

UNAPPROVED PARISH COUNCIL MINUTES OF MELDRETH PARISH COUNCIL

Minutes of the Remote Parish Council Meeting held on Thursday 1st April 2021 at 7.30pm via Conference link (in accordance with regulations during Covid-19 pandemic).

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

In attendance: Mrs S Walmesley (RFO), Mrs J Damant (Clerk), Cllr Susan van de Ven (CCC)

- 001/04/21 Apologies for absence:** (*LGA 1972 sch 12 para 40*) – Quorate is one third but no less than 3 members (*LGA 1972 sch 12 para 45*)
There were no apologies as all councillors were present
Apologies were received from District Councillor Hales.
- 002/04/21 Pecuniary Interests:** Councillor's to disclose any Pecuniary Interests (disclosable pecuniary interests (DPIs) include interests held by a member's spouse, civil partner or similar) in any item listed on the Agenda
There were no pecuniary interests declared by any member of the council.
- 003/04/21 Public Participation:** If a member of the public intending to remotely attend the meeting wishes to make any comments or raise any questions under Standing Order 3(e), about an item on the Agenda the Council would prefer this to be done by an email or letter with the script of their comments and questions being sent to the Clerk in advance of the meeting. A member of the public may alternatively make a verbal statement during this part of the meeting. Priority will be given to any such email or letter and it will be read out by the Clerk, subject to the time limits stated in the Council's Standing Orders. These consist of a limit of 15 minutes in total (which will apply to the total of both written and verbal contributions) and an individual limit of three minutes per item of either type.
There were three members of the public in attendance.
A member of the public in attendance raised the question of the 'Tiny Forest Method', this is a project where trees can be planted in smaller groups, many urban areas are already carrying out this method of planting trees. It is a method whereby indigenous trees can be planted closer together than normally practiced and it is thought that the carbon absorption is better. Is it possible for the Parish Council to investigate this further and to see if there are any areas that this method could be carried out? It was suggested that the resident contact the Parish Council's carbon working group. There is a possibility that the tree saplings can be found from the Woodland Trust, which may be free.
- 004/04/21 To Approve and Sign Minutes of Meeting held on 4th March 2021:**
The minutes were proposed by Cllr Land, seconded by Cllr Garner and agreed by all. The Chairman will sign the minutes when allowed as a true record of the meeting.
- 005/04/21 District and County Councillors reports:**
Report was circulated to all councillors.
Cllr Goddin enquired about the council tax. There are now more houses in the parish than there was last year, so it appears that the council tax regarding the precept has been reduced.
Meldreth rail crossing is problematic and network rail are looking at closing the crossing. The introduction of full barriers at the crossing on Meldreth Road will have a significant impact in Meldreth, similar to that felt in Shepreth. Cllr van de Ven encouraged councillors' to respond to the survey, this can be done as individuals. Network rail are focused on the risk factor of the railway and not on highway issues.
Cllr James enquired about the water treatment works and whether it takes water from Meldreth?
Cllr van de Ven will enquire with Cllr Hales as this has been part of his work which he has been looking into during the recent flooding issues in the area.
Cllr Gilmore enquired about the drains and reported that they are presently being cleared and marking them, so they know which ones they need to come back too. Cllr van de Ven also reported that they had been able to clear the drains from more roads than originally forecasted. There was a lot of mud and sludge in the drains along Whitcroft Road and these have now been jetted, once this has been finished then if there are any reports of water pooling to report it. Cllr Gilmore enquired that once this has been done will the road sweeper continue to sweep the roads and will there be a joining up with clearing the drains and sweeping the roads? Cllr van de Ven is not aware of any scheme, to work together, the drains are the responsibility of CCC and the road sweeper is the responsibility of SDCDC. They unfortunately, have their own agendas and projects and it is not always easy to combine.

Cllr Young enquired about the consistent leak which originates from Maycroft Residential Home and is running across the footway in the front of the property. He has reported this himself to the building manager and the Clerk has contacted the Manager of the home. Could CCC please look into this as well, this could cause a major hazard if it freezes and it already is causing pedestrians to walk into the road to avoid the water.

