

**Minutes of Whaddon Parish Council meeting held on 14<sup>th</sup> March 2016 at 8.02p.m. in the Village Hall, Church Street, Whaddon, Nr Royston, Hertfordshire, SG8 5RY.**

Present:	Chair	Mr L Ginger
	Councillors	Mr W Elbourn, Mrs K French, Professor A Milton, Mr R Scott, Dr N Strudwick
	Parish Clerk	Mrs G van Poortvliet
	District Councillors	Mr N Cathcart, Mr D McCraith
	Members of the Public	14 present
	Guest Speaker	Mr J Munnery (Footprint Land and Development)

- 1.0 Apologies for Absence** – received from Cllr A Walker (sickness).
- 2.0 Receiving Declarations of Interest from Councillors on items on the agenda** – none declared.
- 3.0 Approval of Minutes – approval and signing of minutes from the Parish Council (PC) meeting of 8<sup>th</sup> February 2016** – Resolved: that the minutes be signed by the Chair as a true and correct record.
- 4.0 Presentation regarding proposals for housing on part of the Marley Eternit Site, Meldreth – presentation by Footprint Land & Development (advisors to Marley Eternit Group)**: Mr James Munnery was invited to address the meeting. He gave a presentation and explained that this was a consultation exercise and that no decisions had been made. The key points were:
- Marley Eternit were owned by the Etex Group, based in Brussels.
  - The Meldreth factory site included a number of obsolete production lines and parts of the factory had been closed for between two and eight years.
  - The obsolete buildings were contaminated and of bespoke design - attempts to market them for industrial use had proved difficult.
  - Etex Group had not been investing in the UK division due to poor returns on investment (ROI). The proposal was to help secure the future of the Meldreth factory by selling the redundant part of the site for housing and reinvesting the proceeds in remaining operations and new technologies.
  - Two options were being proposed for the site. Option A was to redevelop the redundant brownfield site (c10 acres) for housing after it had been cleaned up. The proposal included a new bus stop, cycleway and footpaths. Option B was to move the housing development closer to Meldreth village centre by developing an adjacent greenfield site, of the same size as the brownfield area, and returning the redundant brownfield site to greenfield.

Questions and comments were invited from members of the public and Cllrs:

- A question was asked about whether the Meldreth factory would close unless part of the site was sold for housing. Mr Munnery was unable to confirm if that would be the case.
- A question was asked about why 170 houses were being proposed – Mr Munnery explained that the number of houses was based on minimum housing densities set in planning policies.
- Comments were made that a development of that size would be more than ten times the scale that Whaddon was used to dealing with. Also that the proposed development was equivalent to putting a village the same size as Whaddon between Whaddon and Meldreth. Concerns were raised about the impact on local infrastructure. Mr Munnery stated that Community Infrastructure Levies (CiL) from the development would fund infrastructure improvements to local schools, highways and doctors surgeries.
- Questions were asked about the siting of highways access to the site and what studies had been done regarding the impact on highways. Mr Munnery explained that, as this was the consultation stage, no highways studies had been done – that would be at the next stage.

The access point from the highway had not been finalised but the road frontage owned by Eternit should be sufficient to find one that would satisfy safety requirements.

- A question was asked about what discussions had been held with SCDC Planners to date. Mr Munnery said that he had met with them three times.
- The District Cllrs stated that SCDC had a policy of providing 40% affordable housing on a scheme of this size.
- A question was asked as to who would build the housing – Mr Munnery said that the intention was to sell the site, with outline planning permission, to a developer.
- A question was asked about whether it would be possible to preserve the Atlas Stone Man from the original factory building. It was stated that this should be possible and could be part of the Planning Permission.
- Questions were asked about the robustness of a business plan that involved selling off part of Marley Eternit's assets in order to survive and also what safeguards would be made to ensure that the proceeds were reinvested. Mr Munnery commented that Etex would not invest money if they did not think there would be a good return on investment. It would be part of the Planning Permission that proceeds were reinvested in the Meldreth factory.
- A concern was raised that this would be stage one of a much larger housing scheme.

Mr Munnery asked for feedback questionnaires to be completed and returned to him.

Action: the Clerk to arrange for the questionnaire to be distributed via the village email system.

Thanks were given to Mr Munnery.

