

# ORWELL PARISH COUNCIL

Approved Minutes of the Parish Council meeting held in the (back room) of the Village Hall on Wednesday 20<sup>th</sup> April 2011 at 19:30 hrs.

**Present:** Cllrs: R Bryant (RB) – Chairman, Mr R Primmitt (RP) – Vice Chairman, Mrs J Avery (JA), J Chapman (JC), Mrs J Graham (JG), M Kenyon (MK), W Talbot (WT), C Watson (CW)

**In attendance:** Cllr S Kindersley (CCC), Mrs J Damant (Clerk)

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**001/04/11 Apologies for absence:**

Apologies were received from Mrs K Reid and Cllr Bird (SCDC)

**002/04/11 Declaration of Interests both personal and prejudicial for items on the agenda:**

There were no Declarations declared either personal nor prejudicial.

**003/04/1 Public participation: for up to 15 minutes members of the public may contribute their views and comments to the Parish Council.**

There were no public in attendance.

**004/04/11 Minutes of the last meeting: 16<sup>th</sup> March 2011**

The minutes were proposed by CW and seconded by JA to be correct, agreed by all. The Chairman then signed the minutes.

**005/04/11 CCC Report:**

1. Implementation of new speed restriction on A603- this is ongoing and will be done, but not sure as to when. Cllr Kindersley has pushed the importance of this matter.
2. CCTV scanning of surface water drainage in Town Green Road, to be carried out by Highways (see item 006/04/11)
3. Conditions of footways and roads in the village. The footway at Hillside is on the agenda but it is unknown when this will be done.
4. Surface water from 7 and 9 High Street being directed onto the Footway (is being investigated by Highways). Nothing to report.
5. Impact on budget cuts on local public transport. (C2 and 75). Cllr Kindersley agreed that a survey would be beneficial to all parties as it would identify who uses the buses and when.

**Other Business**

The new CCC leader is Mr Nick Clark. There has been a considerable reshuffle of the cabinet members.

**006/04/11 SCDC Report:**

The report from Anglian Water on the survey of the foul drains has been received and reflected what Cllr Bird had already informed the council. The CCTV survey from Highways (CCC) has not been received. A partial survey of the Town Green Road surface drainage showed a telegraph pole had damaged the pipe, this has now been repaired, but there is now a considerable amount of water running from that pipe into the brook. Considering that there has been no rain it would appear that there could be a further problem. RB to enquire from Cambridge Water to see if the water can be tested to indicate whether it is storm or fresh water. It has also been noted that there had been a film of oil from the pipe, but this has now disappeared. The Environmental Agency had been notified about the oil.

**Action: Clerk**

**007/04/11 Financial Matters:**

**1. Financial Statements for April**

Current Account was proposed by RP, seconded by RB to be correct, agreed by all.

Deposit Account was proposed by RB, seconded by RP to be correct, agreed by all.

It was proposed by RP to release the £200 being kept in reserves for the foot-way light at Hurdleditch, opposite the school, be released as the invoice for that light is expected to be received soon, seconded by RB and agreed by all.

J Damant	467.27	salary	LGA 1972 s112
Inland Revenue	150.01	PAYE/NI	LGA 1972 s112

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MPC	70.00	January rent	LGA 1972 s111
SLCC	67.50	membership	LGA 1972 s143
CPALC	345.70	membership	LGA 1972 s143
Meadow Nursery	280.00	cut 1/various	OSA 1906 ss9&10
PWLB	2,680.00	loan	LGA 1972 s226

Precept of £15,101.50 has been received.

008/04/11

**Planning:**

1. Recent Applications:

S/0441/11, 32 High Street, Erection of extension to existing conservatory at the rear of the property.

The Orwell Planning Committee recommend Approval, all members in favour.

2. SCDC Decisions

S/0119/11, Malton Workshops – permission has been granted for erection of replacement workshop.

