

MELBOURN PARISH COUNCIL MINUTES

Minutes of the Annual Parish Meeting held on Monday 9th May, 2016 in the upstairs room of Melbourn Community Hub at 7.15 pm.

Present: Cllrs. R.Tulloch (Chairman), R. Gatward, J. Hales, C. Stead, M. Townsend, I.Bloomfield, U.Cleminson, K.Crosby, M.Linnette, J.Regan, S Parton, A Mulcock, S Hart and J.Norman.

In attendance: The Clerk, C.Cllr S.van de Ven and District Councillor Barrett

- 1 **Apologies for absence:** Cllr Sherwen due to ill health
- 2 **The minutes of the meeting held on 11th May 2015:**
Cllr Tulloch confirmed the minutes from the Annual Parish Meeting held on 11th May 2015 were approved at Full Parish Council on 26th May 2015.
- 3 **Report on aspects of the meeting held on 11th May 2015**
Nothing to report
- 4 **Reports from Committees and Sub-Committees of the Parish Council:**
 - (a) **Cemetery:** Cllr Townsend presented the report in the absence of Cllr Sherwen (**See Appendix 1**). There were no comments on the report.
 - (b) **Conservation:** Cllr. Gatward presented her report to the meeting. (**See Appendix 2**). Cllr Gatward noticed an error in her report; Worcester Way is not a 106 area. There were no comments on the report.
 - (c) **Finance and General Purposes:** Cllr. Tulloch presented his report (**See Appendix 3**). There were no comments on the report.
 - (d) **Highways and Rural Footpaths:** Cllr. Hales presented his report. (**See Appendix 4**). There were no comments on the report.
 - (e) **Planning:** Cllr. Crosby presented her report (**See Appendix 5**). There were no comments on the report.
Sub Committee – Car Park Refurbishment Report 2015 – 2016
Cllr Linnette presented his report. (**See Appendix 6**) There were no comments on the report.
 - (f) **Play Areas, Recreation and Youth:** Cllr. Linnette presented his report (**See Appendix 7**). Cllr Linnette corrected a typo “Sport Development Programme “required” by Sport England not “regained”. There were no comments on the report.
 - (i) **Melbourn Futures Committee:** Cllr Norman presented her report (**See Appendix 8**). There were no comments on this report.
 - (j) **MAYD Committee:** Cllr Hales presented his report (**See Appendix 9**) There were no comments on the report.
- 5 **Reports from Village Charities:**
 - (a) **Triggs Charity:** Cllr. Barrett presented her report (**See Appendix 10**) Cllr Barrett corrected a typo, Cllr Linnette was “welcomed” and not “accepted” onto the committee.
 - (b) **Lettice Martin:** The Clerk presented her report to the meeting. (**See Appendix 11**). The Parish Council confirmed the account cannot be closed, however the balance is to remain low.
 - (c) **Francis John Clear Almshouses: Mavis Howard’s** report was presented (**See Appendix 12**). There were no comments on this report.
 - (d) **Melbourn Mobile Warden Scheme:** Cllr. Barrett presented her report. (**See Appendix 13**). There were no comments on this report

(e) Melbourn and Meldreth Lunch Club

The report and accounts from Julie Myles and Nikki Cross were presented **(See Appendix 14)** The Clerk to write to them to thank them for all their help and support. The Clerk to ask Julie Myles and Nikki Cross to contact Melbourn Magazine about placing an article to find a replacement for the Lunch Club in September 2016.

(f) Melbourn Community Hub: The report from Chairman Stuart Cook was presented. **(See Appendix 15)**. There were no comments on the report.

6 To receive a report from District Councillors:

D. Cllrs. Barrett and Hales had prepared a joint report as District Councillors for the Melbourn Ward **(See Appendix 16)**. There were no comments on this report.

7 To receive a report from Cambridge County Councillor: C. Cllr. van de Ven presented the report. **(See Appendix 17)**. There were no comments on the report.

8 Chairman's Report:

Cllr. Tulloch presented his report to the meeting **(See Appendix 18)**. There were no comments on the report.

10 To consider any matters brought before the Annual Parish Meeting.

None.

There being no other business the Chairman closed the meeting at 7.33 pm

THE AMENDMENTS TO THIS REPORT BEING TOO LONG TO DISPLAY ON THE NOTICEBOARD PLEASE REFER TO THE PARISH OFFICE FOR A COPY OR VISIT THE WEBSITE.

Cemetery Committee Report 2015-2016

General

Again this year confirms the benefit of using a maintenance contractor for the upkeep of all our cemeteries.

Orchard Road

This cemetery has continued to improve in appearance due to the above mentioned maintenance contract (and contractor).

We also started the 'refurbishment and renovation' of the entrance lych gate by having the roof and exterior repaired and renovated by a local company, they did a superb job and it is hoped that funds will allow the interior to be refurbished also during this coming year. It was anticipated that the soil store and surrounding fencing would be replaced and improved but this has not reached the top of the priority list yet!

