

MEETING OF MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held on Thursday 1st December 2016 at 7.30 p.m. in the Green Room of Meldreth Village Hall.

Present: Cllr C A Land (**CAL**) - Chairman, Cllr N Pellatt – Vice Chairman (**NP**), 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**)

Cllr Stewart left the meeting at 9pm, Cllr Pellatt and Cllr Keena left the meeting at 10pm

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

- 227/12/16 To receive any apologies for absence:**
Apologies were received from Cllr C.J. Fallon
- 228/12/16 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 at the beginning of the meeting.
- 229/12/16 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.
Concern was raised in regards to ownership/maintenance of the ditch at the back of the recreation ground which backs onto the houses on Howards Road. Clerk explained that they were in the process of setting up site meetings with the local authorities. The next meeting is with CCC and is due to take place early next week but there is no definite date, as yet. The clerk invited Mr Kirbyshire to the site meeting and will let him know the time and date.
- 230/12/16 To sign and approve Minutes of meeting dated 3rd November 2016:**
The minutes were proposed by Cllr Goddin, seconded by Cllr Young, all agreed. The Chairman then signed the minutes as a true record.
- 231/12/16 Report from District Councillor:**
Appendix 1
- 232/12/16 Report from County Councillor:**
Several meetings have now taken place with Marley/Eternit and it is felt that as the application stands, at the moment, Highways and the Environmental Agency still have concerns, also Carter Jonas have concerns on the viability of the proposal. SCDC may refuse the application but it may still go to appeal that will be a decision by the developer; however, 106 submissions should still be put forward.
SCDC voted in favour of devolution and the new Mayor will take position in May 2017.
Cllr Hart along with Cllr van de Ven spoke about the change of ownership for Lightsource Solar which is now under Quintas and reported that the Parish Council had to put forward their projects by the end of the month, Clerk will make enquiries, as the funding is over a period of years so projects may not be known yet.
- 233/12/16 Matters arising: (no actions information only)**
Highways Volunteering Scheme – meetings have taken place and there are now eight members on the team. Thank you very much to all those who have volunteered their services it is very much appreciated.
- 234/12/16 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 17th November 2016: No Meeting
Planning meeting held on 1st December: verbal report TO ADD IN.
- 235/12/16 Planning application to be discussed by the whole council:** Marley/Eternit, S/1901/16/OL - Amendments.

Amended access arrangements (a separate access to the social club is no longer proposed so there would be 2 access points onto the main road as opposed to 3 originally proposed) and additional highways information

- additional landscaping details
- amended master plan reflecting the changes.

Declaration of Interests: Cllr Land declared a personal interest as Chairman of the Sports and Social Club at Marley Eternit. Cllr Keena declared a personal interest as an Employee of Marley Eternit's. Both Councillors left the room during voting. Cllr Searles proposed refusal, seconded by Cllr Goddin, all agreed. The Parish Council recommend 'Refusal' with a vote taken – Support 0; No Objections 0; Refusal 6 (1 Cllr absent, 2 Cllr declared an interest). During the vote Cllr Pellatt took the Chair. Concerns were raised about the amended plans: Entrance to the development is still not acceptable; the volume of traffic will increase on a already hazardous bend; the proposed footway/cycle route is not safely illuminated; who will maintain the footway/cycle route and the hedges? It was also noted that there has been a consistent lack of information available and that the quality of information has been very poor in several critical areas.

236/12/16

Marley Eternit: Proposed development of 150 dwellings:

The S106 projects were discussed, Cllr Goddin will make the required amendments and reissue to Councillors. The projects being put forward are:

Bicycle Storage – proposed Cllr Goddin, seconded Cllr Young, all agreed.

Village Hall Carpark – proposed Cllr Pellatt, seconded Cllr Young, all agreed

Bell Close Parking – subject to amendment proposed Cllr Land, seconded Cllr Searles, all agreed.

Adult Gym Equipment – proposed Cllr Young, seconded Cllr Lee. A vote was taken with 5 in agreement, 2 against - Motion Carried.

MUGA (Multi Use Games Area) – proposed Cllr Young, seconded Cllr Goddin.

Jogging Track – It was proposed by Cllr Young that this item be withdrawn for the time being, seconded Cllr Searles, all agreed.

Land Purchase – proposed by Cllr Young, seconded Cllr Searles all agreed. This is to help improve the site lines at Fenny Lane crossroads.

Extended Footway near Fieldgates – proposed Cllr Goddin, seconded Cllr Keena, all agreed.

