is being focused on roads and not footways. If residents have a concern about a footway then they should report it on the Cambridgeshire County Council website.
- 196/11/16 To sign and approve Minutes of meeting dated 6th October 2016:**
The minutes were proposed by Cllr Searles and seconded by Cllr Goddin. The Chairman then signed the minutes as a true record.
- 197/11/16 Report from County Councillor:** Report was circulated (Appendix 1)
Cllr van de Ven asked if the Parish Council can respond to the recent Boundary Commission. The decision to change some of the boundaries is based on number of electorates within the parishes and does not take into account neighbouring histories. Cllr Searles proposed that the Parish Council responds regarding the parliamentary boundary changes though Meldreth will remain in Cambridgeshire and South Cambridgeshire parliamentary constituency Melbourn, Bassingbourn and The Mordens will join NE Hertfordshire constituency and, this will also mean a change in their local MP Heidi Allen, this was seconded by Cllr Young all agreed. Cllr Searles will draft a response and circulate to councillors for approval before submitting. **Action: RAS**
Cllr van de Ven also asked that the Parish Council respond to the new train timetable which will be an improvement for Meldreth, however it will also mean extra cars gaining access to the car park and possibly streets. It was proposed by Cllr Searles that the Parish Council respond to the timetable changes, seconded by Cllr Fallon all agree. Cllr van de Ven will respond to the Clerk. **Action: SvdV/Clerk**
- 198/11/16 Report from District County Councillor:** Report was circulated. (Appendix 2)
There were no questions raised.
- 199/11/16 Matters arising: (no actions information only)**
Speedwatch: Group have been running this month and are now using the new equipment. There are three new volunteers but more are needed.
Mead's Footpath: Melbourn's Ranger has strimmed the Meads Footpath.
Red Telephone Box: Clerk has notified Clare Gibbons (SCDC) stating that Meldreth Parish Council wish to adopt the telephone box.
City Deal: A new shared use foot and cycleway which will link the village of Melbourn to the A10 and into Cambridge. Sod cutting ceremony on Monday 24th October. Cllr Land attended.
Lightsource: Asset management has changed from Lightsource to Quintas Energy as of 1st November 2016. Quintas will now be the sole contact point relating to the solar farms at Black Peak S/1902/14/FL and Munceys S/1898/14/FL.

- 200/11/16 Solar Working Group**
 A report from the Solar Working Group had been circulated with their recommendations on the applications they had received. Cllr Yound declared a personal interest in the application for the Christmas Tree event.
 The Solar Working Group will cease on 31st December, all members of the Solar WG had agreed to join the Meldreth Futures Working Group.
Cycle Racks: further information is needed.
Church: due to the recent notification from National Association of Local Councils the Parish Council are unable to donate funds to the church roof project.
ACTION: Clerk to advise Church with copy of NALC letter
Basket/Kick Ball: further research is needed.
Christmas Tree Event: it was proposed by Cllr Land to donate £200 to the event, seconded by Cllr Keena, all agreed.
Tennis Club: It was also felt by councillors that the request for £25,000 from the Solar Fund for a club which only has 40 members, some of which are not Meldreth residents, was not justified. It was proposed by Cllr Young to donate £5000.00, seconded by Cllr Searles - all agreed. It was also noted that if the club requires further funding they need to complete a separate application for the precept allocation. The council would also like it noted that this donation is towards the total project as presented but subject to all funding being raised. The Parish Council would also like confirmation that a junior tennis club will be set up. The Clerk also requested that the Tennis Club forward a copy of their insurance cover annually.
Royston and District Community Transport: It was proposed by Cllr Young to donate £1500.00, seconded by Cllr Land, all agreed. It was also mentioned that the Parish Council could raise the precept allocation, to be discussed when the precept is being discussed.
- 201/11/16 Meldreth Futures Working Group:**
 The working group will officially start on the 2nd January 2017.
- 202/11/16 Highways Volunteering Team:**
 Clerk has had four responses so far. An email has been sent out to all those interested. Mr Borgonon is arranging a meeting with all those interested.
- 203/11/16 Marley Eternit: Proposed development of 150 dwellings**
 Meeting to look at S106 contributions is due to take place on the 4th November.
 The working group have looked at the S106 form presently being put together by the Parish Council. Cllr Young reported that there is now a new form which will need to be completed with individual items being recorded separately and will need to include supporting evidence on each item, this is vital for it to be successful. The more evidence provided in support of the request the better chance will be had of getting it through. Clerk to complete.
Action: Clerk
 Another meeting to be organised in the New Year.
 Cllr Searles enquired if the application will be withdrawn because of the number of recommendations of refusal and then resubmitted to address reasons for objections. Cllr Young reported that Cllr Hart does not know but is making enquiries with the planning department to find out. It is thought that the application will go before Planning Committee (SCDC) in January/February, 2017; however the Environmental Agency is refusing the application as it is. Affordable housing is not included in the application due to the costs involved in cleaning the site.
- 204/11/16 Community Highways Volunteering Scheme:**
 Already covered in item 202/11/16
- 205/11/16 Winter Gritting Routes:**
 Routes being covered are: North End, Whitcroft Road, Station Road, Fenny Lane and High Street.
- 206/11/16 Emergency Plan:**
 Nothing to report.
- 207/11/16 Financial Risk Policy:**
 This was agreed last month. Sally Walmesley Clerk to Arrington, reported that salaries/PAYE information is subject to confidentiality and protected under FOI.
- 208/11/16 Planning:** Cllrs. Land, Searles, Fallon, Lee, Pellatt and Stewart (Full details of planning meetings are available via the Clerk, website or notice board).

