

MELBOURN PARISH COUNCIL
FUTURES WORKING PARTY
(District of South Cambridgeshire)

A meeting of this Working Party was held on 5 July 2019.

Present: County Councillor Susan van de Ven (SV), District Councillor Jose Hales (JH), David Telford (DT), Councillor Steve Kilmurray (SK), Councillor Graham Clark (GC) and Julie Norman (JN)

In attendance: Assistant Clerk (for agenda items 4 and 5)

1	To note apologies for absence
	John Regan and Councillor Sally Ann Hart
2	Agreement of note of last meeting on 11 June 2019
	Agreed for publication.
3	Matters Arising
	<p>5 JH has asked SCDC for a complete list of sites submitted for Melbourn and the short list once it is agreed.</p> <p>5 Costs of previous parish –wide consultation: £442 for printing; £100 for delivery; £150 for signs + hire of atrium for public meetings. Completed forms collected by volunteers Then PC paid for data entry.</p> <p>6e Planning committee to discuss proposed solution to sewage issues on 8 July.</p> <p>Hopkins Homes to be asked about website to inform Melbourn about progress on build on 8 July.</p> <p>JN will liaise with Timebank on draft contents of Welcome Pack</p> <p>7 a There has been no further progress on the inter-Parish Council work on GP capacity. Action: SV to seek information from County and District contacts.</p> <p>b Primary school situation unchanged. It will be at capacity with current approved</p> <p>c Footways survey – Agreed that a survey should be undertaken and that Maintenance Committee should be asked to organise it.</p> <p>c Greenways survey – agreed that WP members should respond as individuals but that the PS should submit a letter outlining its views on the general principle of the Melbourn Greenway.</p> <p>d Traffic. JN had received a questionnaire from the County Council about general lighting, road, footpaths, footways issues. Action: SV to see how this survey is going to be used.</p>

Signed:..... 

Dated: 2/ September/2019

	<p>Action: Hold an informal WP meeting to brain storm the traffic issues for the village, priorities, possible solutions and potential projects for a future Local Highways Initiative grant.</p> <p>F Drainage. SV will keep WP in touch with work of Drainage Action group.</p> <p>h Public transport Need a record of 'near misses' around school. Action: JN to write to school (in September) for inclusion in Newsletter.</p> <p>Action: SV to ask PC to publicise the Stagecoach Busway consultation.</p> <p>SV noted cuts to dial-a-ride scheme and (potentially) Royston and District Community Transport. A strategic approach is needed to providing support in South Cambs for independent living.</p> <p>9 Aircraft Noise Action: JN to ask Clerk to put a notice on the PC website to report any issues to Fowlmere</p>
4	Scrutiny of Travel Plans for Kingley Grove (New Road) and Care Home
(a)	<p><u>Kingley Grove</u></p> <p>SV noted errors in the Travel Plan and will inform the Travel Plan Co-ordinator at the September meeting.</p>
(b)	<p><u>Care Home</u></p> <p>Action: JN to draft letter for the Clerk to send to SCDC asking whether an amended Travel Plan has been submitted in the light of apparent changes to the customer base of the Care Home.</p>
5	Contents of Welcome Pack and Other Proposals for Community Cohesion
(a)	<p><u>Contents of Welcome Pack</u></p> <p>A draft list was compiled and the initial view is that it should be as comprehensive as possible. The information should also be put on the PC website.</p> <p>Action: JN to seek views of the Timebank Steering Group</p>
(b)	<p><u>Other Proposals</u></p> <p>To be discussed at a future meeting.</p>
6	Potential Projects for the Local Highways Improvement grant
(a)	<u>Changes to speed limit in Cambridge Road</u>
	<p>The Shepreth PC application was not approved as not enough evidence of an on-going problem was provided.</p> <p>Action: JN to ask the Clerk to seek the PC's view on setting up a Community Speedwatch scheme. This would provide evidence for any future LHI grant application.</p>

Signed:..... *Julie Norra*

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(b)	<u>Footways survey</u>
	To collect the evidence for an application in 2020.
7	Review of Work Plan
	Structure and Priorities were agreed
8	Other Issues
(a)	<u>Village Design Guides (TOR 3.2)</u>
	Agreed useful in principle but need to find out who will do the work. Priority M and may be delegated to a Neighbourhood Plan Steering Group.
(b)	<u>Restart of Neighbourhood Plan (TOR – cross cutting)</u>
	Agreed that a NP is needed. To cover business/retail needs. Priority M but some ground work needs to be carried out to assess feasibility. To be included in consultation on new Local Plan. Action: JN to investigate whether NP grants are still available and consider whether funding needs to be included in the next Precept.
(c)	<u>The Parish Council's green policy (TOR 3.2 and NP)</u>
	Omissions were noted. To be considered in more detail at a future meeting. Priority M
(d)	<u>SCDC Zero carbon initiative (NP only)</u>
	Priority M Action: JN to approach a possible source of advice.
9	AOB
	Agreed the need to take into account the needs of residents as they age so that they can remain in the village if they wish. Action: to carry out a Housing needs survey for Melbourn in the longer term
10	Date of Next Meeting
	Monday 2 September

Signed:..... *Julie Norra*

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