Crossing for Village Hall to School – proposed Cllr Young, seconded Cllr Keena, all agreed.

Village Hall items – proposed Cllr Pettatt, seconded Cllr Searles, all agreed.

Community Transport was not included as it does not have a capital sum so is unable to be put forward in this scheme, however it will remain on the table and to be explored further.

Cllr Searles raised the issue of rejecting the upgrading of Footpath 8, through the recreation ground as this is the shortest route from the development to the High Street. The original list stated a cycle way and it was hoped that it could be of similar proportions to footpath 9, across the Meads towards Melbourn. Cllr Goddin reported that Highways will not support maintenance on Footpath 8 but they will support a better footway along Whitecroft Road to the Station. It is a question of tactics and it was felt that improving the footway along Whitecroft Road was the better option and improvement to footpath 8 may undermine this option and at the moment the footpath is not in a bad state, also the entrance onto the High Street is unable to be widened. Cllr Young reported that the Parish Council can look at upgrading footpath 8 themselves. Cllr Searles reported that the footpath is the responsibility of CCC and not the Parish Council. Cllr Goddin stated that it was Highways who have looked into this and they are wanting to put the footway along Whitecroft Road. It was proposed by Cllr Young to omit footpath 8, seconded by Cllr Goddin, vote taken 5 in favour, 2 against Motion Carried.

237/12/16

S106 Project for the flats at Station Yard (S/1140/15/FL):

Cllr Hart reported on why this situation has happened. The developers have already started work before a S106 agreement has been agreed with SCDC; however SCDC felt that it was not viable to stop the works, normally permission is not granted until a S106 agreement has been issued, this is now being done. Cllr Hart also reported that this development does not have to meet the same criteria as with Marley's S106, it just needs to be community based. It is hoped that a sum of approximately £28k will be offered, until this has been agreed the flats can not be sold. Cllr Hart advised the Council to wait until they know what is happening with the Marley/Eternit development. One suggestion was to improve the site lines when leaving the station and to improve station access in general. In the meantime can all Councillors email possible projects to the Clerk.

Action: All Cllrs

238/12/16

Playground:

1. Monthly Report

Clerk has inspected the equipment and all appears to be in good working order. Items to be monitored are: the rocker horse, the grips are missing but the keep being removed, the mats are beginning to show some wear so may need relaying at some point.

The matting around the slide is showing gaps; the matting at the junior swings are also showing gaps but they are not trip hazards so just need monitoring. The goal area at the 5 a side football may need reseeding but this is winter so probably not worth doing at the moment. The zip wire sleeve is being looked into and it has been tightened.

Playground \Hedging Quotes: to be discussed at the January Meeting. Quote for removal of hedges at the play area. Quote for tree work at recreation ground (top of footpath8 and Howard Road) removal of Hawthorn and maintenance on remaining Elm tree. Quote of removal of ivy from trees along fp 8 leading towards the High Street. **Zip wire seat:** Clerk has received three quotes. £539.38 to replace seat with rubber chain hose shield; £189.87 to replace button seat and chain assembly – cableway only. £38.00 to replace chain sleeve – instructions were given on how this can be achieved. If the chain/sleeve needs replacing - £225.00 with £10.00 carriage. Most companies now only provide the seat as part of a whole unit. It was agreed that the Clerk contact Dave Chappell to see if he would be able to carry out the instructions, if this can be done to then go ahead and purchase the sleeve only at a cost of £38.00.

Action: Clerk

239/12/16

Recreation Ground:

Ditch, trees and shrubbery at the recreation ground: Clerk has now met with Liam Flatters and Carly Freed (SCDC Housing) to look at the ditch. Mr Flatters would like to be included in the meeting being arranged with Brian Heffernan and Pat Matthews to look into what can be done with the ditch at the back of No.2 and No.4 Howard Road. It is being proposed that this area could be filled in but there are issues with the existing drain which runs under fp8. The property at No.4 Howard Road is the responsibility of SCDC which is why they want to be included in any conversation regarding the ditch and the possibility of filling it in. They are also going to see why the fence was positioned in its present location, but it would appear that the ditch is unstable to have placed it in its original location, as it has left an area of grass land with no access to it. Mr Smith attended the meeting to discuss responsibility for the back of his house, this is where the tree branch fell and it has now been agreed that maintenance of ditches goes down the centre of the ditch so for the far side it would mean that responsibility is with the householders and the side backing onto the recreation ground is the responsibility of the Parish Council, however the council also take on responsibility to make sure the ditch is clear of debris so that the water can run and not back up and flood the recreation ground. The Parish Council have always cleared the ditch of debris, however it is the excess foliage, self seeding trees and shrubs which have grown at the back of peoples houses which is now causing concern. Mr Flatters had a map of the houses and Mr Smith enquired about responsibility of his property as there is an access path which is for the house next door and goes behind his property. This would indicate that responsibility of this part of the ditch is therefore with his neighbour. Mr Flatters will make further enquiries on this and get back to the clerk, once a definitive answer has been given in regards to responsibility. Letter will then will be sent to homeowners explaining what has been discussed. Clerk has spoken to Brian Heffernan who is setting up a site meeting with himself, Liam Flatters, Pat Matthews and the Clerk, for the beginning of next week. Clerk waiting for final date.

