

MELBOURN PARISH COUNCIL MINUTES

Minutes of the Conservation Committee held on Monday, 10th August, 2015 in the upstairs meeting room of the Melbourn Community Hub commencing at 7.55 pm.

Present: Cllrs. Tulloch (Acting Chair), M. Townsend, M.Sherwen, I Bloomfield, C.Stead, K.Crosby, U.Cleminson and V.Barrett

In attendance: The Clerk

CON15/15 Apologies for Absence:

Cllrs Gatward and Hales for personal reasons and the Ranger for personal reasons.

CON16/15 Declarations of Interest:

None

CON17/15 Minutes of the meeting held on Monday, 8th June 2015:

Cllr Cleminson to be added to those present.

It was proposed by Cllr. Cleminson, seconded by Cllr. Barrett and agreed that the amended minutes of the meeting held on 8th June, 2015 be signed as a true record.

CON18/15 Report on the Meeting held on 9th March

CEM12/15: The Ranger complained about the cutting of the grass on the NRG which had previously been done in-house and concerns about the cutting around and under the benches. The Clerk to contact Groomfields and ask them to come out. Groomfields did attend but the work was unsatisfactory and needed to be tidied up by the Ranger. The contract with Groomfields is up at the end of the Financial Year.

CON19/15 Income and Expenditure:

The committee received the Clerk's Report. (See Appendix 1)

IT WAS PROPOSED BY CLLR STEAD AND SECONDED BY CLLR CROSBY THAT THE INCOME & EXPENDITURE REPORT BE RECEIVED. This was CARRIED.

CON20/15 Update on Stockbridge Meadows:

The Clerk reported that the paths have been cut, one wildflower meadow has been cut and the other left.

CON21/15 To receive an update on Beechwood Avenue

The Clerk reported that we are awaiting the Beechwood Avenue solicitor to complete the deal.

CON22/15 To discuss issues regarding the Parish Clock

The Clerk has confirmed to the Secretary of the PCC that the clock is the responsibility of the Parish Council. The clock will shortly undergo its annual inspection under the maintenance contract with Smiths of Derby but this cannot happen this Thursday due to the Hanging of the Bells. In addition to the annual inspection, the Clerk is to ask Smiths to examine the chiming

mechanism and to quote for the re-gilding of the clock. After a conversation with Roger Mellor, it was agreed that a good time to do the re-gilding will be when the proposed scaffolding is around the tower and he will talk to the architect about getting a quote from their contractor for re-gilding the clock. Whilst the other work is being undertaken.

ACTION: The Clerk

CON23/15 Correspondence:

- (a) Letter from Barbara MacKellar re: 83 High Street. The Chairman read out the letter. A letter of thanks will be sent to Mrs Mackellar and the gentleman who helped her will be contacted.
- (b) E-mail from the Ranger re: Orchard. This issue was dealt with under CEM18/15.
- (c) Letter from Bruce Huett re: allotment issues. This was considered under CEM25/15.
- (d) E-mail from Helen Wright re: Memorial Bench. Cllr Gatward is dealing with this matter.

CON24/15 Report from the Ranger:

No report submitted.

CON25/15 Village Allotments:

The committee considered the letter from Bruce Huett, Secretary to St George's Allotment Association:-

1. Sheds: **IT WAS PROPOSED BY CLLR STEAD AND SECONDED BY CLLR CLEMINSON THAT ALLOTMENT HOLDERS ARE TO BE ALLOWED TO ERECT SHEDS WITH A MAXIMUM SIZE OF 2X3 METRE FOOTPRINT AND 2.2 METRE HIGH AND IN COMPLIANCE WITH THE SPECIFICATIONS AS SET OUT IN A LETTER. This was CARRIED.** The specification will be sent to all allotment holders when the rents are due in October and the Tenancy Agreement amended.
2. Compost Toilets: The committee agreed that a questionnaire should be provided by the St George's Allotment Association and sent to all tenants with the renewal letter.
3. The committee noted about the National Allotment Week.
4. Water: This matter is still to be dealt with. It is impossible to support supply to the B Plots until this matter is resolved.
5. Main Path: the committee noted this and will sort out the leaky taps.
6. Boundary Line: The committee determined that a letter will be sent to plot holders who have not responded to the earlier letter concerning the boundary line. If this is not complied with action will be taken to restore the boundary line and the aforementioned allotment holders invoiced.
7. Shredder: The Clerk to look into this.
8. Skip and Compost: This was noted.
9. Orchard at rear of site: The Melbourn Futures Committee will examine the possibilities.
10. Half Plot Lettings: the committee rejected this. Allotment holders are free to make their own arrangements about sharing.
11. Parking and Roadway. This was noted. The Clerk will check with Highways about the status of the road.

