

MEETING OF MELDRETH PARISH COUNCIL

Minutes unApproved of the Parish Council Meeting held on Thursday 7th June 2018 at 7.30 p.m. in the Green Room of Meldreth Village Hall.

DRAFT

Present: Cllr R Goddin – Chairman (**RG**), Cllr R A Searles – Vice Chairman (**RAS**), Cllr C J Fallon (**JF**), Cllr N Garner (**NG**), Cllr P Gilmore (**PG**), Cllr C A Land (CAL), Cllr N Pellatt (**NP**) and Cllr A Young (**AY**)

In attendance: J Damant (Clerk), County Councillor Susan van de Ven and District Councillor Philippa Hart

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- 441/06/18** **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 James, these were agreed and accepted by all. District Councillor Hales also sent his apologies.
- 442/06/18** **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 by any of the councillors.
- 443/06/18** **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 was one member of the public in attendance. Concern was raised regarding an overgrown public footpath, one which leads from the Station towards Melbourn but then turns towards Fieldgates (FP9) – clerk will contact the PPP group.
- 444/06/18** **To approve and sign Minutes of the Annual Meeting dated 10th May 2018:**
The minutes were proposed by Cllr Land and seconded by Cllr Garner, all agreed. The Chairman then signed the minutes as a true record.
- 445/06/18** **District Councillor Report: Appendix 1**
Report circulated – questions from Parish Councillors
Cllr Hart also reported that the public meeting for the Marley/Eternit proposal will be run by the Inspectorate and is not felt to be a formal procedure. Cllr Hart, Cllr Goddin and Mr P Kratz to meet and discuss how best to prepare for the meeting. It is still not clear as to whom can attend and speak. Cllr Hart also reported that even with the 5 year land supply the margins are still very tight.
- 446/06/18** **County Councillor Report: Appendix 2**
Report circulated – questions from Parish Councillors
Cllr van de Ven also reported that there will be further financial burdens being imposed onto Parish Councils in the future. Cllr van de Ven also encouraged all councillors to attend the County Council meetings where such issues are discussed. Cllr Goddin enquired as to what kind of burdens can the parish council expect, Cllr van de Ven stated that grass cutting could be one of them. The CCC presently cut the verges three times a year. Meldreth have already adopted the verges but not those on the main roads or junctions.
Concern was raised that until the Parish Council have been made aware of a direct impact there is little they can do apart from be aware of it as they have no powers to intervene.
It was also reported that there have been long delays on the trains with the half-hour service being affected. Many of the trains are 'skipping' stops such as Meldreth and travelling straight to Royston in order to make up lost time.
The Local Highways Officer position is now vacant and all reports should be done via the CCC website. The verges along the main roads is governed by a separate timetable but they are still not being done in proper time.
- 447/06/18** **Office IT Computer System:**
Meldreth now moving over to a BT system. Website to now be looked at. **Action: AY/Clerk**

Working Group Updates/Reports:

- 448/06/18** **Meldreth Futures Working Group:**
A meeting is to take place within the next few weeks. They groups are currently trying to organise a Steering Group in order to look at the Community Led Plan but they are need of more volunteers.

Planning:

- 449/06/18** **Planning Extracts:(Town and Country Planning Act 1990 schedule 1, paragraph 8)**
(Full Planning Minutes are available via the Clerk, website or notice board).
Planning meeting held on 24th May 2018:
Planning meeting held on 7th June 2018: No meeting

450/06/18 Marley/Eternit Appeal Update:

Meeting with the Inspectorate will take place on 26th June 2018. Cllr Goddin is still concerned that there has been very little guidance regarding who can attend and what can be said. It was agreed by all the Cllr Goddin contact Mr John Koch of the Planning Department to enquire what the Parish Council may do.

Action: RG**Major Projects****451/06/18 Security for Pavilion:** *(Local Government and Rating Act 1997 s31)*

CCTV Equipment has been installed however it has not gone live as there have been problems with installing the cameras. Clerk has requested some advice for the electrician from North Herts Partnership.

Some neighbouring residents have also shown concern that the cameras may be intruding into their gardens. No camera will be directed at any private property.

452/06/18 Church Wall: (Cllr James, Cllr Goddin, Mr Price, Mr Coton)

Cllr Goddin reported in the absence of Cllr James. A meeting has taken place where the walls and tress were discussed. Cllr Goddin enquired with the church representatives as to what the procedure would be if what the church would like is not within the financial capabilities of the Parish Council and what would the fall-back procedure be?

