

**MELDRETH PARISH COUNCIL**

**UNApproved** Minutes of the Parish Council Meeting held 5<sup>th</sup> April 2012 7.30pm in the Green Room of Meldreth Village Hall.

**Present:** Mr S Hawkins (SH) Chairman; Mr R A Searles (RAS) Vice Chairman; Mr G V Borgonon (GVB); Mr A P Burlton (APB); Mr S W J Chamberlain (JC); Mrs C J Fallon (JF); Mr C A Land (CAL);

In Attendance: Mrs J Damant (Clerk)

**Motion to exclude Public and Press:** *It is hereby resolved in accordance with section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960 that the Public and Press be temporarily excluded from this meeting due to the confidential nature of the business - item 024/04/12.*

**001/04/12 To receive any apologies for absence:**

Mrs J Montague-Fuller has resigned from the Parish Council.

Apologies were received from Mr N Pellatt, Cllr Van de Ven (CCC) and Cllr S Soond (SCDC)

Chairman's Discretion: Additional item – Alms Houses Trustee to be included under Councillors Reports.

**002/04/12 To receive any Declarations of Interests both personal and prejudicial from Councillors on any item listed on the Agenda:**

SH declared a personal interest in the Alms Houses Trustee - 013/04/12

**003/04/12 Public Participation: (For up to 15 minutes members of the public may contribute their views and comments to the Parish Council - 3mins per item)**

There were four members of the public present.

Would it be possible to have the May Fayre diared in every year for the first Saturday of May. Mr Askin from the Flambards Residents would like to have the proposed dog bin repositioned so that it is not on Flambards Land. At the present moment it is due to be positioned at the corner of Flambards Close and the High Street. Clerk to make enquiries as to who owns the piece of land, there is already a Highway post in position and it was thought that the bin maybe attached to this post. **Action: Clerk**

**004/04/12 To sign and approve Minutes of meeting dated 1<sup>st</sup> March 2012:**

After some minor amendments the minutes were proposed by CAL to be a true record, seconded by JF all agreed. The Chairman then signed the minutes.

262/03/12 – There has been **no** response.

272/03/12 – Queen's Diamond Jubilee (not Silver as stated).

**005/04/12 Matters arising: (no actions information only)**

- Dog bins have been ordered, one for the recreation grounds and the other for the corner of Flambards Close and the High Street (see item 003/04/12)

**006/04/12 Planning: Cllrs. Hawkins, Searles, Burlton, Montague-Fuller, Chamberlain, and Land Information Only.** Further details can be found in the full planning minutes.

Planning Meeting of the 22<sup>nd</sup> March

**97b North End, S/0444/12/FL** - Erection of Extension to existing garage building. Parish Council recommend **No Recommendation** with no comments

**6a Chiswick End, S/0493/12/VC** - Variation of Condition 2 of planning permission S/0548/11 to agree variation to dwelling design comprising of 0.5m increase in scale and new rooflight. Parish Council recommend **Approval** with no comments.

**26 Chiswick End, S/0165/12/RM** - Bungalow and garage. Parish Council recommend **No Recommendation** with comments ' Though this addresses one of the concerns the main entrance is still facing the neighbours property'.

**SCDC Decisions:** S/2584/11, May Croft Residential Care Home – permission has been granted for construction of two storey bedroom extension, new day rooms and associated alterations for existing residential home.

Planning Meeting of the 5<sup>th</sup> April 2012 – Verbal Report

**15-17 Whitecroft Road , S/1911/11**, Jephson Homes Housing Association - Demolition of existing house and erection of 22 x 2, 3 and 4 bedroom social houses and ancillary work. Meldreth Parish Council recommends **Approval** of these amendments subject to the points on traffic safety, new footway, surface and foul drainage, landscaping and parking during construction, which we hope can be conditioned. The decision of the SCDC Planning Committee of 4<sup>th</sup> April 2012 giving delegated approval is supported. Full planning minutes are available.

**007/04/12 Report from District Councillor:**

Cllr Soond was not in attendance but had sent his apologies and a note stating that there were no outstanding issues.

**008/04/12 Report from County Councillor:**

Cllr van de Ven is receiving emails from people in Harston and Melbourn who want to see an upgrade of the A10 cycle path. Please can people write to Cllr van de Ven if they have strong views.

Barrington cement plant, to keep you informed: The council as Mineral Planning Authority is in receipt of proposals by Cemex to remove certain parts of the cement works plant as the company are now moving from the original mothballing state to an early stage of decommissioning. The removal of key bits of equipment will largely render the site incapable of the production of cement, no firm decision has been made yet by the Company on the medium long term future of the Works and quarry at this point. To comply with legislation the company will have to post a public notice.