Planning meeting held on 20th October 2016:

4 Howard Road, S/2551/16/FL - Single storey side extension involving the replacement of an existing out building. Parish Council recommended Approval with no comments.

SCDC Decisions: Malton Park Farm, S/1502/16/VC. Variation of condition 2 (approved plans) and removal of conditions 3 (surface water drainage system) and 4 (pollution control) of planning application: S/0213/16/FL has been **Approved**. 27 High Street, Temple House S/1620/16/FL & S/1621/16/LB. Proposed alterations and conversion of storage barn into habitable accommodation and alterations to listed building has been **Approved**.

Planning meeting held on 3rd November – verbal report.

126 High Street, S/2731/16/TC - Two dark-plum trees, fell because one is falling down with ground heave; the other entwined with it leans over the neighbours garage and ground floor annexe and is knocking against the house. Tree surgeons advise removal.

It was proposed by Cllr Searles that the trees should be removed, seconded by Cllr Stewart, agreed by all. It was not felt that London Plane trees could be planted in another location as recommended by the Tree Warden.

1,3,7,9 and 13-31 Melrose, S/2685/16/DC - Discharge of conditions for S/0985/04/L; S/1911/11 and S/2055/02/F. Information Only. Cllr Lee reported that a tree was proposed to have been planted on the corner of the development, at the entrance, this was not done and the shrubs that were planted in this location were later taken out. This has resulted in leaving the entrance into Melrose fairly barren and the hedges were also never reinstated. The Parish Council have asked numerous times to see the landscape plans but so far have not seen anything. The Parish Council do not agree that the conditions on S/1911/11 on Landscape Scheme and Landscape Implementation can be discharged.

Tree work applications: Tree work applications will now look similar to regular planning applications S/1234/16/suffix. There will be two new suffix's introduced TP (Tree Preservation Order and TC Conservation Area tree work notification. Notifications will be received via email but there will no longer be a copy of the application, this will be available online only.

209/1116

Mettle Hill:

Cllr Goddin reported that a meeting had taken place with the working group and they are presently waiting to see what happens with the Marley/Eternit planning application. There has been interest in a light industrial storage site and a proposal is expected. Still looking into the prospect of park homes.

210/11/16

Playground:

1. Monthly Report – Cllr Fallon reported that equipment appears to be in good working order except for the following:

Clerk has contacted Sovereign to install a new hand protector for the zip wire, report of a child catching their ear has been reported and the wire also needs to be tightened again. Wood needs replacing on the rocking horse.

211/11/16

Recreation Ground:

Ditch: Clerk has met with Mr Pat Matthews (SCDC). The ditch was looked at and Mr Matthews opinion is that the far side of the ditch is the responsibility of the householders, as they have a duty to maintain half of the ditch. The responsibility is usually drawn up with the land owners on the opposing sides of the ditch with the boundary being down the centre of the ditch itself. You may not actually own the land but if your property abuts a water course then you have a responsibility to maintain the ditch. In the case of the ditch at the recreation ground this would mean that the Parish Council are responsible for the bank and part of the ditch which abuts the recreation ground and the householders on Howards Road are responsible for the other side of the ditch. The houses, in the most part, are now under private ownership and having spoken to some of the residents they are not aware that they may be partially responsible for the ditch. This is also the case of any shrubbery or trees which are growing on the far side of the ditch. The clerk still has a meeting with Carly Freed (Housing Officer, SCDC) for their opinion on this.