240/12/16

Pavilion:

Floodlights: Housing for the floodlights has been found.

Commencement of works: The works for the refurbishment of the pavilion is scheduled to start in the New Year.

241/12/16

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

MHI application for kerbing along North End near No. 22 and 72 has been submitted:

It is proposed that the full cost of the project could be £12,200 these schemes allow for projects up to £10,000 with the parish council contributing 10%. The Parish Council will then make up the difference with a total possible contribution of £3,200.00, this this may be reduced depending on the drainage installed.

City Deal: On 23 November 2016, the results of the consultation, and the project teams recommendations to the City Deal Executive Board were published. You can view these on the Western Orbital

http://www.gccitydeal.co.uk/citydeal/info/2/transport/1/transport_projects_and_consultations/8.

These papers will be discussed first by the City Deal Joint Assembly on 1 December 2016 and then by the Executive Board on 8 December 2016. You can find out more about these meetings here. <http://scambs.moderngov.co.uk/ieListMeetings.aspx?CId=1074&Year=0>

Cambridge Communities Innovation Fund: An innovation fund, initially worth £1 million, has been set up by CCC to help community organisations to invest in ideas that help keep people safe, independent and well and prevent the need for costly services. Voluntary and public sector organisation, including constituted community group, parish councils and social enterprises are eligible to apply for grants of £2000 upwards.

SCDC Local Development Framework: SCDC have adopted the Cambridgeshire Flood and Water Supplementary Planning Document (SPD) on 8th November 2016.

Notification of Tree Work: Clerk has written a notice to residents of Howard Road telling them that works on the trees are due to be done on Monday 13th February 2017. Clerk has done this on Carly Freed's request and will be delivered next week. **Phone Box on North End/Defib –** Clerk has now contacted Martin Render (Community Heartbeat) with regards to placing a defib in the telephone box, documents to be completed by the Clerk once the telephone box has been inspected to see if it needs any glass. Mr Render reported that they can assist with getting paint if BT will not paint it before handing it over. Council will need to make a decision on what type of storage box they will require, it was suggested that for the one being placed in the telephone box you only need a polycarbonated box. The box for the defib which is to go outside the village hall needs to be a steel box as it is open to the elements, Parish Council also need to make a decision on whether to lock the box, it is suggested that boxes are not locked this is also recommended by the ambulance service, however if it was decided to not lock the box and then the PC decide that it does need locking then this can be done at a later date. Clerk has contacted the insurance company and has been informed that the equipment will be insured. *'As long as the councils own the defibrillators we can certainly cover them on an all risk basis. Zurich have confirmed as the ambulance service have now confirmed they prefer unlocked cabinets/storage containers they are happy to provide cover.'*

SCDC have adopted the Cambridgeshire Flood and Water Supplementary Planning Document (SPD) on 8th November 2016

Melwood – thank you for the money for the lawn cutter, they are now looking at insurance quotes to cover the group. They are looking at following Orwell's set up whereby as a subcommittee of the parish council they organise the insurance and the parish council reimburse them. Melwood are a subcommittee of the parish council, Clerk and Mr Borgonon have gone through all the documentation. They have received one quote for £362.31. This to be included in the precept budget for 2017/18.

Melrose: John Koch (planning officer SCDC), has reported that, Carol Newell, our landscape officer has been out to the Melrose site and has gone through the historic landscape plans. She will be in touch with you shortly.

Melrose and Marys Way roads: Melrose and Marys Way roads: Neither road appears on the CCC list of adopted roads so a mQuestion on adopted roads at Melrose and Marys way was sent to John Koch who then sent it onto Vicky Keppey CCC, who will get back to the Clerk. 'Are the roads adopted and if not when will they be?'

