

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
21st May 2008 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), Mrs M Lawton (ML), Mr R Primett (RP), Mr W Talbot (WT), Mrs J Damant – Clerk, Cllr S Kindersley (SK), Cllr D Bird (DB)

No Public or Press were present.

- | | Actions |
|---|----------------|
| <p>1. Election of Chairman:
Mrs K Reid, seconded by Mrs M Lawton, proposed Mr R Bryant. All agree. There were no other nominations. Mr R Primett thanked Mr Bryant for his hard work over the past year.</p> | |
| <p>2. Election of Vice-Chairman:
Mrs M Lawton, seconded by Mr R Primett, proposed Mrs K Reid. All agreed. There were no other nominations.</p> | |
| <p>3. Declaration of Chairman and Vice Chairman Acceptance of Office:
Mr R Bryant and Mrs K Reid signed the Acceptance of Office and agreed to abide by the Code of Conduct.</p> | |
| <p>4. Planning Committee Elections:
Mr J Chapman, Mr R Bryant, Mr M Kenyon, Mrs M Lawton and Mrs J Avery.
Mr R Bryant proposed Mr J Chapman as Chairman, seconded by Mr Kenyon. All agreed.</p> | |
| <p>5. Review Declaration of Members Interests for 2008:
There were no changes. Councillors to notify the Clerk if they wish to make changes to their Declaration of Interests at the next meeting.</p> | |
| <p>6. Apologies for Absence:
No apologies all in attendance.</p> | |
| <p>7. Declaration of interests: (for items on the agenda)
There was no Declaration of interests.</p> | |
| <p>8. Minutes of the last meeting: (16th April 2008)
There were some minor amendments, the minutes were then agreed and signed by the Chairman.</p> | |
| <p>9. Cambridgeshire County Council Report: (CCC) Cllr Kindersley</p> <ul style="list-style-type: none">• Surface water at Grove Farm, Leadenhill
Cllr Kindersley has not heard back concerning the flooding issue. Mr Mike Oakman was to put in a works request. Cllr Bird (SCDC) raised concern, as it was also believed that sewage was also a part of the floodwater and was entering gardens. This should give the matter urgent prioritising.• Surface water at 19 Town Green Road
Highways believe this to be spring water, and will report to Cambridge Water Company.• Eco Towns
Hanley Grange near Duxford has been identified by the government as one of the short listed locations for an echo town. A final list of up to 10 locations will be announced later this year.• NATS
CCC and SCDC have rejected the NATS proposal. The consultation period has been extended to the 19th June 2008.• The new Council Leader is Jill Tuck.• The pavement outside 34 High Street has been damaged, RB has contacted Dennis Vacher (Highways) who will look into the matter. | |
| <p>10. South Cambridgeshire District Council Report: (SCDC) Cllr Bird</p> <ul style="list-style-type: none">• The issue of pest control at the Sheltered Housing complex is the responsibility of the Warden. Cllr Bird is looking into the matter of who has to pay for the service that was provided.• Mobile Home at 60 High Street - The application has been withdrawn and another is | |

being submitted.

- Post office – Proposed closures will be published on the 8th July. There will be a meeting, open to Councillors and Parish Councils on 16th July at Cambourne to discuss the closures **and actions to be taken**. More information to follow.
- Park & Ride will soon be issuing seasons tickets.
- Housing Futures – the recent notice was for meetings in Histon and Sawston, which is not convenient for residents in Orwell. Cllr Bird will enquire if a session can be arranged on this side of the District.

11. Financial Matters:

May financial statement was proposed by RP, seconded by MK and signed by the Chairman.

Additional payments – Mrs J Avery, expenses £22.49 and Hales Printers (Parish Plan) £183.03, Proposed by RB, seconded by RP.

Carter Jonas - has been sending their invoices to an incorrect address, consequently the Clerk has not been able to make payment. The Clerk believes that the outstanding payments are correct but would like to see the report before issuing payment.

Review of Insurance – KR has not received the ORCA insurance to enable her to make a comparison with the insurances. Clerk is waiting to get a quote from Suffolk ACRE. Allianz & Cornhill have stated that they will match any other quote. It was proposed by RB and seconded by RP that the decision to pay the insurance be left to RB and the Clerk, all agreed.

Internet Banking – The Bulletin had had a request for payment to be made via internet banking. It was agreed by all the parish councillors that this would be all right as the information given about the account is the same as that available on a cheque. Clerk to contact Jill Whiteoak and give her details of the bank account.

Clerk

Loan – it was raised at the Annual Parish Meeting that the loan had not been shown as a liability on the audited 2006/07 financial statement. The clerk stated that by showing the fixed assets one is making the account as a capital account, which it is not. RB agreed to provide an explanatory note, which will be passed onto the enquirers.

RB

12. Risk Assessments:

WT, KR and Clerk will compile a list of all items, which the Parish Council own or are responsible for.

**WT, KR,
Clerk**

13. Planning:

Parish Council Decisions from 6th May 2008:

S/0612/08/LB – North Barn – External alterations, changes to door and window in utility room.

Recommend: Approval (minuted 6th May 2008)

S/0706/08/F – 60 High Street – Extension and conservatory

Recommend: Approval (Minuted 6th May 2008)

New Applications:

S/0732/08/F – 77 High Street, Ms C Boughton – Conservatory

Recommend: Approval

Proposed by MK, seconded by JC all agreed

S/0526/08/F – 21 Stocks Lane, Mr & Mrs A Lansley – Extension
(amendment to original plans – information only)

SCDC Decisions:

Land adj 25 Town Green Road has been withdrawn

14. Community Grants:

The treasurer of ORCA, Mrs J Westgarth is applying to SCDC for a grant to renovate the Recreation Ground Play Equipment.

