

MEETING OF MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held on Thursday 1st March 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**)

Guest: Due to the severe weather Mr Mark Deas from Cambridgeshire Acre was unable to attend.

- 345/03/18** **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 (work commitment) and Cllr van de Ven (CCC).
- 346/03/18** **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.
- 347/03/18** **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 three members of the public in attendance.
Concern was raised regarding the verges along Malton Lane, near the junction at North End. The verges are being destroyed by vehicles, especially the large farm vehicles and one area is now looking like a layby, which it is not. Can anything be done to help restore the verge? The other concern in this area is flooding, residents clear the ditches and some have been piped, however they are now being filled with subsoil from the verge and there is concern that this add to any flooding risks. There is soon to be a meeting with regards to Riparian Ownership, Cllr van de Ven, Cllr Searles and Highways will be looking at the ditches in the village and it was suggested that the residents contact Cllr van de Ven to ask that they be included in this site meeting. The verges belong to CCC and they may be able to assist in getting a solution to the problem.
A resident from Melbourn attended the meeting to enquire about the planning development in Melbourn, which has been refused by SCDC. Cllr Hart will give the resident Cllr Hales details who is the District Councillor for Melbourn. Meldreth were affected by this development but only in relation to the primary school, they are unable to give any information on planning development regarding Melbourn.
- 348/03/18** **To approve and sign Minutes of meeting dated 1st February 2018:**
The minutes were proposed by Cllr Land, seconded by Cllr Lee all agreed. The Chairman then signed the minutes as a true record.
- 349/03/18** **District Councillor Report: Appendix 1**
Report circulated – there were no questions raised from Parish Councillors
Additional items:
The Local Development Framework (LDF) is nearing agreement. The housing development of 160 homes in Melbourn has been refused by delegated powers at SCDC, however this may still go to appeal. Cllr Hart suggested that though nothing needs to be done with the S106, Meldreth Parish Council should still keep something on the table so it can be ready to go, if needed.
Cllr Hart reported that there is all indication that the housing development at Marley Eternit will now be going to appeal.
- 350/03/18** **County Councillor Report: Appendix 2**
Report circulated. There were no questions raised from Parish Councillors.
- 351/03/18** **Office IT Computer System:**
New computer system has now been installed. Email system still to be done. The old computer is still running as a backup for a couple of weeks, a new power pack had to be installed as the old one stopped working. It was proposed by Cllr Searles to pay Mr Girling for the power pack £20.00 and that the computer (hardware) should be donated to Mr Borgonon who then would recycle the equipment for a charity, seconded by Cllr Land all agreed. Clerk will notify Mr Borgonon.
Action: Clerk

Working Group Updates/Reports:

352/03/18

Meldreth Futures Working Group:

Minutes of the recent meeting have been circulated to councillors. One of the applications discussed was the request from a member of the Girl Guides; however, the Parish Council have no power to donate to an individual. Cllr Fallon reported that the Village Charities had also looked at the request and they are not allowed to donate to another charity. Some members of the Futures Group will set up a 'Steering Group' to look into redoing the Community Led Plan, formally known as the 'Parish Plan'. It is hoped that there will also be new members from the community involved as this needs to be a community led initiative. Steering Groups run differently from Working Parties. An article will be placed the Meldreth Matters informing residents of the new plan.
See item 360/03/18

353/03/18

Village Traffic Working Group:

Cllr Young reported that due to work commitments he will need to step down from this group. It was suggested that Mrs Gilmore may be happy to head this group as it does not need a Parish Councillor, though a Parish Councillor should be on the group but not necessarily head it. Clerk will enquire.

Action: Clerk

354/03/18

Mettle Hill Working Group:

Cllr Goddin reported that he and Cllr James have met with some Park Home companies and are presently awaiting further information. The possibilities being looked into are: Park Homes; possible affordable housing; leaving for the time being. The recent survey conducted by Cambridgeshire Acre indicates a need for 45 affordable homes. At the moment only, half of the site is being considered the remaining section (at the back) of the site is agricultural and will remain so at this moment. Cllr Goddin has had no luck in having a concrete bollard installed to help reinforce the bund. It was suggested the Clerk approach other building companies who are presently working in the village to see if they may be able to help.

Action: Clerk

Planning:

355/03/18

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 15th February 2018:

114 High Street, S/0476/18/TP - Plane Tree (T50) requires pruning of lower limbs. Tree has not had any attention for a number of years and there is considerable overhang and dead wood requiring attention: Remove the lowest lateral to the West. Undertake a reduction on the lower crown to the East to clear the adjacent building (no 116) by approximately 4m. Crown lift over the drive and front garden to approximately 5m and remove dead wood. Shorten the limb to the South by the drop crotch method to reduce the load. Planning Committee recommend 'support' with no comments.

