

ORWELL PARISH COUNCIL

Unapproved Minutes of the Parish Council meeting held in the (back room) of the Village Hall on Wednesday 17th September 2008 at 19:30 hrs.

Present: Cllrs: R Bryant – Chairman, Mrs K Reid – Vice Chairman, J Chapman, Mrs J Graham, Mr M Kenyon, Mr R Primett, and Mr W Talbot

In attendance: Cllr S Kindersley (County Councillor), Cllr D Bird (District Councillor), 7 Members of the public, guest speaker PCSO Ashley Bennett and Mrs J Damant (Clerk)

1. **Apologies for Absence** **Action**
Apologies had been received from Cllr Mrs J Avery.
2. **Neighbourhood Watch**
PCSO Ashley Bennett attended the meeting in relation to helping the community to rejuvenate the Neighbourhood Watch scheme. The police would work directly with the coordinators who are members of the community who volunteer their help. ECOPS is working well and would be an asset to coordinators; ECOPS is an individual based system whereas Neighbourhood Watch is community based. However, it is best to have a network of coordinators who would be able to cover the whole of the village, in small sections.
Cllr Mrs K Reid and Mr R Daw will endeavour to recruit coordinators and arrange subsequent meetings. **Cllr Reid**
3. **Co-option of new councillor**
Position has again been advertised but, as yet, nobody has come forward. The Council are quorate with eight councillors but would be better to have nine.
4. **Declaration of Interests on the Agenda**
There were no declaration of interests
5. **Minutes of the last meeting 16th July 2008**
On proposition from Cllr Bryant and seconded by Cllr Primett the minutes of 16th July were approved as a true record subject to the following amendments:
Pg 526, 4 a) 'Special' to 'Spacial'
Pg 526, 4 g) 'by' to 'be'
Pg 527, 7 'comments' to 'conditions'
Pg 528, 11 remove 'to' and 'the'
Pg 528, 12 Village Hall 'tailtails' to tell tales'
Pg 529, 12 Chapel Orchard insert 'Roger Missing'
6. **CCC Report**
 - Minor Highway Bids – Decisions have now been made, Orwell was not successful.
 - Area Joint Committee Report on the A and B road survey – Survey is due for completion by 2010. The A603 has been designated as the 29th most dangerous road in Cambridgeshire.
 - Pavement outside 34 High Street – the pavement has been repaired, however it will have a full inspection by CC Inspector once all the building work has been completed.
 - Primary Schools – There was a rumour that a proposed federation, between Barrington and Orwell primary schools, was taking place; this is not true. However, it is recommended that all primary schools should encourage better communications/links with each other.
 - Hanley Grange Development – will not go forward as Tesco's have withdrawn their interest. However, it is not know if this is a permanent decision.
 - Cambridge Central Library – the library will be handed over to the County in December 2008 and will reopen in the New Year.
 - Police Panel Meeting – next meeting on 22nd October in Gamlingay. The 'Speedwatch' project will be discussed, it is estimated that each unit will cost £3,000. It is been suggested that several villages could collaborate in order to keep the cost to a minimum. Cllr Reid will attend the meeting. **Cllr Reid**
7. **SCDC Report**
 - Surface water/sewage at Grove Farm, Leaden hill has not been moved up the priority list – the bid was unsuccessful for this year (2008/09), and will be put on the list for next year (2009/10).
 - Lime trees fronting Lordship Close – Mr J Clark (SCDC) will be paying a site visit. The work is not expected to be undertaken in the short term; presently the branches are covering up the village sign.
 - Recycling Information – information is being passed onto Cllr Primett, if he receives sufficient information he will write a report for the Orwell Bulletin. The plastic kerbside collection will begin in October; plastic will be collected with the present green bin collection.
 - Future of housing stock – The latest recommendation is to have an independent housing association. A drop in session has been arranged though there are none in Orwell. All tenants have been contacted.
 - Electoral Register – forms have been sent out to all households **Pg 530**

Cllr Bird is to establish if Orwell could have a tetrapak recycling bin positioned in the Village Hall carpark. Cllr Talbot reported that Defra have doubts about the validity of the scheme as the tetrapaks have to be taken to Norway for processing.

8. **Financial Matters**

The financial statements for August and September were received and considered. On proposition from Cllr Primett and seconded by Cllr Bryant the financial statements were agreed and signed by the Chairman.

On proposition by Cllr Bryant and seconded by Cllr Talbot the following payments were approved for payment plus additional payments.

Clerk salary	£ 347.24
Clerk expenses	£ 2.53
Inland Revenue (PAYE)& NI	£ 100.98
Meadow Nursery (churchyard, mulberry)	£ 45.00
Meadow Nursery (cuts 8&9)	£ 400.00
MPC rent (August & Sept)	£ 121.86
Jill Whiteoak (bulletin expenses)	£ 40.00
Connection Youth Bus	£ 432.44
Pocock & Shaw (insurance valuation for village hall)	£ 176.25
S Baker (meadow nursery) cut 10 and hedges	£ 300.00
Carter Jonas – glebe field period 26.03.08-29.09.08	£ 162.50

Prize money update – ACRE are currently looking into the £500 prize money, which was awarded in September 2007 but has not yet been received.

