

MEETING OF MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held on Thursday 1st February 2018 at 7.30 p.m. in the Green Room of Meldreth Village Hall.

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

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

- 313/02/18** **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 were received from Cllr Keena (personal reasons)
- 314/02/18** **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.
- 315/02/18** **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.
Girl Guiding UK – a member of the girl guides approached the Parish Council with a request for some funding to help with costs involved with going to Romania to teach under privileged children. Cllr Young informed them that they should contact the Clerk to request an application for the Community Benefit.
Major concern was raised regarding the possibility of placing a Park Home Scheme upon the land at Mettle Hill and that it would not be the correct project for this land, as it could result in problems in the future. It was asked if the Parish Council had already had discussions with companies, the Chair informed the public that the matter of Park Homes and Mettle Hill was on the agenda and would be discussed in full by the Parish Council.
The Showmen also expressed concern that the recent works carried out on the site have left it vulnerable and that the bunding needs to be looked at.
It was also suggested that if a Park Home scheme was seen as the most favourable that the site be for retired people.
Village Traffic Group – will there be any meetings to be able to move this project forward and would it be possible to put a notice in Meldreth Matters informing residents that the matter of the survey carried out is still in hand and that the Parish Council have not forgotten about it.
It was suggested by Cllr Young that if the resident wished to put in an article regarding the traffic survey which they had implemented then they could, as an individual. Cllr Young also stated that a meeting with the group will be undertaken soon.
- 316/02/18** **To approve and sign Minutes of meeting dated 4th January 2018:**
The minutes were proposed by Cllr Land, seconded by Cllr Searles, agreed by all.
Chairman then signed the minutes as a true record. Cllr Lee abstained as he was not present at the meeting.
- 317/02/18** **District Councillor Report: Appendix 1**
Report circulated – questions from Parish Councillors
Additional items:
There has been no further information regarding the Marley/Eternit application. The Clerk and Cllr Hart have been in contact with Mr P Kratz (Birketts LLP) and keeping him informed. Cllr Hart also confirmed that the Planning Department are looking at going paperless and that all applications will have to be seen via the website. Concern was expressed by the Parish Council that some applications need the A1/A2 size sheets to get a better understanding of the application.
- 318/02/18** **County Councillor Report: Appendix 2**
Report circulated – questions from Parish Councillors
Additional items:
The pot hole along Elin Way has now been repaired.
Cllr van de Ven also enquired that Parish Councillors complete the Greenways Consultation as individuals.
- 319/02/18** **Office IT Computer System:**
Cllr Young reported that the new computer system is in the process of being installed and should be completed soon. The next phase is to sort out the new BT broadband but this will be undertaken once all the data has been transferred to the new system.

Cllr Goddin expressed his gratitude to Cllr Young for his assistance in this matter.

Working Group Updates/Reports:

320/02/18

Meldreth Futures Working Group:

Cllr Young reported that no new applications have been received. The MFWG have been looking further into the possibility of redoing the Parish Plan, now known as the Community Led Plan. A new Steering Group will be set up to look into this matter and will be a separate identify from the MFWG, though many of the members may be the same. Steering Groups are slightly different to Working Groups and are run independently from the Parish Council. Parish Councillor's are not allowed to hold any positions of office as this is a Community Led Plan and thus should be run as such and not run as part of the Parish Council.

321/01/18

Village Traffic Working Group:

There has been no meeting by Cllr Young stated that a meeting will take place soon.

322/01/18

Mettle Hill Working Group:

Update from Cllr Goddin. Following the concern raised during the public sector Cllr Goddin explained what was happening regarding Mettle Hill.

The Parish Council have minuted everything that has been happening with Mettle Hill. The issue of Park Homes is one of the items that during the survey carried out some years ago with the village and all residents, was identified as a possibility; therefore the Parish Council have been exploring this avenue. At no point has it been discussed or agreed that this is the actual final outcome of what will be done on the land at Mettle Hill, it is just one of the options presently being explored along with the possibility of doing nothing. Cllr Goddin again explained that the survey completed by residents asked for the Parish Council to investigate what can be done with the site and that is what they are currently doing.

