



## Final Report to Meldreth Parish Council of the Parish Plan Implementation Team

Since the publication of the Parish Plan in June 2005 the PPIT have worked on the 35 Action Plans resulting from the Plan analysis.

This report includes the Action Plans Achieved at Appendix A and the Outstanding/In Progress Items of January 2007 at Appendix B.

There are rarely community issues which will not require the attention of the Parish Council at some stage and below we summarise the outstanding items on which further work may be required with suggestions for action.

### **CB Postcode:**

The PPIT had great difficulty in getting any timely replies from Royal Mail. When we finally did, our questions were left without a full or satisfactory answer.

Post Codes are used by a variety of service industries not connected with delivering mail and the present system is probably far too well entrenched for any changes to existing base codes, though additions, according to housing needs, as was the case with the current review of some Cambridgeshire areas, will no doubt continue.

#### **Action:**

*If this subject is put before the Council by residents in the future, we suggest that the PC invites a Royal Mail representative to come and present their explanations in person so that this can be passed on to local residents.*

### **Communications:**

This issue occurred in several guises throughout the plan: businesses and venues for hire were contacted and those who wished to be known are now listed on the council's website and notice board, where space permits. (*Appendix: G & H*) An Information Pack issued to any new residents, organised by the Women's Institute, was also reviewed and updated.

#### **Action:**

*Maintain awareness of importance of community communications and suggest an annual review and update involving local businesses, village clubs and associations.*

### **Traffic:**

Speeding, parking, HGVs, areas considered hazardous for pedestrians and cyclists, road and pavement conditions, all come under this heading and are ongoing issues raised in the Parish Plan but with which the PPIT has had limited success:

The police have been contacted both by PPIT and Meldreth NHW on the matter of speed limit enforcement and so far have not made any commitment to check (the last check being in 2005). Parking seems a growing problem in the High Street around the school and especially the village shop and the PC still awaits the installation of the equipment to measure traffic flows, promised by Highways to the Parish Council in September 2005, in order to check whether criteria exists for the implementation of a 20mph limit near the school.

New issues about the 30 mph limit and pedestrian footway will undoubtedly arise when the

Whaddon Road housing development becomes fully occupied.

The PPIT action to the Manor School to report on village footways from a disability aspect became outstanding due to resignation of the school's PPIT rep, Mike Crome.

Pavement Volunteers are now active and covering many parts of the village (*Appendix E*) with the objective of keeping the paths clear and reporting any problems to the PC clerk. Areas needing improvement have been flagged and we recommend the PC considers as priority the hazardous crossing at Fieldgate Nurseries for the next round of Minor Improvements.

HGVs appear slightly less of an issue since CEMEX no longer route through the village, though significant numbers of goods vehicles use our village roads and many seem to be exceeding speed limits. Hollands have been requested to help with the parked HGVs waiting for access to their premises in Whitecroft Road and it is believed the situation has been ameliorated.

**Action:**

***We recommend the PC sets up a Traffic Working Group to constantly monitor and lobby for improvements with appropriate partners; e.g.: Police, Highways, School and Emergency Services, as well as to draft articles for MM.***

**Village Streetscape:**

Village name signs have been replaced at all entrances to the village and powered traffic warning stop signs are currently being replaced. The BT PCB box No 5 at the Stocks, and the Post Box outside the shop have both been repainted and the One Stop Shop notice boards have at last been removed for refurbishment as arranged with their owners.

PPP has taken on refurbishment of the parish footpath signage.

**Action:**

***GB to monitor completion.***

***PC will need to ensure redundant street furniture is removed on replacement and that the streetscape generally is kept under constant review for litter build-up and items needing refurbishment or maintenance .***

**Industrial Areas:**

Generally not found to be too bad but PPIT survey lists:

1. College Farm: replace derelict gate with fencing or hedging
2. Some areas at the Station Road industrial site around the Nissan Huts could benefit from better housekeeping.
3. Fieldgate Nursery surrounds could also benefit from tidying up.

**Action:**

***PPIT suggests the PC write to owners politely requesting the work to be done as a matter of village pride?***

**Pavilion:**

This project has a committee set up and lead by Janet Grimwood and is expected to be very long term and requiring the support of all residents, users and the Parish Council.