S/2171/10, 25 Lotfield Street – permission has been refused to extend the existing dwelling and build a new dwelling.

3. 32 Meadowcroft Way - Jenny Clark SCDC Land Officer has received a request from No. 32 Meadowcroft asking that vehicular access be given over the existing driveway of No. 28 Meadowcroft. This is so that they can park a trailer/small vehicle in their front garden. The driveway and the grassed area fronting the property is in the SCDC ownership. It was the view of the Planning Committee that the fence did obstruct Mr Dash's entrance and two sections should be removed.

4. Affordable Housing

RB has rearranged another meeting this is hopefully to take place on April 26<sup>th</sup> with selected residents, Parish Councillors, Circle Anglia and Schuyler Newsted (SCDC).

009/04/11

**Correspondence and Clerk's Report:**

- Letter from Petersfield PTA requesting support for an eco allotment project. It was felt that this should be discussed by the new council in May. The letter does not state if they are looking for financial funding or just support. It was thought that the Horticulture Society would be the better village group to approach.

- Highways Localism Agenda. RB asked Cllr Kindersley if he had any further information on this scheme. Cllr Kindersley reported that he was presently looking into this as it had been raised at the latest Police Panel and many were unsure as to what it would achieve.

- Standards Committee Questionnaire – A working group will be conducting a survey on the future of the Standards Committee and have asked for feedback from Parish Councils. What they would like to know is:

- a) is the Parish Councils looking into adopting their own Code of Conduct (voluntary code)
- b) if so will they be adopting a local framework for dealing with allegations relating to the voluntary code
- c) is there a possibility to sign up the SCDC voluntary code/framework and if so would you be willing to pay for this service
- d) possibility of appointing an independent monitoring officer or to ask SCDC monitoring officer to continue, and if so how much would you be willing to pay
- e) SCDC to continue to have responsibility for parish council guidance/advice/training in relation to member conduct and if so how much would you be willing to pay.

The Parish Council agreed in principal that there was a need for a Code of Conduct and that they would possibly be prepared to sign up to an SCDC voluntary framework. However, they would wish to know more detail on fees and whether other authorities may be offering the same services at a cheaper rate. RB to enquire.

**Action: RB**

- CCC report was circulated.

- CCC – Public Path Diversion Order 2010 on Public Footpath No. 3 (part), Great & Little Eversden and Public Footpath No.10 (part), Orwell. Notice is up  
Street Lighting Maintenance and Energy – present contract with CCC and PFI ceases in June 2011. It is intended that Balfour Beatty's will be the new contractor for the maintenance and parishes will be paying them directly.

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There are two options and most parishes have opted for option 1 though it is slightly more expensive it offers better value, less exemptions. This is £20.05 (option 1) per light compared to £18.98 (option 2). The energy part can remain with CCC, which would seem the best option at the moment, it would seem all other parishes are staying with CCC for the time being. Energy is going to be about £21.73 per light. The contract for this ends in September and it is expected that there may be a 10% to 15% increase. The cost is approximately £42.00 per light x 55 lights = £2,310.00 per annum. This years invoice was £2,236.30 for 2010-11. From now on there will be three different companies involved, CCC for energy, Balfour for maintenance and SCDC for insurance.

Hales Printers – 5% price increase to take affect immediately

Clerk received an email from a resident on Hurdleditch Road who is finding it increasingly difficult to negotiate her driveway as cars, during school hours, are parking along Hurdleditch Road and making it dangerous for residents to exit their drives. Clerk has forwarded the email to the school.

010/04/11

**Parish Plan:**

KR has circulated her report and has volunteered to stay on as a member of the Steering Committee, this was gratefully acknowledged by all members but will be subject to the agreement of the new council.

011/04/11

**Village Maintenance:**

1. Trees at Manor Farm – still awaiting report from arboriculture officer (CCC).
2. Village furniture – MK has still not received the listings of the village furniture from WT nor the photographs from KR. **Action: RB**
3. Notice boards – the noticeboards adjacent to the village shop need a protective coating. It was proposed by MK and seconded by JC that Meadow Nursery's be asked to carry out the maintenance, at their hourly rate of £20. All agreed. JC has the materials.

