

PARISH COUNCIL MINUTES OF MELDRETH PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 1st July 2021 at 7.45pm in Meldreth Village Hall

Present: Cllr R Goddin- Chairman (RG), Cllr RASearles- Vice Chairman (RAS), Cllr J Fallon (JF), Cllr R James (RG), Cllr C A Land (CAL), Cllr A Young (AY)

In attendance: Mrs J Damant (Clerk)

- 070/0/21** **To receive any 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)
 Apologies received from Cllr Gilmore (personal reasons), Cllr Pellatt (personal reasons) and Cllr Garner (personal reasons). These were all agreed and accepted by the Council.
 District Councillors' Hales and Hart along with the County Councillor van de Ven had also sent in their apologies.
 Due to Covid regulations both the district and county councillors had given their apologies, but had forwarded a report.
- 071/07/21** **Pecuniary Interests:** Councillors 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 interests declared.
- 072/07/21** **Public Participation:** If a member of the public 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 no members of the public in attendance.
- 073/07/21** **To Approve and Sign Minutes of Meeting held on 3rd June 2021:**
 The minutes were proposed by Cllr Land, seconded by Cllr Goddin and agreed by all. The Chairman then signed the minutes as a true record.
- 074/07/21** **Planning: (Town and Country Planning act 1990 sch 1, para 8)**
 (Full planning Minutes are available via the clerk, website or notice board)
- 075/07/21** **SCDC and CCC report:**
 The report was circulated there were no items raised by members of the Parish Council.
- 076/07/21** **Proposal for 25k houses in the Meldreth area by Thakeham Developer (Standard item)**
 Update from Cllr Young (South West Cambridge Action Group (SWCAG))
 Cllr Young reported that surveys are being carried out, possibly by Thakeham. There does not appear to be any deadline set by Government with regards to this either. SCDC are still waiting for a proposal.
- 077/07/21** **Melbourn Conservation Area:**
 Clerk had received a reply from SCDC. 'There were a number of objections to the inclusion of the Sheene Mill area in the conservation area, as well as your objection. The team considered all these carefully, and as a result, I have decided **not** to recommend the addition of this area to the conservation area. However, it will be Cllr Hawkins who will make the final decision'.
- 078/07/21** **Covid-19: (standard item)**
 Cllr James reported that at the moment there was not much to report; however, there is concern with the new variant.
- 079/07/21** **Recreation Ground:**
 Report from Cllr Fallon
- Equipment inspection report – Cllr Fallon
 - 10 mats to be ordered, these are to go in areas that need it the most, if more are needed then more can be ordered. (Gates and bench areas at the moment). **Action: Clerk**

- The matting at the zip wire Clerk has contacted two play companies including the company who originally put the matting down, to see if the matting is good enough and just need to be re-laid or if new mats are needed. **Action: Clerk**
- Dog Fouling signs – Cllr Land showed the council a picture which he thought would be suitable. Cllr Fallon proposed that these should be ordered at a cost of £406, this was seconded by Cllr Searles and agreed by all. Unlimited Logos will produce the signs and clerk will arrange for them to be erected. **Action: CAL/Clerk**
- There are two litter bins in the Parish Shed which are waiting to be installed in the recreation ground. Clerk has notified the contractor, once these have been installed the clerk will order a further two bins either from this company or another. **Action: Clerk**
- Play Tower – work has started and should be finished soon.
- Gates in Play area – Cllr Gilmore has requested that the gates be switched around and that the double gate be at the opposite end, near the zip wire and the single gate to be opposite the new play tower. Pruledec have sent in a quote but the Parish Council believe that the cost was too high at £900. Cllr Young will take a look at a self-closing gates/hinges. Further quote or discussion to see if moving the gates is actually necessary. **Action: PG/AY/Clerk**

080/07/21

Adult Gym Equipment:

Equipment has been ordered from Freshair Fitness. First payment of 50% has been sent, however at the time of the agenda a date for commencement of works was not yet known.