**Action:**

***The PC should actively support and ensure that a Councillor always attends meetings of this***

**committee.**

**The Pub:**

The PPIT have made no headway on this item. We managed a visit with the Directions Plus Disability Surveyor who made recommendations in her report which were passed on to the landlord. Improvements were made to the car park surfacing last year but no internal improvement is reported. The Manor School staff are understood to use the pub as are some regulars but the pub as a popular family venue with the opportunity for bar snacks remains an unfulfilled wish.

**Action:**

**Be aware of any possibility to exploit further attempts for improvement.**

**Facilities for youth and very young:**

PPIT have contacted village clubs more than once to encourage more inconclusive opportunities for youngsters, for example suggesting junior coaching for tennis. Brownies have started in the village and the Play Group meets regularly in the Village Hall. (Appendix D) Regrettably, the Youth Club has had to close due the loss of a leader and the skate board suffered extensive vandalism and had to be dismantled.

**Disabled Access:**

PPIT commissioned a "Directions Plus" Disability Survey which was circulated to all appropriate bodies responsible for the village's public facilities visited. (Appendix C)

PPIT Team Member Sally Wright has made contact with Rowena Allan of the Manor School to be the link with the PC and the general issue of village involvement for the school staff and students.

**Rail Services:**

Prolonged contact with First Capital Connect (FCC) finally resulted in responses to issues raised as follows:

- Disability access: Meldreth has 60+ wheelchair users and many elderly people in sheltered housing. The southbound platform cannot be accessed except by the passenger bridge – impossible for wheelchair users.

FCC Reply:

*"There is no disabled access to the southbound platform as access to the station is via a field that is not owned by Network Rail. There is, however, access to the northbound platform. The nearest fully staffed and accessible station is Royston. Any disabled passengers pre-booking rail travel will be provided with a taxi to take them from Meldreth to Royston."*

- Disability access to other station areas: this is covered by a recent survey of the whole village by 'Directions Plus' – a disability support charity. Relevant section was supplied to FCC
- Cycle access to southbound platform could be eased by providing a wheel rail over the bridge – this issue has been raised with you by our District Councillor.

FCC Reply: *"There are no plans to introduce this facility."*

- Platform lengthening for 8 car stopping trains.

FCC Reply: *“There are no plans to extend the platforms beyond their present 4 car length.”*

- Serious litter problem between the northern part of the north platform and land believed owned by a Mr & Mrs Lee of 26 High Street. Complaints made to PC. Understand FCC cleared a similar problem at Littleport recently. Already reported to FCC by Meldreth station staff.

FCC Reply: *“Our Area Manager, Angela Palmer, has asked the Station Services Manager to resolve this issue.”*

FCC final comments: *“With limited funding available, we have prioritised the stations with the highest footfall for improvements to accessibility. However, as part of our planned Station Enhancement Programme, CCTV and Customer Help Points will be introduced on both platforms at Meldreth station.”*

**Action: GB to continue to monitor and press for Disabled Parking Bays. PR will do article on disabled pre-booked rail travel.**

#### **In conclusion.....**

In retrospect the biggest success of the Parish Plan Process has been to stimulate more involvement by villagers in helping to improve things.

The most striking example has been the numbers offering to help with paths – so many that there was a ready supply of pavement volunteers. Parish Paths, Pavement Volunteers, the River Mel Restoration and Melwood Conservation Groups are all interlocking activities improving Meldreth. Other examples have been new volunteers drivers and community access volunteers and the gathering weight behind the pavilion project.

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#### **Appendices to this report:**

- A) Action Plans achieved
- B) Action Plans Outstanding at January 2007
- C) Directions Plus Disability Access Survey\*
- D) Facilities for the Very Young\*
- E) Pavement Wardens\*
- F) Village Streetscape Inventory\*
- G) Village Venues for Hire\*
- H) Businesses wishing to be listed in PC media\*
- I) Final PPIT Budget\*

*\*These items can be obtained from Meldreth Council Parish Clerk on request.*

#### **Team Members:**

*Graham Borgonon(GB), Mike Crome(MC), Joan Fallon(JF), Janet Grimwood(JG), Alan Land (AL), Paul Ray(PR), Sally Wright(SW)*

**Appendix A**

**MELDRETH PARISH PLAN - Action Plans Achieved**

Red – High Priority, Blue – Medium Priority, Black – Low Priority

These items we consider as actions achieved and on which no further PPIT work is foreseen:

Issue	Action/How	Progress	Achievement State
<b>Business</b>			
Follow up work experience opportunities	Discuss with Village Colleges and provide them the contacts	Melbourn and Bassingbourn Village Colleges have been given details of businesses that may provide work experience. They are very grateful.	Done
<b>Highways and Footpaths</b>			
Flooding caused by unmaintained gullies, drains and ditches	Audit problem, produce prioritised work plan, execute and monitor	Pavement Volunteers alerted Parish Clerk Immediate action taken and Meldreth gulleys were cleaned by new contractor.	Done – ongoing work via PC - working group being set by District Councillor for Chiswick End problems
Lack of bridleways	Create wish list, test feasibility and action where possible with landowners	GVB's approach to identify riding group spokesman unsuccessful – Paul Ray and Joan Fallon tried their contacts.	Despite our attempts no one from Rider Group will offer active participation – PPIT action considered complete.
Footpaths	Extend network and improve accessibility and condition	Parish Path Partnership is well established with new volunteers. Work parties and individuals have done, and will continue with, substantial maintenance and improvement works.	Complete NFA by PPIT

Issue	Action/How	Progress	Achievement State
Signposts and road names	<p>Audit existing signage to propose improvements to find village facilities and businesses, improve traffic flows and deliveries</p> <p>Prioritise and action</p>	<p>Marion Long provided an initial report for the Parish Clerk and early actions have been taken. Some street names cleaned and damaged signs renewed by Highways.</p>	<p>Much signage replaced – NHW/some Stagecoach – powered road signs with CCC outstanding. Footpath signs with PPP</p> <p>Pavement Volunteers will continue to monitor.</p> <p>NFA with PPIT</p>
<b>Conservation &amp; Environment</b>			
Streams and meadows	<p>Review “linear park” along Mel (including Melwood) to identify improvements to path, appearance of Mel, more grass field boundaries, tidier woodland</p>	<p>In hand via the Melwood Conservation Group and the Meldreth River Restoration Group.</p>	<p>Since 2003, 3 groups: PPP, RMRG &amp; MCG are actively engaged in this item. NFA with PPIT</p>
Litter reduction	<p>Segment village into pavements, footpaths, Rec. and other areas, and address through permanent action teams. Consider stimulus of entry to Best Kept Village competition</p>	<p>Parish Council employ litter picker (10 hours a week). Pavement Volunteers will also alert Parish Clerk of problem areas. Parish Paths Team willing to blitz clean problem areas as necessary.</p>	<p>Partial achievement – Pavement Vols have helped – still problems with PC official Litter collection – suggest additional work organised thro PC</p> <p>NFA with PPIT</p>

Issue	Action/How	Progress	Achievement State
Seats	Review current provision of seats/benches in the village, prioritise, plan and carry out improvements	Current number and position has been listed. Consultations at Church & Primary School fêtes on further needs/priorities.	PC part funded new seat as Nick Reid memorial on Rec & assisted with new seat on Tennis Courts  No other requests for more or new positions were received from public consultations.  NFA for PPIT
Dog bins	Review provision and extra needs highlighted by Household Questionnaire, plan and do	Existing stock now reviewed. Consultation at Church & Primary School fêtes for priority locations to add to existing 3 dog bins.	No requests for more or new positions were received at public consultations.  NFA with PPIT

Community Safety			
Resolution of the future of the Mettle Hill Travellers' site	Turn site to an alternative use acceptable to the County Council and villagers	Plans being drawn up led by Gocold for them and C Holland & Sons to move to site. Project with Parish Council.	NFA for PPIT – long term issue matter with PC
Police and fear of theft and vandalism	Scope and cost of greater police presence/resources needs to be identified. Benchmark against other villages, produce plan	PC David Martin has returned as Community Beat manager. NHW now attend Melbourn Police Liaison Group.	CBMs & PCSOs now permanently based at Melbourn Police Station – crime in village unchanged at 4 -5 incidents/month.  Further issues dealt via partnership PC & village NHW – NFA for PPIT
Street lighting improvements	Produce costed, prioritised plan (include Rec. and Station Yard) and carry out programme of improvement	Pavement Volunteers will report failures of existing street lights. South Cambs funding restrictions mean Parish Council have become more responsible for lighting of footways. Improvements will be more difficult.	NFA for PPIT

