

ORWELL PARISH COUNCIL
MINUTES OF ORWELL PARISH COUNCIL
ANNUAL GENERAL MEETING (AGM)

A meeting of Orwell Parish Council was held in the back room of the Village Hall on
20th May 2009 at 19:30 hrs

Present: Mr R Bryant (RB), Mr J Chapman (JC), Mrs J Avery (JA), Mrs J Graham (JG), Mr M Kenyon (MK), Mrs K Reid (KR), Mr R Primett (RP), Mr W Talbot (WT), Mr C Watson (CW), Mrs J Damant – Clerk, Cllr S Kindersley (SK), Cllr D Bird (DB)

There were two members of the public present.

What would be the impact be to the proposed development at Hurdleditch Road?

Since the Annual Parish Meeting on 6th May, the form for affordable housing has been posted onto the website and published in the next Bulletin. This is to give residents another opportunity to complete the form if they would like more affordable housing. These will then be submitted to Cambridgeshire ACRE, however at the moment there does not appear to be sufficient need requesting this type of housing in the village, if there is no need identified then the process will progress no further. The land in question is only available for this type of housing, and not open to regular development as it is an exception site.

What is an 'Exception Site'?

In 1986, the Rural Housing Trust proposed and went on to pioneer a method of developing affordable homes which requires the participation and support of the local community. It is called the 'exception site' approach. The exception site approach is that it meets proven housing needs in the places they arise. The size of the development is dictated by the needs (average 8-12 homes); and homes are affordable and for local people only - now and in the future. Exception sites are not allocated for development in local plans/Local Development Frameworks.

		Actions
19/05/09	Election of Chairman: Mrs K Reid chaired the meeting. MK seconded by RP, proposed RB. All agreed. There were no other nominations. RB took the Chair.	
20/05/09	Election of Vice-Chairman: RP seconded by WT, proposed KR, all agreed.	
21/5/09	Declaration of Chairman and Vice Chairman's Acceptance of Office and agreement to abide by the Code of Conduct: RB and KR signed their Declaration of Acceptance of Office and agreed to abide by the Code of Conduct, witnessed by the Clerk.	
22/5/09	Planning Committee Elections: RB proposed that the Planning Committee remains the same, seconded by RP all agreed. The Planning Committee will consist of KR, RB, JA, MK and JC. It was noted that JC will remain as Chairman of the Planning Committee.	
23/5/09	Review of Declaration of Councillors Interests: Deferred to next month.	
24/5/09	Apologies for absence: All councillors were present.	
25/5/09	Declaration of interests for items on the agenda: RB declared a personal and prejudicial interest in item 39/5/09 as he occupies one of the allotments..	
26/5/09	Minutes of the last meeting: 15th April 2008 The minutes were agreed to be a true representation, proposed by RP seconded by WT all agreed. The Chairman then signed the minutes.	
27/05/09	CCC Report: 1 - flooding at the bottom of Leaden Hill, can it be brought forward Cllr Kindersley has sent an email to Dennis Vacher, Highways but has not received a	Pg 559 Cllr SK