Financial Risk Assessment - Cllr Talbot has completed the financial risk assessments. Cllr Talbot is now undertaking an assessment of the items on the asset register.

Mr P Krueger handed the clerk some information, which will help in putting the Parish Council accounts onto the website in a pdf format.

9. **Audit**

The Annual Governance Statement was read out to the Councillors and audited figures had been circulated to all councillors prior to the meeting. It was proposed by Cllr Primett, seconded by Cllr Talbot, that the audited figures were correct, all agreed. The Chairman then signed the Annual Return, for year ending 31st March 2008. Internal auditor had checked the figures prior to them being presented to the council.

10. **Planning**

S/1421/08/F, 43 Hillside – amendment for Proposed Vehicle Crossover and Driveway

A vote was taken with the full council – 6 for recommending refusal of the application, 1 for recommending approval.

A proposition for refusal by Cllr Chapman and seconded by Cllr Bryant - motion carried

Recommendation: refusal

S/1495/08/F, 65 Town Green Road – demolition of bungalow and erection of bungalow

Recommendation: approval

EDF registered land – EDF have, at the present time, no plans to build the sub station but they wish to retain the land.

Planning minutes 01.09.08 (information only)

S/1363/08/F, 6 Lotfield Street – Meadowcroft Farm – extension

Recommendation: approval

S/1421/08/F, 43 Hillside – extension

Recommendation: refusal

SCDC permission:

- Petersfield Primary School S/0879/08/F – permission granted for boundary fencing & gates

- 60 High Street S/1049/08/F – permission granted for a mobile home for a period of 3 years.

- Village Shop – The conditions of the planning application for the two air conditioning units to be installed at the front of the village shop and fitted with a guard have not been met. Only one unit has been fitted, it is in the wrong position and it does not have a guard. The present fitting with its extending supporting base could be hazardous to the public. SCDC Planning Department are to be advised.

11. **Community Grants: – Application for a grant to repair the play equipment**

Cambridgeshire Community Foundation – information has been forwarded to ORCA

12. **Correspondence and Clerk's Report**

Review of the east of England plan – no comments from councillors

Letter from Jill Whiteoak, charges for Bulletin advertisements – to be discussed at next meeting

Minor Highways Improvement Scheme 2009/10 – application to Cllr Bryant to resubmit (same as 2008/09 application), white lines at the entrances of Hurdleditch and Fishers Lane from the A603.

Lead a climate friendly life workshops - circulated

ACRE – workshops – Cllr Mrs K Reid will attend

Cllr
Bryant

Pg 531

Letter from Toucan Build - circulated
 Letter from EDF – substation update - circulated
 Dog bin request – circulated. The dog bin at Chapel Orchard has been agreed but the request for a bin at the entrance to Victoria Drive has been rejected.
 Letter from Circle Anglia – proposing the erection of 15 affordable houses along Hurdleditch Road. To be discussed at the next meeting with representative from Circle Anglia and SCDC in attendance - circulated
 Review of the East of England Plan – no comments from councillors
 SCDC - Housing Futures leaflet – circulated
 LDF – Draft submission site-specific policies development plan - circulated
 LDF – North west area action plan – objection sites consultation (consultation period 8th Sept – 20th October - circulated
 Cambridgeshire & Peterborough Minerals and Waste Preferred Option 2 (consultation date 8th Sept – 20th October) - circulated
 Countryside Access Team - circulated
 LCR - circulated
 All publications have been circulated, Clerks Direct, Community Action and ASHTAV
 CPALC Training dates
 Connection Youth Bus Report - circulated
 Countryside alliance awards - circulated
 ACRE – rural services survey 2007 - circulated
 Carillion WSP – new managing agent for Highways area 8 (map enclosed) - circulated

13. Parish Plan

Data has now been correlated.

14. Village Maintenance

Fire damaged bench – insurance claim

Still ongoing

Trees in the Churchyard and Burial Ground

These have now been done, however the Horse Chestnut appears to be suffering from aphids. It was proposed by Cllr Kenyon (tree warden) that it should be cut back in the autumn, seconded by Cllr Bryant all agreed. Cllr Kenyon will contact Meadow Nursery. There is also a dead Elder on the boundary, near the Glebe field. Cllr Kenyon will investigate and report back at the next meeting.

Cllr Kenyon

Tree near church footpath

The owner of No. 1 High Street is aware of the dead Elm Tree, which is overhanging No. 5 footpath at the side of the church. The gardener has agreed to cut off the lower branches. Cllr Kenyon, as tree officer, said that if the lower limbs were removed it could unbalance the tree and it needs to be referred to a tree surgeon.