Planning meeting held on 1st March 2018: verbal report

70 Whitecroft Road, S/0241/18/FL - Proposed demolition of 70 Whitecroft Road and associated outbuildings and the erection of 9 new dwellings, including new access. Parish Council recommend 'Refusal' with comments. 'If permission is agreed that a condition be enforced regarding the Riparian Ownership and their responsibility for the ditches be applied. There is also concern regarding the village envelope, affordable housing and the entrance onto Whitecroft Road.

64 Whitecroft Road, S/0510/18/FL - Erection of an ancillary granny annexe.

Planning Committee recommend 'Support' with comments. 'Must remain as part of the main dwelling and not sold as a separate dwelling or sublet or used for non-residential purposes. Concern for off street parking was also discussed, however SCDC do have a formula for this so it is asked that they apply this to the application.

356/03/18

S106 application with regards to Meldreth Primary School:

See item 349/03/18

Major Projects

357/03/18

Pavilion Construction: (LGA 1972 s111)

Decorating of pavilion is now completed. Cllr Goddin and Pellatt have inspected the work and are in agreement that it looks very good and payment can be made.

358/03/18

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

CCTV policy to be signed off by parish council at the next meeting. Equipment is to be installed soon and notices to be purchased and installed.

359/03/18

Church Wall:

The working group will now consist of Cllrs Goddin, who will replace the Clerk and Cllr James along with two representatives from the church Mr Price and Mr Cotton. Question regarding if a wall is suitable at the front of the church or if there is another solution will be one item they will be looking into.

Ongoing Projects

360/03/18

Playground: (RGWG – Cllr Land, Cllr Fallon, Cllr Keena)

Monthly Report submitted by Cllr Fallon. All equipment appears to be in good working order. Just waiting for items already agreed to be investigated (split in stepping stone – weather still too wet to make repairs and the swing matting, see below)

At the previous meetings the matting under the swings was discussed and the Clerk has been getting some tenders to replace the matting which is splitting. Cllr Fallon also reported that the matting under the slide may also need some maintenance. The slide passes the Rospa inspections but they have always commented that the treads are too far apart. It has been mentioned at Village meetings, that a play tower would be nice in the play area and as this also has a slide the clerk has gained some prices for these. It may be more cost effective to replace the equipment and the matting.

Matting is a H&S matter but the replacement of equipment could be handed over to the Meldreth Futures Working Group to look into. Clerk reported that the Rospa inspection is due in April/May and it may be worth waiting to hear what gets reported. Cllr Young proposed that the MFWG and the RGWG meet to discuss the future of the Recreation Ground with the objective to having a management plan for the future of the Recreation Ground this was seconded by Cllr Land. There are monies due from S106 for specific projects at the recreation ground, and a plan will be needed.

Action: RGWG/MFWG

361/03/18

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. Clerk is awaiting a response from Balfour Beatty with regards to a site meeting, whereby a Parish Council representative can be in attendance so that a priority list can be arranged. Parish Council will not be able to replace all the lights at once this will need to be an ongoing project but a priority list needs to be set up.

Action: Clerk

362/03/18

Proposed closing of the railway crossing on footpath 10:

Cllr James reported that there has been no news.

363/03/18

Defibrillators:

Simulator has been received and training is currently being looked into. A date from Community Heartbeat Trust is being sought and an article will appear in Meldreth Matters for residents who are interested in training to contact the Clerk.

Magnets are in the process of being delivered to all households.

Clerk to enquire with Mr Chappel as to when the telephone box refurbishment will be done? It was suggested by Cllr Young that if Mr Chappel is unable to carry out the works that other contractors be sought as this needs to have the defibrillator in position by the beginning of April.

Administrative /Other

364/0318

Correspondence and Clerk's Report:

Stock's area – finger posts and bollards, Cllr Land to contact Mr Chappell. **Action: CAL**
Information regarding the Parish Council elections on 3rd May has been sent to Meldreth Matters. Nomination packs can be obtained from the Clerk or SCDC direct and need to be with SCDC by 4pm on the 6th April 2018.

It was proposed by Cllr Land that the Parish Council employ the help of Mrs van Poortvliet to assist the clerk with book keeping duties for an initial period of 3 to 4 hours a month for six months this was seconded by Cllr Young all agreed. Clerk to notify Mrs van Poortvliet.