081/07/21

Disabled Play Equipment: *Recreation Ground Working Party (JF, CAL, NP and PG)*

The working party have met with various contractors and have now put forward their recommendation, all documentation has been sent to the council.

It was proposed by Cllr Land that the contract should be given to Hags for a basked swing and a roundabout which can be used by both able and disabled groups, this was seconded by Cllr Fallon and agreed by all.

The RWG have looked at the area with all contractors and there is plenty of room at the bottom end of the play area nearest the zip wire.

The net cost is £18,535.93. All the funds have been used from the S106 account. Further funding is expected, however this is for specific items, if the Parish Council wishes to use the money on other items, then permission will need to be sought from SCDC.

A discussion was had with regards to installing another path for access to the play area, it was agreed to wait to see if it would be needed.

Cllr Young suggested that an article be put into Meldreth Matters with an update of what the Parish Council have been doing with regards to the recreation ground.

082/07/21

Traffic Working Group: Cllr Gilmore had circulated her report

20s Plenty Campaign – it was agreed that ‘in principle’ this would be a good idea but only for certain roads and not a ‘blanket cover’.

Possible LHI projects - There were no further suggestions to those already being discussed. All suggestion so far relates to road safety.

Request for a solar panel for the SID – At the moment Clerk will arrange for a new battery. Solar panels are not allowed on CCC lamp posts, so if this suggestion is to go forward then the SIDs/MVAC will need to be installed onto separate posts. Highways will still need to give permission on where these posts are to be installed.

Whitecroft Road/Station Junction. Cllr Gilmore was going to ask CCC to look at this problem as this is a Highway problem. Cllr van de Van has offered to help and will get back to the council on what ways Highways can suggest to help alleviate this problem.

083/07/21

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. Cllr Young will assist the Clerk. **Action: AY/Clerk**
- Clerk to write to Open Reach to see if the cable can be moved, there has not been much luck with reporting this to SCDC. At the moment the cable is crossing over the footpath. Cllr Goddin will work on this along with the Clerk. **Action: Clerk**
- The cesspit in the recreation ground (10 yards from Mrs Fisher’s boundary) has been repaired temporarily. It will be filled in with some of the surplus soil from the installation of equipment going into the recreation ground area. This can then be grassed over.
- Clerk has contacted the contractor with regards to repairing the finger posts near the Stocks. At the time of the agenda no response has been received.
- Cllr Land will sand down and paint the two notice boards outside the shop. **Action: CAL**

- Cllr Young would like the notice boards opposite the Station and on Elin Way to be replaced with notice boards that do not open downwards. Cllr Young will get some costings and send to the Clerk for consideration at the next meeting. **Action: AY**

084/07/21

Churchyard:

- Church gates – the Council agree with the action that Cllr Goddin took with regards to placing wooden planks on the top of the gates in order to cover the spikes. The Church wardens are also happy with this. Cllr Goddin reported that a 'faculty' is not needed for maintenance work.
- Churchyard Wall – a meeting has taken place with Cllrs Goddin, James and the Church Wardens. Cllr James reported that in 2010 the Parish Council spent money on putting in the buttresses on the side wall, this was Part 1 of a 3-part project.
List of the following;
 1. One extra buttress on the front wall close to the gate.
 2. Recap all the side wall, at the bottom of the wall there is a wooden fence this was put in when the hall was built. Can this fence be removed to put in an entrance to the church? At the moment the fence needs some maintenance.
 3. There are weeds on top of the wall which could be damaging it further, can these be put on the grass cutters contract? **Action: Clerk**
 4. The level of the church area is level with the top of the wall which has a 6ft drop onto the footway. Could a safety fencing be installed?

Commission to cost up some of the items – buttresses, re-topping wooden fence, weeds and safety barrier on the wall. Cllr Young said that week killing the wall regularly would help.