Cllr Gilmore enquired if anyone had looked into a Chancel Repair insurance clause, Cllr Pellett will make some enquires.

Action: NP**Ongoing Projects****453/06/18 Playground:**

Monthly Report was submitted by Cllr Fallon. Clerk will arrange site meetings with contractors to look at all matting (both sets of swings and slide), Rospa report has now also been received. Clerk to organise the trim trail repairs to the stepping stone be repaired now that the weather is fine and the wood has had time to dry out. The grass area on the zip wire to also be looked at so see if extra matting would be of benefit.

Action: Clerk/JF

It was also reported that the tree within the play area of the village hall may be dead. Clerk notified the council that though the village hall belongs to the Trustees the land on which it stands is the reasonability of the Parish Council, the trees on the outside of the Village Hall have always been maintained by the Parish Council. Clerk to contact the Village Hall Chairman.

Action: Clerk**454/06/18 Street light survey:**

Update on the cost of replacing all 13 lights. To date the Clerk has not received a reply from Balfour Beatty.

Action: Clerk**455/06/18 Defibrillators:**

Defibrillator situated within the red telephone box along North End has been installed, waiting for it to go live from the ambulance service. Paint has been received and the box will be refurbished.

Training for defibrillators along with CPR will be held on 30th June at the Community Rooms, booking is essential so residents to contact the Clerk.

There has been a request from one of the defibrillator trainers for the parish asking if they can take the defibrillator simulator to the church fete. It was proposed by

Administrative /Other**456/06/18 Correspondence and Clerk's Report:**

- Clerk to conduct footway streetlight survey
- Clerk is looking into who is responsible for trees on the verge near No.2 Whitcroft Road.
- Clerk is looking into who is responsible for two ash trees on the verge outside No 9 High Street.
- Cam Valley Bus User Group reports that due to subsidy cuts the 127/128 service may be cut. There will be a meeting on Saturday 2nd June at 2pm at Cambridge Central Library where bus subsidies will be discussed. The new Mayor has not made a final decision of the bus service he can either leave it as is but where will the funding come from, exercise his 'bus franchising powers', or decide to do nothing.
- Village Design Funding – 26th June 6-8pm at SCDC. SCDC have been awarded funding from central government to work with around 6-8 villages to develop new and forward-looking Village Design Statements.

457/05/18 Matters arising: (no actions, information only)

There were no matters arising.

458/06/18

GDPR:

Privacy Notice – it was proposed by Cllr Land and seconded by Cllr Fallon to accept, agreed by all.

Data Projection Policy – it was proposed by Cllr Young and seconded by Cllr Land to accept, agreed by all.

Email disclaimer – it was proposed by Cllr Young and seconded by Cllr Goddin to accept, agreed by all.

Finance

459/06/18

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 (shaded):**Payments already made**

	Gross	Vat		Power	
Staff Payments (salaries, pension, PAYE, NI)	1665.96	0	June Salaries	LGA 1972 s112	Bacs
Talk Talk	23.31	0	Broadband	TCA 1984	DD
D P Gardens	615.00	0	Grass and verge cutting	OSA 1906 s9/10	Bacs
BT	382.61	63.77	Telephone	TCA 1986	DD

Payments awaiting Approval

	Gross	Vat		Power	
Unlimited Logo	228.00	38.00	Information Boards	LGA 1972 s133	Bacs
Rospa Playsafety	117.60	19.60	Inspection	LGA	
G van Poortvleit	96.00	0	Book keeping		
Suffolk Acre	11.71	1.26	Insurance updates from last year	LGA 1972	bacs
Information Commissioner	40	0	Data protection	LGA 1972 s133	Bacs
Mobile Warden Scheme	225.00	0	Donation	LGA 1972 s133	Bacs
Melwood Insurance	326.17	0	Insurance	LGA 1972 s133	Cheque
LCPAS	200	0	DPO (already agreed)	LGA 1972 s133	Bacs

Deposits

OPC	90.00
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Payments were proposed by Cllr Goddin, seconded by Cllr Pellatt, all agreed.

460/06/18

Recreation Ditch:

Two quotes have been received to clear and rebuild the bank along the ditch at the recreation ground. It was proposed by Cllr Land to accept SP Landscapes at a cost of £1350.00, this was seconded by Cllr Fallon all agreed.

461/06/18

Insurance Policy:

This is for next month. Cllr Pellatt and Clerk to go over the insurance policy.

Action: Clerk/NP

462/06/18

Audit: documentation has been circulated.