- 006/04/21** **Planning: (Town and Country Planning act 1990 sch 1, para 8)**
(Full planning Minutes are available via the clerk, website or notice board)
There were no planning applications discussed.
There is currently works on site on the development east of Whitecroft Road, which could be in breach of planning regulations, Enforcement Officer is aware and is currently looking into it, Clerk is awaiting an update.
- 007/04/21** **Proposal for 25k houses in the Meldreth area by Thakeham Developer**
Update from Cllr Young (South West Cambridge Action Group (SWCAG)). Cllr Young attended the recent zoom meeting held by Anthony Brown PM, yesterday (31st March). There will be a petition for anyone interested in signing. It was felt that Thakham will only get permission via the local planning route (call for sites), controlled by SCDC and not via a route straight to Government, whereby the Government there is nothing for the Parish Council to do at this time. Thakeham have not submitted their plans to SCDC with regards to the 'call for sites', which is the process they should be following. Cllr Young also mentioned that it was not easy following the meeting and maybe a clearer understanding of what is happening and the processes involved would be a good idea. There is to be a public meeting via zoom on the 7th April with SWACG, there will also be a report regarding the East West Rail proposal.
- 008/05/21** **Melbourn Conservation Area:**
Clerk has not yet had any update regarding the Melbourn Conservation Area. Meldreth had written into planning stating that they were not in agreement of having Meldreth included in this change of the Melbourn conservation area, which will now include areas of Meldreth. **Action: Clerk**
- 009/04/21** **Covid-19:**
Cllr James reported that there are presently five families still using the foodbank services but that it does appear to be slowly winding down. Cllr van de Ven reported that both SCDC and CCC will be carrying on with their support.
Last year the Parish Council supported the covid team by paying for the annual zoomsubscription, it was proposed by Cllr Goddin and seconded by Cllr Searles that this continues. Cllr van de Ven to contact Philippa Hart who organized the zoom account. **Action: SvdV**
- 010/04/21** **MAYD:**
Cllr Garner reported that the youth club appears to be financially stable, at the moment, mainly due to not being able to run due to Covid restrictions. The group are currently looking into reconvening the youth club, the costs of doing this is, as yet, unknown. They are looking at smaller groups with less sessions. They are also looking at longer term provision, as they may have to move venue as the current venue, the Melbourn pavilion, may not be large enough. It may be possible to move to the community room at Melbourn Village College. There will be an outdoor event held in May this will help to determine what the next step will be.
- 011/04/21** **Recreation Ground:(Recreation Working Group – RGWG - JF, CAL, PG, NP)**
Report from Cllr Fallon has been circulated to all councillors.
- Playboard the clerk reported that she had arranged for the brick work at the playboard to be filled in, this was due to health and safety issues, this has now been done.
 - The kick wall has been extended with more hand holds attached.
 - Grass Matting, there are many areas that it was felt would benefit from some grass matting especially in areas of increased footfall, these include the kick wall, basketball areas, zip wire and some of the gates around the play area. It was proposed by Cllr Goddin that if the cost was within the Clerk's Standing Orders allocation that it may commence with the Clerk's authority, this was seconded by Cllr Gilmore and agreed by all. Cllr Gilmore believes that it is only the matting that needs to be purchased as a working group will be able to carry out the required works. **Action: PG/Clerk**
 - The playballs will be moved, to near the rocking animals, in order to accommodate the new play tower.

- Cllr Gilmore reported that she, along with her husband, have been clearing the weeds from the recreation ditch near where the ditch meets the footpath 8 at Howards Road, and enquired if it would be possible to weed kill the weeds at the other end of the footpath, where it meets the High Street? Cllr Young said this would be possible as it is not near any water course, but that anyone carrying this out needs the relevant license and the area will need to be fenced off. Clerk reported that there is fencing but it belongs to Orwell, they will enquire if it can be used. If not allowed to purchase some. **Action: Clerk**
Cllr Young will see if his license can be used for this and will meet with Cllr Gilmore. **Action: AY/PG**
- Cllr Fallon also reported that the old basket ball fixings had still not been used. Clerk will enquire. **Action: Clerk**

012/04/21

Recreation Ground Plan(RGWG:Cllrs CAL, JF and PG)

The plan has been circulated to all councillors. Update from the RGWG with further actions needed.

- Play Tower– play surface to be discussed. This was left off the quote however, the height of the equipment does not require a safety surface; however, grass matting, to protect, the grass due to footfall is recommended. If the cost of the matting for the tower is within the Clerk's SO, the clerk can proceed in purchasing. Proposed by Cllr Goddin, seconded by Cllr Land and agreed by all. **Action: Clerk**
- Adult Gym Equipment– the RGWP have been looking at available equipment, once they have received the recommended three quotations, they will put a report together showing the costs. At the moment there is some monies within in the S106 account which can be used, but it will not be enough. There will be S106 monies coming from the development at 79 High Street but as to when this will be received, is not yet known. The Parish Council can use money from the Community Benefit fund for the shortfall, and once the S106 is received it will be reimbursed. Clerk has already received notification regarding this from James Fisher, S106 Officer at SCDC.
- Placing of equipment – further discussion needed.

