

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

CHAIRMAN: Mr Alan Land

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

Telephone:(01763) 269928  
E-mail: [parishclerk@meldreth-pc.org.uk](mailto:parishclerk@meldreth-pc.org.uk)  
website:[www.meldreth-pc.org.uk](http://www.meldreth-pc.org.uk)

**To members of the Council:**

You are hereby summoned to attend a meeting of Meldreth Parish Council on Thursday 6<sup>th</sup> April 2017 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 6<sup>th</sup> April 2017 at 7.30 p.m in the Green Room of the Village Hall for the purpose of transacting the following business.

Clerk: \_\_\_\_\_

Date: 31<sup>st</sup> March 2017

---

## AGENDA

- 001/04/17 To receive any apologies for absence:**
- 002/04/17 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:**
- 003/04/17 Public Participation: [For up to 15 minutes members of the public may contribute their views and comments to the Parish Council - 3mins per item]**
- 004/04/17 To sign and approve Minutes of meeting dated 2<sup>nd</sup> March 2017:**
- 005/04/17 Report from District Councillor:**
- 006/04/17 Report from County Councillor:**
- 007/04/17 Parish Councillor Vacancy:**  
Following the resignation of Cllr D Stewart (*LGA 1972 s 87 (1)(b) and (c)*) the Clerk has notified SCDC and has placed a notice (seeking an election) on the notice boards, this has to be placed for 14 days. Once this period has passed and no one has requested that an election be held, SCDC will notify the Clerk that the Parish Council may now proceed with a Cooption.
- 008/04/17 Train Station:**  
Proposed platform extension being cancelled for Meldreth.
- 009/04/17 Proposed closing of the railway crossing on footpath 10:**
- 010/04/17 Matters arising: (no actions information only)**  
**Clerk's appraisal:** was not done after the planning meeting on the 16<sup>th</sup> February.  
**Roof height enquiry regarding 104-108 High Street:**  
**Bus Service for the 128:** possible new timetable for the 128 bus. Comments need to be in by 24<sup>th</sup> April.  
**Traffic speed reduction:** from 60mph to 40mph along North End from Shepreth to Meldreth has now been completed.
- 011/04/17 Planning Extracts:** Cllrs. Land, Searles, Fallon, Lee, Pellatt and Stewart (Full Planning Minutes are available via the Clerk, website or notice board).  
**Planning meeting held on 16<sup>th</sup> March 2017:**  
**114 High Street, Court Stables, S/0700/17/FL** - Construction of a single storey dwelling and carport within existing private garden with new driveway access off highway. The Parish Council planning committee felt that they had no alternative than to recommend REFUSAL as the site was within an important PVAA with the considerations given above.  
**20 Fenny Lane, S/0821/17/TP** - T1 Ash – crown lift to 3m over public footpath. Cut back 1 lateral limb, approx height of 6m, which is growing over road and power line back to upright mature regrowth. Heavy limb over power line, risk to power line.

The Tree Warden is happy with this proposed work. Parish Council noted the application but have no comment.

