

# ORWELL PARISH COUNCIL

**Unapproved** Minutes of the Parish Council meeting held in the (back room) of the Village Hall on Wednesday 18<sup>th</sup> March 2009 at 19:30 hrs.

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

**In attendance:** Cllr Kindersley (County Councillor), Cllr D Bird (District Councillor) and Mrs J Damant (Clerk)

Mrs S Miller and Mrs J Whiteoak attended the meeting at 9.30 p.m..

## Action

### 1. Apologies for Absence

There were no apologies all were in attendance.

### 2. Declaration of Interests on the Agenda

There were no declarations of interest.

### 3. Minutes of the last meeting 18<sup>th</sup> February 2009

It was proposed by MK and seconded by RP that the minutes of 18<sup>th</sup> February 2009, be approved as a true record, agreed by all members and signed by the Chairman.

### 4. CCC Report

- How much is spent on maintenance within the village ? - Cllr Kindersley is still waiting to hear from Mr D Vacher and Mr M Oakman.
- Flooding at the bottom of Leaden Hill – Cllr Kindersley to enquire with the Highways Department if the bid for work scheduled to be carried out next year can be brought forward?
- Blocked drains in Town Greed Road and Lotfield Street – Clerk has received a response from Mr D Vacher (Highways) and they have been booked in to be cleared along with the repair to the damaged bollards on Hurdleditch Road.
- Litter picking will be done on the A603 in March 2009.
- County Council portion of the council tax will be increased by 3.9%.
- The Guided Bus will open as scheduled.
- The Cambridge Central Library has experienced major structural problems which will affect their time-scale for re-opening.
- Arrington will have an outreach post office service in Clifden Close Community Rooms from next week.
- The next Neighbourhood Police Panel will be held at Gamblingay Village College on April 22<sup>nd</sup> at 7.30 p.m.
- Airline Holding Partners – there will be renewed consultations later in the year.
- Cereal 2009 – will take place on 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> June. There is to be a new traffic management plan, nevertheless there is concern as students will be doing their GCSE and A level exams during that period.
- 90% of children in Cambridgeshire have got their first choice in secondary schools.
- Gritting and how it can be improved is being investigated.
- A new railway station is planned at Chesterton for 2012

### 5. SCDC Report

- Cllr Bird is unable to obtain, from the SCDC officers, the cost of maintenance within the village. The current grounds maintenance contract runs up to 2012 when it will then be reviewed.
- Times of road sweeping in Orwell – It is not possible to give an exact time for when the road sweeping takes place. Foot way sweeping is undertaken on a 6 monthly basis. The emptying of the litter and dog bins are undertaken weekly.
- The Council Tax will be increased by 4.5% equates to an annual increase of £5 for a band D property.
- From April 2009 council house tenants will have an increase in rent of 5.5% plus £2 towards rent restructuring. However, the Government is now giving £174 million to local authorities so if some funding is received then bills will need to be adjusted.
- Housing futures – the formal consultation has been distributed to every household tenant.

### 6. Financial Matters

The financial statements for March were received and considered. It was proposed by RP and seconded by JG that the financial statement could be signed as a true record, all agreed. The

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Chairman then signed the statement.

It was proposed by RP and seconded by JG that the following payments were approved for payment. Additional payments proposed by RP and seconded by RB all agreed. Cheques were then signed by KR and RB.

Name	Cheque	Gross	Vat	Net	Description	Power
Mrs J Damant	401396	365.61	0	365.61	Clerk salary	LGA 1972 s 112
PAYE & NI	401397	113.97	0	113.97	Inland revenue & NI	LGA 1972 s.112
Meldreth Parish Council	401398	60.93	0	60.93	Office Rent for February	LGA 1972 s 133
Clunch Pit	401399	726.00	0	726.00	Village maintenance	OSA 1906 ss 9 & 10
Carter Jonas	401400	162.50	0	162.50	Glebe Field rental	OSA 1906 ss 9 & 10
Hales Printers	401401	705.00	0	705.00	Bulletin printing	LDA 1972 s 142

LGA – Local Government Act

OSA – Open Space Act

There was one additional payment (shaded)

Grant money from SCDC for £969.00 has been received, this is for obtaining paint and lights for the anti-vandalism project. RB, JC and WT will meet to discuss and itemise.