The last inspection was carried out 2 years ago and there are no H & S issues at the moment.

Costs to put in buttresses, recapping the side wall and to remove the fence.

Cllr James will liaise with the Clerk about what can be done and the costs involved. **Action: Clerk**

Cllr Goddin reported that the church has a bench which they would like to have installed into the churchyard. This could be done out of Community Benefit with the cost of installing.

Further discussion needed with the church to take this possibility forward.

The long grass, on the left, as you enter the churchyard is to be cut. Clerk has contacted the grass cutter to cut this area. This to be included into the next grass cutting contract as it is a trip risk to those in the churchyard

The church would like to have a replacement tree for the Lime tree which had to be removed. It was suggested for the church wardens to look at what tree, cost and where to place it and let the Clerk know, this needs to be done prior to any permission being given. **Action: church wardens**

085/07/21

Funeral Bier:

Following further investigation with the History Group it can finally be determined that the funeral bier is the property of the Parish Council. It was constructed by Mr Gipson ??? in 1905 (need to confirm this) and was then placed in the shed at the then new burial ground. When further maintenance was needed Cllr Mary Course removed the bier and her husband carried out the maintenance and it was left in their possession. It is now being looked after by a member of the history group who has requested permission for them to carry out further restoration work to get it back to what it once was. There will be no funds needed from the Parish Council just permission to carry out the required work. It is hoped that once it has been restored it can be placed in the church, but this has not yet been agreed by the Church. As to where it will be placed if the church decides that they do not want it, is not yet known.

It was proposed by Cllr Young that the History Group can carry out a full restoration this was seconded by Cllr James and agreed by all.

086/07/21

Mettle Hill:

Cllr Goddin reported that he had received correspondence from Omar Park Homes. Cllr Young reported that though things are changing at an alarming rate, with regards to planning, he felt that it would be better to just wait and see for the time being. This statement was agreed by the council in that it would be better to wait and see as there were concerns had been raised with Park Homes and many councilors felt that it would be better to wait to see if planning permission would be granted.

087/07/21

Correspondence and Clerk's Report:

- Clerk's meeting with SCDC with regards to trees will now take place on 13th July.
- Clerk contacted the land owner regarding the hedge at the Fenny Lane crossroads, which has now been cut back and will have future work carried out after the bird nesting season has finished.

- The Whitecroft Road sign has been reported on the SCDC website (this is not CCC)
- Clerk has spoken to the grass cutter with regards to the overgrown verge at the Fenny Lane crossroads (road on the Burtons side leading towards Whaddon), this has now been cut.
- Request from Mrs J Gane and Mrs H Marsh, who are looking after the village flower arrangements to be able to set up an account with Phillimores Garden Centre, in order to pay for the flowers via account which will have an annual budget of £150.00 per annum. I would set this up under Meldreth Parish Council. Cllr Gilmore is also looking at doing this for the recreation ground. It would be better that I set up one account and the purchases go through me. It was agreed that the Clerk can open an account with Phillimore's for planting projects. **Action: Clerk**
- The clerk had received a letter requesting that a memorial bench be placed near the war memorial. Cllr Young did not think there is enough room and that there is already a bus shelter in the area.

088/07/21 Finances and payments: June 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	confidential	0	Employees payments for June 2021	LGA 1972 s112
Haven Power	TBC	DD	Street lighting power June 2021	PCA 1957 s3
DP Garden Services	721.66	0	Grass cutting June 2021	OSA 1906 s9/10
Freshair Fitness	5703.54	950.59	50% of adult gym equipment	OSA 1906 s9/10

Payments awaiting approval

	Gross	Vat		Power
J Damant	17.15	0	Padlock and keys for recreation ground	LCA 1972 s133
H Marsh	13.00	0	Flowers for village containers	OSA 1906 s9/10
Vic Skuce	730.50	0	Kick wall extension	OSA 1906 s9/10
Arco	???		Gloves for litter pickers	LGA 1972 s133
Bruce Huett	???	0	Internal audit	LGA 1972 s

It was proposed by Cllr James to approve all payments, this was seconded by Cllr Land and agreed by all.