**Planning meeting held on 6<sup>th</sup> April 2017: verbal report**

- 012/04/17 SCDC Local Plan: Local Green Space**  
 In 2013 the Parish Council put forward the following areas to be considered as green sites: Recreation ground, Land behind Jephson's Development, Melwood, Melmeadow (permission given by the landowner) and Flambards Green. Only the Recreation ground and Flambards have been agreed and will probably survive any further scrutiny from SCDC as these areas are accessible and used by the public. The other areas have been rejected. Melwood is a protected Local Nature Reserve and so will have protection already.
- 013/04/17 Meldreth Futures Working Group:**  
 Report from meeting held on 22<sup>nd</sup> March 2017
- 014/04/17 Church Wall:**  
 Report from meeting held on Monday 27<sup>th</sup> March with Celia Wignall, David Llewellyn, Clerk and Mr Price
- 015/04/17 Marley Eternit: Proposed development of 150 dwellings:**  
 Update
- 016/04/17 Playground:**  
 1. Monthly Report  
 Guard on the zip wire has been installed  
 Wood on rocking horse, still to be done.  
 Playground Quotes:  
 Specifications have been sent out to three companies for the works required at the recreation ground (hedges and trees). Recreation working party to look over. As the birds are now nesting this work can not be carried out until after the nesting season.
- 017/04/17 Recreation Ground:**  
 Legal advice from Mr Kratz from Birkets has been sought, further discussion is needed with the recreation ground working party as to how to proceed legally.  
 Clerk seeking a specification for the required works to clear and build up the ditch, which will then be sent out for tenders.
- 018/04/17 Pavilion Construction:** *(LGA 1972 s111)*  
 Building project update – Stage One and Two have now been completed.
- 019/04/17 Security for Pavilion:** *(Local Government and Rating Act 1997 s31)*  
 Update from Cllr Young
- 020/04/17 Pavilion Management Programme:**  
 Update from Cllr Goddin and Cllr Young. Articles for Cleaner and Overseer
- 021/04/17 Football Club Rental Payments:**
- 022/04/17 Correspondence and Clerk's Report:**  
 Notes from the Legal Land training course have been circulated to councillors.
- 023/04/17 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	March Salaries	LGA 1972 s112	Bacs
Talk Talk	22.31	0	Broadband	TCA 1984	DD
D P Gardens	540	0	Grass cutting March	OSA 1906 s9/10	Bacs

**Payments awaiting Approval**

	Gross	Vat		Power	

Inland Revenue	Not known	0	PAYE/NI	LGA 1972 s112	2570
SMART pension	Not know	0	Pension contributions	LGA 1972 s112	dd
KTL Buildings Services	3200	0	Pavilion refurbishment Stage 2	LGA 1972 s133	2571
Village Garden Services	35	0	Repair to zip wire	OSA 1906 s9/10	bacs
Hags-SMP	45.6	7.6	Chain sleeve for zip wire	OSA 1906 s9/10	Bacs
SCDC	535.9	0	Pavilion rates	LGA 1972 s133	Bacs
SCDC	51.84	0	Cemetery rates	LGA 1972 s133	Bacs
SCDC	1674	0	Office rent 2016-17	LGA 1972 s	Bacs
ARCO	49.5	8.25	Yellow High vis waistcoat for litter picker		
Home start	300	0	Donation from precept	S137 agreed	bacs
34SP	71.4	11.9	Web hosting	LGA 1972 s133	Bacs
PWLB	3728.25	0	Loan repayment	LGA 1972 s133	DD

#### Deposits

Office rent	90
-------------	----

**024/04/17 Trees along North End:**  
Update from Cllr Searles

**025/04/17 Tree on Flambards:**  
A tree has fallen from the ditch along Flambards, near the High Street. In accordance with the Residents Association Agreement the, Parish Council who are the land owners, handed over all responsibilities to the Flambards Residents Association and this would include all Riparian responsibilities for this ditch.

**026/04/17 Tree Survey:**  
Clerk to put together an asset register of all trees that are owned by the Parish Council and a policy to be put together regarding the carrying out of surveys. It has been suggested that for good practice annual inspections should be carried out for trees on roadsides and every two years for all other trees. There is no legal requirement to do this, according to the response from the Tree Officer Ian Lorman at SCDC but following a legal training day it was advised that Parish Councils check trees more regularly. At the moment they should be inspected every three years. Mr Lorman along with CAPALC believe this approach would be good practice. Cllr Keena has offered to assist the Clerk in carrying out a survey off all PC trees.

**027/04/17 Clerk's salary:**  
Second part of the overall increase in the National Salary Award 2016-18 and to be implemented as of 1<sup>st</sup> April 2017. Clerk is presently on LCP27, increase of 0.124 per hour.

**028/04/17 Clerk's office hours:**

**029/04/17 Policies and Procedures:** To agree and sign off.  
Standing Orders  
Co option Policy with Declaration Document

**030/04/17 Mettle Hill:**  
Council to agree the 'Policy Memorandum'

**031/04/17 Annual Meeting of the Parish Council:**  
Will be held at the next Parish Council meeting on 4<sup>th</sup> May

**032/04/17 Annual Parish Meeting (village meeting)**  
Will be held on the 18<sup>th</sup> May at 7.30pm in the main room of the Village Hall

**033/04/17 Councillors' Reports:**

**034/04/17 Agenda items for the next meeting:**