Filling in the ditch near No.2 Howard Road:

The homeowner attended the site meeting with the clerk and Mr Matthews to discuss the various options. In the opinion of Mr Matthews the ditch does lend itself favourably to having that section piped and filled in. The pipes cost approx £1,000 for 6m length and three pipes would be needed. You can dig the ditch in order to put in the pipes and then fill the ditch in, the problem will be connecting to the pipe already in situ (under footpath 8), may be easier to remove the pipe already there and replace the footpath. Mr Matthews suggested a meeting with Brian Heffernan (CCC Water Team) to see what he may suggest, Mr Matthews is happy to attend as well.

If the Parish Council filled in that part of the ditch the homeowner would be responsible for the maintenance of the bank. At the moment the concrete posts need removing but if they are removed the bank may collapse. Clerk will also ask SCDC when they come to look at No 4 Howard's road to see what they may suggest. Total cost would be in the region of £10,000. The ditch on the other side of the recreation ground leading towards Bells Close was thought to be the responsibility of SCDC, this is not the case. SCDC are responsible for the ditch once it reaches Bells Close as it is a protected water course, however the ditch between the houses and the Sheltered bungalows is the responsibility of the homeowners, but again it is a case of access to the ditch, which is now very overgrown as the properties are fenced in leaving the ditch inaccessible.

Hedge: Clerk has met with another contractor, awaiting a further quote to have the internal hedges removed and reseeded at the children's play area

Cllr Fallon also reported that the ivy hedge is growing over the footpath along with the trees next to the play area on the side of the bungalows, it is requested to have these removed. Clerk to arrange quotes. **Action: Clerk**

212/11/16

Pavilion:

Vacating the Pavilion: Clerk has written to both football clubs informing them that the pavilion needs to be vacated and cleared by 1st January 2017 for the works to commence. Cllr Fallon reported that there are concerns in finding a suitable place for the floodlights. It was suggested that a possible place be found to store them while the works are carried out. It was suggested that Cllr Stewart and Cllr Fallon look to see if the lights can be stored at the pavilion if now storage place can be found. Cllr Fallon also reported that the purchasing of new benches was being investigated.

Future Management: guidelines on how to manage the pavilion in the future once it has been refurbished. It was reported that representatives from those organisations who would use the pavilion (football teams, tennis club along with a Parish Councillor look at a possible Management Plan, it may need to include a caretaker. To be discussed further.

Skip: May need a skip to remove the remaining furniture from the site. This was not discussed.

213/11/16

Tennis Court Agreement:

Signing of the Agreement between the tennis club and the Parish Council. It was proposed by Cllr Fallon to sign the agreement, seconded by Cllr Searles. Chairman signed the agreement.

Tesco Landowner/Leaseholder Permission Form, this has been signed by the Clerk. This is needed as the Parish Council are the landowner's and therefore need to give permission so that the tennis club can approach Tesco's for a possible grant.

214/11/16

Correspondence and Clerk's Report: Other items may be included for information.

Councillor Training: Training session 3 will be held on 9th November, at the Communal Rooms, Elin Way.

Cemex: Invitation to attend the display at Cemex, Barrington on 28th October.

Police Panel Meeting: Was held on 18th October. Mr Borgonon was unable to attend but was represented by members from the Whaddon Speedwatch team.

Cambridgeshire Acre - Cambridgeshire Parish Council Conference 2016: 'Stronger Together' at Burgess Hall, Westwood Road, St Ives, PE27 6WU, Friday 18 November 2016, 9.00am – 1.00pm

Memorial Bench: Clerk has met with Linda and Dennise Pearman and assisted them in ordering a bench to be placed at the stocks. Clerk has also contacted two contractors for quotes to fix in the bench when it has been received. Miss Pearman has paid for the bench and will pay directly to install the bench. Mr Chappell suggests that the bench is placed on the corner of Fenny Lane and Manor School, the other bench is on the corner of Manor School and High Street. It was proposed by Cllr Young to accept Mr Chappell's recommendation, seconded by Cllr Goddin all agree.

Highways: 20 is plenty signs – Cllr Young, Cllr Land and Cllr Goddin will look at suitable placings for the signs, they will then give a report that can be sent to Highways for their response. Clerk gave councillors a copy of a village map showing the roads.

