

**MELDRETH PARISH COUNCIL
ANNUAL MEETING OF THE PARISH COUNCIL**

CHAIRMAN: Mr Alan Land

AGENDA

Clerk: Mrs J Damant
Parish Council Office
Sheltered Housing Communal Rooms
Elin Way
Meldreth SG8 6LX

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To members of the Council:

You are hereby summoned to attend a meeting of Meldreth Parish Council on Thursday 6th October 2016 at 7.30 p.m in the Green Room of the Village Hall for the purpose of transacting the following business.

To members of the Public & Press:

You are invited to attend a meeting of Meldreth Parish Council on Thursday 6th October 2016 at 7.30 p.m in the Green Room of the Village Hall for the purpose of transacting the following business.

Guest Speaker: Mr Martin Render from Community Heart Beat Trust to discuss Defibrillators (AED)

Motion to exclude Public and Press: *Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda Item 191/10/16.*

154/10/16 To receive any apologies for absence:

155/10/16 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:

156/10/16 Public Participation: [For up to 15 minutes members of the public may contribute their views and comments to the Parish Council - 3mins per item]

157/10/16 To sign and approve Minutes of meeting dated 1st September 2016:

158/10/16 Report from District Councillor:

159/10/16 Report from County Councillor:

- **Local Government Boundary Commission** – Meldreth will be part of the Melbourn and Bassingbourn ward with one County Councillor representative.
- **Fenny Lane junction road safety assessment:** update on site visit
- **Footway:** along Kneesworth Road, near Westway and Biddals Blvd.

160/10/16 Matters arising: (no actions information only)

161/10/16 Solar Money:
Royston District Community Transport (DCT) application.
Church roof application.
Tennis Club
Home Help
Bike racks
Kick/basket ball equipment

162/10/16 Community Highways Volunteering Scheme:
Article was included in Meldreth Matters, no response as yet.

163/10/16 Network Rail – Closure of the Level Crossing near Fieldgates:
Update from Cllr Land and Cllr Young
Some residents from Chiswick End have been submitting their responses direct to Network Rail along with a response from the Parish Paths Partnership (footpaths) team.

164/10/16 Speedwatch:
Sally Walmesley (Littlington Parish Council) has ordered the equipment.

165/10/16 Flood Awareness and Preparedness Questionnaire - CCC:

166/10/16 Emergency Plan:

167/10/16 Financial Risk Policy:

- 168/10/16 Railway Group Meeting -Station Access:**
Update from meeting held in September 2016
- 169/10/16 Planning:** Cllrs. Land, Searles, Fallon, Lee, Pellatt and Stewart (Full details of planning meetings are available via the Clerk, website or notice board).
Planning meeting held on 9th September 2016: Proposed 150 dwellings at Marley/Eternit, - S/1901/16/OL. Meldreth Parish Council recommender 'Refusal' with comments. For more details on this meeting please see the full minutes, available from the Clerk or on the web page.
Planning meeting held on 6th October 2016 – there was no meeting
- 170/10/16 Marley Eternit: Proposed development of 150 dwellings**
Cycle route (footpath 8) which goes from Whitecroft Road, via the recreation ground to the High Street) – the idea to make footpath 8 into a cycle route so that if the development at Marley is agreed would be an easier option so that children can cycle from the development to Meldreth primary school. However, this is public footpath and not adoptable by Highways. Response from CCC - 'It is not possible for the Highway Authority to promote this route due to its stated width of 3ft the proposed route is too narrow dimensioned at 0.914m as this may be a breach of the Equality Act 2010 (amended 2015) as it would not permit two wheel chair users or buggies to pass each other the minimum the Highway Authority would accept would be 1.5m in width for a footway but would require a minimum of 3m for a footway/cycle way as has been proposed".
- 171/10/16 Mettle Hill:**
Update from Cllr Goddin.
- 172/10/16 Meldreth Futures Working Group:**
- 173/10/16 Playground:**
1. Monthly Report
Baby swing seats from Wickstead have been fitted.
- 174/10/16 Recreation Ground:**
Ditch: Report from Cllr Land who has met with the contractors.
Clerk is still trying to set up a site visit with SCDC to look into clearing the ditch which leads from the recreation ground ditch along to Bell Close, this ditch is the property of SCDC and is presently overgrown and blocked and thus the water is not able to flow.
Clerk has also requested land registry details on the land at the back of the recreation ground and ditch ownership. Cheque for £7.00
Hedge: Three quotes has been received to remove the remainder of the hedge in the play area.
- 175/10/16 Pavilion:**
Update: Clerk, Cllr Stewart and Cllr Goddin have met with the contractor.
- 176/10/16 Tennis Court Agreement:**
This has been agreed by both the Parish Council and the Tennis Club. To be signed by the Chairman and witness by the Clerk at this meeting.
- 177/10/16 Correspondence and Clerk's Report:** Other items may be included for information.
Councillor Training: Training session 2 will be held on 12th October, at the Communal Rooms, Elin Way.
Parish Liaison Meeting: Cambourn on 10th October 6.30-8pm – If you wish to have items discussed deadline is 4th October (Jane Green – SCDC),
Village Hall Drains – the drains have been cleared, it resulted in two red drain rods being removed which had been lodged. Mr P Ray, Village Hall Chairman, reported that he was very impressed with Dyno-Rod who carried out the work.
CCC Wildlife and Countryside Act 1981 – a consolidated definitive Map and Statement of Public Rights of Way for Cambridgeshire has now been done. Clerk emailed copy to Mr Steve Marsh, P3 coordinator, one copy filed in the parish office.
Melrose: Clerk has emailed both John Koch and the planning department SCDC to get an update on what is happening with the community orchard and the asbestos cement.
Christmas Tree Festival: volunteers need to decorate the Parish Council Christmas Tree, to be set up on 25th November and removed on Monday 28th November.
Litter Bins: It was proposed to install a litter bin between the primary school and station but the litter picker does not believe this one is necessary however a small litter bin to be placed on the High Street near Maycroft.

