

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

CHAIRMAN: Mr Richard Goddin

Clerk: Mrs J Damant  
Parish Council Office  
Sheltered Housing Communal Room  
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 7<sup>th</sup> June 2018 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:**

You are invited to attend a meeting of Meldreth Parish Council on Thursday 7<sup>th</sup> June 2018 at 7.30 p.m in the Green Room of the Village Hall for the purpose of transacting the following business.

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

Date: 1st June 2018

## AGENDA

- 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**
- 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:**
- 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]**
- 444/06/18 To approve and sign Minutes of the Annual Meeting dated 10<sup>th</sup> May 2018:**
- 445/06/18 District Councillor Report:**  
Report circulated – questions from Parish Councillors
- 446/06/18 County Councillor Report:**  
Report circulated – questions from Parish Councillors
- 447/06/18 Office IT Computer System:**  
Email system is not running separately for Orwell. Meldreth now moving over to a BT system. Website to now be looked at.

**Working Group Updates/Reports:**

- 448/06/18 Meldreth Futures Working Group:**  
Update on applications:

**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 24<sup>h</sup> May 2018:**

**Planning meeting held on 7<sup>th</sup> June 2018: No meeting**

- 450/06/18 Marley/Eternit Appeal Update:**

**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)**  
Update working party.

## Ongoing Projects

453/06/18

### **Playground:**

Monthly Report

454/06/18

### **Street light survey:**

Update on the cost of replacing all 13 lights.

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 30<sup>th</sup> 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. Parish Council to Action.

## 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 Whitecroft 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 2<sup>nd</sup> 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 – 26<sup>th</sup> 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)**

458/06/18

### **GDPR:**

Privacy Notice

Data Projection Policy

Email disclaimer

## 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:**

#### **Payments already made**

	<b>Gross</b>	<b>Vat</b>		<b>Power</b>	
Staff	confidential	0	June Salaries	LGA 1972 s112	Bacs
Inland Revenue	confidential	0	June PAYE/NI	LGA 1972 s112	bacs
SMART	confidential	0	Pension contributions	LGA 1972 s112	DD
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**

	<b>Gross</b>	<b>Vat</b>		<b>Power</b>	
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
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#### Deposits

OPC	90.00
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- 460/06/18 Recreation Ditch:**  
To rebuild the bank and take out trees and foliage
- 461/06/18 Insurance Policy:**
- 462/06/18 Audit: documentation has been circulated.**  
To sign off the Annual Governance Statement, has been through the internal auditor  
To agree to the reserves being held and for which project.

#### Other Items:

- 463/06/18 Burial Ground:**  
Rules and Regulations. Draft Policy has been circulated.
- 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.
- 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.
- 466/06/18 Proposal for a change to the junction layout of Whitecroft and Station Road:**  
Update from Cllr Gilmore
- 467/06/18 Churchyard:**  
Tree to be removed – tenders have been received. Parish Council to discuss if this needs to be done now due to safety issues or if it can wait until after the birds (Greater Spotted Flycatcher) have finished nesting.
- 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).
- 469/06/18 Standing Orders and Financial Regulations:**  
Any updates or sign off as is.
- 470/06/18 Councillors' Reports:**  
Rail User Group update from Cllr James – report has been circulated.
- 471/06/18 Annual Village Meeting (2018):**  
Update/comments on meeting held on 24th May 2018
- 472/06/18 Agenda items for the next meeting:**