365/03/18

Matters arising: (no actions, information only)

There were no matters arising as all items discussed were on the agenda.

366/03/18

Housing Survey carried out by Cambridgeshire Acre:

A discussion was taken regarding the recent survey carried out by Cambridgeshire Acre. One of the findings was the need for another 45 affordable houses within the village. It was felt that the survey is a useful tool in establishing the needs of the village.

Finance
367/03/18

MAYD

Financial contribution request. A proposal has been received from MAYD requesting a contribution from Meldreth Parish Council for £2089.00 for the next financial year. It was reported by Cllr Goddin that the application was discussed at the Meldreth Futures recent meeting but that it was felt there were some discrepancies in the data received. Cllr Goddin agreed to contact MAYD to get clarification on the request. To be discussed again. After the election in May it is hoped that a representative from Meldreth will attend the meetings.

367/03/18 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

- Cheques/internet payment for approval and signature including any additional payments (shaded) these are payments not on the agenda but have been given prior approval:**

Payments already made

	Gross	Vat		Power	
Staff	confidential	0	Salaries	LGA 1972 s112	Bacs
Inland Revenue	confidential	0	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	
Jason Kirby Decorators	4548	758	Pavilion decorations (S106 payment)	LGA 1972 s133	bacs
BT	237.30	39.55	Telephone	TCA 1986	bacs
R Goddin	124.85	0	Expenses	LGA 1972 s	bacs
Stationery Cupboard	66.04	11.01	Stationery – ink	LGA 1972 s133	bacs
Melbourn Mobile Warden	225	0	Warden Scheme	S137	Bacs
Harston Parish Council	25	0	DPO training	LGA 1972 s133	2643
Cambridgeshire Acre	55.50	0	Membership	LGA 1972 s133	Bacs
J Damant	20.75	0	Clerk expenses	LGA 1972 s133	bacs

Deposits

OPC	172.50
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Other Items:

368/03/18

South Cambs Boundary Changes:

Cllr Searles reported that the final proposal will be in September, it was agreed to take this item off the agenda until further news has been received.

369/03/18

Burial Ground:

There has been a resident request for CCTV to be installed at the Burial Ground as it appears some damage has been done to a grave. Cllr Goddin inspected the grave and could not say if the damage had been done by animals or persons. The matter was discussed but it was felt, by all, that installing CCTV was not a viable proposition.

Rules and Regulations: This was discussed, rules and regulations had been drafted in the past but was never agreed. Clerk will circulate.

Action: Clerk

- 370/03/18 Data Protection Officer:**
It has already been agreed that this will be outsourced. The Clerk to still attend training sessions and report back to the Council as to who the best company will be to outsource this to. CAPALC and LCPAS are both offering this service. **Action: Clerk**
- 371/03/18 Councillors' Reports:**
Cllr Searles: Can the Clerk again contact Highways to inform them that the safety barrier at North End has still not be repaired along with the damaged street sign. **Action: Clerk**
Cllr Land: Has been approached by residents at West Way enquiring if they could have a defibrillator installed at that end of the village. This was discussed but at the moment there would be no place to install it as it needs electricity.
Cllr Lee: The excavation works being carried out near the train station has been reported to Highways by residents and Cllr van de Ven.
Cllr Goddin: In response to the possibility that Marley/Eternit will go to appeal it was suggested by Cllr Goddin that the Parish Council should submit a report. It was also proposed by Cllr Young that the assistance of Mr Philip Kratz (Birketts) be employed to put together a report, this was seconded by Cllr Goddin. Mr Kratz is familiar with the application and has already been assisting the Parish Council in this matter. The Parish Council will have an 'Extraordinary Meeting' on 15th March prior to the planning meeting to discuss the report prior to it being submitted. It was felt that this should be discussed by the full council. The deadline for submission of the report is 25th March.
- 372/03/18 Annual Village Meeting & Annual Parish Meeting:**
If there is a contested election then the Parish Council will not be meeting on the 3rd May. It was suggested that the first meeting of the new Parish Council be held on Thursday 10th May this is known as the 'Annual Meeting of the Parish Council' and first matter of business is the election of a Chairman.
The Annual Parish Meeting known by many as 'The Village Meeting' was agreed to take place on Thursday the 24th May. Clerk has been approached from some organisations to see if there was going to be a similar event as held a few years ago where organisations could present themselves and put up a display. It was proposed by Cllr Young that as the Clerk is very busy that if organisations wish to do this as long as they were happy to do the organising this would be allowed, seconded by Cllr Land.
- 373/03/18 Agenda items for the next meeting:**
Regular items.