<b>Transport</b>			
Bus service improvements	Improved frequency of buses to Cambridge and Royston	Very little prospect of improvements short term – usage of existing services very small – canvas for opinions at Church fête etc.	No further comments received from public at 2 PPIT village displays -  NFA for PPIT
Extended social car service	Expand the provision of volunteer drivers for medical and shopping visits for those without transport e.g. by extending use of Royston Community Transport and “Tesco runs”. Village mini-bus?	10 new Royston & District Community Transport drivers available. 17 drivers willing to help Good Companions and Luncheon Club. Now have database of drivers willing to help with other lifts.	Action fully completed -  NFA for PPIT
<b>Education</b>			
Ensure SCOPE remains fully integrated in village	Encourage Manor School to adopt more open door policy and share facilities. Encourage village organisations to market themselves to Manor School staff	Paul Ray has written to village organisations to encourage them to involve Manor School staff.	Contacts will be maintained to encourage further progress.  NFA for PPIT
<b>Housing</b>			
Affordable housing for villagers	Increase provision of affordable private and housing association houses	Parish Council considering various schemes for affordable and housing association houses.	1 development in build, 2 further sites in consideration – further action via PC – NFA for PPIT
<b>Health</b>			
Some dissatisfaction with Melbourn Surgery	Share survey results with Melbourn surgery and encourage improvements	Paul Ray has written to Melbourn Surgery with survey results.	Anecdotal evidence suggests some improvement in services in recent months.  NFA for PPIT
<b>Parish Council</b>			

*Final Report of Meldreth Parish Plan Implementation Team.....*

Action the plan	Parish Council sponsored team to carry out the plan	PPIT set up and running. Graham Borgonon, Mike Crome, Joan Fallon, Janet Grimwood, Paul Ray and Sally Wright.	Complete
<b>Church and Community</b>			
Retention of Post Office	Lobby hard and consistently to retain village post office which is valued by villagers and businesses alike	Letter sent to Chief Constable about prevalence of Post Office ram raiding and the potential consequences. Reply highlights an East Anglian operation in Sept 2005 which resulted in 5 arrests involving over 30 serious offences.	Needs constant watch – further scrutiny & lobbying via the PC as necessary. Must continue to be monitored. NFA intended for PPIT



**Appendix B**

**MELDRETH PARISH PLAN - Action Plan Outstanding Items – Jan 07**

These items still outstanding/in progress....

<b>Issue</b>	<b>Action/How</b>	<b>Progress</b>	<b>Achievement State</b>
<b>Business</b>			
CB postcode	Lobby Post Office; if not why not, so reasons can be publicised	Royal Mail say, 7 April 2006, they are reviewing post codes shortly	Royal Mail replied – they gave no plan to change the code – adjustments depend on development  <i>GB requested reason Oct 06 - RM did not reply</i>
Improve communications about businesses	Set up website, notice boards and possibly brochure with details of businesses wanting to be advertised	Businesses have been written to about the Royston Crow brochure.	Web page now live but notice boards still to be serviced. <i>Action: Laminates done &amp; Notices posted where space available</i>
<b>Highways and Footpaths</b>			
Pavement improvements short term	Create pavement warden team to keep pavements clear of parked vehicles, litter and overhanging hedges. Check storm drains are working	Remit for Pavement Volunteers approved by Parish Council. 26 households have volunteered covering most of the village. Mike Crome to suggest to Meldreth Manor a project for "Meldreth pavements from a wheelchair user's perspective". Volunteer Contact list issued & circulated to PC.	Manor School Project on pavements from a wheelchair user-perspective to be published shortly - MC  <i>MC has resigned &amp; moved from area – Sally Wright has made new contact- Rowena Allen</i>

Issue	Action/How	Progress	Achievement State
Pavement improvements long term	More pavements at key danger spots & improve design of some existing pavements. Possible links to Shepreth and Eternit. Prioritise and cost	Meldreth to Shepreth path/pavement cannot be funded in 2006. Try again in future years. Dangerous crossing points have been prioritised for improvements.	SW wrote to PC re College Farm Bend & Fieldgate crossing
Speeding traffic & traffic calming	Review effectiveness of traffic calming measures against experience and identified danger spots. Create next phase of improvement, prioritise & cost. Consider speed traps and ASBOs? Include feasibility of school crossing	30mph warnings erected at Shepreth gateway. Same being considered plus calming in Whitecroft Rd. Traffic speeds to be measured in High St to see whether it meets 20mph criteria.	High Street traffic survey still awaited from CCC they are aware
Heavy lorries in village streets & country lanes	Revisit 1999 survey Census to identify flows and owners Identify potential for restrictions Consult owners/users Change flows Monitor effectiveness	Parish Council have no record of 1999 survey census. Another census has been done and PPIT is seeking an early sight of the data. Past One Stop Shop correspondence mostly not replied to. Graham Borgonon now has more positive contact for pursuing issues.	No records of these surveys can be found in Parish records. CEMEX no longer route thro' village.

