

ORWELL PARISH COUNCIL

Unapproved Minutes of the Parish Council meeting held in the back room of the Village Hall on

Wednesday 18th November 2009 at 19.30 hrs.

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

In attendance: Mrs J Damant (Clerk), Cllr D Bird (SCDC) and Cllr Kindersley (CCC)
There were four members of the public present.

Matters raised by the public:

Junction of Chequers Close and Town Green Road:

A resident of Chequers Close stated that at times during the day the congestion of vehicles parked, double parked and parked on the pavement outside the shop and The Chequers pub was an imposition to the residents of Chequers Close. Moreover, it made exiting onto Town Green Road hazardous because of the restricted visibility caused by the parked vehicles. It was suggested that road markings be introduced to help alleviate the problem. The Clerk to consult with Highways and the Police to seek an enforceable solution. The resident also expressed concern about the damage to the dividing walls at the entrance to Chequers Close. The wall between the Close and The Chequers pub has been repaired by the residents on two previous occasions but the wall on the left hand side has now been damaged and the residents are keen to establish who is responsible for these walls as they do not wish to continue repaying for the repairs.

Action: Clerk

Affordable Housing:

An Orwell resident expressed his concerns with regard to the proposed Hurdleditch Road development. they were:

- a) When would the notes from the 15th October Public Meeting be distributed to all households? He was given the assurance they would be distributed with the December Bulletin.
- b) The traffic congestion presently occurring outside the school at start and finish times would be exacerbated by the traffic from the proposed new development. A footway along Hurdleditch Road with lighting could improve this situation.
- c) Is SCDC considering regurgitating an old plan of developing land in the rear gardens of No's. 10,11,12, and 13 Hurdleditch Road and linking this with the proposed Hurdleditch development. RB will look into this.
- d) The present problems resulting from inadequate surface and foul water drainage needs to be resolved before the proposed 15 dwellings development is started.

105/11/09	Apologies for absence: All councillors were present.
106/11/09	Declaration of interests for items on the agenda: RB as an allotment holder, declared a personal interest in item 115/11/09.
107/11/09	Minutes of the last meeting: 21st October 2009 amendment - 103/10/09 item 4, addition JG will contact families of those graves which have sunk and need additional soil. amendment - 103/10/09 item 5, deletion Reference to JG contacting families to be removed. The minutes were then agreed to be a correct representation of the meeting, proposed by RP and seconded by MK, the Chairman then signed the minutes.
108/11/09	CCC Report: Cllr Kindersley had previously circulated his report. 1. Still awaiting to hear from Richard Preston concerning the addition of white markings at the junction of A603 and Hurdleditch Road. 2. Leadenhill/Hurdleditch Road - manhole cover appears to be leaking clear water Clerk is presently trying to organise a site meeting whereby all the relevant parties will be present in order to discuss this matter along with other drainage concerns at this location. 3. Bridge at Meadowcroft Way - only required a minor repair and therefore did not need a safety check. Other issues: *The guided bus is now due to open in January 2010, the delay is due to flooding issues at the St Ives viaduct and the addition of concrete bollards which have been installed to stop cars from illegally parking. *Still waiting for the A603 report from Richard Preston. *Neighbourhood Watch - Cllr Kindersley had, by invitation, visited the Hinchingbrooke Police Centre which deals with 999 calls. This invitation is now extended to all parish councils.

*The junction at A603 and Fishers Lane is still missing the cats eyes, Cllr Kindersley will investigate along with the condition of the road and footway at Hillside. Clerk has already written to the Highway department.

*Secondary School at Cambourne - permission has been granted for a further 915 houses to be built at Cambourne, however there is no provision for a new secondary school. The present secondary school Comberton Village College has put in a bid, to the government, for further funding in order to meet the increase in school places. Children are already being bused from Cambourne to Cambridge schools as the demand for places is too high at Comberton. Other options are also being looked into.

109/11/09

SCDC Report:

1. The manhole cover at Lordship Close has now been repaired.

Other issues:

*Council Housing residents earlier in the year voted and decided to stay with SCDC and not transfer to a local housing association. The government, presently, take a majority of the money collected from rents, and the local authority (SCDC) is presently in negotiations to claim some of this money back in order to maintain their housing stock. The government have said that if they do hand over this money then the local authority would have to take on some of the national housing debt which presently stands at £164 million to be paid back over 30 years. The local authority presently receives £2 million per month whereby half, £1 million, is transferred to the Central Government. If the local authority do decide to take this option they would lose their debt free status.

*Budget cuts will be made to the ground maintenance of Sheltered Housing. Some Parish Councils have been looking at ways in which they may be able to take on some of these costs. i.e., grass cutting - cuts may be decreased to 3 cuts instead of the regular 5, the Parish Council may need to take over the remaining 2 cuts.

*Recycling bins- it is proposed that all residents will receive an additional wheeled bin (blue) which will take the place of the kerbside bin. The new bin will have two compartments the larger will take cans, tetrapaks and plastic items, whereby the smaller section will be for paper.