	<p>reply. 2 – condition of footways Cllr Kindersley has received an email from Dennis Vacher which stated that though CCC have received complaints regarding the footways, SCDC have not. Cllr Kindersley will investigate further. It has been suggested that the road sweeping machinery conducted by SCDC is partially responsible for some of the damage.</p> <p>Turning onto the A603 from Hurdleditch – Cllr Kindersley is enquiring with Highway to see if something can be done at this junction.</p> <p>The Regional Assembly have been meeting, over the last few weeks, to discuss the proposed large settlements which will occur over the next few years. It would be preferred to develop in the north of the county but it is recognised that other areas may also be developed. Wintering Park is one development and is situated on the A428 near St Neots, this development will not be far from Cambourn and will be a larger development.</p> <p>There is a tree and shrubs along the Pearman's Close verge which are overhanging the footway and need trimming back or removing. Who is responsible? Clerk to contact the Tree Officer.</p> <p>The grass has been cut at the junction of Fishers Lane and A603, but it needs to be cut back further, Cllr Kindersley will enquire</p>	<p>Cllr SK</p> <p>Cllr SK</p> <p>Clerk</p> <p>Cllr SK</p>																																																															
<p>28/5/09</p>	<p>SCDC Report: 1 – rental house subsidies for council house tenants SCDC have agreed to apply for rent reductions, therefore rent increases for residents will be limited to 3.1%. The remainder of the money will come from central government in the form of a negative grant, which is achieved by reducing the amount of money they take from SCDC. 2 – what economies are SCDC taking to reflect the current financial situation? Cllr Bird suggested, and it was agreed, to invite Simon Edwards (SCDC, Financial Support Services) to attend a Parish Council meeting to answer members questions. It was suggested that councillors put their questions to the Clerk who will then pass them on. The SCDC AGM will be on 21st May 2009. Local authorities are to have new powers for dangerous parking offences.</p>	<p>All PC Cllrs</p>																																																															
<p>29/5/09</p>	<p>Financial Matters: 1 – May Financial Statement RB proposed, seconded by RP that the financial statement is in order, all agreed. Financial Statement was then signed by the Chairman. 2 - Payments and Additional Payments for May. RB proposed and seconded by RP that payments were in order, all agreed. 3 – Definition of reserves – 'Earmarked' is the suggested definition 4 – RPA grant money – is in hand. 5 - Review of insurance policy – It was proposed by RB and seconded by RP that the council stay with Allianz, all agreed. The clerk will however, try to get a reduction.</p>																																																																
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	LGA – Local Government Act; OSA – Open Spaces Act; LGRA – Local Government Rating Act.															
30/05/09	<p>Annual Return 2008/09:</p> <p>1 - Report from Internal Auditor The Internal auditor has signed off the accounts, as correct and that the council is conducting their finances in accordance with the law.</p> <p>2 - Sign off accounts The clerk read out the Annual Governance Statement and the Statement of Accounts. It was proposed by RP and seconded by RB that the audit could now be signed, all agreed. RB and the Clerk then signed the audit forms.</p>															
31/05/09	<p>Planning:</p> <p>31/5/09.1 SCDC Decision:</p> <p>1 - 62 High Street, S/0188/09/F - Permission refused for re-siting of boundary wall, gates, fence and oil tank, erection of new flank wall and formation of dropped kerb. 2 – 4 Chequers Close, S/0356/09/F – permission granted for an extension. 3 – 7 High Street, amendment of planning application (information only)</p> <p>31/5/09.2 Affordable Housing at Hurdleditch Road – update Covered in public discussion.</p>															
32/5/09	<p>Community Grants:</p> <p>1 - Update on ORCA grant application for play equipment and outside gym. WT has met with Mr Nick Bowman who is preparing the financial statement. The Youth Committee have obtained a £2,000 grant which is to help fund the outside gym project. The Playpathfinder grant – are eligible for funding but needs to be done through the Parish Council. Mrs Connie Beasley has offered to help with the bid and will attend the meeting held by Play Pathfinder. WT to report at next meeting. WT recorded his thanks to Mrs Beasley for her help.</p>															
33/5/09	<p>Correspondence and Clerk's Report:</p> <p>1 - Cambridgeshire Play Pathfinder – funding for play spaces – (see item 32/5/09) 2 - Youth Club Money The Parish Council accounts show a deposit of £500 paid back to the parish council, this was money originally given to help set up the Youth Club, in May 2000. KR has discovered that ORCA have the remaining amount of £637.59. This matter is now closed. 3 – Village of the Year 2010-2011 RB has put an item in the Bulletin asking for a Champion to head this project.</p>															
34/5/09	<p>Parish Plan</p> <p>1 - Parish Plan progress report Has now been prepared and is awaiting approval from the Steering Group, it will then be submitted to the Planners at SCDC. 2 - Youth version – Biodiversity Plan update The Biological Records Officer is to visit in July, all activity has been deferred until the school exams have been completed. RP will send a copy of the footpath map to WT.</p>	RP														
35/5/09	<p>Standing Orders</p> <p>1 - General Standing Orders – These were adopted by the Council. 2 - Financial Standing Orders and Risk Assessment – Councillors comments Comments have now been received and the document will be amended. To be adopted at the June meeting.</p>															
36/5/09	<p>Village Maintenance:</p> <p>1 – Insurance update for damaged bench in recreation ground. Clerk still awaiting the invoice, MK to enquire. 2 - Meadowcroft Way bench</p>	MK Pg 561														

