

MEETING OF MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held on Thursday 6th July 2017 at 7.30 p.m. in the Green Room of Meldreth Village Hall.

Present: Cllr R Goddin (**RG**) Chairman, Cllr C J Fallon (**JF**), Cllr R James (**RJ**), Cllr C A Land (**CAL**), Cllr D Lee (**DL**), and Cllr A Young (**AY**)

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

- 101/07/17** **To receive any apologies for absence:** *LGA 1972 sch12 para 40 – Quorate is one third but no less than 3 members LGA 1972 sch12, para 45*
Apologies received from Cllr Pellatt, Cllr Searles, Cllr Keena and District Councillor Hart, all for personal reasons.
Cllr Fallon left the meeting at 9pm.
- 102/07/17** **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.
- 103/07/17** **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 was one member of the public in attendance, no matters were raised.
- 104/07/17** **To approve and sign Minutes of meeting dated 1st June 2017:**
The minutes were proposed by Cllr Land, seconded by Cllr Young, all agreed. The Chairman then signed the minutes as a true record.
- 105/07/17** **District Councillor Report:**
There was not District Council report however, the items Cllr Hart has been working on are covered within these minutes.
- 106/07/17** **County Councillor Report:**
Appendix A

Working Group Updates:

- 107/07/17** **Marley Eternit Working Group:**
There was nothing to report from the Working Group, however there is an update on the planning application under item 112/07/17.
- 108/07/17** **Meldreth Futures Working Group: Report was circulated.**
The group are currently working on the website.
There is currently one application being looked at, however more applications are needed, at the moment there is very little take up from organisations within Meldreth.
Cllr Goddin reported that since the last Meldreth Futures meeting a response from the preschool has now been submitted, this will be circulated to councillors.
Next meeting will take place in September.
- 109/07/17** **Mettle Hill Working Group:**
Cllr Goddin reported that there are two lines of enquiry being investigated; Park Homes and Affordable Housing. Affordable housing is a new concept and due to the proposed application for 150 dwellings at Marley Eternit it has only been looked at briefly. However, as the development at Marley may not be approved, and the question of how many affordable housing if any would be attributed to the development the question of affordable housing at Mettle Hill will now be investigated further.
Two companies have shown an interest and will be asked to submit a housing proposal.

Cllr Goddin also reported that following a recent site walk it was discovered that there had been activity on the land with graffiti taking place and some fly tipping. Under the 1984 Occupiers Liability Act the Parish Council now need to make the area safe. It was proposed by Cllr Young to have a report carried out by a Chartered Survey, this was seconded by Cllr Goddin, all agreed. 'To carry out a review of the site in regards of the 1984 Occupiers Liability Act, so the Parish Council can put into action any needed actions'.
It was proposed by Cllr Young that an amount of £1000 be made available for this report, seconded by Cllr Goddin all agreed.

Action: RG/Clerk

- 110/07/17 Village Traffic Working Group:**
A meeting is to be arranged. **Action: RG**
- 110a/07/17 Chairman's Discretion additional item:**
Tennis Club:
The courts are nearing completion, however the question of protecting the fence was raised at a recent site meeting. Cllr Young suggested that they should keep the hares fencing for the time being while quotes are sought for a more permanent fencing arrangement. It was also suggested that the back of the village hall could also do with some sort of fencing protection. Cllr Young suggested 'sacrificial fencing' may be the answer. Cllr Young will make enquiries so that this can be discussed at the September meeting. **Action: AY**
There will also be an official opening of the new Tennis Courts in August.

Planning:

111/07/17

Planning Extracts: *(Town and Country Planning Act 1990 schedule 1, paragraph 8)*

Cllrs. Goddin, Land, Lee, Pellatt, Searles and Young **(Full Planning Minutes are available via the Clerk, website or notice board).**

Planning meeting held on 15th June 2017:

6 Whitecroft Road, S/1921/17/FL - First floor extension above existing single storey garage. The Planning Committee recommend 'Refusal' with comments. The proposed extension is out of keeping in term of size, character and finish. Loss of privacy to adjacent dwelling at 29 Oakrits. The proposal appears to be contrary to DP2 of the Development Control Policies.