012/04/11

**Elections/Annual Village Meeting/AGM:**

1. District Election will take place on 5<sup>th</sup> May. The parish elections will be uncontested as there are only 6 councillors for 9 vacancies. There will now be 3 places open for co-opting members.
2. The 4<sup>th</sup> May is the date for the Annual Parish Meeting.
3. Parish Council Annual Meeting is to be held on 18<sup>th</sup> May (AGM)

013/04/11

**Village Shop and Post Office**

The insurance company has agreed to cover costs. The proposal of placing the post office in the pub is progressing. A suitable site for a temporary shop is still ongoing, the latest proposal is Meadowcroft Community Rooms. The portocabin is still a possibility but would be very expensive. RB will speak to the shop owner and the Sheltered Housing manager to see if the Meadowcroft Community Room would be suitable. SCDC agreement would need to be sought. **Action: RB**

014/04/11

**Annual Parish Meeting (4<sup>th</sup> May)**

Agenda items for the meeting were discussed, RB will do the final notice. **Action: RB**

015/04/11

**Committee Reports and Areas of Responsibility:**

**Village Hall** – the AGM minutes were circulated to all members. The roof has been examined and another survey is to be requested.

**Clunch Pit** – Natural England have agreed to pay for a three day maintenance session by ACER Conservation. There are many Pagles (cowslips) in the clunch pit.

**ORCA** – a meeting was held on the 14<sup>th</sup> April. The tennis club are to discuss the cracks in the court. Three quotations for a new water boiler have been received. Information will be sent to the Parish Council for payment, as already agreed in item (264/03/11).

There is to be a car boot fair on 30<sup>th</sup> May, on the Recreation Ground.

**Carpark** – shoe and textile bank has been removed. Glass bank is soon to be removed, and the paper banks will remain.

**Footpaths** – some of the discs need replacing this will be done soon.

**Action JA**

**Chapel Orchard** – some tidying up has been done.

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**Burial Ground** – there is still one headstone waiting to be re-erected in the Churchyard. The family concerned have made arrangements to have this repaired and hopefully the work will be carried out soon. The red granite headstone mentioned before is also awaiting repair and the family concerned have this in hand. The first grass cut of the season was carried out on 5<sup>th</sup> April and the annual weed killing programme for the paths has begun. Shrubs around the Garden of Remembrance have been pruned. The rabbits continue to cause damage in the Burial Ground and there is very little new grass. The gate between the Churchyard and the steps up to the Glebe Field which was installed by Meadow Nursery is sticking due to the top hinge working loose. Meadow Nursery have been contacted.

**Glebe Field** - the grass has hardly grown in the Glebe Field, due to a combination of lack of rain and damage by rabbits. There are large burrows on the boundaries with the Clunch Pit and the old Allotment Field. Scrub in the Glebe Field, in the area of the main entrance to the burial ground and the gate at the top of the church steps, needs cutting down. It was proposed by RP and seconded by RB that Meadow Nursery be asked to cut this back (at their hourly rate) next time they come to cut the grass, all agreed **Action: JG**

016/04/11

**Councillors' Reports and agenda items for the next meeting:**

**RB** – SCDC Open Forum Meeting (29<sup>th</sup> March). Notes from this meeting are in the circulation pack.

**WT** – The new rector is Felicity Couch who could be in post within the next three months.

**RP** – There is a file containing various information items pertaining to the property the Parish Council owns. Clerk to hand the file to RP for review. This information would be helpful to successive councils.

There being no further business the meeting closed at 9.45pm. The next meeting will be the AGM on the 19<sup>th</sup> May at 7.30 in the back room of the Village Hall.



Chairman

18 May 2011  
Date

*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.*