Highway Volunteer Group: A report on what they have achieved so far has been sent to councillors. They would also like to put an article into Meldreth Matters, this has been sent to councillors. It was proposed by Cllr Searles that this article should go into Meldreth Matters, seconded Cllr Land, all agreed. Clerk to arrange. **Action: Clerk**

CCC – HGV Covenant: CCC have adopted a document for parishes and local communities to use to agree certain conditions with local haulage firms. It is for the communities to contact hauliers to discuss specific requirements and using the relevant document set out an agreement covering what communities can expect from haulage companies and their drivers and what they will do in return. Companies signed up so far are: Amey; Balfour Beatty; Cornwell & Son; Master Logistical; Mick George Ltd and Skanska.

Precept/Police: 'with budgetary pressures set to continue over the next few years and the need to save a further £6 million by 2020/21, I am considering a small increase in the policing element of the council tax for 2017/18. This would be just under 7p per week (£3.60 per year) for an average band D property which equates to an increase of 1.97%', sent by Police and Crime Commissioner for Cambs & P'boro Jason Ablewhite.

242/12/16 Boundary Commission: Public Consultation.

Cllr Searles had circulated a report. Meldreth recognises the relationship they have with Melbourn, Bassingbourn etc and hopes that this can be resolved with Meldreth remaining in South Cambridgeshire. If this cannot be done then Meldreth would have to accept a separation from Melbourn etc as Meldreth wish to remain in South Cambridgeshire as an absolute preference. Cllr van de Ven reported that she had not yet submitted her response but that it was going to follow Heidi Allen MP, response and that the whole ward which consists of Meldreth, Melbourn and Bassingbourn be brought back into South Cambridgeshire. The boundary commission have stated that they value local ties and as these parishes work together on many items it does not make sense to split them or to move them into North East Herts and that it will create a border community. Cllr Searles will put a response together, this will be circulated to all councillors and the Clerk will submit to the Boundary Commission on Monday 5th December.

Action: RAS/Clerk**243/12/16 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 | November Salaries | LGA 1972 s112 | Bacs |
| Talk Talk | 20.31 | 0 | Broadband | TCA 1984 | DD |
| D P Gardens | 615 | 0 | Grass cutting and verge | OSA 1906 s9/10 | Bacs |
| Mrs A Young | 200 | 0 | Xmas tree event | Solar fund LGA 1972 s145 (1)(a) | 2552 |

Payments awaiting Approval

| | Gross | Vat | | Power | |
|-------------------------------|--------|-------|--------------------------|----------------------------|------|
| Inland Revenue | 226.3 | 0 | PAYE/NI | LGA 1972 s112 | 2553 |
| J Damant | 12.64 | 0 | Expenses | LGA 1972 s133 | Bacs |
| BT | 268.26 | 44.71 | Telephone | TCA 1986 | dd |
| CAPALC | 420 | 0 | Cilca training | LGA 1972 s111 | 2554 |
| CAPALC | 30 | 0 | Catch up day | LGA 1972 s111 | 2555 |
| Eon | 37.03 | 1.76 | Electric for pavilion | LGA 1972 s144 | Bacs |
| Steeple Morden Parish Council | 612.5 | 0 | Speed watch Equipment | Highways Act 1980 s274A | 2556 |
| Shepreth, | 700 | 0 | Rail User group donation | Solar LGA 1972 s145 (1)(a) | 2557 |
| Royal British Legion | 75 | 0 | Wreath | LGA 1972 | 2558 |
| G Borgonon | 36.79 | 0 | CAP ink for printers | LGA 1972 s133 | bacs |

Payments were proposed by Cllr Young, seconded Cllr Searles, all agreed.

Deposits

| | | |
|-----------------|--------|---------------------|
| Bassingbourn PC | £22.35 | Councillor training |
| Arrington PC | £22.35 | Councillor training |
| OPC | £90.00 | Office rent |

Cheque 2546 was returned as the invoice was incorrect, has now been reissued under cheq #2555

Cheque 2541 was returned as incorrect recipient, has now been reissued under cheq #2558

244/12/16

Work Place Pension Report:

Cllr Goddin reported that he and the clerk had attended a recent pension meeting organised by Melbourn Parish Council. What the council need to do is:

1. Decide on a Payrole Service, this can then be handed over thus allowing the Clerk to work on other issues.
2. Decide on a Pension Fund.
3. What contributions the Parish Council will pay.
4. What councillors will take on personnel issues? Those on the working group are: Cllr Land, Cllr Searles and Cllr Stewart. Cllr Searles stated that he would be happy to step down, Cllr Goddin will replace Cllr Searles.