Issue	Action/How	Progress	Achievement State
<b>Conservation &amp; Environment</b>			
Village streetscape	Consider introducing "village pride" scheme to improve streetscape by improvements and repainting. Consider stimulus of entry to Best Kept Village competition	Plan is to consider entering "Calor Village of the Year" competition. All village post office furniture has been repainted in Dec 05 & new NHW signs in place to replace degraded signage. Stagecoach have improved their timetable signage. Refurbishment of W.I. & Parish Council notice boards agreed.	Decision on Village Competitions require PC partnerships with village organisations suggest best left with PC . BT have repainted stocks PCB. PC Notice Boards now refurbished. One Stop Shop correspondence still in progress. - management agreed

Final Report of Meldreth Parish Plan Implementation Team.....

Issue	Action/How	Progress	Achievement State
			<i>consider proper ramp in next yrs budget &amp; to replace notice boards - GB pressing for time scale</i>
Industrial areas of village	Part of "village pride" scheme to improve streetscape. Consider stimulus of entry to Best Kept Village competition	Survey done by Paul Ray of improvement potential for industrial and shop areas.	PC could write to relevant companies seeking improvements and/or Planning Committee seek to lever improvements at planning stage.
<b>Sport &amp; recreation</b>			
Better pavilion or Leisure Centre on recreation ground	Test project to replace the pavilion against a new leisure centre for costs/benefits	Janet Grimwood & Joan Fallon setting up meeting (27 Apr 06) with interested organisations and are identifying local expertise. Need to establish a fund raising group and approach charities and new special lottery fund for community buildings.	<i>Sub-committee in place – needs and draft ground plan drawn up – will require long term support - from users &amp; PC - JG</i>
Improve communications on what is available, where & when	Complete Parish website with organisation details, rationalise and improve notice boards, address communications to new villagers, Village diary	Paul Ray has written to organisations suggesting improvements. Parish Council and W.I. improving their notice boards. W.I. has produced a new "Welcome Pack" for new residents.	Partial achievement- finalise survey and publish on website & PC Notice Boards.  <i>Village Hall pricings obtained: - GB</i>

Final Report of Meldreth Parish Plan Implementation Team.....

Issue	Action/How	Progress	Achievement State
<b>Sport &amp; Recreation cont</b>			
Fuller use of village facilities for wider range of activities	Establish scope for co-operation amongst facility providers, publicise what's available and promote sports/activities not currently undertaken	Alan Land produced report on the four facilities (Village Hall, Primary School, Meldreth Manor and Eternit) including what is available and feasibility for badminton, snooker, table tennis, gym/exercise and yoga.	Survey complete – some respondents do not wish to offer facilities for present – e.g. school  Outstanding: <i>Publish reminder on website PC Notice Boards &amp; MM - held up by slow response from school -GB awaits further response ex school.</i>
Pub as a major village focal point	The pub needs enhancing to become a family friendly establishment serving good moderately priced food, with an improved garden and car park	Paul Ray and Graham Borgonon will identify a team to lobby for improvements.	Some external improvements made by owners but no internal improvements known of.
<b>Youth</b>			
Facilities for youth	Benchmark Meldreth against other villages, produce prioritised plan. Encourage village organisations to provide taster sessions and coaching	Paul Ray has written to organisations ref taster sessions and coaching.	<i>PR has written again &amp; will report on responses.</i>
Facilities for the very young	Benchmark Meldreth against other villages, produce prioritised plan	Philippa Hart is seeking a Champion to lead this issue	No Champion so no progress
<b>Community Safety</b>			
Access for 100 disabled and 60 pushchair users	Improve access to One Stop Shop and southbound railway platform	Awaiting report by CEO of Directions Plus on issues for the disabled at the station, One Stop Shop and other public locations.	PPIT- commissioned Directions Plus survey of village areas issued and circulated to relevant persons.
<b>Transport</b>			
Rail services	Press for 8-car stops & southbound platform improved access	WAGN replaced by First Capital Connect on 1 April 06. Likely to slow resolution of this issue. Extra late night service will continue to be provided in 2006. GVB has contacted new management (26 April 2006) with issues and awaits reply.	<i>Local Customer Forum attended 27 Sep 06 &amp; Meldreth presented issues - eventually answered Jan 07 – see main report.</i>

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