New Road Cemetery

Another year of maturity has further improved the visual appearance of New Road cemetery. Much has happened this past year, the much awaited reburial ceremony of the Anglo Saxon remains took place mid-year, a well-attended event followed by a small exhibition in the Hub, thanks to all who helped support this significant event. In keeping with this we also installed two unique style seats on top of the 'Mound' which provide a lovely contemplation area

Our main tree supplier replaced and 'renovated' several trees earlier this year, they are all growing well, largely due to our maintenance contractor regularly watering them due to the very dry conditions last year, this incurred quite a cost but had to be done.

The tatty old stile has been replaced with a wooden kissing gate entrance to help access.

Rabbits etc continue to be a problem but hopefully when the 'tree and hedge revamp' occurs later this year (part of the landscaping require by SCDC for the housing development) this problem will be resolved.

The green burial area continues but slowly as it is also dependent on the landscaping requirements, again we have an even tighter budget to adhere to this year.

All Saints

Being looked after well by the contractor

Mike Sherwen. May 2016

Conservation Committee Report 2015-2016

Many thanks to the River Mel Group volunteers and seasonal volunteers. Thank you also to Sarah Adam and Peter Horley, our Handymen and lastly to the Conservation Committee who sometimes have long and late meetings.

Stockbridge Meadows

This area continues to be well used and appreciated by many dog walkers, nature lovers and those who just enjoy the birdsong and open space. The cowslips are flowering but unfortunately the Munjaks have found them. As reported last year permission was asked to install a seat in memory of a Melbourn man, this was purchased by his family and is now installed as requested with a view of the church tower (just). This has made a useful and attractive addition to the site and we thank them.

83 High Street

This area has gradually, over the last few years, been renovated from a shrubbery to a small country garden. At the moment it is looking very bright and colourful with tulips and other spring flowers.

Unfortunately Barbara MacKellar who was responsible for replanting and keeping this a tidy and attractive corner has now moved to Cambridge due to failing sight. We are pleased to have found a replacement who we hope will enjoy continuing Barbara's care of this site. The seat is well used by those needing a rest to and from the village and those eating their lunch in the sun.

Hedge and Tree Planting

More hedging was planted in New Road to complete the stretch to Summer House Farm entrance. We still have a long way to go to reach the A505. Some gapping up was done by the lay-by in Royston Road. Hedge trimming took place in both Cambridge and Royston Roads.

Seats Benches and Picnic Tables

No new purchases this year but will be considered shortly for Worcester Way, Armingford Crescent and Old Rec. Suggestions for further sites will be welcomed.

- Litter Bins – 2/3 replacements this year
- Dog Bins – 1 new bin on the Old Recreation Ground

During the year the cutting back of foliage along sides and rear and general tidying of the site took place. Fencing by the ditch was installed and the canopy of the London Plane trees was lifted by the roadside to allow for a full-size pitch. Once again the daffodils made a good show.

Maintenance of Following Sites

- Armingford Crescent 106 grass-cutting and seasonal pruning.
- Chalkhill Barrow. ". ". ". ". ". "
- Elm Way x 2. ". ". ". ". ". "
- Worcester Way. ". ". ". ". ". "
- Beechwood open space. ". ". ". ". "
- Greengage Rise. ". ". ". "

Beechwood Resident Association

As reported last year the Parish Council have agreed to take over all maintenance from the Beechwood Association. The legal Agreement has now been completed by both sides. Work on three mature Maples by tree surgeons has recently been carried out.

Grass Cutting

Grass-cutting includes areas not undertaken by SCDC and is currently split between two contractors Herts and Cambs who do the cutting, marking out and maintenance of the pitches and surrounds and the play areas at the Moor and Clear Crescent and MD who cut the verges at either end of the village, all 106 sites, Greengage Rise, Worcester Way and Beechwood open space and other small areas.

Allotments

Melbourn Parish Council has given permission for erection of sheds at the allotments. To date no one has used this opportunity. There is no further action about the soil toilets.

Finance and General Report 2015/2016

Melbourn has a wealth of facilities, such as the Community Hub, Sports Pavilion and the refurbished car park which make it the envy of many other villages. Despite the large capital outlay these have required, the Parish Council has funded them from monetary reserves and through low cost government-backed loans.

With the gradual increase in prices over the last two years and costs of the car park refurbishment, we have decided that a small increase in the precept for 2016/17 is necessary. The cost per household will be only a few pence per month. This will help keep Melbourn Parish Council on a firm financial footing and allow us to continue to enhance our village.

Highways and Rural Footpaths Committee Report 2015/2016.

2015-16 has been a reasonable year for the Highways and Rural Footpaths committee. At the start of the year the committee discussed several areas for improvements around the village that would enhance the character or well-being of the village. This included drainage issues, footpaths (both highway and rural ones) and speed of traffic as well as parking issues.