Cllr Goddin will put together a further report once he has investigated all payrole and pension company options, this will then be circulated to all Councillors. **Action: RG**

245/12/16

Precept for 2017/18: (*Local Government Finances Act 1992 s41*)**Requests:**

Melwood Conservation Group

Good Companions

RDCT

Tennis Courts Refurbishments

Meldreth Lunch Club

Meeting: A further meeting of the finance group to look over the budget for 2017/18 so that they can report back to the Parish Council in January. Meeting date: 15th December following the planning meeting. **Action: RG, RAS, NP, CAL, Clerk**

246/12/16

Request from Jose Hales: (*LGA 1972 s145 (1)(a)*)

A request from Jose Hales has been received by the Parish Council for funding support for the Tea Party held in Melbourn but is well attended by residents from Meldreth. Clerk has received confirmation from CAPALC, that Meldreth are able to support this. It was proposed by Cllr Young to agree to a donation of £200.00, seconded by Cllr Goddin, all agreed. Clerk to respond to Mr Hales. Cllr Young asked the Clerk to notify the Solar Fund working group that due to the timing the Parish Council have made the decision. **Action: Clerk**

247/12/16

Councillors' Reports:

Cllr Goddin: the refuse bins are not being changed and 80% will be emptied on a different day. This will take affect from February 27th 2017.

Mettle Hill: is still work in progress.

248/12/16

Agenda items for the next meeting:

Clerk's salary, Clerk's appraisal, Emergency Plan, Work Place Pension, Mettle Hill, Burial Ground maintenance, Pavilion Management Programme, Precept/budget, Recreation Ground maintenance.

There being no further business the Chairman closed the meeting at 10.30pm. The next meeting will be on January 5th 2017.

 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, December 2016

Mayor of Cambridgeshire and Peterborough: The County Council voted (not unanimously) on November 22 for a new Cambridgeshire and Peterborough 'Combined Authority', to be overseen by an elected paid mayor with accompanying new bureaucracy and decision-making taken upward away from councils. This is a new layer of government. The mayor will be elected in May 2017.

Highways views on Marley Eternit contributions: Useful meeting with County Highways earlier this week, together with Clare Silver from the ME Working Party and Cllr Philippa Hart. This crystalized strengths and weaknesses of the various ideas for S106 contributions.

Community Health Centre: Last week I visited the Community Health Centre in Orchard Road Melbourn. I was alarmed to learn that, in light of the centre's recent planning application having been refused, there is no clarity as to where this service will be able to relocate in this area. I have arranged to meet Cambridge Community Services NHS Trust to discuss options.

Highways faults - Cracks, bollards, line painting: I've reported a number of road faults where an old road repair or utility work patch has developed ruts along the seams. County Highways has a budget specifically for 'crack sealing', however this has run out and no more repairs can take place until the new financial year starting in April. Once again I should encourage anyone who is concerned about a fault on the highway to report it on-line. If you forget the link, just google Cambridgeshire Report a Fault and it takes you straight in.

26 Bus: I've asked Stagecoach why they have reduced the frequency of the 26 bus to once every two hours, commencing January 3rd. This is a good service to Cambridge that is accessed by some Meldreth residents who are entitled to a concessionary bus pass. The expected answer was that there has been a reduction in ridership. However, this was not a sharp reduction; the service has long been marginal so it has just tipped over the threshold. In addition to the concern for bus users having access to a less frequent service, there is the problem of the commercial strength of a weakened service.

Community Rail Partnership:

Parish Council funding (£700) now agreed by Melbourn and Foxton; Shepreth has indicated interest in building annual support into precept – will formally consider request for £700 next week (I had forgotten to hit send on the application form).

South Cambs is exploring the possibility of hosting the paid post. All monies would be held by CRP.

Individual station partnerships are being set up under the CRP umbrella and parish council involvement is desired. More in the new year.

Transport interchange facilities, Meldreth Station: I have requested financial support from City Deal toward 'Station Travel Planning' – an exercise aimed at capturing data on travel patterns and needs of passengers connecting to particular stations, and a necessary step to accessing infrastructure funding. The City Deal has agreed to part-fund this.

A grant offer of £1K from the Association of Community Rail Partnerships, useful as source of match funding. Match funding is the name of the game.