Dog bin: proposal to install a dog bin near Station Road/High Street

Memorial Bench: a request has been received from a former resident's family who would like to place a memorial bench somewhere in the village.

178/10/16

Act of Remembrance at the War Memorial Meldreth:

The PCC are requesting for the Parish Council to undertake traffic control, setting up the PA system and any other logistical elements which maybe required at the memorial for the Act of Remembrance on Sunday 13th November. In the past this was done by the British Legion, does the Parish Council agree to taking over this responsibility?

179/10/16

Local Highway Improvement (LHI) initiative:

Application deadline is the 30th November 2016. Report from CAL

180/10/16

BT have a consultation concerning Red Telephone Boxes:

Parish Council may adopt the telephone box for £1.00 but will have to take on the responsibility for it. It had been agreed, some years back, that it was not needed; however it was never removed. There is now a scheme whereby it is being encouraged to use red boxes for placing AED's as they are both easily identifiable and have electric power.

181/10/16

Defibrillator (AED)

182/10/16

Village Maintenance:

Quote to cut ivy back which is overhanging the fence leading from the recreation ground to Howards Road - £75.00

Benches and notice boards to have their annual maintenance treatment.

Clerk has received communications regarding cycles travelling at speed along footpath 8 through the recreation ground leading from Bell Close to the High Street, especially around the bend near Bell Close. Clerk enquired with Mr Peter J Taylor (Highways) who stated that putting up a warning sign that pedestrians use this path would be a good idea. If you put 'no cycling' it would also mean that mobility scooters, wheelchairs ect would not be able to use this path.

183/10/16

Traffic Survey:

Traffic Survey needs the summary finalising so it can be sent to Meldreth Matters.

Clerk still trying to arrange a site meeting with Highways to look at possible placing of '20 is Plenty' signs.

184/10/16

Councillors' Reports:

185/10/16

Pensions:

Update from Clerk.

186/10/16

Meeting Room:

It has been put forward, by a resident, that the meetings would be better held in the Community Rooms on Elin Way.

187/10/16

Audit:

'On the basis of our review of the annual return, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirement have not been met'.

There were however some considerations for the Clerk to take into account with recording the information for next year. One figure had been transposed and the Managing Trust box had not been ticked.

188/10/16

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	1186.18	0	September Salaries	LGA 1972 s112	Bacs
Talk Talk	20.31	0	Broadband	TCA 1984	DD
D P Gardens	585	0	Grass cutting September	OSA 1906 s9/10	Bacs

Payments awaiting Approval

	Gross	Vat		Power	
UKSafety Management	94.8		PAT testing for office	LGA 1972 s133	bacs
Wicksteed	356.75	59.46	Cradle seats and shackles	OSA 1906 s9/10	bacs
Rail User Group	700	0	Donation	S137	2541
J Damant	45.18	0	Expenses	LGA 1972 s133	Bacs
J Towner	80.4	0	Office assistance	LGA 1972 s112	2542
Land Registry	7	0	Documents	LGA 1972 s	2543
PKF Littlejohn LLP	360	60	External audit	LGA 1972 s133	Bacs
Melbourn Mobile Warden Scheme	250	0	Q1 (April, May, June) Q2 (Jul, Aug, Sept)	S137	Bacs
Inland Revenue	208.49	0	PAYE/NI	LGA 1972 s112	2544

Solar Account

Melwood	1100	Equipment
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Deposits:

Funeral fees	270
OPC (training and Sept office rent)	111.11

189/10/16

Precept Allocations for 2017/18:

Requests:

Melwood Conservation Group (subcommittee of the Parish Council) - £450.00 This may need adjusting to take into account separate insurance which Melwood may need.

190/10/16

Burial Ground:

Working Party to clean and check grave stones.

191/10/16

Litter Picker Salary: Public and Press requested to leave the room

192/10/16

Agenda items for the next meeting:

Judy Damant - Clerk -30 September 2016