61a High Street, S/1958/17/TC - T1, Fell Sycamore, T2, reshape young Acer, T3, reshape young Acer, T4, reduce Sycamore. The Planning Committee have no comments, all in favour of the proposed works.

Land between Burtons and West Way, off Whaddon Road, S/2939/16/FL - Residential development to provide affordable housing comprising 4no2 bedroom flats and 1no2 bed detached bungalow, Access road, residents and visitors parking and open space.

INFORMATION ONLY. Though this is for information only it was noted that there appears to be insufficient allocated parking for the proposed dwelling. There is also uncertainty on the design of the bungalow which now is L Shaped. Is the heras fencing a permanent fixture? Clarification is also sought regarding the refuse bin collection to turning head on West Way.

Planning meeting held on 6th July 2017: verbal report

Former GoCold Building, Station Yard, High Street, S/1502/17/FL - Demolition of existing factory building and office and construction of 27 dwellings with associated landscaping. The Parish Council recommend Refusal with comments. Vote taken: All in favour to refuse the application. Even though the site does need developing there is major concern on the access route and the junction needs to be improved. The flats, already developed, will soon have residents and this along with the proposed development will only add to the traffic issues at this junction. It was noted that in the pre application it was for 20 dwellings, it is now stating 27 dwellings and there has been no prior consultation on this development. It was also noted that there is no local style and they are all of one style which may be too much, a mix of styles may have been preferred. If SCDC are minded to approve this application it has been noted that there is no S106 facility and it is felt that with an increase in population that the footway across the bridge towards Fieldgates is inadequate. There have been instances whereby vehicles have ended up over the bank. There also needs to be safety feature put in place over the bridge. It was also requested that the application be referred to SCDC Planning Committee.

Land rear of 79 High Street, S/1124/17/OL - Erection of 18 dwellings (including affordable) with all matters reserved except for access. The Parish Council recommend Refusal with comments. Vote taken: All in favour of Refusal. The Parish Council's original comments still stand. (Minuted on the 20th April 2017). The Parish Council are still concerned on the loss of privacy to the neighbouring property at Maycroft Residential Home, and the development is still too close. The dwellings on the south east corner appear to be closer in the new application. It is also noted that the access route is also dangerous.

112/07/17

Marley Eternit: Proposed development of 150 dwellings:

The application was discussed at full planning (SCDC) on 5th July 2017. Cllr Goddin, Cllr Lee, Cllr van de Ven, and Mr Philip Kratz attended. Cllr Hart's report was read out by Cllr van de Ven.

Cllr Goddin reported that the application has been deferred and a new Highways report has been requested. SCDC were not happy with many aspects of the proposed development. It was felt that this was the best result for the time being as a refusal would have meant that the applicant would go straight to appeal.

The Parish Council now need to put together a document with their arguments clearly stated as this will help SCDC in their case.

Cllr Goddin would like to thank all those who attended the meeting.

Major Projects

113/07/17

Pavilion Construction: *(LGA 1972 s111)*

Cllr Goddin has checked the recent works in the pavilion and payment for the final part of Stage Three and Four has been made.

Due to the timing of Parish council meetings it was agreed by the Chairman that the front doors should have a wrought iron grill frontage instead of a shutter system. This will help deter footballs being kicked against the door. The grilles are forecast to cost less than the shutter and therefore come within the original quotation. As there is no longer to be a shutter system it was also agreed to put plastic frosting on the front door windows as they were now visible.

Cllr Young also reported that during a recent site visit he noticed a few items still needed some attention so a 'snagging' list has been done. There is also the question of decorating which is currently being done. Cllr Young suggested that if there was a problem with the completion date that the football club let him know so that help can be arranged.

Cllrs Young and Goddin to meet with KTL Contractors to look over finalising the project. The contractors have been requested to complete the project by the 1st August, this will then give some time to complete the decorating prior to the Tennis Club's opening ceremony whereby they wanted to use the pavilion.

Action:RG/AY

Cllr Fallon also reported that the football dates would need checking as the opening of the Tennis Courts may clash with a football game.