Traffic speed issues that the committee looked at have resulted in plans to undertake survey works of the high street and other areas to ascertain what works are required. This work is to be done by the County Councils principle highways contractor – Skanska. The survey's findings when complete will require some capital spend and as such several ways in which to fund the project are being looked at.

As this survey work is still ongoing and any reports on its progress so far would be, however updates will be found when available on the Parish Councils Minutes section of the website. Finally, I would like to take this opportunity to publically thank all the members of the Highways and Rural Footpaths committee for their hard work and diligence over the past year and congratulate them for their work which has made improvements to the village.

Cllr Jose Hales

Chairman Highways and Rural Footpaths

Planning Committee Report 2015/2016

The year of 2015-16 again saw the usual stream of planning applications brought to committee. As with the previous year the Planning Committee continued to be the largest committee of Melbourn Parish Council, served by almost the whole council.

One of the major planning issues of this year was the continued planning application for 199 houses off New Road. The application was refused but an appeal is due shortly. This matter continues to be dealt with by the Melbourn Futures Committee.

Work continues on the first phase of the 64 homes on the land to the rear of Victoria Way, and this phase should reach completion in the next few months.

A major development in the village was the completion of the village car park. A great deal of thanks should be given to Councillor Linnette, who very capably took over a very difficult task of becoming the chairman of the car park committee. He has done a tremendous job and I'm sure we all appreciate his sterling efforts. Also thanks to Councillor Sherwen, who took over the role as vice chair of this committee, and in spite of ill health played a major part. There is a separate report regarding the car park attached.

Kimmi Crosby
Chairman, Planning Committee

Melbourn Parish Council Planning Committee
Sub Committee – Car Park Refurbishment Report 2015 – 2016

The extended and refurbished High Street Car Park was signed over from the contractor back to Melbourn Parish Council on 18th December 2016, having been closed to the public for over 3 months. We have to say that the contractor has completed a very fine job and the car park and workshop are now state of the art assets for our village. The majority of local comment has been very complimentary.

A traffic count during the first few weeks of the new car park opening has shown that there are at least 76 vehicle movements every school day by parents dropping and collecting children using the safe routes to the rear entrance of the Primary School, apart from the usual daily business and shopping users.

We are pleased to report that after many visits and umpteen contacts by phone or email BT/Open reach have at last fitted a Broadband Cable to the workshop so that the CCTV System can be accessed by police if necessary. This work was some 4 months late in completion.

Refurbishing/extending a car park sounds like a simple job, but in fact has been a very complex engineering and building project, and a huge strain on our Clerk with countless administration tasks.

There remain a few, snagging jobs to be completed by the contractor when the weather is warmer.

A final account is under negotiation by our Project Management Contractor Sweett Group, and should not be too far from our original estimate.

M J Linnette – Chairman
Sub Committee – Car Park Refurbishment

Play and Recreation & Youth Committee Report – 2015 – 2016

The much improved facilities of the pavilion have been appreciated by existing users including the football clubs, youth club and fete committee. But, despite our management agreement with BeActive to deliver the Sport Development Programme regained by Sport England, we have seen only a small improvement in usage.

BeActive did have a very successful “Fun Day” last summer, and there is now a weekly Pilates Class, - not introduced by BeActive. The pavilion is too small for many activities and a little off the beaten track. The management agreement will be kept under review.

The Moor Play Park has had an upgrade and repair to old equipment, but we have had no indication that outside funding will be available to replace the skateboard ramps. This was a much used facility and replacement remains a project for the future.

The Littlehands nursery school owners have signed a new lease with much improved rental income. Melbourn Parish Council is required to obtain a market rent for what is a commercial operation.

In cooperation with the Conservation Committee, The Old Recreation ground has been brought back into use as a junior/practise football pitch.

Trees and bushes have been cut back and a new safety fence erected on the rear boundary as there is a dangerous deep ditch. Anglian Water have replaced an old fence on the right hand side, at our request, again partly for safety reasons

As our appointed contractor for grass cutting and grounds maintenance was unable to continue with the contract, an interim agreement as made with Herts & Cambs Ground Maintenance Ltd to complete the work to the end of the financial year, and this proved to be a very satisfactory arrangement.

We have to thank our Parish Clerk and to our own maintenance team for keeping the play areas safe, clean and tidy. We must also give special thanks to Cllr Irene Bloomfield, Vice Chair, for holding most of the fort this year while the Chairman has been consumed by other projects.

M J Linnette – Chairman
Play, Recreation and Youth Committee

Melbourn Futures Committee report 2015/2016

Chair: Julie Norman and **Vice Chair:** John Regan

The MFC was set up in Autumn 2014 and had its first meeting on 23 September 2014. Its remit is primarily to fight the proposed development of 199 homes off New Road, given the overwhelming feeling against the proposal in the village. However, as outlined below, the committee has also initiated work to develop a Neighbourhood Plan for Melbourn Parish and devised a structured approach to financial planning for the Parish Council.

