

PARISH COUNCIL MINUTES OF MELDRETH PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 3rd June 2021 at 7.30pm in Meldreth Village Hall

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 A Young (**AY**)

In attendance: Mrs J Damant (Clerk) Cllr S van de Ven (CCC), Cllr J Hales (SCDC)

- 050/06/21** **To receive any apologies for absence:** (LGA 1972 sch12 para 40) – Quorate is one third but no less than 3 members (LGA 1972 sch 12 para 45)
Apologies were received from Cllr Pellatt, these were agreed and accepted by the Council.
- 051/06/21** **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.
- 052/06/21** **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.
- 053/06/21** **To Approve and Sign Minutes of Meeting held on 6th May 2021:**
The minutes were proposed by Cllr Land, seconded by Cllr James and agreed by all. The Chairman then signed the minutes as a true record.
- 054/06/21** **Planning: (Town and Country Planning act 1990 sch 1, para 8)**
(Full planning Minutes are available via the clerk, website or notice board)
INFORMATION ONLY - Land Rear of 19 to 21 Whitecroft - S/2553/17/NMA
INFORMATION ONLY – 69 High Street - 20/04861/CONDA.
- 055/06/21** **Proposal for 25k houses in the Meldreth area by Thakeham Developer**
Update from Cllrs Young and James (South West Cambridge Action Group (SWCAG))
Cllr Young reported he had been unable to attend the meeting held last week. However, nothing new has come forward. Cllr Searles reported that SCDC have still not received a response from Thakeham regarding a planning application. Cllr Young stated that at the moment it appears to have gone very quiet but when things have become clearer and if an application is put forward there may be a lot of work to be done and that it might be a good idea for parishes to work together.
- 056/06/21** **Melbourn Conservation Area:**
There is nothing to report. Clerk to ask Cllr Hart to investigate to what is happening with the Conservation Area Plan and if Meldreth's comments have been put forward. **Action: Clerk**
- 057/06/21** **Covid-19: (MCCS)**
Cllr James reported that things are quiet at the moment.
- 058/06/21** **Recreation Ground:**
Report from Cllr Fallon
- Equipment inspection report – Cllr Fallon has completed the monthly checks.
 - New play equipment will be installed at the end of June.
 - Clerk to place an order for 10 1x1.5m mats. These will be placed in areas needed. **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 needs to be re-laid or if new mats are needed. Clerk is progressing this. **Action: Clerk**
 - Dog Fouling signs – Cllr Land and Fallon will let the Clerk know which signs they would like ordered. **Action: JF/CAL/Clerk**

There are two litter bins in the Parish Shed which are waiting to be installed in the recreation ground. Clerk is in the process of having these fitted. It was agreed to see what these bins are like and to go near Flambards. It was proposed by Cllr Goddin and seconded by Cllr Gilmore that the Clerk purchase a further two bins.
Action: Clerk

059/06/21

Adult Gym Equipment:

Following a site meeting it was proposed by Cllr Gilmore that the best area to place the equipment would be between the end of the playground railings and the mound near the tennis courts. This was seconded by Cllr Goddin and agreed by all. Cllr Gilmore and the Clerk will be in attendance when the equipment is installed.
Action: PG/Clerk

060/06/21

**Traffic Working Group:
20s Plenty Campaign**

Cllr Gilmore raised the issue of the 20s Plenty's campaign that parishes have recently received. This information was sent to all Councillors to look at. After discussion it was proposed by Cllr Gilmore that the Parish Council should support looking further into such a scheme, subject to the proviso that we could continue to have large areas of the village subject to existing limits; this was seconded by Cllr Young. Cllr Gilmore will make further enquiries.
Action: PG

Possible LHI projects

There are various projects that the Parish Council could put forward for the next LHI 2022/23. It was proposed by Cllr Goddin that we should have further discussions with Highways about what might be possible to secure a positive result in our next application and to then submit a traffic calming proposal for Whitecroft Road possibly with more than one chicane. This was seconded by Cllr Gilmore.

Another item discussed was the junction at the memorial and how this could be improved, possibly by a t-junction or other means. It was agreed that Cllr Gilmore contact the County Councillor and ask her to take this forward directly with Highways for their suggestions. This should be investigated by our County representative not the parish council.
Action: PG

061/06/21

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 continues to investigate.

Clerk has contacted SCDC and the Developers with the areas of concern at the new development at Westacreon Whitecroft Road/Howard Road. The barbed wire has been removed but the Clerk has not heard anything with regards to the other items.

Old cesspit drain in the Recreation Ground: Mrs Fisher has confirmed, in writing, to the Clerk that this is not part of her property and that it is 10 yards from her boundary fence and appears to be redundant. It was agreed that when the works in the recreation ground start that the earth could be used to fill this in. The top has been repaired. Clerk to arrange.
Action: Clerk

Added Information: Mrs Fisher also stated in her letter of the 20th May, that there is a cesspit on the recreation ground that is still a part of her property, this cesspit is 2 yards from her boundary fence and is in close proximity to the redundant cesspit but does not link into it.

Cllr Gilmore also reported that the metal posts that were holding up the hazard fencing have been stolen. These were on loan from Orwell Parish Council. Clerk to arrange replacements and to order a set for Meldreth's use along with some hazard fencing.
Action: Clerk

062/06/21

Churchyard:

- Cllr Goddin reported that he had contacted the church wardens with regards to the iron spikes along the top of the iron gates which he felt could be a public hazard. The church wardens have reported this to the diocese and are awaiting their report to find out what the procedure is and whether a faculty will be needed. It was felt that a letter should be written to the church wardens explaining that the Parish Council have reported a possible hazard and that they cannot take responsibility if an accident was to occur while waiting for instructions. The church wardens have asked the diocese for a Health and Safety document, if this comes back that they do not see a hazard and no further action is deemed necessary, the Parish Council may need to get an independent survey carried out.
- The masonry has now been removed from the churchyard and the cross is to remain on site.
- Cllr Gilmore enquired as to the tree in the churchyard. Cllr Goddin reported that this would be a decision for the Parish Council but he had contacted the church wardens asking what their preferred choice would be as we would like to take their view into account.