It was also noted during the public section that the bunding may need looking into as it does not appear to be as good as it was prior to the works being carried out recently and that some kind of bollards may need to be installed. Clerk to make some enquiries. **Action: Clerk** It was also noted that the final decision on what happens with Mettle Hill will be taken by the Parish Council once all the information has been gathered and a decision can be made. For the time being the working group will continue to investigate all options.

Cllr Hart will also go back to the planning department at SCDC to see where things stand with regards to planning issues for Mettle Hill.

Cllr Searles suggested that retirement homes may be an option worth investigating further. The land has now been cleared and made safe which the Parish Council had a duty to undertake and the area is now safer than it was.

323/02/18

Tennis Club Working Group:

There has been no report or meeting held. It was suggested that the working group meet in June for a 6 month update including team members and booking system.

Planning:

324/02/18

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 18th January 2018: Please see website.

Planning meeting held on 1st February 2018: verbal report

325/02/18

S106 application with regards to Meldreth Primary School:

Cllr Hart reported that the S106 application for the Primary School will probably now go to Planning Committee at SCDC in March 2018.

Major Projects

326/02/18

Pavilion Construction: (LGA 1972 s111)

Decoration of the pavilion is due to commence on the 5th February and will last for 2 weeks. Both football teams have been notified.

327/02/18

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

CCTV policy to be signed off by parish council. Due to some further information needed, ie Human Act Policy clerk suggested this be deferred till March. Equipment is to be installed once the decorators have finished.

328/02/18

Church Wall:

Update on the proposed working party between the Parish Council and Church representatives. Clerk is still awaiting to hear from the Church with a second representative being put forward, this will give two from the council and two from the church.

Ongoing Projects**329/02/18****Playground:**

Cllr Fallon reported that the equipment appears to be in good working order, however one of the stepping stones along the trim trial still needs to be filled. Clerk informed the meeting that this had been looked into but at the moment the wood is still too wet.

Clerk also informed the meeting that there was to be another site meeting to look at the matting, Cllr Fallon will attend.

Clerk is in the process of getting quotes for clearing and building up the banks of the ditch at the recreation ground. Questions were raised by the Recreation Working Group as to whether the ditch abutting the recreation ground which SCDC cleared can be looked into as well. Concern was expressed that if a fence was erected during the new development then access to this part of the ditch would be very limited. Clerk to check with the Planning Officer and the S106 Officer to see if anything can be done to protect the ditch and keep it maintained. There is a duty as a Riparian Owner towards this ditch and new owners need to be made aware of their responsibility.

Action: Clerk

It was also suggested that there should be more trees within the recreation ground and another tree within the play area. It was suggested the Clerk contact S106 Officer to see if there was any funding available for trees.

Action: Clerk**330/02/18****Street light survey:**

Survey 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. Site meeting being arranged. Clerk is still having issues in getting Balfour Beatty to set a date for the survey.

Action: Clerk**331/02/18****Proposed closing of the railway crossing on footpath 10:**

Cllr James reported that there has been no update at the moment.

332/02/18**Defibrillators:**

Can the Parish Council agree to purchase wipes and replacement lungs which are needed for the manikins during training. It was proposed by Cllr Young that an annual budget of up to £500 be made available for the purchasing of replacement lungs and wipes, seconded by Cllr Land all agreed. Motion Carried. This money to be taken out of Community Benefit Funds.

The simulator was costed at £295 plus carriage but it is £345 plus carriage. It was proposed by Cllr Young to accept this additional charge, seconded by Cllr Goddin all agreed. Clerk to inform Community Heartbeat Trust.

Action: Clerk

Juliette who has kindly offered to do the training has also enquired if she can use the simulator when going out to local schools. This matter was not discussed, Agenda item.

Defibrillator for the Village Hall is not working.

Defibrillator for the red telephone box has been received just awaiting for the telephone box to be refurbished then the machine can be installed.

The magnets have been received which as the defibrillator's code (this is the same for both devices) and Councillor's will distributive to every household and business within Meldreth.

Action: All Cllrs**Administrative /Other****333/02/18****Correspondence and Clerk's Report:**

Stock's area – finger posts and bollards. Cllr Land will meet with Mr Chappell and explain what his concerns are.