Opposition to the Proposed Endurance Estates Development

The committee's initial approach was to prepare a detailed critique of the applicant's documentation. However, having observed how the South Cambridgeshire District Council's (SCDC) Planning Committee worked, the MFC subsequently recommended to the Parish Council that a planning lawyer be engaged to fight the application on the PC's behalf. This approach was successful and the SCDC Planning Committee rejected the application in June 2015 by a majority of 12 to 1. The principle reason for the rejection was given as impact on the visual landscape. The site rises up the hill going out of the village and the tree planting and other mitigation proposed in the application was not considered likely to be effective. Endurance Estates was given leave to appeal and the appeal will be heard over 3 days beginning 12 July 2016. The MFC is currently preparing additional material to be submitted to the Appeal Inspector.

The MFC was successful in persuading Anglian Water to carry out a bespoke hydraulic modelling exercise for Melbourn to assess the current capacity of the sewage system and the likely impact of future development. The model confirmed what residents suspected – the system is at capacity. This finding does not mean that the 199 homes should not be built but it does mean that there will need to be upgrades to the sewage system as part of any planning permission. Discussions are being held with County Education about how to increase the capacity of the Primary School.

The MFC has also developed links with other local Parish Councils and their District Councillors, with the aim of bringing to the attention of policy makers and officials the deficiencies of the current planning system whereby the cumulative effect of developments is not assessed and taken into account. The Group is currently looking at traffic along the A10 and the impact of potential development in Shepreth, Meldreth and Melbourn on GP facilities.

Developing a Neighbourhood Plan

One further outcome of the MFC's work is that the benefits of drawing up a Neighbourhood Plan have been established. At a Public Meeting held on 19 May 2015, Melbourn residents agreed that the development of a Neighbourhood Plan as a means of putting control of future development in Melbourn's own hands was a good idea. The MFC established a Neighbourhood Plan Steering Group (NPSG) to take this forward. Five parish Councillor members of the MFC are also members of the NPSG.

Financial Planning

The MFC was asked to develop a methodology for the committees of the Parish Council to record their on-going costs and proposed projects. The purpose of this is to make setting the Precept a more structured and transparent process and to enable better financial control. The methodology was trialled in setting the 2016/17 Precept.

Julie Norman, 4 May 2016

**Melbourn Area Youth Development Committee – (MAYD)
Report 2015/2016**

The MAYD committee is an unusual committee in so far as Parish Council committees go, as it's a committee made up of councillors and residents from five Parish Councils, Melbourn, Meldreth, Shepreth, Foxton and Fowlmere. The reasoning behind this set up is to pool funding from these councils to provide a youth club and other activities throughout the year for the young people of the participating villages.

The youth club is run by a youth services provider called Groundwork, a company based in St Albans, Hertfordshire. Groundwork wanted to spread their area of operations into Cambridgeshire and have done so via the work they do for us.

The Melbourn Youth club nearly folded back in 2013 but since then and with the help of Groundwork the attendance numbers have steadily increased, now to the point where discussions are being had on whether to provide funding for a second session each week. At the moment the session is Tuesday evenings from 7pm – 9pm held at the Pavilion on the New Recreation Ground, The Moor, Melbourn. The sessions are free to those young people signing up to the youth club and are open to all young people aged 11 – 19 years old.

I would like to take this opportunity to thank both the participating Parish Councils for sticking with the plan, but most of all, the Councillors and residents who give their time so freely to help guide the process.

Without them we wouldn't have a youth club.

Thank you.

Cllr Jose Hales.

Triggs Charity 2015/2016

At the last meeting on 10th November 2015 Councillor Mike Linnette was accepted onto the committee.

Grant Allocation: Applications had been received from some of the schools but not all the eligible schools had responded to the email prompting requests.

Melbourn Primary School asked for £700 towards the cost of refurbishing their IT suite.

Barrington Primary asked for £500 to assess reading as part of their Assertive Mentoring programme

Fowlmere Primary asked for a contribution towards a £2,000 investment they are making to purchase a reading intervention to support low income families.

Thriplow Primary asked £300 to cover expenses for a child whose family may be suffering financial hardship so the child may join in a school trip.

After some discussion it was agreed to grant the following:

- £700 to Melbourn Primary School
- £500 to Barrington Primary School
- £500 to Fowlmere Primary School
- £300 to Thriplow Primary School
- £500 to Meldreth Primary School

The number of trustees who attend the meetings was discussed and a vacancy still exists for a Meldreth Parish Council representative or appointed individual,

It was discussed that it might be prudent to appoint some co-opted individuals as well as members of the Parish Councils as more attending the meetings would be advisory and make the trust business more sustainable.

The next Grant Approval Meeting was arranged for Tuesday 11th October 2016 at 5pm at 39 Whitecroft Road, Meldreth. The next meeting is the Annual General Meeting and is on Tuesday 5th July 2016 at 5pm 39 Whitecroft Road, Meldreth.