## **5.0 Report from Clerk and Councillors – to receive verbal updates about progress on resolutions and actions from previous PC meetings:**

- Bridge Street phone-box library – the broken pane of glass had now been replaced. Thanks were given to Mr D Evans.
- Village Handyperson – the post of handyperson had been advertised in the newsletter and had generated some interest. The deadline for applications was 20<sup>th</sup> March 2016. Action: the Clerk to table an agenda item for the next PC meeting.
- Possible path linking Whaddon and Cardiff Place – District Cllr McCraith suggested referring this to County Cllr Dent as County Farm Estates owned the land. Action: the Clerk to ask County Cllr Dent to look into this.
- County Cllr Reports – these could now be viewed via a new link on the Whaddon website.
- Proposals to build housing on part of the Eternit Site, Meldreth – Cllrs Strudwick and Walker had met with Mr J Munnery at the factory on 26<sup>th</sup> February, in a fact-finding capacity, and had received a tour of the site. Their report had been circulated via the village email system. There had been a public exhibition in Meldreth on 27<sup>th</sup> March which had been attended by some residents from Whaddon.
- Solar Farm Cabling Works, Bridge Street – the Clerk and Mr P Neale had met with the contractor in Bridge Street to discuss the condition of the verges following the cabling works. Some remedial action had since been taken to re-build parts of the verges. The adequacy of this would need to be reviewed once the grass started to grow again.
- Pedestrian dropped-kerb, Church Street – the contractor had reduced his quote by £100 and this had been accepted. It was expected that the work would be carried out at the same time as the Village Hall car park extension. SCDC Planning had confirmed that planning permission was not required for the dropped-kerb as it was for pedestrian use only.
- SCDC review of changes to proposed Scheme of Delegation for Planning – the PC had responded to the proposals supporting the amended version and asking that the new procedures ensure PCs are notified when an application goes to Planning Committee.
- Alfred John Palmer's Trust – the three people who had expressed interest in becoming a Trustee had been invited to join a working party to review the terms of the Trust. The first meeting would take place in April.
- WW1 Centenary Commemorative Tree, Ridgeway Close – the tree had now been planted and was being watered by a local resident. Thanks were expressed to all involved.

- Development at former 132 Meldreth Road - no reply had been received to the Clerk's third enquiry as to whether any S106 monies were due to the PC, despite SCDC's Head of Planning being copied in. District Cllr Cathcart had now started enquiries.

## 6.0 Reports from District and County Cllrs:

### 6.1 District Cllrs' Report: a verbal report was given by the District Cllrs:

- Council Tax – SCDC had voted to increase their element of the council tax by just over 1.99% (equivalent to a £5 increase for a Band D property).
- Rents for Council House Tenants – these would go down by 1% due to a Central Government initiative. This would mean less money available to SCDC for repairs and maintenance or re-investment in new-builds.

### 6.2 County Cllr's Report: County Cllr Dent had provided a written report which had been circulate by email and could be viewed via the website. The key points of local interest were:

- Water Board works, Bassingbourn – the utility companies had been fined for being in breach of their licence.
- Whaddon Gap traffic issues – these were under discussion. It was noted that further information was required from County Cllr Dent as to the nature of these discussions.

## 7.0 Public Participation:

- A member of the public enquired about the remit of the Footpaths Working Party. Cllr French explained that it was to ensure that all footpaths in Whaddon were correctly included in Cambridgeshire County Council's (CCC) definitive map. The member of the public then asked if there was an opportunity to link some of the footpaths making it possible to do some circular walks – sometimes only a short area of land was missing in order for this to be feasible. District Cllr Cathcart commented that work had been done looking into this possibility in the past. Action: District Cllr Cathcart to make enquiries about this.
- A member of the public asked if it would be possible to request residents not to place obstructions (such as stones or wood) on the grass verges by their houses. These could damage vehicles that had to mount a verge to pass or avoid another vehicle. The Chair would consider putting this in a broader email to residents about the verges. The Chair also suggested organising a working party in Bridge Street to realign the edges of verges that had grown over the highway.
- A member of the public commented on the damage done to the verges in Bridge Street by contractors' vans driving or parking on them and suggested that residents be encouraged to take an active interest in where contractors parked. Action: the Chair to send an email to Bridge Street residents about the verges.