013/04/21

Traffic Working Group:

LHI – Meldreth were not successful with their application this year. Cllr Gilmore reported that she will be speaking with Mr Josh Rutherford, Highways Officer to enquire as to why he believes Meldreth had been unsuccessful. Cllr Goddin would like to know if it was the amount of the contribution offered by Meldreth that may have been the causing factor. Cllr Gilmore, though very disappointed in the decision, also reminded the Council that Highways have carried out a lot of work in Meldreth over the past year. Cllr van de Ven also reported that there is just not enough money in the budget to fund all the applications and that it seemed unfair that Parish Council's put a lot of work into these applications only to have them rejected due to lack of funding. Cllr van de Ven offered to help with next year's application. A traffic survey was also not able to be carried out, due to the covid restrictions, as it would not have been given a true reading due to lack of traffic. Other matters –Cllr Gilmore reported that more volunteers are needed for the traffic working group.

014/04/21

Village Infrastructure:

Update on the verge maintenance opposite the railway station at the corner of Station Road and Whitecroft Road and who is responsible for the maintenance. Clerk has tried to locate the area using the Land Registry website, but had not been successful, Cllr Gilmore will also take a look.

Action: Clerk/PG

Village hall benches – the benches have been held up due to weather and covid, it is hoped that the benches will be moved by the end of March.

Parish Council footpath near the new development on Whitecroft Road. Clerk reported that this has been reported to the Planning Officer at SCDC. The parish council footpath 8 appears to have sustained some damage when the new footpath fencing for the new development had been put in. The main area of damage has caused concern as the recent heavy rains leave pools of water, which if frozen would be a hazard. Cllr James also enquired if the wire, at the other end of the footpath 8, near Whitecroft Road can be looked at. Cllr Fallon stated that this had been looked at by BT and has been reported that it was not a telephone wire. Clerk to enquire with Network UK to see if it is an electric wire. **Action: Clerk**

015/04/21

Correspondence and Clerk's Report

- Software and computer update will be completed when Covid restriction allow.
- Conservation Area – response see item 008/03/21

- Zoom Meetings are no longer allowed after the 7th May 2021. There is presently confusion in the sector regarding the resuming of face-to-face meetings. Parish Councils are being thrown into the mix with government. Virtual meetings were given government authorization last year and this is to cease on 7th May 2021. Many parish councils are not able to resume face to face as they are not able to accommodate everybody safely using the social distance guidelines.
- For the Annual meeting of the Parish see item 020/03/21
- Clerk has also had a report of spraying around signs ect which they felt was unsightly, the Clerk has been in correspondence with the Meldreth grass cutter who stated that he does not use sprays anywhere. Clerk then sent this to Cllr Hales to investigate as it would appear that it could be SCDC workmen carrying the work out as it is SCDC who also do the road signs. Cllr Hales stated that SCDC contractors do use weed killer for street furniture as this keeps the costs down.
- Clerk will be working with the History Group to have the burial records digitalized.
- Gareth Guest (SCDC) has repaired the bridges which go across the River Mel fp3, near the Church, and on fp 6 at Flambards Close.
- Clerk has contacted SCDC again with regards to a street sign showing No's 42 – 56 High Street.

016/04/20 Meldreth Futures Working Group (MFWG):

Relate: MFWG have met and discussed this application and recommend full funding of £450.00. It was proposed by Cllr Goddin to accept this application at the full amount, seconded by Cllr Young and agreed by all. Clerk will notify Relate. **Action: Clerk**

017/04/21 Application for funding from Melbourn Primary School PTA for refurbishment of the swimming pool (LG(misc prov)A 1972 s19)

It is estimated the total project will cost around £20,000. Parish Council financial contribution of £2,500 being requested. This was deferred until the next meeting. **Action: All Cllrs**

018/04/21 Finances and payments: March 2021

To receive details of cheques/bacs 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; RTRA Road Traffic Regulations Act.

