

PARISH COUNCIL MINUTES OF MELDRETH PARISH COUNCIL

Minutes of the Parish Council Meeting held on Thursday 7th October 2021 at 7.30pm in the Green Room of the 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)

- 120/10/21** **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 for personal reasons, these were accepted and agreed by the council. District and County councillors also gave their apologies and also stated that due to the increase in covid cases they are concerned about the venue.
- 121/10/21** **Pecuniary Interests:** Councilors 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.
- 122/10/21** **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.
- 123/10/21** **To Approve and Sign Minutes of Meeting held on 2nd September 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.
- 124/10/21** **Councillor Vacancy:**
The notice to the Monitoring Officer at SCDC has been completed and the Parish Council now have permission to coopt a councillor. Notice has been put on the notice board.
It was agreed to put a notice in Meldreth Matters as well as the notice boards to alert the public that the Parish Council has a vacancy.
- 125/10/21** **Planning: (Town and Country Planning act 1990 sch 1, para 8)**
(Full planning Minutes are available via the clerk, website or notice board)
The Chairman briefly went over the planning meeting held prior to this meeting. He then asked for another councillor to go onto the Planning Committee. Cllr Fallon was nominated by Cllr Goddin and seconded by Cllr Searles. Cllr Fallon agreed and will now attend future planning meetings.
- 126/10/21** **District and County Reports: (Cllrs van de Ven, Hales and Hart)**
Reports have been received and circulated. Only comment made was regarding the £64million budget gap and how this may affect the parish.
- 127/10/21** **Greater Cambridge Local Plan:**
The consultation runs from 1 November-13 December 2021. There is nothing yet to report on this.
- 128/10/21** **Proposal for 25k houses in the local area by Thakeham Developer (Standard item)**
Cllr Young reported that he is not aware of any movement on the development plans regarding Thakeham's proposal, as yet they still have not submitted anything to SCDC.
- 129/10/21** **Oxford-Cambridgeshire Arc Consultation:**
Consultation runs until the 12th October 2021.
Cllr Goddin reported that he had looking at the consultation as have other councillors. Cllr Searles reported that he had attended the workshop held by District Councillor Bridget Smith on the 4th October whereby 43 had attended. There are a lot of items that SCDC are looking into, many however are not to do with SCDC directly. Cllr Searles also reported that Cllr Smith stated that this consultation is aimed at individuals and not parish councils.

Cllr Goddin reported that some of the neighbouring parishes had responded as a full council. However it was felt by this parish that it was not their place to respond as they had not been able to consult with residents and therefore did not have any of their opinions.

Cllr James enquired if the Parish Council could respond to SCDC with regards to this consultation and many of the others that are coming through. It is getting confusing and therefore very frustrating for Parish Councillors to know what is and isn't important and what consultation can have an effect on another. There is also never enough time given to Parish Councils to respond to consultations. Cllr James stated that he thought it irresponsible of the local authority to place this amount of pressure on Parish Councils without giving them the necessary tools or time to respond. It was proposed by Cllr Young that a letter is written to the local authority regarding Meldreth Parish Council's concerns, this was seconded by Cllr Goddin. Cllr James will draft a letter. This will then be circulated to all for agreement.

Action: RJ

It was also agreed that all Parish Councillors would complete the consultation as individuals if they wish to do so.

Action: All Cllrs

130/10/21

Covid-19:(standard item)

Cllr James reported that the infection rates are increasing. SCDC are starting zoom meetings again, there is a new Director of Public Health, who states that masks should be worn. MCCS will remain in place in case of need.

Cllr Young enquired if that is the case why can the Parish Council not have zoom meetings, they have a Duty of Care to all councillors, clerk and the public to make sure everyone is safe. Cllr James also agreed and asked that the Clerk write to CAPALC and ask what precedence is it that the local authorities are meeting via zoom and the Parish Council are not able to. The Clerk stated the she would write to CAPALC but the procedure for Parish Councils is that they can have hybrid meetings but any decision has to be done face to face by a quorate council (no less than three councillors). The power to have zoom meetings where voting can take place was revoked in May 2021 and this was done by the government, the Clerk has not heard that there is any intention of bring this power back even though it was taken to government to extend this power, it was refused. The zoom meetings being held by local authority may be information only based and no voting is taking place. It was proposed by Cllr James that the Clerk to write to CAPALC, this was seconded by Cllr Land and agreed by all.