District Councillor Val Barrett

Appendix 11

Annual Report of Martins Charity 2015/2016

The opening balance on 1st April 2015 was £221.24

On 7th June 2015 interest on this account of £0.04 was added taking the total to £221.48

On 7th September 2015 interest on this account of £0.04 was added taking the total to £221.52

On 7th December 2015 interest on this account of £0.04 was added taking the total to £221.56

On 15th January 2016 the remaining funds of £221.56 held in Martins Charity Account was transferred into Melbourn Parish Councils current account general funds for the purpose of partial payment for the Celebrating Ages Event. A short time later on 19th January 2016 £21.56 was transferred back into Martins Charity Account as the original amount transferred, transpired to be £200.00 and not £221.56. Melbourn Parish Council paid the remainder of the invoice. This took the balance to £21.56.

On 7th March 2016 interest on this account of £0.02 was added taking the total to £21.58

The closing balance was therefore £21.58 on 31st March 2016.

The Clerk
5 May 2016

Francis John Clear Almshouses

Annual Report to Melbourn Parish Council 2016

This is my fortieth report from the Trustees of the Almshouses to the Parish Council .

DRAINS. Just don't mention drains to any of the Trustees! Suffice it to say that we have had problems and we cannot stress too strongly the need to flush only toilet paper down the loo!

Apart from that, things have gone very smoothly at Clear Cottages. As you may remember, two of the units have been completely renovated but the other two occupants do not really want the upheaval of a complete refit. However, both agreed to having improvements made to their kitchens and we are at the moment waiting for the builder to start work on completely modernizing the bathroom of no. 59.

Also happening this month will be a test on each property for Legionella, which is a number one cause of pneumonia in elderly or vulnerable people.

Brenda Meliniotis continues to be our Chairman and the Board of Trustees remains the same, – namely Arthur Alderton, Cllr Val Barrett, Peter Chilvers, Hilary Docwra, Eric Johnston and myself. We all work well together and are pleased to have Cllr Barrett as our SCDC representative.

We continue to repay our two loans out of income (you will remember that we were advised by the National Association of Almshouses to take out an interest free loan with them for the refurbishments rather than liquidate our assets) and still show a small profit, despite the modest rent which we levy. As I reported last year, we made a small increase in the contribution (rent) which the ladies pay and this was absorbed by all of them without comment.

I also mentioned last year that we hope that the Parish Council will be able to accommodate our old Minute Books and the original plans of the property. We have heard nothing from you and would ask you once more to consider providing storage space for our records. It is not a vast archive but it does belong to the village.

The Almshouse Trustees are all extremely conscientious and take their responsibilities seriously. One or two of us have held the post for many years; to my knowledge no Trustee has ever taken a penny in expenses for telephones, printing, petrol etc. They are all doing an excellent job on behalf of the village and I think this should be acknowledged.

I am sure that you will agree that the Almshouses are as ever a credit to the village. This is my report in the 91st year since the Almshouses were built.

Mavis Howard,

May, 2016

Melbourn Mobile Warden Scheme 2015/16

Just a reminder that the Mobile Wardens are a self-employed and self-managed group who provide a range of services as outlined by the scheme to support mobility impaired people on behalf of the MMWS Committee.

Recruitment and training continues with the wardens attending a safeguarding training course as recently as 14th April, with another, which involves the Mental Capacity Act and Deprivation of Liberties on 5th May.

Jeannie Seers, Head Warden has introduced a newsletter to the Scheme which includes forthcoming events, safety tips, word games and generally useful information. The Scheme is also developing an internet web site. This will be helpful in showing potential funders what we do and make donating more accessible.

Fundraising & Donations

A raffle is held every two months and huge thanks go to the Melbourn Co-op Store who are very generous in their support to the Scheme and to all who donate.

Clients of the Scheme set up a Tombola and table sale at Coffee Stop in November in All Saints Church Hall which raised almost £80.00 along with monies raised at the Summer Fete and raffles held during our Outings. These all go towards the Outings.

An annual Christmas Lunch at the Cambridge Motel has always been very well received as well as at venues such as Coton Garden Centre, the next being The Plough, Shepreth, in June.

Many of our members attended the Celebrating Ages at the College in March.

We are grateful to Melbourn Parish Council, South Cambs. District Council and Cambridge County Councils for the funding which enables the Scheme to continue for the foreseeable future.

Val Barrett
Chairman, Melbourn Mobile Scheme.

To: Melbourn Parish Council
From: Julie Myles, Nikki Cross
Re: Melbourn and Meldreth Lunch Club
Date: 29th April, 2016

The Lunch Club is still going well and lots of laughs are had each week. Unfortunately, numbers have fallen again slightly this year and we have an average weekly attendance of between 15-20 people. This is due to illness etc. As yet, we have not lost anyone because they didn't like us! Our service is advertised in the Melbourn Magazine, The Melde and noticeboards in Melbourn and Meldreth.