Payments already paid:

Payee	Amount £	Vat £	Description	Power
Salaries, HMRC, Pension		0	Employees payments for March 2021	LGA 1972 s112
Haven Power			Street lighting power March 2021	PCA 1957 s3
DP Garden Services	£721.66	0	Grasscutting March 2021	OSA 1906 s9/10
34SP	95.40	0	Hosting for website	

Payments awaiting authorization:

Cambridge Water	135.70	0	Water for Pavilion	
Cambridge Water	78.83	0	Water for the Burial Ground	
SCDC	86.79	0	Rates for the Burial Ground	
SCDC	573.85	0	Rates for the Recreation Ground	
Value Products	55.06	9.17	Anti-slip paint and signs	
Cambridgeshire Acre	57.00		Annual Membership	

It was proposed by Cllr Goddin to accept all payments, this was seconded by Cllr Pellatt and agreed by all.

019/04/21

Councillor Reports:

Cllr Gilmore

Is the village planning a Spring litter pick? Clerk reported that Mr G Borgonon and Mrs P Hart, have in the past,organised this litter pick? Cllr Gilmore will contact them to see if they are still willing to carry this out. Clerk informed the meeting that the necessary equipment is held by the Parish Council.

Action: PG

Cllr Gilmore enquired if further notices can be placed asking people to dispose of their litter in the bins provided? Cllr Land, said that there are signs and did not think extra signs would work.

Meeting closed: 21.10

Mrs S A Hart reported that Melbourn have access to a cycle trailer, which has been used for litter picking in Melbourn and would be sure that they would loan this to Meldreth. It was very handy in picking up the black bags so they could be grouped and then picked up by SCDC. Cllr Gilmore will liaise with Cllr van de Ven.

Action: PG

Cllr Gilmore would like to place a notice in Meldreth Matters regarding litter in the village. It was agreed by all that this can be done. Cllr Gilmore will circulate what she wished to say to the full council prior to it being published.

Action: PG

Cllr Fallon

Football will be resuming;the risk assessment has been done and covid rules will be followed.

They are not too concerned with spectators as they do not have that many but if they do they will manage the situation in accordance with the FA and Covid rules. Clerk is presently awaiting the risk assessment from the Saturday Club, but it was felt that this will be in accordance with the FA and Covid rules and regulations.

Cllr James

Would like to take this chance to report that the developers at the Scrapyard have been excellent with all that they have been doing with regards to the new development.

Cllr Searles

The development at 31 Whitecroft Road (south west) for nine dwellings is currently being investigated by the Enforcement Officer at SCDC, his findings are being waited for.

Cllr Land

Can there be some more dog fouling signs in the village. Clerk will check if there are still some in the office, if not more can be ordered. Cllr Searles stated that notices are not allowed in the conservation area or in the curtilage of a listed building.

Cllr Goddin

Snowdrops have been planted at the war memorial and they are looking very nice, however permission was not requested from the Parish Council. Cllr Young also reported that this has also been done at the stocks. Permission must be sought from the Parish Council one reason is with regards to grass cutting schedule.

020/04/21

Annual Meeting of the Parish Council (AGM):

This meeting will take place on the 6th May via zoom.

The covid regulations will only allow 30 people in a room at one time, this will allow only 17 members of the public into the main room at the village hall. Clerk is waiting to see if the virtual meetings can be extended and if not, are they allowed to have a booking system with regards to the public attending. If more residents wish to join what happens? Does the meeting have to be cancelled?

021/04/21

Annual Meeting of the Parish (village meeting): see also item 016/04/21

The meeting will be held on the 20th May in the main room of the village hall.Clerk has already confirmed that the room is available. Due to covid stipulations there can only by 30 members in a room at any one time. Taking into account parish councillors', local authority councillors' and the Clerk which will only leave 17 places for residents. It was suggested that residents' book with the clerk if they wish to attend. Clerk is still waiting guidance from CAPALC on how they are to police this meeting, if too many residents are in attendance, then the meeting may have to be cancelled. Or is there a way to have it on zoom as well. This is not a Parish Council meeting but a village meeting which is Chaired by the Chairman of the Parish Council and minutes by the clerk. Councillors who do not feel able to attend to notify the Clerk

022/04/21 **Agenda Items for Next Meeting: this will be the Annual Meeting of the Parish Council**
Election of Chairman
Election of vice chairman
Election of Planning Committee
Working Group Councillors'
Swimming Pool application
Conservation Area
Planning Enforcement report
Thakeham
Adult gym equipment
Update on grass matting
Placement of benches at the village hall

023/04/21 **Next Meeting:**
Next meeting on 6th May2021, this will be the Annual Meeting of the Parish Council

There being no further business the Chairman closed the meeting at 21.37hrs.

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.