

**MELBOURN PARISH COUNCIL
MINUTES**

Minutes of the Highways and Rural Footpaths Committee held on Monday 21st March 2016 in the upstairs meeting room of the Community Hub, High Street, Melbourn commencing at 7.15pm.

Present: Cllrs J. Hales (Chair), C. Stead (Vice Chair), J. Norman, J. Regan, I. Bloomfield, Crosby, A Mulcock

In attendance: The Clerk

HWY50/15 Apologies for Absence:

Cllr Tulloch due to ill health and Cllr Cleminson and Linnette for personal reasons.

HWY51/15 Declarations of Interest:

Cllr Bloomfield declared a non-pecuniary interest in HWY57/15 (a) as an employee of Melbourn Village College

HWY52/15 Minutes of the meeting held on Monday, 8th February 2016

It was proposed by Cllr Norman and seconded by Cllr Bloomfield that the minutes be signed as a true record. This was carried.

HWY53/15 To receive a report on the meeting 8th February 2016

8/2/16 – HWY/45/15

The committee discussed the following documents from Skanska Ltd.

- Melbourn Infrastructure Improvements Letter from Richard Bensley, Skanska.
- Project Commissioning Brief
- The Construction Design and Management Regulations 2015 (HSE)

Cllr Hales confirmed the Project Commission Brief is to inform MPC of the plan and design of what Skanska can offer.

Cllr Hales confirmed the "Service Manager Contact" should be "The Clerk" and not Melbourn PC (Jose Hales). This will be reported back to Skanska

The total amount for this briefing was agreed at the last Highways committee on 14 December 2016, Cllr Hales asked the Clerk to confirm in writing to Skanska that Melbourn Parish Council is to proceed with this order of £4194.39 + VAT and make payment. **ACTION: THE CLERK**

This will be paid after Full Parish Council Meeting on 22/2/16

8/2/16 HWY/46/15

To Consider any matters concerning Rural Footpaths

a) Repositioning of Footpath on MVC Grounds

The Clerk presented an email from John Barnes, Assistant Principal of Melbourn Village College. Due to the number of dog owners allowing their dogs to foul across the Melbourn Village College grounds and the Parish footpath, John Barnes asked the question would it be possible to move the existing Parish footpath that leads from the entrance to Vicarage Close directly across to the gap in the entrance to the Parish land. The Committee felt The Assistant

Principal should attend the next Highways Committee meeting, so Mr Barnes can suggest an alternative route. **ACTION: THE CLERK TO INVITE REPRESENTATIVE TO THE NEXT HIGHWAYS MEETING.**

The Clerk invited Assistant Principal from MVC to attend the next Highways Committee Meeting in March.

8/2/16 HWY45/15

Removal of Street Name Sign

The "London Way" sign had appeared to have been stolen.

ACTION: THE CLERK TO CONTACT SCDC TO REQUEST A REPLACEMENT.

After inspection again the sign was confirmed as not missing and therefore no further action has been taken.

8/2/16 HWY/48/15

Correspondence:

(a) Any correspondence received up to the time of the meeting

The Clerk presented two pictures of overgrown trees which were reported by our Litter Picker. The trees are located within the woodland area between Armingford Crescent and Hale Close. Cllr Hales confirmed these are the property of Cambridgeshire County Council.

ACTION: THE CLERK TO CONTACT SHIRE TREE SURGERY TO RECOMMEND HIS ADVICE OF BOTH TREES AND QUOTE FOR WORK. THE CLERK TO INFORM CONSERVATION AND CAMBRIDGE COUNTY COUNCIL OF SHIRE TREES ADVICE.

Cambridge County Council met with Cllr Hales and we are now awaiting confirmation of who owns the land.

Cllr Stead reported the school crossing patrol lighting has not been working for the past 6 month to a year. **ACTION THE CLERK TO CONTACT SCDC TO REQUEST REPAIRS ARE COMPLETED WITHIN THE NEXT 7 DAYS.**

The Clerk has contacted SCDC and this is now been reported and will be dealt with as soon as possible. The School Lighting Crossing is now in working order.

The school crossing patrol lights have now been fixed, however Cambridge County Highways are investigating ways of improving the lighting.

HWY54/15 Income and Expenditure Report

The Clerk confirmed the financial information was not available at this time and proposed the income and expenditure be deferred until the next meeting. This was carried by all.