Cllr Goddin reported that he had also inspected the audit papers and agreed with the internal auditor as to what has been put forward. The Clerk read out Section 1 to the full council. It was then proposed by Cllr Young to accept the figures on the Annual Governance 2018, seconded by Cllr Pellatt, agreed by all. The Chairman and the Clerk then signed the relevant documents which will not be submitted to the External Auditor.

It was proposed by Cllr Land and seconded by Cllr Goddin to accept the reserves and agreed by all.

Other Items:

- 463/06/18 Burial Ground:**
Rules and Regulations. Draft Policy has been circulated. To be deferred to the next meeting. Clerk to enquire if someone would look at the draft policy ie CAPALC or the Burial Authority.
Action: Clerk
- 464/06/18 WW1 Memorial Figures:**
Decision to place a figure near the war memorial has been taken. The cost of placing the concrete base to be discussed. Clerk has arranged a site meeting next week to look at placing a concrete plinth. Cllr Young stated that the figures may sell out and could the Clerk purchase one now. This was agreed by all.
Action: Clerk
- 465/06/18 Tree Planting:**
Request from the Tree Warden to look at implementing a tree planting scheme within the village and if funding for this can come from the Community Benefit Fund. This was discussed and it was agreed that the Clerk send the information to the Meldreth Futures.
Action: Clerk
- 466/06/18 Proposal for a change to the junction layout of Whitecroft and Station Road:**
Cllr Gilmore reported then even if GoCold does not happen that this junction should be investigated further as there could be another development at a later date. Cllr Searles reported that this junction is not listed as a 'black accident' spot and it may be difficult to get any backing from the local authority; however, the junction at Fenny Lane is classified as a 'black spot' and maybe this junction should also be investigated. The junction at Fenny Lane is part of a S106 requirement for the possible Marley/Eternit development but if this does not happen then the Parish Council will need to find a solution to this junction. It was agreed that both junctions be looked at further by the Traffic Working Group.
Action MTWG
- 467/06/18 Churchyard:**
There have been no further reports of the Greater Spotted Flycatcher nesting in the dead tree at the burial ground. It was proposed by Cllr Land to accept Acacia at a cost of £600, this was seconded by Cllr Garner. This is the cost of taking the tree down, it was suggested that if the Church wished to have the root removed they should look into this themselves. It was also noted that if the company was unable to remove the tree before the Church fete on the 16th June that a larger area be cordoned off to protect the public. Clerk to contact the contractors.
Action: Clerk
- 468/06/18 GDPR and appointment of a Data Protection Officer:**
Following from last month's meeting where it was agreed to appoint a DPO it now transpires that Parish Councils do not have to do this, decision to either remain with the original decision and appoint LCPAS to help the Clerk, or to change the decision (Standing Orders 6 month ruling). It was proposed by Cllr Young to proceed with appointing a DPO, seconded by Cllr Land all agreed.
- 469/06/18 Standing Orders and Financial Regulations:**
It was proposed by Cllr Young to increase the Clerk's financial abilities to £750.00, this was seconded by Cllr Garner all agreed. It was proposed by Cllr Searles to accept the Standing Orders and Financial Orders with this one amendment, seconded by Cllr Land all agreed.
- 470/06/18 Councillors' Reports:**
Cllr Searles
Cllr Searles will attend the Acre Rural Mythbuster tour on 3rd July.
Cllr Land
Burial Ground Report
Cllrs Land and Fallon have looked at the burial ground and reported that the door of the shed had been left open and if this continued it would be damaged. If this continues it may be better to lock the door. To be monitored. The tap needs a new wooden casing, clerk to make enquiries.
Action: Clerk
The hedge/fence near the shed has been damaged again, Clerk to make enquiries.
Action: Clerk

Cllr James

Rail User Group update from Cllr James – report has been circulated. No questions were raised.

Cllr Fallon

There are a lot of cars parking along Elin Way and making passing difficult.

471/06/18

Annual Village Meeting (2018):

Update/comments on meeting held on 24th May 2018. Cllr Goddin reported that he thought there had been a very good response to the meeting with many attendees. There was a fault in that the microphone system was not used, this will be rectified next year. It was reported that at the meeting it was suggested that a loop system be installed, this has not been passed onto the Village Hall to discuss. Cllr Goddin would also like a more formal system next year with Cllr speaking at allotted times about their particular projects.

472/06/18

Agenda items for the next meeting:

Clerk's increment

There being no further business the Chairman closed the meeting at 10.02pm. The next meeting will be held in the Green Room of the Village Hall on 5th July 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.