063/06/21 Correspondence and Clerk's Report:

- The concrete posts that were reported to SCDC have now been removed. However, there are some further posts that need to be removed. Clerk asked for a site meeting as she was under the understanding that some of the posts were left in as they are holding up the bank.
- It was confirmed that these posts are not on Parish Council land. The legal boundary is the centre of the ditch **Action: Clerk**
- Clerk will be meeting SCDC and SP Landscapes to look at the positioning of replacing trees, one at the corner of Elin Way and Howard Road the other opposite the SCDC Community Rooms, these trees are to replace ones already taken down. Clerk will also enquire about the possibility of replacing the tree at the corner of Howard Road/Whitcroft Road. The clerk will also look at the possibility of placing a bench in this vicinity as well.
- It was also suggested by Cllr Goddin that there could be other areas in the village that a bench could be placed, one area is near the crossroads at Fenny Lane. Clerk to enquire with Highways if they could see a problem with this and to suggest a safe positioning of a bench/seat. **Action: Clerk**
- The piece of land near 32 Gables Close – the owner would like to purchase this land from SCDC. The land is the property of SCDC but they have asked the Council if they have any objections. The Parish Council have no objections with this request.

064/06/21 Finances and payments: May 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 May 2021	LGA 1972 s112
Haven Power	TBC	DD	Street lighting power May 2021	PCA 1957 s3
DP Garden Services	£721.66	0	Grass cutting May 2021	OSA 1906 s9/10

Payments awaiting approval

	Gross	Vat		Power
J Damant	£144.58	23.98	Expenses, Zoom	LGA 1972 s113
Mobile Warden Scheme	£450.00	0	Donation 3 people @£75.00 per quarter (Two quarters April to Sept)	S137
Paul Witton	£200.00	0	Moving and installation of benches	OSA 1906 s9/10
Herts CCTV	£480.00	£80.00	Maintenance charge for 2021/22	LGRA 1997 s31
Information Commissioners Office (ICO)	£40.00	0	Renewal of Data Protection	LGA 1972 s113
BT	£333.72	55.62	Office broadband and telephone	TCA 1986
Cllr Gilmore	£25.00	0	Office ink	LGA 1972 s113

065/06/21 Audit for 2020/21:

The Clerk read out the required documents which had already been circulated to all councillors. It was proposed by Cllr Goddin to accept the Audit figures, this was seconded by Cllr Land and agreed by all. The Chairman and the Responsible Financial Officer (Clerk) then signed the document. Cllr James enquired as to where the £10,000 grant which the Parish Council had received from SCDC, was being held, Cllr Goddin reported that at the moment it was a part of our general reserves in the general deposit account.

**066/06/21 Councillor Reports:
Cllr Goddin**

Reported that he has written an article for Meldreth Matters with regards to the concerns over litter around the village. This has been seen by all Councillors who were in agreement for it to go into Meldreth Matters.

Cllr Gilmore

Is concerned with regards to the report given by SCDC and CCC this month and their comments on the drains. Cllr Gilmore stated that following her research Anglian Water are not responsible for surface water. She was instructed to contact her local authority who then put in a report and sent it to their Highways department (CCC). So ultimately, we are going around in circles.

It was suggested that it might be a good idea to log and map all the drains in the village. Clerk and Cllr Gilmore will meet and discuss the best way forward for this. **Action: Clerk/PG**

Cllr Searles

Attended the recent liaison meeting with the SCDC cabinet and officers. There recordings of this meeting have been sent out today. It is worth councillors to listen to the meeting. **Action: All Cllrs**

Cllr Garner

The primary school fund for replacing the swimming pool is going well, they will now by September if they have enough money. Cllr Garner will report at the next meeting how this is going. **Action: NG**

Cllr Young

Reported that some residents had contacted him with regards to anti-social behaviour in the recreation ground. Cllr Goddin and the Clerk also have had residents contacting them. The Police are aware of the matter and will be checking. The recreation grounds are a family space and therefore should be respected as such. If residents see anything they should contact 111 and report it.

Cllr Gilmore

Will contact the Highways department with regards to carrying out the traffic survey which has already been paid for. It was agreed that September would be a good month to do this. **Action: PG**

Would like to purchase some weed matting for the recreation ground, it was agreed that Cllr Gilmore can purchase this item and liaise with the Clerk. **Action: Clerk/PG**

Cllr Gilmore would like to have a set procedure for overgrown foliage. It was agreed that a letter be written requesting overgrown areas to be cut back, if this is not done a second letter will be sent informing the resident that the matter if not dealt with within a specific time will be sent to Highways, with a request that Highways carry out the work and charge the resident(s)
A draft of both letters to be sent to Councillors.

067/06/21**Annual Meeting of the Parish (village meeting): see also item 016/04/21**

Annual Meeting of the Parish will be held on 15th July, venue to be decided. If social distancing is still being enforced then residents will have to book a place via the clerk

068/06/21**Agenda Items for Next Meeting:**

Community Project Working Group

Donation of the Mary Course Fund to the primary school

069/06/21**Next Meeting:**

Next meeting on 1st July 2021

There being no further business the Chairman closed the meeting closed at 21.46pm