Action: JF

Cllr Lee proposed that it would be nice to have a plaque installed at the pavilion, this was seconded by Cllr Goddin and agreed by all. Cllr Young will make enquiries as a 'draft' plaque can be used for the Tennis Club's event due to the timing.

Action: AY

Cllr Goddin also reported that foul odours are coming from one of the toilets. It was suggested that the cesspit should be checked as this has not been done for a few years. Clerk to arrange.

Action: Clerk

Fire Extinguisher: A site meeting with Econgard to update the fire extinguishers will take place on 12th July.

Action: Clerk

114/07/17

Security for Pavilion: *(Local Government and Rating Act 1997 s31)*

The CCTV equipment has now been received. Clerk has contacted KTL who will be installing the equipment.

115/07/17

Pavilion Management Programme:

Cleaner: Cllrs Young and Goddin have met with the prospective cleaner to go over what would be required. It was proposed by Cllr Goddin that £14 hr be agreed for the cleaner this was seconded by Cllr Young and agreed by all.

It was also proposed by Cllr Young that for a cost of £200 be made to the cleaner in order to carry out a complete 'deep clean' this will take place once the refurbishments have been done, this was seconded by Cllr Land and agreed by all. This will be done prior to the Tennis Club's official opening in August.

There is still no uptake on the role of Overseer, Cllr Young will oversee for the time being.

Pavilion Keys: Keys have now been authorised to the relevant people and an agreement will be signed by all those with a set of keys.

Pavilion Agreement: An agreement will be submitted for all those using the pavilion. The question of fees was discussed. It was proposed by Cllr Young that there is to be a fee for regular users and a fee for non regular users. The Saturday Football Club will pay an annual amount of £350, the Sunday Club to be agreed in September and a single use charge of £6.00 per hour. It was not decided on what the tennis club will pay as it is not known if they will be a regular or non regular user, this was seconded by Cllr Land, and all agreed.

116/07/17

Church Wall:

Clerk has emailed Mr Llewellyn for his specification.

Ongoing Projects

117/07/17

Playground:

Monthly Report: Cllr Fallon reported that all the play equipment appears to be in good working order. Awaiting a meeting with Mr Chappell to go over the Rospa report.

Action: Clerk/JF

Playground Quotes:

Tenders for the work on trees and hedges has been sent out. Clerk has site meetings set up for next week.

Action: Clerk

There were two trees at the top corner of the recreation ground the hawthorn has been removed and the Elm tree remains and appears to be in good health.

118/07/17

Recreation Ground:

The Clerk is in the process of setting up site meetings with contractors to clear the ditch and reinstate the banks at the back of the recreation ground. However, one of the problems associated with clearing this ditch is the overgrown ditch on the other side of the recreation ground which goes from behind the back of the sheltered bungalows leading towards Bell Close.

Clerk and Cllr Fallon met with Carly Freed and Liam Flatters SCDC to see what can be done regarding the ditch at the back of the sheltered bungalows towards Bell Close. It was requested by Mr Flatter that as one of the contractors coming out to tender for the recreation ditch is one of their approved maintenance contractors that a quote be requested from them and sent to SCDC, for clearing this ditch.

119/07/17

Street light survey:

Clerk has enquired with Balfour Beatty regarding whether the survey can be extended to cover the whole village and all footway lights and what the time frame would be, awaiting a response.

It was agreed that the survey still be carried out in regards to replacing the lights along North End (SC1-SC9) and Chiswick End (SC10-SC13). The cost of this survey was £399.85 and already agreed. Clerk has notified Balfour Beatty that they would like the survey to go ahead, awaiting confirmation.

120/07/17

Football Club Rental Payments:

Cllr Pellatt was absent from the meeting so there was no report (see item 115/07/07)

121/07/17

Proposed closing of the railway crossing on footpath 10:

see item 106/07/17

Administrative /Other

122/07/17

Correspondence and Clerk's Report:**Defibrillator**

Clerk is in the process of ordering a defibrillator for the village hall, Mr Ray, Chairman of the Village Hall, has given his consent for this. The question of security was raised, it was felt originally that having an unlocked cabinet would be more beneficial, however the recent information given to the Clerk is that this may not be beneficial as defibrillators are being vandalised, but mainly by non village persons.