Road Cycle Safety – Clerk has enquired with various authorities to see if there is a scheme regarding safer cycle road use, so far there does not appear to be anything.

The tree in the play area at the recreation ground needs the lower branches removing and the tree guard either removed or enlarged. Clerk will make enquiries.

Action: Clerk

A resident had contacted the Parish Council regarding a Hawthorn hedge along the High Street and whether they could maintain it. Unfortunately, this is not on Parish Council land. It was advised that the resident make direct contact with the land owner.

334/02/18**Matters arising: (no actions, information only)**

There were no matters arising as all matters were discussed within the agenda.

335/02/18**Housing Survey carried out by Cambridgeshire Acre:**

Cambridgeshire Acre will attend the March meeting.

Finance
336/02/18

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	January Salaries	LGA 1972 s112	Bacs
Inland Revenue	confidential	0	January PAYE/NI	LGA 1972 s112	bacs
SMART	confidential	0	Pension contributions	LGA 1972 s112	DD
Talk Talk	22.31	0	Broadband	TCA 1984	DD
D P Gardens	540	0	Grass and verge cutting	OSA 1906 s9/10	Bacs

Payments awaiting Approval

	Gross	Vat		Power	
Coton Electrical	90	0	Installing Defib at VH	PHA 1936 s234	bacs
SLCC	165	0	Membership 50% shared with OPC	LGA 1972 s133	bacs
Eon	106.39	5.07	Electric for pavilion	LGA (misc) 1976s19	Bacs
LCPAS	110	0	Training 50% shared with OPC	LGA 1972 s133	Bacs
D Chappel	197	0	Installation of bins, repairs to bus shelter at the memorial and repairs to rabbit fencing at Burial Ground.	OSA 1906 s9/10	Bacs
C Jackson & Son			Demolition and Asbestos clearing	OSA 1906 s9/10	Bacs
J Damant			Clerk expenses	LGA 1972 s133	Bacs
Royal British Legion	75	0	Poppy Wreath	S137	
N Pellatt			Cllr expenses	LGA 1972 s133	

Deposits

OPC	145
CPA	3

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

337/02/18

Budget Process (Precept for 2018/19):

The draft budget had been circulated with additional items for possible elections and the position of a Data Protection Officer.

It was proposed by Cllr Land and seconded by Cllr Pellatt that a precept of £60,000 with the remainder needed of £48,000 coming from the reserves, be agreed. This was agreed by all.

338/02/18

Mary Course Fund:

Cllr Searles reported that in the past this had been a fixed rate bond but this facility is no longer available. It was agreed at the last meeting that the Parish Council will continue to pay the primary school £60.00 reflecting Mary Course's interest (agricultural, village and countryside). The Capital fund will be reduced.

Other Items:**339/02/18****Recording Meetings:**

Having discussed this matter, the Chairman asked for a proposer:

1. To record meetings via video for public consumption. There was no proposer.
2. To record meetings via an audio link only. There was no proposer.

Therefore, as there was no proposer this matter was not discussed any further and no action was taken. The Chairman reminded the meeting that members of the public were within their rights to record meetings if they so wished but as there was no proposer given for the Parish Council to record the meetings, the matter was closed.

340/02/18**South Cambs Boundary Changes:**

The consultation has now closed but there is no update at the moment.

341/02/18**Becoming a Councillor:**

Cllr van de Ven is running this event and is to help inform residents of what is involved with becoming a councillor for SCDC, CCC and Parish Council. Parish Council will be represented by standing councillors. Parish Council and SCDC are up for election in May 2018.

342/02/18**Meldreth Matter's Extracts:**

A new rota to be done, this will take the Council up to May 2018.

Action: Clerk**343/02/18****Councillors' Reports:****Cllr Goddin**

Cllr Goddin will attend the MHI hearing to put forward the Parish Council's request for parts of the verges along North End to be kerbed on 5th February.

Cllr Land:

Has any progress been made on placing bollards around the Stock's Area? Clerk to make enquiries, Cllr Young suggested looking at other parishes to see what they have been using.

Action: Clerk**344/02/18****Agenda items for the next meeting:**

Data Protection

There being no further discussion the Chairman closed the meeting at 9.30pm. The next meeting is scheduled for Thursday 1st March 2018 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