Financial Risk Assessment Part II – RB, JC and WT to discuss and report back to the council. A quote has been received from Meadow Nursery for £80.00. It was proposed by RB and seconded by MK to accept this quotation for installing the bench on Hurdleditch Road, all agreed. The cost of the bench and installation will be reimbursed by Highways as it was their contractor who damaged the original bench.

RP suggested that it might be time to look at how reserves are identified on the financial statement. RB requested that RP resolve any confusion that exists, all agreed.

RP

#### 7. **Planning**

There was no planning.

Affordable Housing Needs Survey – RB has contacted Catherine Shelton, Cambridgeshire ACRE, to enquire what response had been received from the survey. 415 surveys were distributed and they had a 25% response but only 6 of those returned indicated they would be interested in affordable housing.

#### 8. **Community Grants: – Application for a grant to repair the play equipment and establish an outside gym;**

WT is still waiting to received the support material from ORCA in order to proceed with the application.

WT

#### 9. **Correspondence and Clerk's Report**

SCDC – West Cambridge Area Action Plan has been circulated

Public Consultation Questionnaire- submitted by KR has been circulated

Village of the Year 2009– competition details have been circulated

Highways – covered in item 4.

In correspondence with Wendy Lansdown (CCC) concerning the junctions of Fishers Lane and Hurdleditch with the A603 she stated that those junctions had a good incidence record and no injury accidents had been reported in the last 3 years, and given that there are many other junctions with worse accident records it is difficult to justify any funding for safety improvements at the junctions at this time.

All other correspondence has been circulated

#### 10. **Parish Plan - update**

The draft parish plan has been completed. In the interest of clarity the plan has been divided into two sections.

a) that to meet the needs of higher authority ie., central government, CCC and SCDC

b) that to fulfil village requirements.

The plan needs to be readdressed to establish the priority to be given to the various issues and the partners needed to help implement an action plan. This work needs to be completed before being submitted to SCDC.

Youth – WT has met with the Youth Participation Officer who would like to see a proposal at the beginning of the financial year.