Action: Clerk

The Clerk also said that it may be necessary to find another venue which she will also look into.

Action: Clerk

131/10/21

Recreation Ground:

- Inspection report was circulated by Cllr Fallon to all councillors.
- Clerk had contacted Sovereign regarding the matting but was told by Sovereign that it was fine and doing its job in as far as protecting the ground. However it was not the existing matting that was being questioned, it was to see if extra matting could be installed either side. Clerk to enquire **Action: Clerk**
- The new dog fouling signs are now erected.
- Disabled Play equipment has been ordered and is due to be installed in October.
- Clerk has contacted Sovereign to come and tighten the zip wire
- Clerk submitted for free trees, this has been approved and the parish council can now decide what trees they would like, a list of these has been given to the clerk. The area to place the tree(s) is the recreation ground. It may be possible to have one larger tree than 6 smaller ones. It was suggested by Cllr Young that one tree be ordered, a vote was taken and it was unanimous that it should be a Field Maple this will then be planted in the recreation ground. Clerk will complete documentation. **Action: Clerk**
Tree guard and water bag to also be ordered, tree will be delivered in the New Year. **Action: Clerk**
- Request from Lucy Smith (Shepreth Spitfires) to come and speak to the council agreed for November's meeting.

132/10/21

Traffic Working Group:

LHI 2022-23 has been submitted and the traffic survey has been carried out. Awaiting views of Traffic Working Group on the survey. It was suggested by Cllr Goddin that the council ask Mrs Gilmore to see if she was still happy to oversee the group on behalf of the Parish Council.

Action: ?

133/10/21

Village Infrastructure:

- The cable that is overhanging footpath (8) is an electric cable. Clerk has contacted UK Network and Highways, still awaiting a response. Suggested the Clerk contact our SCDC councillor to see if they can find out about repositioning the cable. **Action: Clerk**

- New bench(s) where are they to go and how many are needed? It was agreed by all that the Clerk purchase one bench, similar to the ones in the recreation ground and this will be placed at the junction of Whitecroft and Howard Road. Clerk to order, funds to be taken from community benefit fund. **Action: Clerk**
Cllrs Fallon and Land will look at Fenny Lane to see if there are any places that a bench or seat can be placed in the vicinity. **Action: JF/CAL**
- New litter bin(s), where are they to go and how many are needed? It was suggested that the clerk order two further litter bins. The Recreation Ground WP will instruct the council as to where they should be placed. **Action: Clerk/RGWP**
- Elder tree bordering the recreation ground and a resident's fence is to be cut down and the Ash to be pollarded, resident is aware. Due to fuel problems some work has been put back.
- Ditch clearance was due to take place on the 30th September but as with the tree work has been put back until this week or next.
- Repairs to street signs for Whitecroft Road situated near the Fenny Lane crossroads have been reported to SCDC. It was suggested that this be reported to our SCDC representative. **Action: Clerk**

134/10/21

Churchyard:

- Cllr Goddin will contact the church wardens and then let the Clerk know where the bench is to be placed. The Clerk will then organise the installation of the bench. **Action: RG/Clerk**
- General report on the boundary wall and other related items. Cllr James reported that these issues are still being investigated.

135/10/21

Flambards

Cllr Goddin reported that nothing has been heard from the Flambards Association. There are a couple of hard standing areas within Flambards that were reported to the Parish Council via the Association with regards to its cracking and that it was not a safe area. Cars presently park on these hard surface areas. The maintenance of these areas comes under the contract with the Association, if it were to come back to the council to sort then there is a high probability these areas would be turned back into grassed areas, but until the Association converses with the Parish Council no decision can be made.

As the Association have stated they think it is unsafe, they need to make sure that it is fenced off properly. **Action: Flambards Association**

136/10/21

Community Projects Working Group (CPWG)

An article was placed in Meldreth Matters; there has not yet been any response to the clerk. Until a working group is set up all financial applications to come to the Clerk.

137/10/21

Pavilion:

- Water testing – Clerk has contacted a company Water Integrated Services and is awaiting a date the testing will be done, cost is £145.00.