There being no further discussion the Chairman closed the meeting at 9.40pm. The next meeting is scheduled for Thursday 5th April 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

**District Councillor Report
March 2018**

The tide is turning...

Members at SCDC have been briefed in the past week and told that early indications are that the Local Plan will soon be settled. On this basis, large scale applications where adverse cumulative can be reasonably anticipated if they are passed can now be refused, despite the Council still not having a 5 year housing land supply. As a result, the Melbourn application for 160 dwellings has been refused and although this decision could be appealed, time is running out for 5 year housing land supply appeals. Following on from this new.

Marley Appeal

I assume that as I have received notification of the Marley Appeal, the Parish Council has also? It is dated 22/02/18 and says the appeal will be determined on the basis of written representations which must be submitted by 29/03/18.

I have spoken to Philip Kratz; he is of the view that there may not be any benefit now from trying to play for more time and ask for a public determination of the appeal. He is also of the view that the recent hardening of the Council's stance in 5 year housing land supply applications may well assist with defending the appeal. I have told him I will be reporting to you this week and asking whether the PC wishes to instruct him to make a written submission.

I have also written to Caroline Hunt, the senior officer on the Local Plan at SCDC pointing out that we expect the Council to defend this appeal robustly, especially as it can be argued that adverse cumulative impact can be shown given that we share so many services with Melbourn.

Meldreth Primary School

You will all have noticed that works have commenced to the long-awaited expansion of the Primary School. As a member of the governor team at the primary school some ten years ago we worked on a plan for expanding the school then and I am delighted to see that it is finally happening.

Burglary

Less good news. Another house in Fenny Lane has been burgled, this time while the owners were away on holiday. It does look like houses are being watched so can I recommend that homeowners take whatever measures they can to secure their property, especially while they are away. Apologies for the lack of optimism, but I shall be recommending to residents that they photograph their rooms and possessions regularly so that, should the worse happen, they are able to provide evidence to insurers of what has been taken.

South Cambs Magazine

Mine has arrived this week. I have not heard from anyone other than the three residents, one from Stone Lane (Cllr Searles), one from North End and one from the Court development off the High Street that they do not receive their magazine, but I suspect that coverage in North End is pretty non-existent. If people do not contact me, I cannot inform smart distribution where the black spots are. Please could the Parish Council give some thought as to how best to obtain such feedback.

Local elections looming

There will be elections at both parish and district level on Thursday 3rd May. In order to vote, residents have to be registered. Getting registered, if not already, can be done online by visiting:- www.gov.uk/register-to-vote. Please note; EU nationals are eligible to vote in District elections, maybe for their last time.

Litter Pick Reminder

This Sunday 9am. Meet at the Water Station opp. my house, suitably attired. The weather looks as though there will be no problem with this event going ahead, fingers crossed.

Cllr Philippa Hart, Meldreth and Shepreth Ward
philippajhart@brinternet.com. 07811 323571

Meldreth Parish Council March 2018, County Councillor Report

Flood Avoidance subcommittee – April walk? The local highways officer post is still vacant, but the senior Highways officer is very happy to step in for a Flood Avoidance tour in April. I can work out a couple of possible dates if everyone is content.

Malton Lane verges: The verge on the south side of Malton Lane immediately after turning left from North End is badly eroding, due to vehicles overrunning. The new gap has created the impression of a lay-by and not infrequently is used for parking (for phone calls), though this is very dangerous for all concerned due to the blind corner. Part of the erosion has created draining issues too. I've suggested to the owners of the adjoining property that the problem should be lodged with the PC.

Defibrillators: The East of England Ambulance Service recently attended the County Council Health Committee and applauded the rollout of defibrillators in many parishes. They advise that it would also be very good to appoint more 'Community First Responders' – professionally trained people in the community. I've asked for more information and will circulate as soon as I have it. Meanwhile, please let me know if there's anything more needing doing for the Meldreth Station defibrillator.

Oil Club: This year's Oil Club rebate from the supplier has amounted to £140, higher than previous years on account of the additional new participating households from Whaddon and Bassingbourn. The rebate has been donated to the North Herts and District Citizens Advice Bureau, specifically to support the CAB outreach work which takes place in Bassingbourn (pre-book service) and at the Melbourn Hub, where the drop-in service takes place 1st and 3rd Thursdays from 9:30-12:00.

Community Rail Partnership Project Officer in post: The Meldreth, Shepreth and Foxton Community Rail Partnership has appointed its first Project Officer, Sarah Grove. Parish Councils will be invited to a launch meeting of the CRP under its new Terms of Reference, including oversight by the new Meldreth, Melbourn, Shepreth and Foxton Community Interest Company. Sarah will be visiting all the parish councils in due course.