SCDC Report June 2018**Marley Appeal**

This is scheduled to take place on June 26th at SCDC by public hearing. Our understanding is that it is just that: a public hearing. The Inspector leads a round table discussion, which will likely be by inviting relevant parties to speak. The hearing is usually followed by a site visit.

Ward Projects

Your district and county councillors have identified several projects in the Melbourn Ward upon which they will be focussing in the next few months. The ones which are relevant to Meldreth are accessibility issues for students at Orchard Manor and anticipating the impact of demographic growth on Meldreth Station. We hope Meldreth Parish Council will lend its support to the right solutions for both issues.

Mettle Hill

Philippa has contacted the Head of Planning at SCDC (again) to ask for a steer on the possibility of how Rural Enterprise status might work for the Mettle Hill site.

Local Plan

Residents were informed at the Annual General Meeting that South Cambs is now able to demonstrate a 5 year Housing Supply. The margins are very tight and some assumptions, including the outcomes of certain key appeals, have fed into this calculation. The new administration will be putting its mark on the Housing Strategy which will inform the next Local Plan and has already identified as one of the factors needing imaginative solutions the advanced average age of our village populations.

Melbourn Dynamos

Philippa and Jose will be attending Melbourn Dynamos' presentation day this Sunday. The club does great work bringing together children from the surrounding villages to play football.

Cllrs Philippa Hart and Jose Hales, Melbourn Ward

June 2018, County Councillor Report

County Council move to Alconbury: The May 17 Annual Meeting of the County Council saw a formal decision to move the County Council to Alconbury, in spite of a flawed transport assessment. The option of Northstowe was rejected without reason, in spite of the fact that it has public transport links. A new council HQ is to be constructed, at a time when many municipal buildings have extra capacity. Further, it is expected that the Mayor will commission a local government review, so the future of local authorities is not yet known. I vehemently opposed this decision.

Mayor and Combined Authority: The Cambridgeshire & Peterborough Combined Authority (CA) met and is beginning to flex its muscles. It's clear that the Mayor and the CA would like to subsume the Greater Cambridge Partnership (GCP) much as they did the Local Enterprise Partnership (LEP). In this meeting it laid out its four-year plan which encompasses several ambitious transport schemes (including the CAM metro and, worryingly, and extension of the M11 northwards to Wisbech) and began to consider the Cambridgeshire and Peterborough Independent Economic Review (CPIER).
<http://www.cpier.org.uk/interim-report/>

Health Scrutiny: Cambs/Peterborough NHS 'Sustainability Transformation Plan' seeks to get all health and social care providers coordinating together in the interest of patients. No doubt there is much room for improvement; nevertheless our health service faces eye-watering savings targets as costs far outstrip available resource. On a £1 billion budget, the Cambs/Peterborough Clinical Commissioning Group has negotiated a £35 million agreed deficit for the coming year, on top of £35 million savings plan.

Local Highways Officer vacancy: There is still no replacement for our LHO. Last week our excellent LH manager announced that he too will be leaving Cambs County Council in August. Evan is the person who did the Flood Avoidance tour with us this spring, covering in the absence of the LHO vacancy. I hope that the flood avoidance works outlined during the tour will be completed – to be chased. This is a window on the difficulty of workforce recruitment and retention in an organization that is facing severe pressures with no end in sight. Private sector is offering a better deal.

Trains: Our Rail User Group membership has skyrocketed since the chaotic introduction of the new timetable on May 20. Not all feedback has been negative; the morning peak service to Cambridge with four carriages had become severely overcrowded and the new trains have alleviated that. Severe lack of communication around delays and cancellations has put a real toll on everyone who relies on rail to get to work or school and other essential destinations. We understand that the roll-out proceeded before all rolling stock was in the UK, and clearly there is a lack of trained drivers. New temporary timetables are ostensibly being imposed; a concern is the sacrificing of Meldreth Shepreth and Foxton stops to make up time for the longer routes. All comments on the RUG's very active Facebook page are being collated and sent to GTR.

We have called a Rail User Group meeting for 27 June, 7 for 7:30, venue to be announced. GTR and Network Rail will both send representatives.

Meanwhile, huge thanks to our station garden volunteers who have turned the tubs around. Please do join the Station Garden picnic on June 30 for Elevensies. David Piggott's sister will be attending.

Walk/cycle link to Royston: Meldreth School Travel Ambassadors Yunus and Iris Bostanci and their father Adam will be attending the Greater Cambridge Partnership Executive Board meeting on July 4 to make the case for the Mebourn-Royston walk/cycle link. In addition, Melbourn Village College Deputy Headteacher and a Year Nine student will attend to make a representation at the meeting.