	<p>Still awaiting Mills & Douglas to paint the metal work. MK to enquire</p> <p>3 – Remainder of benches in the recreation ground – to be painted. One bench has been done the other remaining bench is the responsibility of the Parish Council. The Maintenance Programme needs to be completed.</p> <p>4 – Bench in Hurdleditch Road – update (reimbursement of funds) Money received today, but not yet banked.</p> <p>5 - Clearance of brambles along the ditch on Hurdleditch Road RB awaiting Dennis Vacher's response.</p> <p>6- Notice Boards</p> <p>Mr C Marriott is prepared to undertake the moving and renovation of the notice board outside the shop. The new notice boards are due to be delivered in July 2009.</p>	MK
37/5/09	<p>Annual Parish Meeting: – items to follow up from the meeting</p> <p>1 – Could the computers in Lordship Close be better used, seems to be a lack of interest. There is also a need for volunteers with computer experience to help teach/train others.</p> <p>2 - Ideas for fund raising in Orwell. This may be difficult to do as there are so many different organisations within the village. Wrestlingworth who have a village trust only have the one fund raising account. It does state in the constitution of the Village Show that once there is excess money then it should be placed in the village fund. WT has also requested information on Village Trusts from other villages to see how they handle their funding. Partnership grants are one possibility for larger projects. Will be looked into further when more information becomes available.</p> <p>3- Village Diary - Could a system be implemented to show what is happening within the village. It was suggested that, subject to the agreement of the shop owner, that a diary be placed in the village shop. There is a diary on the website but it needs people to input the information. RB will organise.</p> <p>4 – Future of the pub The Parish Council are not allowed to be part of a commercial enterprise, they are able to step in for brief/temporary time, but not long term. It is unclear as to what the parish council can do on this matter, KR is willing to attend any meetings which may help.</p> <p>37/5/09.2 Councillors comments There was a good attendance from the village, though councillors were not impressed with the presentation given by Cambridgeshire ACRE or Circle Anglia Housing Association.</p>	WT RB KR
38/5/09	<p>Forward Planning – (Replacement of the Village Hall):</p> <p>1 – What facilities should be considered for inclusion. After some discussion it was agreed that RP would circulate a list of facilities for members to complete indicating their preferences.</p>	All Cllrs
39/5/09	<p>Committee Reports and Areas of Responsibility:</p> <p>Village Hall – RP reported that the Village Hall Committee had held their AGM on the 28th April. The officers are to remain for another year but the secretary's post remains vacant. The telltails installed by D Skipper have shown signs of movement. Professional advice was to be sought from a Structural Engineer. Drawings for the restructuring of the front entrance, to the hall, have been prepared by B Sharman these are now ready to be put out for tender. The electrical supply has been upgraded, additional power points, stage lights and a disco light have been installed. The Orwell Players will contribute a £100 at their next six productions to help cover the costs. The Structural Engineer's report has been circulated to the Village Hall Committee members.</p> <p>Clunch Pit – the AGM has been held and the officers will remain for another year. There were no public in attendance. The Orchard (middle field), has had an area of turf dug out and placed neatly, in a pile, near the post, the reasons for this is unclear but it is wanton damage to the SSSI. The Church is planning to run the village bar-b-que later this year in the Clunch Pit. RB thanked RP for cleaning the notices.</p> <p>ORCA – The AGM was held on the 29th April. KR has stood down as Chairman and the remainder of the committee are to serve for a further year. Insurance has been changed to Suffolk ACRE, at a much reduced premium. Repairs are needed to the play equipment and in future RB will be reporting ORCA meetings to the Parish Council. ORCA is now seeking a new Chairman, in the meantime Vice Chairman Roger Golden will stand in. Report has been circulated.</p> <p>Footpaths – JA has walked the footpaths but the ground is too hard to erect any posts. Police are looking into motor cyclists using footpaths. There was a report from a resident that the path leading into the churchyard from the footpath along the side of the church to the Glebe Field was slippery. This is in the churchyard and needs to be addressed to the Church.</p> <p>Car park – Vegetation is encroaching the bottom of the street lights, MK will ask Meadow Nursery to take a look.</p>	MK Pg 562

	<p>Police/Neighbourhood Watch – There are articles concerning Speed Watch and Neighbourhood Watch in the bulletin. There needs to be more support from the police for Neighbourhood Watch.</p> <p>The next Police Panel meeting is on July 22nd at Gamblingay Village College.</p> <p>Church yard – Has now had four cuts. JG is still waiting to hear from the Unpaid Work Department to see if they are able to carry out the grave stone maintenance. The hypergram, which is lifting the copystones will be looked at by the Unpaid Work Department, any major works will need a faculty from Ely.</p> <p>Glebe Field – The fence still needs to be repaired</p> <p>Allotments – RB has updated the agreement, which will now be sent out. It was proposed by KR that the rents should be increased to £10 annually, this was seconded by WT, 7 agreed with 2 abstaining. Motion carried to increase the annual rent from £6 to £10.</p> <p>In regard to the proposed allotments behind Chapel Orchard, Jenny Clark SCDC is attempting to contact the landowner. RB to establish the size of standard plot and presently the proposed area for cultivation is .26 acres and members thought this maybe too small. The land will need rotovating and fencing.</p> <p>Website – still needs further information, clerk will enquire.</p> <p>Chapel Orchard – The Orwell Football Club has requested agreement to hold a mini Orfest in Chapel Orchard this Summer, the music will be folk and low key. A risk assessment will be carried out to see if it is practical and how many people could be accommodated. RB proposed agreement in principle, seconded by RP all agreed, subject to more detailed information being provided.</p>	
40/5/09	<p>Councillors' Reports:</p> <p>JG JG inquired if the owner of 1 High Street had been advised of the apparent instability of her front garden retaining wall. RB stated that the wall is outward leaning throughout its whole length, he had yet to contact the owner.</p> <p>WT Would like to propose that the clerk obtains proper software/update computer. Many councillors are experiencing problems with the set up as it is, with regards to opening documents. 'Open Office' does not appear to have a good feedback from fellow professionals. Meldreth Parish Council to be advised, WT to prepare a note for RB.</p> <p>MK There is still refuse on the verge outside the school, WT will enquire.</p> <p>There being no further business the meeting closed at 11.05pm Next meeting is Wednesday June 17th 2009.</p>	<p>RB</p> <p>RB/WT</p> <p>WT</p>

Chairman

For the avoidance of doubt the only legally acceptable version of the Minutes of Orwell Parish Council are those signed in Public Meetings by the Chairman. They are available for public inspection from the Clerk.