HWY55/15 A10 Traffic Statistics Survey

Cllr Hales explained how many local Parishes have shown an interest in the accumulative impact on the A10, and how they would be willing to contribute to the cost of the Traffic Survey. The survey will now include roads up to the M11/A1198 and A505. County Highways to send Cllr Hales confirmation of ALLs roads included in the survey, which will then be sent onto ALL Clerks for information. **ACTION: CLLR HALES**

HWY56/15 Skanska High Street Survey

The Clerk confirmed payment had been sent to Skanska for the High Street Survey. **ACTION: The Clerk to ask for confirmation of receipt of payment.**

HWY57/15 To consider any matters concerning Rural Footpaths:

b) Repositioning of Footpath on MVC Grounds

The Chair welcomed John Barnes, Assistant Principal of Melbourn Village College. Due to the number of dog owners allowing their dogs to foul across the Melbourn Village College grounds and the Parish footpath, John Barnes asked the question would it be possible to move the existing Parish footpath that leads from the entrance to Vicarage Close directly across to the gap in the entrance to the Parish land. The committee felt changing the locations of the footpaths would not make a difference to the behaviour of the public. Melbourn Village College are required by Ofsted to meet their safeguarding responsibilities and as a result there were discussions about fencing off areas of the school to stop members of the public entering the site during term time. This will not stop members of the public walking through PE lessons with their dogs that are being held on the recreation ground on the left hand side of the hedge when you walk from vicarage close.

Melbourn Village College have arranged for signs to be erected stating "dogs must be kept on a lead at all times whilst MVC PE lessons are held". The signs will be erected as you come in from Vicarage Close, the alleyway from Station Road, and from the main school. Melbourn Parish Council discussed contributing towards fencing up the small gap between the MVC land and Parish land and for two more locations of the same signs located at the entrances from the Parish Grounds to MVC Grounds. **MPC strenuously indorses MVC position on dogs being kept on a lead at all times whilst students are active during lessons. MPC must stress that all dog fouling must be picked up and disposed of in the correct dog bins provided.** This will cost approximately £500. **ACTION: The Clerk to place on next Full Parish Meeting for Approval.**

HWY58/15 School Crossing Patrol Lighting

The school crossing patrol lights have now been fixed, however Cambridge County Highways are investigating ways of improving the warning flashing lighting.

HWY59/15 County Council Street Lighting -

The Committee discussed the letter from Cambridge County Council – Street Lighting - Changes to Operating times (Attached – Appendix 1) and declined to take part.

HWY60/15 Correspondence:

(b) Any correspondence received up to the time of the meeting

The Clerk presented an email relating to the bad condition of the footpath between the Church Hall and Vicarage Close. Cllr Hales confirmed this is being investigated by Cambridge County Highways.

The Clerk presented another letter regarding Surface Water Drain Blockage that has been sent to Highways Team SCDC. The Clerk to forward letter onto Cambridge County Highways to action. **ACTION: THE CLERK**

The Clerk presented another email relating to the condition of the footpath between the bottom of Drury Lane and Russet Way. The grass border for about 30 metres is so intrusive on the pavement that it is too narrow for the passage of a wheel chair. Cllr Hales confirmed the work was being carried out today by Cambridge County Highways.

HWY61/15 To Accept Notices & Matters for the next Agenda

None to report

The Chairman closed the meeting at 8.36 p.m.

APPENDIX 1

My ref: Part night lighting
Your ref:
Date: 8th March 2016
Contact: Brid Cooney
E Mail: assetsandcommissioning@cambridgeshire.gov.uk



Economy, Transport and Environment
Executive Director Graham Hughes

*Mr Peter Horley
Melbourn Parish Council
Melbourn HUB
30 High Street
Melbourn
SG8 6DZ*

Infrastructure Management and Operations
Box SH1313
Shire Hall
Castle Hill
Cambridge
CB3 0AP

Dear Mr Horley,

County Council Street lighting – Changes to operating times

We are writing to inform you of Cambridgeshire County Council's decision to amend the brightness and operational lighting times of many County Council owned streetlights.

Following the consultation exercise undertaken with local Councils and the public in 2015, the County Council will now introduce a part night lighting programme from the 1st of April 2016 and your local area will be affected. The proposal to increase the current level of dimming and to introduce times when many streetlights will be switched off has been approved by Full Council. Please see attached the list of roads and the column list of streetlights within your local area that will be switched off between 2am and 6am.

In June 2015, we consulted with your Council to seek your views and offer you the option of contributing towards the energy costs in roads where you might like streetlights that were proposed to be switched off kept on. As a result of the consultation exercise, Members have agreed to reduce the times streetlights would be switched off from midnight to 6am to between 2am and 6am. Therefore the cost of energy for any lights that local Councils might wish to keep on during this time has reduced from £12 to £7.70 for 2016/17 together with an administration cost of £65 to process each application. Any local Council who has already agreed to fund the costs of the energy during the proposed switch off times will automatically receive the benefit of this reduced annual cost.

However, if your Council has previously not informed us that would like to fund the costs of the streetlighting energy during the times of the proposed switch off but you now wish to do so, please can you inform us by 31st March 2016. We will need you to confirm which streetlights you would like to contribute to by providing us with the road names and individual column number references. Unfortunately, any requests for

changes after this time will be likely to incur an increased cost, due to increased administration costs.

If you wish to discuss this matter further, or if you have any additional questions you would like answered before considering submitting an application, please do not hesitate to contact me.

Yours sincerely

Miss Brid Cooney

Communication and Engagement Officer
Assets and Commissioning