15. Standing Orders:

RB is continuing to put this together.

RB

16. Correspondence and Clerk's Report:

SCDC Housing Futures – RB read out the recent correspondence from SCDC concerning transferring the SCDC housing stock to a housing association. The meeting agreed to RB responding to the letter requesting that the Parish Council be kept fully informed of all further developments.

Letter concerning the Cherry Tree in the Churchyard – RB read out a letter from a resident who was concerned about the possibility of felling the cherry tree. The tree is due to be pruned but if it is felt that it is still unsafe then it will have to be removed. The Diocese of Ely is in full agreement. Meeting on 5th June in Cambourne with CPALC – RB will attend

17. Parish Plan:

There was concern from residents at the Annual Parish Meeting concerning the security of the information being asked for by the Parish Plan Questionnaire. WT stated that the matter of

confidentiality had been addressed and the only name on the envelope is to help WT in distributing the next set of questionnaires.

So far there has been a very positive response. Once the questionnaires, in circulation at present, have been analysed the next set of questionnaires will be delivered.

18. Village Maintenance:

Fire damaged bench – MK is looking at brochures and will ask Mills & Douglas to provide a quotation for laying a concrete slab so the bench can be bolted down.

MK

The bench on Hurdleditch Road has been damaged probably by the grass cutting contractors. RB has contacted Dennis Vacher (Highways) who has asked the grass contractors for their comments on the damage.

Village bench repairs – the repairs to the benches on the recreation ground have been completed.

Meadowcroft bench still needs to be painted. MK will enquire

KR continues to catalogue the street furniture.

19. Annual Parish Meeting: items to follow up

NATS – Residents, at the meeting, appeared to not be concerned about the proposed new stacking system. [The Parish Council will therefore not be taking any action to oppose the proposal.](#) If residents wish to express their concern they may do so as individuals. Proposed by RB seconded by JC all agreed. Details of how to contact NATS will appear in the June bulletin. Fixed Assets – already covered in item 11 & 18.

RB

Extension of Neighbourhood Watch – to be discussed at the next meeting RB will put an item in the June Bulletin.

Parish Plan Questionnaire – already covered in item 17.

20. Committee Reports and Areas of Responsibility:

Village Hall

Quotes for work to reinforce the Village Hall are in circulation; a decision is to be made at the next meeting of the Village Hall Committee. Work should commence in August. The Parish Council are in arrears with their rental payments for the use of the Village Hall for their meetings, RB will write to the treasurer asking for an invoice.

RB

Clunch Pit

There are now sheep in residence at the Clunch Pit, they have also been inoculated against Blue Tongue.

AGM is 22nd May 2008

ORCA

At the AGM it was agreed to amend the Constitution and reduce the number of Parish Council representatives from three to two. It was proposed and agreed by all that KR and RB will be the Parish Council representatives.

There has been a request to have a fitness centre at the pavilion, however to ensure the security of the equipment the sponsor wanted exclusive use of the main room. [This will need to be discussed further as it may not be acceptable to limit the use of a community facility in this way.](#)

Footpaths

JA is to meet with Andrew Simpson (Parish Path Partnership CCC). JA will let RB know when the meeting is to take place, as he would like to meet Mr Simpson.

JA

WT is due to attend a meeting with the biodiversity department where he will enquire whether grant money is available for funding Parish Path leaflets.

FP 11 – Andrew Simpson has had a request for more [Waymarkers](#) on this footpath, JA will take a look.

JA

The new footpath sign at Meadowcroft Way has been done.

The steps to the side of the church leading up to the Glebe Field are difficult to walk up due to the encroaching hedge. JA will enquire if a letter can be sent from CCC.

Steps in the clunch pit require repairing; JA stated this work would be undertaken during the summer. Financial support has been requested in the P3 application. Financial support has been included in the P3 application.

Car park

Plastics are [supposed](#) to be collected twice a week, though it appears that this is not always being done.

Police

Neighbourhood Panel meeting on the 23rd April was attended by RB.

Village Sign

No problems

Tree Warden

Clearance work around the Mulberry Tree is still to be done. MK will contact Meadow Nursery.

MK

The work on the churchyard trees will be done when the Cherry Tree is pruned, these include the Chestnut Tree, Apple Tree and Juniper.

Churchyard/Burial Ground

The grass has had 3 cuts this year.

A meeting has been held concerning the repairs and maintenance of the Church wall. It was proposed by WT that the Parish Council obtain three quotes for the plastering of the wall, the PCC will then repay the parish council the costs of repairs. Once done the Parish Council has agreed to take on the maintenance of the church wall, this was seconded by JG all agreed. WT will obtain the quotes.

WT

Allotments

No problems

Website

KR continues to develop the Parish Council website using Eastspace.

KR

Youth Liaison

The Orwell Junior Football Club will be officially launched on 26th July at the Clunch Pit barbeque.

22. Councillors' Reports:

RB

It is hoped that the two new dog bins, [that have been ordered](#), will be forthcoming soon.

Neighbourhood Police Panel – 20 people attended the meeting. Mr Chris Savage is the new Inspector. Speed checks have been increased, results in this area were:

Wimpole – 185 vehicles, 2 were speeding

Arrington – 121 vehicles, 5 were speeding.

The new [priorities](#) were: Speeding, better communications, metal and vehicle thefts.

Next meeting is scheduled for 23rd July, venue to be advised.

KR

The beacon at the Clunch pit has now been reset vertically.

MK

There have been reports of hare coursing taking place in the fields at Malton Lane, all incidents should be reported to the police.

There being no other business the meeting closed at 10:35pm.

The next meeting is Wednesday June 18th

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