We still charge £6.00 per meal and pay £5.10 to Moorlands.

Our building society account balance was £4,678.43 in May last year. We now have a balance of £5682.08. We have received donations from Black Horse (£700.00); Melbourn Hub (£61.60); the Bridge Club (£100.00); Melbourn Fete Committee (250.00). We have also been able to pay in £240.00. Our only withdrawal of funds was £200.00 to cover our Christmas celebrations. This year the children from Melbourn Playgroup came to sing which was very well received.

We attach a copy of our Building Society account book for your information.

It is with great regret that we are going to have to finish lunch club at the end of August. Since starting 3 years ago circumstances have changed for both of us. The main reason for our decision is that we are now both working virtually full time at Melbourn Playgroup and will not have the time to devote to lunch club once the next academic year starts in September. We have enjoyed our time and are very grateful for the support we have been given. We are going to miss our "oldies". We dearly hope that someone can be found to take over.

Appendix 14

Name(s)
 Mrs N Cross
 Miss J E Myles
 Representative Share Holders

Account no. **1812126340** 115
 COMMUNITY ACCOUNT

	2	Date	Particulars	Receipts	Withdrawals	Balance 2
01		06/03/15	CHEQUE 115/U01286	300.00		4599.53
02		23/04/15	CASH 115/U01091	78.90		4678.43
03		10/08/2015	Cash <i>Petty Cash</i>	100.00		4,778.43
04		05/11/2015	Cheque <i>Feta Com</i>	250.00		5,028.43
05		05/11/2015	Cheque <i>Bridge Club</i>	100.00		5,128.43
06		05/11/2015	Cash <i>Petty Cash</i>	40.00		5,168.43
07		21/11/2015	Cash Withdrawal	<i>Xmas</i>	200.00	4,968.43
08		18/12/2015	Cash <i>Black Horse</i>	550.00		5,518.43
09		31/12/2015	Interest Earned	2.56		5,520.99
10		31/12/2015	Tax Charge		0.51	5,520.48
11		04/02/2016	Cheque <i>Melbourn Hub</i>	61.60		5,582.08
12		27/04/2016	Cash	100.00		5,682.08
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If an entry seems to be wrong, please tell us as soon as possible so that we can resolve matters.

**Melbourn Community Hub Management Group
Annual Report for MPC May 2016**

On March 26th last year the Melbourn Community Hub Management Group held its first AGM in accordance with the Articles of Association.

A new team of Directors had been appointed in the February of that year. We were in the process of working out how to improve the management of the Hub in order to reduce the deficit, which was quite considerable at the time.

Jonathan Berks joined the management team as Finance Director and improve the reporting systems considerably. We are now getting regular and accurate financial information. I would like to thank Jonathan for all that he has done during the last year to regularise the financial management of the Hub.

The running costs of the Hub are very high. For example, kitchen equipment has to be serviced, the chairlift also has to be inspected and serviced twice a year. This is a statutory obligation to maintain the Hub and equipment to the correct standard.

We did identify a cost that could be reduced, that being the IT service contract. After some searching we found a local company who could provide the same level of service for £200.00 per month less. I mention this as an example of how we have managed to improve the financial state of the Hub.

Another area we looked at was the food costs and by changing suppliers, the cost of food sold through the cafe has been reduced. We also introduced a modest 5% rise throughout the cafe food prices in January, with the exception of tea, which remained the same.

The cafe income has been the big success of the last year and my thanks go to Deanna Gregerson who leads the cafe operation, the cafe staff, volunteers and the people of Melbourn who have used the Hub throughout the year.

Whilst reducing costs we have also looked at generating income, and in the last few months there has been a steady improvement in room hire and we are actively marketing to bring in more bookings. We do have room hire bookings in the evenings and weekends, but this can be problematic due to the need to open up the Hub and lock it up again and ensure that the kitchen is not used by unauthorised people. This requires keyholder volunteers who are willing to give up their free time.

Volunteers are a crucial part of running the Hub, and we always need more volunteers for a wide variety of roles. I would urge anyone who thinks that they could make a contribution in any way to please let us know.

During the year we have had two changes of Hub Manager which has broken the continuity of managing the Hub and has meant an extra degree of difficulty for everyone involved. My thanks go to Rebecca Dawson and Nicci Barnett who have very kindly stepped in to help out until a new Manager was appointed.

In the last month I am pleased to say that we have appointed a new Manager, Siegmund Parton who has considerable experience and held a supervisory position in the catering industry. During the next year we will be hoping to increase the Hub revenue with a push on evening events and fundraising activities.

Finally I would like to thank the Directors of the Hub Management Group for all their support and hard work during that past year. Paula Santomauro has to stand down as a Director through pressure of work from her own business; she has given a lot of valuable time to helping with our Health & Safety, so thanks go to Paula for all her help and dedication on H & S matters. Paula has very kindly offered to carry on giving advice in the future.