Phone Box on North End– Clerk has notified Clare Gibbons (SCDC) the Meldreth wish to adopt the phone box. This will be used to install one of the defibrillators.

215/11/16 Act of Remembrance at the War Memorial Meldreth:
Cllr Searles and Cllr Goddin have met with Mr John Price and an order of service has been put together. The wreaths being laid are from the Parish Council, Womens Royal British Legion, Football Team, Guides, Brownies and the primary school.
Act of Remembrance Service. Mr S Hawkins has agreed to supply the PA system and the Clerk has emailed the Police asking for some police presence. It was agreed that if the police were not able to attend that Cllr Young and Cllr Land and nephew would steward.

216/11/16 Local Highway Improvement (LHI) initiative:
Application deadline is the 30th November 2016. Cllr Land will complete the form.

217/11/16 Village Maintenance:
Clerk has received a quote to have the benches, notice board and bus shelters refurbished. It was proposed by Cllr Searles to accept the quote of £540.00, seconded by Cllr Fallon all agreed.

218/11/16 Enforcement Plan for Planning, Minerals and Waste Development in Cambridgeshire:
Consultation period will run from 24th October to 6th December 2016, any responses to be sent to CCC (Shire Hall).

219/11/16 Councillors' Reports:
Cllr Goddin attended the recent Parish Liaison Meeting and planning training dates have been circulated. Cllr Young has already recorded his interest in some of the items.
Cllr Searles reported that at the recent speed watch there was a high level of increased speed offences along Fenny Lane. It indicated that 36% (30 out of 84) vehicles were speeding in excess of 35mph with some being recorded at travelling in excess of 48mph. Cllr Young reported that Whaddon speed watch team had also reported a major increase in vehicles travelling in excess of the speed limit. It was reported that there will be a greater police presence within the village as a result and that more volunteers are desperately needed.
Cllr Stewart reported that MAYD held a meeting in October and Jose Hales is the new Chairman. There are presently 44 children 11/13 years and 31 children 15/18 years attending. It has been agreed to hold separate sessions for the age groups.

220/11/16 Pensions:
Meeting to take place at Melbourn Hub, date to still be agreed..

221/11/16 Meeting Room:
It has been put forward, by a resident, that the meetings would be better held in the Community Rooms on Elin Way but it was agreed to continue to meet in the village hall and review in one year..

222/11/16 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	confidential	0	October Salaries	LGA 1972 s112	Bacs
Talk Talk	20.31	0	Broadband	TCA 1984	DD
D P Gardens	540	0	Grass cutting October	OSA 1906 s9/10	Bacs

Payments awaiting Approval

	Gross	Vat		Power	
Inland Revenue	confidential	0	PAYE/NI	LGA 1972 s112	2549
J Damant	17.12	0	Expenses	LGA 1972 s133	Bacs
E & E Plumridge	67	0	Printing for Marley	LGA 1972 s144	2550
David Chappell	30	0	Repairs to rabbit fence	OSA 1906 s9/10	bacs
David Chappell	100	0	Repairs to play area and replacing swings	OSA 1906 s9/10	Bacs

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Eon	37.03	1.76	Electric for pavilion	LGA 1972 s144	bacs

Deposits

Precept	£28,672.50
OPC office rent	£90.00

Payments were proposed by Cllr Goddin to be correct, seconded by Cllr Lee all agreed.

223/11/16

Precept Allocations for 2017/18:

Requests:

Melwood Conservation Group

Good Companions

A meeting of the financial working group to be organised.

Action: Clerk

224/11/16

Burial Ground:

Working Party to clean and check grave stones. **To be discussed in the future.**

225/11/16

Cilca:

It was proposed by Cllr Young that the Parish Council pay for the training and the registration fee as it would be of benefit to all, seconded by Cllr Land all agreed.

226/11/16

Agenda items for the next meeting:

Clerk's salary; Clerk's appraisal; Precept/budget for 2017/18

There being no further business to conduct the Chairman closed the meeting at 10.20pm. The next meeting will take place on December 1st 2016 at 7.30pm.