It was proposed by Cllr Young to purchase a lockable cabinet, seconded by Cllr Goddin, all agreed. Clerk also has costings for key rings and magnets. It was proposed by Cllr Young that fridge magnets would be the better purchase, this will have the code number and be given to everyone household/business within Meldreth, this was seconded by Cllr Goddin, all agreed. It was agreed that 1000 magnets be purchased at a cost of 0.18 per magnet.

Action: Clerk

The second defibrillator machine is to be placed in the red telephone box once it has been maintained and this can only be done once the phone box has been adopted by the Parish Council. Community Heartbeat Trust are in the process of doing this. Cllr Young enquired if the Parish Council can still go ahead and purchase the second defibrillator and install it once the box has been repaired. Clerk will enquire.

Action: Clerk

Dog Bin: Clerk has been in touch with Heidi Duffett (SCDC) to arrange a site visit for a new dog bin near the war memorial, however, Ms Duffett is not sure if there would be a safe place in this vicinity and that there are no official dog walking footpaths. Another area being requested is near Burtons, again this to be discussed further with Ms Duffett. **Action: Clerk**

Ditch (protected watercourse) behind Gables Close: Clerk has had correspondence from a resident who is looking at completing a Community Chest Grant application to make a piece of land near Gables Close and the protected ditch safer for children. Clerk and Cllr Fallon had a site visit and spoke to the resident. Clerk has now forwarded the request to Cllr van de Ven and Cllr Hart to see what can be done. The ditch is maintained by CCC and the land is near a SCDC house, so the land may also be SCDC land.

Litter bin: A new bin to be ordered to replace the bin knocked over at the stocks.

Dog fouling: The grass cutter has reported that there is a lot of dog fouling on the footpath leading from the recreation ground towards Howard Road, which is making strimming very difficult. Clerk has posters which were ordered but as yet have not been erected, Clerk will contact Mr Chappell to see how these posters can best be erected and suggestion is to place one of these posters near this area. There are five posters in total which glow in the dark.

Audit: Documentation has been placed on notice boards and all relevant documents have been sent to the External Auditors.

Grass cutting grant: This has been received (£652.37). Clerk has written to CCC to enquire if this can be raised as the Parish Council have now taken over the verges which SCDC were cutting until this year whereby it was handed back to CCC's responsibility. When the Clerk met with Mr Dennis Vacher (CCC) it was asked if the grant can be raised to help cover this extra cost.

Melwood: Money was agreed with the precept for Melwood to cover their insurance and other community works. A den building event with story telling has taken place which was very successful and an invoice for £137 has been received to cover the costs incurred for holding the event. Money from the Community Benefit was given for machinery.

123/07/17 Matters arising: (no actions, information only)

Tennis Courts are now being resurfaced.

Grass cutting grant for 2017/18 has been applied for in the amount of £652.37.

Clerk gave out to all councillors the 'Local Councils Explained' publication.

124/07/17 Meeting Venue:

It has been raised by Cllr Hart and Cllr van de Ven to move the venue to the Community Rooms. Clerk has enquired and this is possible, cost is £5 per hour though this may rise in the near future. Money paid would be used to off-set the sheltered housing residents service charge. Discuss advantages and disadvantages. This matter was discussed and it was proposed by Cllr Goddin that the Parish Council meetings should remain in the Village Hall as parking at Elin Way could be a problem, this was seconded by Cllr Land and all agreed.

125/07/17 Meeting with Cambridgeshire Acre:

It was agreed that a meeting with ACRE, Parish Councillors and Meldreth Futures Group to investigate what can be done regarding moving the village forward, to be arranged for October.