High Street double yellow lines near the station: the council's cabinet will consider this item on April 17.

Rail issues: Meetings will now take place at Meldreth Manor School. The group's website is now managed by a rail commuter from Cambridge to Melbourn Science Park who has done an outstanding job. We are under the umbrella of the Melbourn Village website which is hosting at no charge.

**009/04/12 May Fayre:**

Mrs M McFadden would like to have the May Fayre as a yearly event on the first Saturday of May. It was suggested that this be agreed on a rolling basis so that the event be raised for Parish Council confirmation in the June of the previous year.

The Parish Council agrees that the May Fayre can be held on Saturday 4<sup>th</sup> May 2013. Clerk to write to the May Fayre organisers.

**Action: Clerk**

**010/04/12 Playground:**

1. Monthly Report – The equipment has been checked. The three-way rocker needs a new bolt this matter is in hand. Clerk to order two new swing seats from Wickstead, photos to be taken. The weather is now improving and a working party will be organised to paint the play equipment.

2. Tree – RAS, APB and JF planted the new tree with the tree guard, unfortunately within 24 hours the tree guard had been vandalised and the tree snapped in half. The tree guard is now with APB. It was suggested by APB that the Parish Council purchase a larger tree, this may deter any vandalism and the guard to be concreted in. It was proposed by GVB that an amount of £100 be made available for the purchasing of a more robust tree, seconded by RAS all agreed. APB will purchase the tree.

**Action: APB**

**011/04/12 Community Access Point (CAP)**

The internet has now been connected. GVB has received a model contract but it would appear that it needs to be revised. The Parish Council may be financially responsible for certain aspects of the programme, though still waiting for confirmation as to what these will be from CCC. In the past SCDC ran the CAP, but it has since been taken over by the Library department which is run by CCC.

**012/04/12 Parish Plan:**

NP, GVB and APB are still reviewing. There is to be a presentation at the Annual Village Meeting on 17<sup>th</sup> May in order to give residents a more in-depth understanding of the Parish Plan and how it effects Meldreth now and in the future.

- 013/04/12 Correspondence and Clerk's Report:**  
 - Parish Liaison Meeting TBC  
 - Grand Jubilee picnic – representatives – Clerk to make enquiries **Action: Clerk**  
 Alms Houses Trustee (Mr S Hawkins declared a personal interest) – Mrs K Betts has resigned from the Trustees to to the Alms Houses and Dr. Sandra Webb has been appointed by the Trustees. Meldreth Parish Council agree to this appointment. Clerk to write to Dr. S Webb confirming her appointed as a Trustee to the Alms Houses. **Action: Clerk**
- 014/04/12 Melbourn Area Youth Development:**  
 At the moment the Parish Council have no representative and Cllr van de Ven has kindly agreed to report on any matter.
- 015/04/12 Burial Ground:**  
 Clerk has the information on grave diggers.  
 APB has received a quote for rabbit fencing, still need a further two.
- 016/04/12 Holy Trinity Church:**  
 APB proposed that the Parish Council now has a full tree survey done of the grave yard.  
 Clerk to write to Rev'd O'Brien and to arrange the survey. **Action: Clerk**
- 017/04/12 Sustainable Parish Energy Partnership (SPEP):**  
 There has been a lot of interest from residents for the thermal imaging camera.  
 There is to be an event held at Melbourn Village College (Community Centre) on 28<sup>th</sup> April, with the latest information regarding SPEP.
- 018/04/12 Cooption of New Councillor:**  
 Notice has been posted – will need to wait the statutory 14 days, from date of notice (26<sup>th</sup> March 2012). If an election is not called then SCDC will allow the Parish Council to proceed with a co-option.  
 Notice to go in Meldreth Matters. Clerk to enquire with CAPALC as to how many councillors Meldreth can have. **Action: Clerk**
- 019/04/12 To receive details of cheques to be drawn on the Parish Council's account as detailed or amended by late payments. To approve payments:**
- 1. Cheques for approval and signature including any additional payments:**
- Payment for approval in February 2012**
- |   |           |                |
|---|-----------|----------------|
| Staff salaries and PAYE/NI              | £1,791.06 | LGA 1972 s112  |
| Clerk expenses                          | £ 9.92    | LGA 1972 s113  |
| G B Goodwin grass cutting               | £ 500.00  | OSA 1906 s9/10 |
| Pipex is now Talk Talk                  | £ 15.31   | TA 1984        |
| Post Office (SCDC) pavilion rates       | £ 517.50  | LGA 1972 s113  |
| Post Office (SCDC) cemetery rates       | £ 45.00   | LGA 1972 s113  |
| J Chamberlain P3 expenses for 2011-2012 | £ 24.00   | LGA 1972 s113  |
| CWC – cemetery                          | £ 28.92   | OSA 1906 s9/10 |
| CWC – pavilion                          | £ 87.94   | OSA 1906 s9/10 |
| Chubb Fire – pavilion                   | £ 115.98  | LGA 1972 s113  |
- There are no rates for the office this year.  
 Shaded payments are additional payments, these are payments that were not on the agenda but maybe be paid.  
 All payments were proposed by SH, seconded by RAS, all agreed  
 Open Spaces Act (OSA), Local Government Act (LGA), Telecommunications Act (TA)  
 Finance group to meet – Melbourn District Villages Association application – to meet at the next planning meeting.
- 020/04/12 Parish Paths Partnership:**  
 Footpath 6 (Riverside Walk) has had two loads of wood chippings laid. Mr Tobin has also laid chippings across his property (British Queen public house) and has also offered to store any chippings.  
 The following work has been highlighted for the near future:  
 Footpath 1 – needs way marking across the golf course  
 Footpath 5 – the gate is still causing a problem as it is difficult to open, could the clerk report it again to Network Rail. **Action: Clerk**