Cllr Bryant

Painting of bench slats

Still to be done

Bench at Hurdleditch

Mr Dennis Vacher has asked for quotes for replacing the bench and concrete plinth, he will then contact the contractors.

Cllr Bryant

Cllr Bryant is in contact with Mr Vacher (CCC)

Benches obtained from Shelford Tennis Club - repair costs and concrete plinth costs

Cllr Kenyon obtained two benches, free of charge, from Shelford Tennis Club, however they are in need of refurbishment. A quote for refurbishment was obtained from Whitmore's Timber (circulated). It was suggested that the clerk contact the insurance company to enquire if it would be acceptable to use one of these benches, mounted on a concrete plinth, as a replacement for the fire damaged bench.

Clerk

Mulberry Tree surround

Has now been done by Meadow Nursery

Notice boards

Have now been renovated

Mini stream at Lordship Close

Cllr Mrs K Reid will investigate further to see if the water is getting any worse

Cllr Reid

Telephone Box

The broken glass panes have been replaced.

15. Dog Fouling

Deferred to next meeting.

16. Committee Reports and Areas of Responsibility

Village Hall

There has not been a meeting, the next meeting scheduled for 8th October. A replacement secretary has yet to be found.

Clunch Pit

Youngsters have constructed a BMX bike track in the scrub area to the left of the entrance to the clunch pit. Regrettably, turf has been dug up and used to construct some of the jumps so destroying an area of flora and fauna; such destructive practice is unacceptable on a SSSI area. The area is to be monitored by the police and the Parish Councillors
 Orfest donated £350 to the Clunch Pit as a result of the recent function.

ORCA

Minutes of the last meeting held on the 3rd September were circulated. Bookings for the pavilion are improving. Some vandalism has occurred recently and as a public area the police have agreed to frequent visits. Presently ORCA is over budget due, in the main, to having to reinsure the pavilion which, because of an oversight, has been uninsured for some time. The cost is £462. Cllr Reid requested that the parish council meet this cost since ORCA had not budgeted for it. It was agreed that the request would be considered at the next meeting. Cllr Bryant suggested that ORCA needed to shop around for different insurance prior to the renewal date.

Cllr Kenyon has been in contact with the football club who are willing to contribute to the cost of Meadow Nurseries cutting the pitch area if ORCA pays for the rest of the recreation ground. MUGA – The MUGA appears to be financially sound. The football club, from the proceeds of the Orfest, has donated two netball hoops to the MUGA. A planning application is to be submitted for permanent flood lighting of the court. Cllr Bryant propositioned and seconded by Cllr Primett that the parish council should submit the planning application - all in agreement. Cllr Talbot stated that the local residents have not objected to the portable lights presently being used.

**Cllr
Kenyon**

**Cllr
Bryant**

Chapel Orchard

Mrs Sue Miller advised that it was her intention to disband the formal committee which has been administering for the past 3 to 4 years and to run the orchard herself calling on volunteers as necessary to meet the various tasks. Cllr Primett and Cllr Reid suggested that in the interests of continuity, to cover the 25 year lease, there needed to be a more formal structure. Mrs Miller said that the matter would be discussed at the AGM on 10th October, and would then advise the Parish Council.

Footpaths

Footpath no. 7 is over grown – to inform Cllr Mrs Avery when she returns.

**Cllr
Avery**

Carpark

There has been a lot of broken glass where bottles are being smashed, a public spirited resident cleared up the broken glass.

Police

Cllr Mrs K Reid attended the recent police panel meeting; a report by the police is due out shortly. There is to be a police surgery to be held at the pavilion on 25th September from 16.00 to 17.00 hrs.

Tree Warden

5 High Street has obtained permission from SCDC to pollard trees at the side of the property.

Burial Ground

Grass cut 10 has been completed along with hedges.

Glebe Field

The sheep are still grazing

Youth

Cllr Talbot reported that though some parish councillors seemed disappointed with the numbers attending the youth bus, the youth workers were pleased. Cllr Talbot is now in contact with the youth workers looking into starting a youth club in Orwell. Cllr Talbot is also attending workshops for youth workers. The Children's Participation Officer has also been in contact with Cllr Talbot and invited him to attend their meetings; this will also give information in gaining extra funding.

Website

Cllr Mrs K Reid had forwarded the outline of the village website to all councillors. It was proposed by Cllr Mrs K Reid to proceed with the webpage on the village website, seconded by Cllr Mrs J Graham all agreed. All councillors are invited to forward their personal information to Mr Andy Lee so it can be included onto the web page.

**All
Cllrs**

17. Councillors' Reports

Cllr Talbot

Funding workshop – deferred to next meeting

Cllr Mrs K Reid

The sign at Hurdleditch will be replaced soon.

Councillors items for next agenda and closure of meeting

Dog fouling

ORCA

Funding workshop

Benches

There being no further business the meeting was closed at 11.15 pm

Pg533

Signed: _____
Chairman

Dated: _____