## 8.0 Correspondence – noting receipt of significant items of correspondence:

- Electoral Boundary Review Commission – report and recommendations following electoral boundary review for CCC. Whaddon was to be included in an electoral ward with Bassingbourn and Meldreth, represented by one County Cllr.
- Cambridgeshire Future Transport – notification that CCC had voted to defer further budget reductions to CFT for one year. CFT proposed that the services remain unchanged and had requested comments on the proposals by 31<sup>st</sup> March 2016. Action: the Clerk to reply and to comment that Whaddon was not included on the bus timetable on CCC's website.
- Copy of letter from local resident sent to SCDC Planning Team with comments about layout and housing density for the proposed residential development at Marley Eternit, Meldreth.

## 9.0 Finance:

### 9.1 Approval of payments: Resolved: that the following payments be approved:

#### Cheques to be signed today (14<sup>th</sup> March 2016)

Cheque No. 100937, £90.00 (Net £90), Mr P Coningsby, grass cutting church-yard.

Cheque No. 100938, £54.00 (Net £45), Cambridgeshire ACRE, annual subscription.

Cheque No. 100939, £88.00 (Net £88), Hales Printers, newsletter printing.

Cheque No. 100940, £36.00 (Net £36), Mr D Evans, labour and expenses re replacement glass in Bridge Street, phone-box library.

Cheque No. 100941, £54.71 (Net £54.71), Cambridgeshire County Council, street lighting energy year to 20<sup>th</sup> September 2015.

Cheque No. 100942, £1,007.53 (Net £1,007.53), Mrs G van Poortvliet, Clerk's wages and expense allowance qtr to 31<sup>st</sup> March 2016.

Cheque No. 100943, £50.00 (Net £50), Mr L Ginger, Chair's expense allowance qtr to 31<sup>st</sup> March.

**9.2 Area Traffic Survey – approval of expenditure on traffic survey in Whaddon as part of larger area-wide survey (c£450):** – Resolved: that expenditure on three traffic surveys be authorised at a cost of £145 each. The traffic survey equipment was to be located on Whaddon Gap (at the 30mph sign), Church Street (before the bend at Bumpkins Pre-school, by College Farm) and in Meldreth Road (by no. 142). Action: the Clerk to advise the A10 Corridor Group of the PCs decision.

**9.3 Queen's 90<sup>th</sup> birthday celebration – consideration and approval of expenditure for commemorative items/event as appropriate:** this was discussed. Resolved that the PC make a contribution towards a community event rather than purchase commemorative items. The amount to be contributed to be agreed at the next meeting. Action: the Clerk to schedule an agenda item for the next meeting.

**9.4 Projected cash and reserves position at 31<sup>st</sup> March 2016 – (i) presentation and review of financial estimates (ii) consideration of moving funds from a general reserve to ring-fenced reserves as appropriate:** the Clerk presented the financial projections and the Cllrs noted the need to ring-fence some funds at the year end. The amounts would be agreed at the next meeting. Actions: the Clerk to table an agenda item for the next meeting. The Chair and Cllr Strudwick to obtain estimates of funds required for potential Cricket Club and WVH&RGT projects. The Clerk to check if the sum ring-fenced for S106 Public Open Space projects had been formally allocated for the recreation ground car park or was still unallocated.

**9.5 Internal auditor – appointment for financial year to 31<sup>st</sup> March 2016:** Resolved that Mr B Huett be appointed as internal auditor for the financial year ended 31<sup>st</sup> March 2016. Action: the Clerk to advise Mr Huett of the PC's decision and to liaise over the audit timetable.

## 10.0 Planning

### 10.1 Noting of Planning Committee recommendation re planning application

S/0271/15/FL, 87 Meldreth Road, Whaddon, SG8 5RS for proposed two and one storey extensions following demolition of all non-original extensions: Whaddon PC Planning Committee had recommended approval of the planning application.

**10.2 Noting of SCDC decisions re (i) S/2922/15/FL, 116 Meldreth Road, Whaddon, SG8 5RP for raised garage roof and new rear dormer (ii) S/3056/15/FL Chestnut Tree Farm, Whaddon, SG8 5RS for installation of solar panels on the roof of a modern curtilage outbuilding and (iii) S/2391/15/FL, Village Hall 125 Church Street, Whaddon, SG8 5RY for extension to existing hard standing to side of village hall to provide parking for up to 13 vehicles, with railings:** all applications had been approved by SCDC. A query was made as to whether the PC had received formal notification of SCDC's decision re 138 Church Street. The Clerk confirmed that this notification had been received (approval) - it would be formally noted at the next meeting.