District Councillors' Report 2015/16

There have been several changes over the past year which Jose and I have had to get our heads around, planning being one of them with the most recent changes to the criteria for deciding which planning applications are determined under delegated powers.

Under the old scheme of delegation, applications where a Parish Council recommends refusal and the planning officer recommends approval, would automatically be determined by the Planning Committee. This is no longer the case as Parish Councils will now be able to request applications should go to Committee and these requests will be considered by the Chair of Planning and the Head of Developmental Management. These applications will go to Planning Committee if the Parish Council has given material planning reasons which cannot be addressed by condition. This means that Parish Councils will no longer be solely reliant on the local District Councillor requesting that the application is determined by the Planning Committee and they now have the option of putting forward their own case.

Local Plan

South Cambs. Local Development Framework was originally adopted in 2007 and was intended to cover the period up to 2016. We have now been working towards producing a new Local Plan (the new name for the document setting out all our planning policies) to take over from the previous LDF.

Part of this process involves the new plan undergoing an Examination in Public which is carried out by a Planning Inspector. This examination was progressing well until March 2015, when the Inspector conducting our examination called for additional work to be done to ensure we have taken into account house prices and affordability when assessing the number of new homes needed. (This was as a result of new planning guidance issued in the intervening period). The Inspector was asking for clearer evidence to enable them to make an independent judgement on the soundness of the plan.

An Extraordinary Council Meeting was called where the Inspector's letter to the Council was read outlining the work required. This was debated, Council noted the letter and Officers were asked to carry out the work required by the Inspector. This work has now been completed and a further Extraordinary Meeting was held in March where the Council approved the modifications to the Plan and authorised a further period of consultation on the changes. This has all been very frustrating as it has delayed the process by at least a year which means that some of our existing policies are now considered out of date and has resulted in some of our villages receiving speculative applications from developers.

One example is for 199 houses with care Home in Melbourn which has gone to appeal following refusal and is due to be heard on 12th July 2016.

Shared Services

One of our efficiency drives is to enter into a number of 'shared service' arrangements an example of which is our Waste & Recycling service which is being shared with Cambridge City Council. This has resulted in £600,000 of savings so far and we are aiming to make a further £150,000 of savings over the next 2 or 3 years.

Other services already being shared are the Home Improvement Agency, Payroll, Building Control, Legal Services and shortly ICT. These are being shared with a combination of Cambridge City Council and Hunts District Council.

Finance and Planning are 2 further areas which are envisaged to be shared. A new shared Head of Finance has been appointed as well as a new shared Planning Director in anticipation of this.

Housing

One of the Council's main success stories this year has been the continued growth of our housing company, Ermine Street Housing. This is an organisation set up to provide market housing to the rental sector alongside our affordable properties which are managed by the Council. Ermine Street Housing has been targeted to bring in around £600,000 per annum to the Council through its commercial activities and has recently been shortlisted for a national innovation award. It has been shortlisted for the 'Reinventing Public Services' award and will be up against other Councils and organisations from across the country.

Boundary Review

The Local Government Boundary Commission is responsible for ensuring appropriate local government representation at both Parish, District and County levels. They have a set of quite complex rules which they apply to local authorities, such as how many electors per councillor there are, how big each ward is, where the boundaries are and how many councillors there are in a council.

Due to the growth in some of our Wards, we have apparently broken one of the rules relating to the number of electors per councillor and this has prompted the Boundary Commission to undertake a full review of all the wards in our District.

At the same time we were required to look at the number of councillors we had, which at 57 was deemed on the high side. As a result, the Council has agreed to reduce the number down to 45. This of course means many of the Wards will change by having fewer councillors looking after them. In addition, the boundaries will also have to change to ensure the Council remains within the rules on the number of electors per councillor.

In tandem with these changes, the Council have also resolved to change the election arrangements. Up to now, we have always elected our Council in thirds, ie each year for three years, a third of our councillors are up for election with no district elections in the fourth year. From 2018, when the changes will come into effect, the council will have all out elections every four years.

Community Chest

The Community Chest Scheme has now been replenished with over £50,000 of funding for 2016/17 and is open for applications again. We would encourage any community groups and Parish Councils to make their applications early before the pot runs out again. Awards are given on a first come first served basis so when it's gone it's gone until next year!

Devolution

The Government has been promoting the idea of devolution for some time now, but only recently things have gathered pace.

The initial ideas were that a devolution deal might be struck on an enhanced Greater City Deal footprint. In other words, a combined authority comprising South Cambs., Cambridge City, Hunts DC and a subset of the County Council.

This looked unworkable as the county council would be required to be a member of this combined authority, which would prevent them joining any other combined authority which was also being suggested for Peterborough, Fenland and East Cambs. Initial proposals were worked out for a combined authority based on the County of Cambridgeshire together with the Unitary Authority of Peterborough'.