CON26/15 To accept items and matter for the next agenda.
None

The Acting Chairman closed the meeting at 8.50 p.m.

APPENDIX 1

Received Income Transactions

04/08/15

between 01/04/15 and
Start of year 01/04/15

Paying ref.	Received date	Tn no	Gross	Vat	Net	Cttee	Details
Cheque	29/04/15	10	£50.00	£0.00	£50.00	CON	Miscellaneous
Allotment rents payment	100						
Cr	29/05/15	22	£37,422.67	£0.00	£37,422.67	CON	Light Source
Energy repay	120						
Total			£37,472.67	£0.00	£37,472.67		

Paid Expenditure Transactions

04/08/15

between 01/04/15 and
Start of year 01/04/15

Cheque	Paid date	Tn no	Gross	Vat	Net	Cttee	Details
BACS	29/04/15	8	£20.00	£0.00	£20.00	CON	Barbara MacKellar
83, High Street	1300						
BACS	29/04/15	12	£675.00	£0.00	£675.00	CON	Shire Tree Surgery
Thatcher Stanfords Close reduction of Lleylandii	1000						
BACS	29/04/15	22	£256.01	£42.67	£213.34	CON	Herts And Cambs
Ground	Monthly maintenance	106	1400				Maintenance Limited
BACS	29/04/15	31	£84.00	£14.00	£70.00	CON	Herts And Cambs
Ground	Water new hedge in Worcester Way	1300					Maintenance Limited
BACS	29/04/15	32	£2,160.00	£360.00	£1,800.00	CON	Herts And Cambs
Ground	Construct 6 concrete bases & fit benches	1300					Maintenance Limited
BACS	28/05/15	65	£24.00	£0.00	£24.00	CON	Barbara MacKellar
83, High Street	1300						
BACS	28/05/15	76	£720.00	£120.00	£600.00	CON	Herts And Cambs
Ground	concrete bases and benches	1100					Maintenance Limited
BACS	28/05/15	77	£504.00	£84.00	£420.00	CON	Herts And Cambs
Ground	Extensions to bases, remove benches & fit	1100					Maintenance Limited
picnic benches							
BACS	03/06/15	194	£500.00	£0.00	£500.00	CON	Melbourn Water Aid
Melbourn Water Aid	1000						
BACS	23/06/15	57	£256.01	£42.67	£213.34	CON	Herts And Cambs
Ground	S106 areas	1400					Maintenance Limited
Direct Debit Company	23/06/15	70	£135.60	£0.00	£135.60	CON	Cambridge Water
Charges for the Moor Allotments	1000						
Direct Debit Company	23/06/15	71	£15.67	£0.00	£15.67	CON	Cambridge Water
Charges Grays Allotments	1000						
Direct Debit	23/06/15	130	£22.18	£1.06	£21.12	CON	e.0n
Elec charges for ORG	1300						
BACS	23/06/15	134	£16.00	£0.00	£16.00	CON	Barbara MacKellar
83, High Street	1300						
BACS	23/06/15	138	£276.00	£46.00	£230.00	CON	Herts And Cambs
Ground	allotments x 2	1000					

BACS Ground	23/06/15 Water hedge in Worcester Way	157 1300	£84.00 1300	£14.00	£70.00	CON	Maintenance Limited Herts And Cambs
BACS Ground	29/07/15 Clear allotment 6A	172 1000	£252.00	£42.00	£210.00	CON	Maintenance Limited Herts And Cambs
BACS Ground	29/07/15 Watering New Road Cemetery &	173 1300	£168.00 1300	£28.00	£140.00	CON	Maintenance Limited Herts And Cambs
Worcester Way							Maintenance Limited
BACS 83, High Street	29/07/15 1300	184	£16.00	£0.00	£16.00	CON	Barbara MacKellar
BACS Ground	29/07/15 cut back of open spaces to enable regular	202 1300	£492.00	£82.00	£410.00	CON	Herts And Cambs
maintenance							Maintenance Limited
Direct Debit elec charges for ORG	29/07/15	203 1100	£17.47	£0.83	£16.64	CON	e.0n
BACS Ground	29/07/15 S106 Maintenance	209 1400	£256.01	£42.67	£213.34	CON	Herts And Cambs
104334 Peat, compost and plants	29/07/15	211 1100	£208.18	£0.00	£208.18	CON	Maintenance Limited John Travis
Total			£7,158.13	£919.90	£6,238.23		