Footpath 6 – the edging, in two places, is slipping into the River Mel. The materials needs are being evaluated once that has been agreed then a working party will be arranged.  
 Footpath 9 – the tree roots in the middle section of the path are pushing up the tarmac, this is causing a hazard. The matter has been reported to Highways (CCC) by Peter Gaskin (P3). A site visit with JC and Peter Gaskin has now taken place whereby various issues were discussed which had been highlighted by the annual path survey. The potholes along footpath 12 were also looked at have now been reported to the County Councillor.  
 APB has looked into the possibility of linking footpath 2 at Eternit to Kneesworth Road, but it appears that this will not be possible.  
 George Duncan has been litter picking and helping to lay the wood chippings for his Duke of Edinburgh Award, and is doing a brilliant job.

- 021/04/12 Annual Parish Meeting Date:**  
 Meeting will be held on the 17<sup>th</sup> May (after the planning meeting) at 7 pm in the main hall of Meldreth Primary School.
- 022/04/12 Queen's Diamond Jubilee Celebrations:**  
 - Celebration Oak Tree – it was felt that there is no suitable land.  
 It was felt that refurbishing the village sign by adding an additional bar would be more suitable. GVB will make enquiries with local residents who maybe able to assist.  
**Action:GVB**
- 023/04/12 Councillors' Reports:**  
**RAS**  
 - Local Plan Workshop on 29<sup>th</sup> March at Cambourne- RAS gave his report and the notes have been circulated. It will no longer be referred to as the Local Development Framework (LDF). The consultation period starts in the summer and the plan will run from 2016-2031 and will be locally derived which puts more emphasis on the Parish Plan.  
 Clerk to write to the Primary School to enquire when the project will be for this year's Mary Course Challenge. **Action: Clerk**  
 Will the planning agenda and minutes be posted onto the website? To be arranged next week with GVB and the Clerk. **Action: GVB/Clerk**
- JF**  
 The Recreation Group have visited local play areas, but they all received large grants. Clerk to make enquiries on what grants they applied for. **Action: Clerk**  
 There are still potholes on Whaddon Road and near West Way. **Action: Clerk**
- JC**  
 It was proposed by JC that the parish council purchase a High Visibility Jacket, the cost is approximately £20.00, this was seconded by RAS, all agreed. Clerk to organise. **Action: Clerk**  
 There are potholes along Whitecroft Road and Fenny Lane, Clerk to inform Highways. **Action: Clerk**
- SH**  
 SH attended a meeting with the Environmental Agency where the lack of water was discussed in the River Mel. It is unlikely that water will be seen in the area between Sheen Mill and Melbourn Bury before the Autumn.
- 024/04/12 Agenda items for the next meeting:**  
 Tree Officer – Clerk to ask if Mrs Montague-Fuller would still consider being the tree officer for the Parish Council. **Action: Clerk**  
 Pavilion Plans
- 025/04/12 Action Points: if not already covered:**  
 Dog notices for the Recreation Ground.  
**Meeting closed 9.55**
- 026/04/12 Litter Picker – Motion to exclude public and press**  
 It was proposed by SH that the Litter picker be paid the back pay for holiday entitlement, seconded by RAS all agreed.  
**Meeting opened 10.04**

**There being no further business the meeting closed at 10.05pm**

Chairman

Date

These minutes are published and provided, and may be used, only on the basis that the user assumes all responsibility for any loss, damage or consequence resulting directly or indirectly from them or their use. 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.