138/10/21

Correspondence and Clerk's Report:

- Finger posts – Cllr Young will put a short article in Meldreth Matters enquiring if there is anyone in the village who maybe able to help with restoring the wooden finger posts situated opposite the stocks. **Action: AY**
- Two notice boards have been purchased.
- Invite to the Open Eco Homes 2021 – Cambridge Carbon Footprints (passed to the Carbon group)
- Clerk has emailed Stonewater Housing Association, with regards to foliage overhanging the fence which abuts the recreation ground from some homes along Elin Way, no response as yet.
- The Queen's Green Canopy – Cambridgeshire Acre would like to invite all town/parish councils, to attend a short briefing on the Queen's Green Canopy. The meeting is via zoom and takes place on Tuesday 26th October at 10am. Clerk has booked a place.

139/10/21

Annual Christmas Tree Event:

Cllr Garner will enquire with his family to see if they assist in decorating the Christmas tree this year. **Action: Clerk**

140/10/21 Community Benefit Application:

Application from Joan Gane on behalf of John Morgan who has restored the funeral bier. Amount of £122 is being sought, the full cost was £245.31, Meldreth Village Association have contributed the remainder of £123.31 from their residual funds. It was proposed by Cllr Young that this be agreed, seconded by Cllr Garner and agreed by all.

Action: Clerk**141/10/21 Audit 2021:**

Notice of Conclusion of Audit has been placed on the notice boards and the website as of 1st October 2021.

There were two comments raised by the Auditors.

1. Exercise of Public Rights, was incorrectly answered on the documentation.
2. Section 1, Assertion 5 No risk assessment was carried out, this was known to the Parish Council and the Auditors as to why this did not happen. This has now been rectified.

142/10/21 Finances and payments: September 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.

Payee	Amount £	Vat £	Description	Power
Salaries, HMRC, Pension	Confidential	0	Employees payments for September 2021	LGA 1972 s112
Haven Power	£30.19	£1.45	Street lighting power August 2021	PCA 1957 s3
E-On	£16.33	£0.78	Pavilion electricity	LGA 1972 s143
DP Garden Services	£756.66	0	Grasscutting September 2021 and strim church area (extra)	OSA 1906 s9/10
Value Products Ltd	£59.46	£9.91	Signage for recreation area	LGA1976 s19
CAPALC	£75.00	0	Annual conference attended by Clerk	LGA 1972 s133
PKF Littlejohn LLP	£480.00	£80.00	External Audit 2020/21	LGA 1972 s133
Viking	£149.85	£24.98	Stationery	LGA 1972 s133
2commune Ltd	£510.00	£85.00	Website hosting and domain name renewal 21/22	LGA 1972 s133
Fresh Air Fitness	£5703.54	£950.59	Final instalment outside equipment	OSA 1906 s9/10
Integrated Water	£145.00	£29.00	Pavilion Water Analysis	LGA1976 s19
P Gilmore	£53.73	0	Weed suppressant matting for recreation	OSA 1906 s9/10
SCDC	£80.00	0	Green bin licence for the church maintenance	OSA 1906 s9/10
Mr J Morgan	£122.00	0	Funeral bier repairs	LGA 1972 s111

The payment to Intergrated Water to be held until the testing has been carried out.

143/10/21 Councillor Reports:**Cllr Garner**

Gave a briefupdate on the primary school's swimming pool appeal. They have to raise a total of £20k by the end of the year. So far £15k has been raised so they are looking at a further £5k which will come from grants, however they are not sure if these will arrive in time. It was agreed that if there is a shortfall the Parish Council maybe able to assist.

Cllr Fallon

The guttering in the pavilion is still leaking and the abacus in the play area needs reinstating.

Clerk to have repaired.

Action: Clerk**Cllr Land**

Reported that there is a lot of mud being left on the roads. Cllr Young also reported that though some companies are clearing the roads some are not. This is mainly due to the developments occurring within the village, this is especially true along the High Street and Whitecroft Road.

Clerk to enquire with planning.

Action: Clerk

Cllr Goddin

Has still not heard back from the Melbourn developers with regards to the cycle racks promised to Meldreth, will make enquiries as to where they are.

Action: RG

Can the Clerk enquire with the history group if they have secured the Atlas Man at Eternit just in case of further demolition of the site? Clerk will enquire.

Action: Clerk

144/10/21

Agenda Items next meeting:

Standing Orders

Financial Regulations

Atlas Man

There being no further business the Chairman closed the meeting at 9.25pm. The next meeting will take place on the 4th November. Due to the concerns with the increase in Covid the meeting may be held at a different venue.

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