#### 11. **Parish Council Standing Orders**

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- The Standing Orders have now been circulated and an input from KR is now awaited before RB can amend the document. KR  
RB will now begin the Financial Regulations. RB
- 12. Village Maintenance**
- Fire damaged bench – insurance claim  
Is in hand Clerk
- Painting of benches at Recreation Ground and Meadowcroft Way  
Bench slats on the benches near the pavilion have been painted. The bench at Meadowcroft Way is still waiting for Mills & Douglas to complete, MK will enquire. MK
- Bench at Hurdleditch  
MK will meet with Meadow Nursery to finalise the date for installing the bench. MK
- Trees along Hurdleditch Road  
MK stated that he had received a quote from Meadow Nursery for the purchase of 9 oak trees and the planting of 10 (one oak having been donated by MK), along Hurdleditch Road at a cost of £140.00. It was proposed by RB, seconded by RP that the quote be accepted, all agreed. MK  
MK to instruct Meadow Nursery. MK
- 13. Notice Boards**  
RB has contacted Mr D Vacher (CCC Highways) concerning the erection of the notice boards. He volunteered to erect the boards and undertake the electricity cable checks. RB and JC to meet Mr Vacher on site. Once agreement has been reached JC has the authority to order the boards (February 2009 minutes). JC/RB
- 14 Dog Fouling**  
Notices have been laminated and the boards have been made. They will now be erected where needed. Areas which appear to be in need are Glebe Field, Chapel Orchard, Victoria Drive, Clunch Pit and Leaden Hill. KR and RB will erect notices. KR/RB
- 15. Archiving Facility**  
RP was given authority to extend this discussion beyond (archiving facility). He stated that the majority of the village amenities were in an acceptable condition with the exception of the Village Hall which, as a wooden temporary construction could well need replacing in the not too distant future. RP suggested that given the structure of the Hall and the current use, 400 bookings and 10,000 footfalls per year, a plan to replace the Hall in 5 years (or there a bouts) would seem prudent. A replacement building could be designed more as a community centre which would facilitate most of the existing village activities plus space for archives, doctors surgery, clerk's office, etc. Members agreed that this would be a long term project but it would be timely to begin the planning process soon. Councillors were invited to bring their suggestions, in writing, to the next meeting. All
- 16. Committee Reports and Areas of Responsibility**
- Village Hall  
The AGM will be on the 28<sup>th</sup> April.
- Clunch Pit  
The clunch pit now looks very tidy having undergone its winter maintenance programme. The Committee had retained its membership of the Butterfly Conservation Society and had agreed a payment of the rare sheep allowance to the shepherd. The accounts stood at £2,066.
- ORCA  
KR circulated the ORCA report. The AGM is on 29<sup>th</sup> April. Members expressed concern about the state of the toilets and changing rooms, KR will investigate. KR
- Footpaths  
The P3 application has been returned to CCC. Orwell are not claiming any money this year as there is still last year's grant of £100, which was not spent on footpath 5.
- Car park  
Plastic milk cartons were dropped at the car park. Plastic is no longer collected from the car park since the introduction of kerb side collections. The street light, which is still not working, is on the left hand side of the entrance drive. CW will check CW
- Village Sign  
Has now been washed.
- Police/Neighbourhood Watch  
KR will contact the police to see if they can inform Neighbourhood Watch as to when the next mobile police surgery is scheduled in the village. Police do put up notices but it was thought that the neighbourhood watch could also be notified separately. KR
- Church/Burial Ground  
Some of the graves appear to have sunk, JG will monitor. WT will cut the shrubs. JG has contacted the Community Service and is awaiting a reply. JG
- Glebe Field  
Some of the scrub has been cleared. Pg 556
- Allotments

So far there has been 5 responses to the article in the Bulletin enquiring if anyone would like an allotment. There could be a piece of the land available behind Chapel Orchard, an agreement between the landowner and SCDC is being progressed. The introduction of additional allotments will incur costs to SCDC and to the Parish, it is therefore necessary to establish a need. KR to contact those residents who have shown an interest to establish the strength of their commitment. The Chapel Orchard Committee have agreed to pedestrian and wheelbarrow access only. KR

Chapel Orchard

A working party was working last weekend and is looking well managed.

Youth Liaison

The youth club have won the High Sheriff's award, congratulations and a special thank you to Bryn Davies for addressing the committee at such short notice. They also received £180 for outdoor equipment. A training programme is still ongoing and a publicity plan is in hand. RP reported that he believed that the last youth club gave a sum of money to the Parish Council for safe keeping. Clerk and KR will investigate. Clerk/  
KR

**Councillors' Reports**

16. There were no councillors' reports.

**Meeting closed at 22.25 p.m.**

Mrs S Miller and Mrs J Whiteoak addressed the council, they had just returned from the Community Awards Ceremony where the Orwell Bulletin had won the Best Magazine in the Small Village category with a prize of £500. There were 51 entries this year. Mrs Miller thanked Mrs Whiteoak for all her hard work and commitment in organising the advertising in the bulletin. The Parish Council thanked both Mrs Miller and Mrs Whiteoak for all their hard work, much of which goes unnoticed. There is now £1000 in prize money, one suggestion was to have a 'colour centre spread'. In the past, Mrs Miller had, at her own expense, paid for past editions of the bulletin to be bound; she intended to continue with that practice with subsequent editions. Councillors suggested that the cost of binding past magazines and any subsequent ones should be paid for out of the prize money.

Meeting opened 22.33 p.m.

**Councillors items for next agenda and closure of meeting**

Forward Planning (to discuss the future of the village hall)

Allotments

Chapel Orchard Prize Money

Notice Boards

Finances - Reserves

There being no further business the meeting was closed at 22.34 p.m

Next meeting will be on 15<sup>th</sup> April 2009

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_  
Chairman

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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.