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

County Councillor Report

1. **Parliamentary constituency boundary changes:** Please respond to the Boundary Commission consultation before December 5. As you know, the proposal is to move all other village in the new Melbourn/Bassingbourn County Council division, except for Meldreth, to a new Northeast Herts Parliamentary constituency. Some representations to the consultation are suggesting the Meldreth also be moved to Northeast Herts. Whatever the outcome, the county border itself doesn't change, but the MP for the new constituency would be tasked with representing two different county areas. Link is on the Boundary Commission website.
2. **Govia Thameslink Railway 2018 Thameslink Timetable consultation:** As you know, the proposal is for a half-hourly off-peak service. This would be Monday-Saturday, with an hourly service as at present on Sundays. All trains would be 8-cars in length. It is vital that people respond positively to the consultation due to issues further down the line that could impact the successful delivery of this new timetable. Please could the parish council submit a positive representation before closing date of December 8. Link: <http://www.thameslinkrailway.com/your-journey/timetable-consultation>
3. **Government Revenue Support grant to councils:** Post-EU Referendum and new government, we had hoped that the new chancellor would rethink the policy of ending Revenue Support Grant to councils, as there was talk about easing the severity of local government austerity and adverse impacts on public services. Instead, we now know that the policy will continue, but to a more extreme version than before: Cambs County Council is being asked to consider a 'negative settlement' whereby it contributes substantially to the revenue accounts of other local authorities. The Conservative group at County Council last week supported this but were outvoted by the minority groups. Doubtless the issue will return.
4. **Mayor plus combined authority:** The County Council will vote on November 15 as to the new combined authority package which would include Cambs and Peterborough, and an elected paid mayor with accompanying new bureaucracy and decision-making taken upward away from councils.
5. **Kneesworth Rd Junction:** The Road Safety Team has confirmed that it is placing an order for the works exactly as outlined on the plan that I circulated earlier. It was first checked, as required, as to whether or not the Marley Eternit developer could reasonably contribute to the scheme, but this would have involved an unreasonable delay. Therefore the scheme will be delivered and fully funded (about £10K) by the County Council but will not involve any land acquisition or modifications on private land. The parish council will not be asked for a financial contribution, but could make a valuable contribution by liaising with the landowner regarding the trimming back of trees and vegetation. The Council will inform us as soon as they know the start date of works.
6. **Community Rail Partnership:** Thank you for the cheque through the post to the Rail User Group for the Community Rail Partnership post. The cheque needs to be made out to 'Meldreth, Shepreth and Foxton Rail User Group' so I will return the first cheque to the clerk. Identical bids have been made to the Melbourn Parish Solar Fund (to be considered after the closing date later this month) and Shepreth and Foxton Parish Councils who wish to pose further questions to me in person (I was absent for both previous meetings).

Meanwhile, following on from the publication of the Railfuture Audit of Meldreth, Shepreth and Foxton Stations, commissioned by our Community Rail Partnership, I am approaching the City Deal Assembly and Board for their support in bringing all three stations up to a standard fit for the 2018 timetable.

District Councillor Report**Marley Eternit Working Group**

Councillor Young will report verbally at the PC meeting. Thank you to Andrew for agreeing at short notice to open the MEWG meeting which took place yesterday evening and to Clare Silver for joining us from the Meldreth Solar/Futures group.

Meldreth Futures

Meldreth Futures is a title shared by a working group which will identify, evaluate and recommend village projects on a prioritised basis and also by the website which gives news about how the village is addressing the challenges facing Meldreth. The latter is currently being used to keep the village informed about the state of play with the Marley application.

Devolution

I reported last month that this proposal will come forward at District level to a full council meeting scheduled to take place on 17th November. A report in The Times newspaper this week claimed that powers invested in the new mayoral post created under a devolution model will allow a mayor to decide that building can go ahead on green belt land which, if true, would be an alarming development and would ride roughshod over planning regulations.

Scrutiny

With depressing regularity the performances respectively of the contact centre - to you and me that means the reception desk and the frontline telephone exchange at SCDC at Cambourne - the planning department and the overarching shared services provision will appear before the Scrutiny Committee next week. All are under performing, with the last - shared services - being a particularly woeful development beset by staffing shortages and technical difficulties whose teething problems are looking more and more like serious dental cavities. The main driving force behind the drive to share services between partner councils was as a cost-cutting exercise, but the jury is very much out so far on whether this will be the case. Even if it is, it looks like it will be at the cost of customer - and here I include my ability to do my job - service.

Enforcement

Last month I reported a couple of possible cases requiring the input of the planning enforcement team at SCDC, and I have again been contacted this month by Shepreth residents alerting me to another possible planning infringement. Residents should not hesitate to contact me if they have any concerns of this nature and I shall be happy to refer the matter on to the relevant planning officer.