It was agreed that Cllr Searles and Cllr Land withdraw £60 for the Mary Course Award which is given to the primary school. **Action: RAS/CAL**

089/07/21 Audit for 2020/21:

Mr Huett has sent in his report to the council. The financial regulations will be done at September's meeting, along with other policies and the Standing Orders. **Action: Clerk**

090/07/21 Foliage:

It was agreed by all that the letters should be done on a 4 week basis. The first letter will be sent out, if nothing is done a second letter will be distributed 4 weeks later, if the matter has still not been reconciled then the matter will be taken up with CCC Highway department. **Action: Clerk/PG**

091/07/21 Councillor Reports:

Cllr Gilmore

Drains need to identify the location of problematical drains within the village. Cllr Gilmore has spoken to Highways and with their recommendation it is hoped that we can adopt 'what3words', this system is already being used by ADL and Skanska are considering it.

Fenny Lane crossroads. Overgrown hedges and tall grass at this junction have been reported on the CCC website along with the fading road markings. See also Clerk's report on this item.

Cllr Gilmore has had a meeting with Phillimore's Garden center to investigate what is needed for the garden and wildlife areas in the recreation ground.

Cllr Goddin

Community Projects Working Group (CPWG) will be discussed at the next meeting in September.

Cllr Land

Can 'No Parking' signs be put up around the Stocks as cars are still parking there? It was agreed that the Clerk obtain three signs and three posts, one to go on each side. Clerk to arrange. **Action: Clerk**

092/07/21**MAYD:** (report circulated)

Cllr Garner is sad to report, that due to ongoing uncertainty on restrictions but more fundamentally a lack of clear demand despite ongoing communication from the service provider, we have decided to not hold summer camps. This leaves MAYD rather in a limbo. Clearly there is no requirement and will be no further requests for funding this year. MAYD has sufficient funds to pay for any programs that may take place.

However, it was agreed that the first step, before considering any further programs, would be to complete a full and extensive survey of what children, parents and schools, as well as the wider community may want. It may be that the need for MAYD simply isn't there or is very different to the scope we currently working to and this would cause us to reconsider the future arrangements and appropriateness. In this vein MAYD has asked the current provider to quote on the provision of such a survey, which is apparently standard practice for them when setting up services in a new area.

093/07/21**Annual Meeting of the Parish (village meeting): see also item 016/04/21**

Covid restrictions have now been extended until mid-July.

It was proposed by Cllr Young that with the variant appears to still be increasing that the meeting should be cancelled, this was seconded by Cllr Searles. All agreed. The Clerk can still put the reports along with the Chairman's report onto the website. **Action: Clerk**

094/07/21**Other Items:**

- Large goal posts – Cllr Fallon reported that the resident against whose fence the goals are being placed had agreed that the posts can be stored by his fence. Once the works have finished in the play area then can be moved back.
- Five aside goal post – Cllr Gilmore reported that she has received several requests from children who would like to see the goal post reinstated, so they can play a proper game. Cllr Young reported that the goal was taken away for a specific reason in which the Parish Council had received numerous complaints from nearby residents. This has not changed so the goal should not go back. Cllr Young also reminded the Council that once the S106 monies had been received one of the items listed was the hard play area of which the five a side could be placed within.

095/07/21**Agenda Items for Next Meeting:**

Notice boards

Community Projects Working Group (CPWG)

Large goal posts

096/07/21**Next Meeting:**

It was agreed that there will be no August meeting.

There being no further business the Chairman closed the meeting at 21.39pm. The next meeting will be 2nd September 2021

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 by the Chairman. They are available for public inspection from the Clerk