Melbourn-Royston off-road link: As I've reported previously, the Melbourn Greenways proposal includes a link to Royston. An off-road path and bridge over the A505 is also the subject of a business case study by the Greater Cambridge Partnership, and will be considered in July.

Council Tax: The council was in agreement on supporting the government's permitted 2.99% general council tax rise, alongside the 2% social care precept. As I have been reporting, council tax has been frozen for several years, which has compounded the crippling effect of government cuts. The council was split on how to deploy this extra funding. The Conservative group voted to put it into reserves; I supported the Labour & Lib Dem amendments to deploy it to services but this was lost.

Children's Centre update: I continue to check in with the County Council on a regular basis to learn whether any progress is being made on the future of the Melbourn Children's Centre. There is still nothing to report. Ironically, it seems that the plans to cut back expenditure from April 1st is not going to be possible because alternative plans for delivering 'the same or better children's services as before' have not been worked out. Therefore, funding children's centres will need to draw from reserves to make the numbers add up.

Community Sweeper Pilot Project: Four volunteers have now been fully trained to drive the South Cambs sweeping machine. One is from Melbourn, one from Foxton and two from Royston; three of these have come forward via the A10 Corridor Cycling Campaign. Wyevale Garden Centre has kindly agreed to store the sweeper and skip for holding the debris collected. A test run will take place on March 2nd, on the Melbourn-Shepreth path along Cambridge Road. I'd not appreciated how complicated the project would be, but so far so good.

Visit to Waterbeach Recycling Centre 27 March 10-12: Another public visit has been organized – please contact Jonathan.crisp@amey.co.uk to sign up. There are 11 spaces available.

Completing the Kneesworth footway to Five Acres: Many of the women and children at Five Acres have told me they would like to be walking more, in large part for health reasons. A number of women living at The Boulevard have built up an impressive walking range and the footway that leads from their site helps to facilitate and encourage this. Residents at Five Acres have been anxious to see the footway extended up to their site, as traffic (in spite of the new speed restrictions) makes walking in the road too dangerous, especially for unaccompanied children who might want to walk to and from school. I've already reported that we've had a lower estimate on the cost of doing this (£7K – quote obtained by Highways); other quotes could be pursued. For now, several of the women and their children and I have planned to meet during the spring school holidays to set up a sponsored walk fundraiser to help get things started. We'll report back.

Meldreth Station, Cambridge platform shelter: After years of Rail User Group campaigning, a shelter at Meldreth Station's Cambridge bound platform is due for installation this spring. In consultation with the Station Gardening Group, the plan is to use the patch of land behind the platform adjacent to the steps down from the Gents Toilet, for an enclosed shelter of the type recently installed at Royston Station – all due to take place in the next few months.

A10 resurfacing June, and preparations next week: It's good to report that A10 largely around the Melbourn Bypass will be resurfaced in June. It will be tricky to manage necessary traffic alternations without disruption. The plan is to carry out works over a period of five days using a traffic light control system on the A10. Highways have asked Melbourn Village if they would be content to allow a one-day diversion through the village which would allow intensive work on the A10 to be completed in the space of 24 hours. At Melbourn PC earlier this week, a number of concerns were raised including the narrow width of the High St south of the Cross where two vehicle have difficulty passing one another, and lorry deliveries to High Street shops. For Meldreth residents under this scenario, access onto the A10 at Melbourn would be blocked, and Bury Lane Shop would face difficulties. I've fed these concerns back to Highways. Meanwhile, I've received this advance notice:

Re: A10 – A505 to Harston: I am writing to advise you that our contractor Cambridgeshire Highways, will commence night time carriageway patching and preparation works to sections of the A10 on Wednesday 7th March 2018, in advance of carriageway Surface Treatment later in 2018.

Works are anticipated to take 13 nights; and whilst the work is in progress, during operational hours, the road will be closed from 8pm to 6am, and vehicular access will be restricted. A signed diversion route will be in place for through traffic.

In order for the contractor to complete the work with minimum disruption, it is essential that no vehicles are parked on the road. If you have particular access requirements, please speak to a member of the team onsite who will be able to assist.

Access to properties within the closure area will be possible, but are subject to working conditions, and delays are to be expected.

Please look out for the advanced notices on site, as these will give the most up to date information; or contact our call centre or email as above. There will obviously be some noise and disruption associated with the work, and I apologise for any inconvenience that you may suffer.