**10.3 Noting of receipt of approved Planning Committee minutes from meeting on 27<sup>th</sup> January 2016:** the PC noted receipt of the approved minutes.

## 11.0 Whaddon Village Hall & Recreation Ground Trust (WVH&RGT) update – to receive oral report from member of WVH&RGT:

- There had been two meetings of WVH&RGT since the last PC meeting.
- WVH&RGT had been turned down for their final grant application for funds for the car park extension. They did not have sufficient funds to do the full car park extension but could do a scaled-down version.

- An event to commemorate the Queens 90<sup>th</sup> birthday had been discussed.

- 12.0 Trees on verge in Church Street, by recreation ground – consideration of (i) advice from SCDC’s Tree Officer re diseased trees following site visit and (ii) agreement of actions:** District Cllr Cathcart had accompanied SCDC’s Tree Officer to look at the trees. In the Tree Officer’s opinion the trees had been damaged by trimmers and also by dog fouling. Two trees had died. Some samples of mould from the trees had been taken for analysis. The trees would need protecting from strimming. A report had been requested but had not yet been received. Actions: the Clerk and District Cllr Cathcart to chase up the Tree Officer’s report and results of the sample analysis. The Clerk to schedule an agenda item for a later date.
- 13.0 Plaque for WW1 Commemorative Tree – agreement of plaque design and wording and approval of cost:** The plaque design, wording and costs (£45 + £10 delivery charge) were discussed and agreed by the Cllrs. It was noted that the PC had not purchased a plaque for the Jubilee Commemorative Tree. This would need to be discussed at the next PC meeting. Actions: the Clerk to table an agenda item for the next meeting and to email the supplier to advise them that the PC would be progressing the order but might also order an additional plaque. Cllr Milton and Mrs M Peyton (Whaddon’s Tree Officer) to liaise and suggest some wording for the Jubilee Commemorative Tree.
- 14.0 Parish Council Elections – agreement of actions required and handing out of Nomination Packs:** the Clerk handed out nomination packs to the Cllrs and explained that the completed forms needed to be returned to SCDC’s offices in Cambourne, in person, by 7<sup>th</sup> April 2016. A notice of election would go up on 30<sup>th</sup> March 2016. Actions: the Clerk to put up the election notice on 30<sup>th</sup> March and send an email to residents advising them of the PC election.
- 15.0 Annual Parish Meeting (Monday 18th April 2016) – receiving suggestions for format and discussion topics. Agreement of actions:** This was discussed. Suggested agenda items were updates from the PC, Neighbourhood Watch/Speedwatch, Alfred John Palmer’s Trust and WVH&RGT, reports from the Table Tennis, Cricket and Mostly Gardening clubs plus asking residents what they wished to see the PC spend funds on in the future. Actions: the Chair to draw up an agenda and publicise the meeting. The Chair and Clerk to invite speakers as appropriate.
- 16.0 Village Upkeep and Maintenance – reporting of upkeep and maintenance issues and agreement of actions:**
- Byway 22, Bridge Street – garden waste had been dumped on the byway, blocking it. Actions: the Clerk to report this to SCDC.
  - Litter, Whaddon Gap – there was a lot of litter on this road. This would be actioned once a handyperson was appointed.
  - Footway from St. Mary’s Church to Recreation Ground, Church Street - the verges had grown over the footway. This was something that the handyperson could be asked to do.
- 17.0 Items for next meeting: noting of requests for agenda items**
- Review of accounts and reserves at 31<sup>st</sup> March 2016
  - Queens 90<sup>th</sup> birthday celebration – agreement of expenditure
  - Handyperson appointment
  - Data back-up storage – consideration of options and costs
  - Jubilee Commemorative Tree Plaque – wording and costs
  - Verges grass cutting – management
- 18.0 Date of next meeting – Monday 11<sup>th</sup> April 2016.**

**There being no further business the meeting closed at 10.03p.m.**