Action: Clerk

Finance

126/07/17

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 | March Salaries | LGA 1972 s112 | Bacs |
| Talk Talk | 22.31 | 0 | Broadband | TCA 1984 | DD |
| D P Gardens | 615 | 0 | Grass and verge cutting May | OSA 1906 s9/10 | Bacs |
| KTL Building Services | 8530 | 0 | Stage 3 & £4 pavilion completed | LGA 1972 s133 | bacs |

Payments awaiting Approval

| | Gross | Vat | | Power | |
|----------------|--------------|-----|-----------------------|---------------|------|
| Inland Revenue | confidential | 0 | PAYE/NI | LGA 1972 s112 | 2570 |
| SMART pension | confidential | 0 | Pension contributions | LGA 1972 s112 | dd |

| | | | | | |
|---------------|--------|------|---|----------------|----------------------|
| CWC | 26.93 | 0 | Water for burial ground | LGA 1972 s133 | Pg 24 bacs |
| G Borgonon | 2.46 | 0 | Expenses for bridge at Flambards VAT | OSA 1906 s9/10 | bacs |
| Econgard | 92.4 | 15.4 | Annual Maintenance | LGA 1972 s133 | bacs |
| ICO | 35 | 0 | Registration, this was not done in previous meeting | LGA 1972 s133 | 2576 |
| David Smith | 316.67 | 0 | Melwood Insurance | LGA 1972 | 2577 |
| Warden Scheme | 225 | 0 | 1 st Quarter | LGA 1972 | bacs |
| Bruce Huett | 100 | 0 | Internal audit | LGA 1972 | |
| NALC | 159.91 | 0 | Local Council Explained publication (one for each cllr) | LGA 1972 s133 | Bacs |
| David Smith | 137 | 0 | Melwood event | LGA 1972 s133 | 2578 |

Deposits

| | |
|------------------|----|
| Office rent June | 90 |
|------------------|----|

All payments were proposed to be correct and in order by Cllr Land, seconded by Cllr Goddin all agreed.

127/07/17

Councillors' Reports:

Cllr Young

It was agreed that Cllr Young put together a report on the office IT equipment and systems to see if there needs to be an upgrade.

Action: AY

Cllr Land

The finger posts at the stocks appear to be in need of maintenance. Clerk to ask Mr Chappel to take a look.

Action: Clerk

Cllr Lee

The Meldreth Village sign needs cleaning.

It was also noted that it might be a good idea to look at placing some bollards around the stocks. Cllr Land agreed with this as it can be seen that the grass is being driven over.

Cllr Goddin

A meeting may have to be called in August, depending on the tenders received and the information received from the Chartered surveyor.

128/07/17

Agenda items for the next meeting:

Possible meeting to be called in August.

There being no further business the Chairman closed the meeting at 9.52pm. The next scheduled meeting is 7th September, unless there is a meeting called in August.

County Councillor Report

Level Crossing closure: In the next round of consideration under the Secretary of State, following Network Rail's recommended level crossing closure programme, the County Council has concurred with the view locally that the closure order for the Chiswick End/Fieldgate crossing is unacceptable, as the proposed alternative route over Meldreth Station bridge would put pedestrians at much greater risk. We now await further communication about taking part in the public inquiry.

Bus users' meeting July 17: Our new bus users' group, covering villages served by the departing 27 bus, will meet July 17, 7:30-9:00PM, at The Limes Communal room in High Street Bassingbourn. Seven Meldreth residents are planning to attend at I am organizing lifts – please let me know if you can help as one more car will be needed. In addition to an update on our 128 operator, following the retendering of the contract, we'll be fine-tuning arrangements for a shuttle link to Meldreth Station for sixth formers.

Children's Centres: To save £1million, the County Council is planning to 'redesignate' children's centres throughout the county – effectively downgrading and amalgamating with children and family health services. A consultation runs from July 17-September 22. There are severe implications for Melbourn and Bassingbourn Children's Centres. This £1 million saving was unnecessary – but is a result of council tax freeze, an entirely political decision. Cambridgeshire was the only shire county in England not to take the standard 1.99% rise, which adds an extra £5 million to the vast public service cuts we must make this year – totalling £26 million.

Drainage walk: I've asked the officers for a September date, a bit late but intended to keep up our annual stock-take tour.

Train timetable consultation: The Thameslink timetable consultation is live until July 27. We've known for some time that Foxton, Shepreth and Meldreth will be getting twice-hourly trains throughout the day, and that rather than terminating at King's Cross they will run through to Pancras and on to Gatwick. Commuters have raised concerns about longer journey times on some services.