However, while negotiations were progressing, although slowly, the Government indicated that this would be too small an area and made it clear that the only deal which would be credible was one comprising Cambridgeshire, Norfolk and Suffolk and that the combined authority of

these counties and their respective district councils would be under the umbrella of an elected Mayor. The Mayor would have a number of powers devolved by Government to him/her and the County Councils would hand over a number of powers upward to the Mayor mainly around transport, skills and health. Districts such as South Cambs. would lose no powers, but would be dealing with a Mayor rather than ministers.

The initial deal leaves much to be desired. South Cambs. has signed up to commit us to debating the offer at a special full council meeting in June when we will decide whether or not to take this forward.

As you can imagine, all these issues have taken up a large amount of our time as well as our day to day concerns of our residents. We are both very involved in the Neighbourhood Plan which we expect to take up to 18 months to its conclusion.

We would like to thank our Parish Councils for your help and support throughout the year and to remind you – do not hesitate to make contact with us.

Cllr. Val Barrett Cllr. Jose Hales
District Councillors for Melbourn, The Chishills & Heydon.

Melbourn Parish Council: County Councillor Annual Report 2015-16

Cambs County Council is in the process of being deliberately dismantled by central government. Strategic powers are being removed and financial power stripped from local authorities, under the incomprehensible heading of 'devolution'.

- End of government revenue support grant = 79% cut by 2020.
- Cap on council tax = inadequate revenue to run services. £100 m further cuts, next 5 years.
- Proposed academisation of all schools = ending of local accountability and influence
- Proposed regional mayor = removal of local decision-making on all strategic issues

The most challenging aspect of ensuring the well-being of the population – public health and social care – is the only core responsibility being left with county councils, yet the scale of cuts to virtually all services is harming public well-being. The Council continues to record births and deaths.

Publicly obvious features of this trend include the switching off of streetlights and failure to maintain pavements, road and drains. Hidden features are cuts to services for children and adults with mental/physical/learning disability or disadvantage. The closure of two children's mental health services last year, due to spike in demand for urgent care and lack of capacity, is symptomatic, as is the removal of discretionary transport subsidies for post-16 students and people registered blind.

Ironically, Greater Cambridge is the fastest growing region in the country, with enormous wealth. However, the greatest wealth/poverty gap in South Cambridgeshire lies within this county division.

Using single issue campaigns to make a difference

Public and sustainable transport: increasing frequency of gridlock A10 congestion makes rail and cycle transport options increasingly important. The Meldreth, Shepreth and Foxton Rail User Group, and its umbrella Community Rail Partnership, and the A10 Corridor Cycling Campaign are helping to bring improvements and new opportunities to our area.

- Rail User Group: has succeeded in retaining the advantageous post-16 student rail discount.
- The Community Rail Partnership is bringing all relevant parties together to look strategically at Meldreth Station and its capacity to accommodate more passengers.
- It has also won grant funding for Melbourn Primary School to develop its family support work, through a new 'Melbourn Community Edible Gardening' scheme.
- The A10 Cycle Campaign is working to access Dept for Transport funds to create a good quality pedestrian/cycle path between Melbourn Science Park-Shepreth, and Melbourn-Royston.
- It also won funds to provide a half-term Bike Bank course for Melbourn area teenagers, free of charge.
- Mental Health: The free wellbeing drop-in service at the Melbourn Hub is run by Mind in Cambs with County Council support. The Rail User Group is working with the Mind Stop Suicide campaign.
- The Oil Club helps access lowest prices for households. This year's rebate was donated to Cam Sight.

The Boundary Commission's proposed changes to split natural education and transport synergies in this division – breaking up the MVC catchment primary school area and the A10 transport corridor – would undermine collaborative efforts to understand and tackle common problems, and to achieve better outcomes, especially for children. The proposals have been challenge on procedural grounds.

Chairman of Melbourn Parish Council Report 2015/2016

As I set out last year, the prime purpose of Melbourn Parish Council is to maintain and enhance our village.

A key change in the Parish Council was the retirement of the Clerk, Mr Peter Horley. He left on 23 December, regrettably four months earlier than planned. Peter was an excellent Parish Clerk and we wish him well in his retirement.

Our biggest infrastructure project, the village car park, is now complete. Although it caused some short-term disruption, it created a valuable new asset for the village and enhanced the Community Hub.

There have been many projects carried out by the various committees and working parties. I do not wish to steal the thunder of councillors and co-opted members who have achieved so much. These accomplishments are, no doubt, described in detail in their separate reports. I thank all who have put their unpaid time and effort into improving our village. In brief, some of the achievements are:

- Improvements to New Road Cemetery
- Refurbishment to the War Memorial
- Initiation of the Neighbourhood Plan

The Parish Council has also supported numerous charities and organisations among which are Relate and Citizens' Advice, which operate at the Hub, Melbourn Lunch Club, the Mobile Wardens, Melbourn and Area Youth Development and the Village Fête.

Melbourn is a beautiful and dynamic village and I would like to thank all Councillors and other community groups who have helped achieve this.