110/11/09

Financial Matters:

1. The financial statement for November was proposed by MK and seconded by JG all agreed.

2. Payments and additional payments were agreed by RB and seconded by MK

It was proposed by RP and seconded by WT that the payment of £16.50 to the Royal British Legion for the cost of the wreath, be paid tonight, this is a yearly payment, all agreed.

Cheques were signed by RB and JC

Glebe Joinery(held back)	£ 431.25	56.25	1455	bench repairs	LGA 1972 s 226
Inland Revenue	£ 104.45	0	1461	PAYE	LGA 1972 s 112
MPC November rent	£ 70.00	0	1462	Rent	LGA 1972 s 112
C R Marriott	£ 195.50	25.50	1463	notice board repairs	LGA 1972 s 226
Record RSS Ltd	£4,583.60	597.86	1464	play equipment repairs	LGA 1972 s 226
Royal British Legion	£ 16.50	0	1465	poppy wreath	S137
P J Robinson	£ 184.00	24.00	1466	lights for pavilion	LG(misc)A 1976 s19
M Ward	£2,664.43	0	1467	door for village hall	LGA 1972 s 133

3. Clerk's salary - proposed by RP and seconded by MK to increase the clerk's salary to the recommendations of NALC, increase of 3p per hour, Clerk is presently on SCP 19.

4. Clerk's hours - deferred to the new year.

Other issues:

The money received from the RPA of £17.25 to be given to the Clunch Pit Committee. There will be no further payments this year.

The RPA send forms out in April which need to be completed and returned by May. This is for payments which are made in December. The clerk was unaware of this procedure so when the forms failed to arrive did not pursue it.

111/11/09

Planning:

1. S/1517/09/F, 40 Fishers Lane - extensions

Vote taken - 1 for approval, 3 for refusal.

- The street scape in this area of Fishers Lane comprises a series of semi-detached dwellings of similar type and construction with adequate space between them. The extension as proposed to the end of No. 40 would tend to compromise the existing character of the street.
- The proposed extension to No. 40 is shown to be built very close to the boundary with the adjacent property, No.42. The side wall of the extension would be only some 4m distant from the windows of No. 42 and could result in overshadowing of that property.

The proposed extension would completely block any access to the rear of the property which could mean that wheeled bins etc., would need to be stored at the front of the property.

Parish Council Recommendation: **Refusal** proposed by JC, seconded by MK

SCDC Decision:

S/1368/09/F, land to the north of 53 Hillside - permission has been refused for a dwelling and garage.

2. Affordable Housing - a newsletter has been distributed to all households however the notes from the public meeting were not included, these will now be distributed with the December Bulletin. The dates for Circle Anglia's next consultation to be announced.

3. Chairman's Delegation - The Chairman's Delegation Meeting was introduced in 1999 as an extension to the Officer Delegation Scheme. It allowed officers to consult with the Chairman and Vice-Chairman of the Committee and local Members before determining an application where the officer recommendation was contrary to the comments of the Parish Council. The present Chairman's Delegation Meetings will soon be abandoned, however there will be further discussions to agree a new format.

112/11/09

Community Grants:

Still in progress.

113/11/09

Correspondence and Clerk's Report:

a. Dates for Neighbourhood panel meetings - KR has responded to this stating that Wednesdays are a good day, but maybe they could be alternated, and not necessarily held on the third Wednesday.

b. Highways have invited Parish Council members to attend an open day at Whittlesford demonstrating recycling equipment on 16th December from 10am - 2pm. **no one able to attend.**

c. CPALC AGM - on Saturday 21st Nov will have speakers from Ed Hickman - Big Lottery, Jane Darlington - Cambs Community Foundation and Emma Joy - CCC **no one able to attend.**

d. SCDC - LDF Public Participation Statement of Community Involvement and supplementary Planning Documents. representation needs to be in by 12 noon Friday 4th December (incls DVD) fill in as individuals - **in correspondence pack**

e. HCV issues and county wide advisory freight map responses before 29th January 2010 - **in correspondence pack**

f. Planning Parish Forum Meeting at Cambourne 10th December 2009 - **KR and JC to attend.**

Website

Andy has been experiencing problems with his computer and emails, all minutes and agendas should now be on the website.

Items In Correspondence Pack:

Correspondence concerning affordable housing; Highways newsletter; Monthly update from SCDC; Tree warden relaunch from SCDC; ASHTAV; Allotments information on available grants; A and B road speed limit review report; Cambridgeshire ACRE news digest; letter from Andrew Lansley MP on Youth provision.

114/11/09

Telephone Kiosk:

Because the listed telephone box on the High Street has had very little use over the past year BT plan to remove the telecommunication equipment and abandon it. They anticipate the Council will adopt it and maintain it. The Clerk to investigate if a listed building can be removed.

With regard to insurance public liability will be covered, accidental damage would cost £13.86 per £1,000 of value.

The value of a telephone kiosk ranges from £450 to £3000, the excess is £125.

The insurers have no requirements for lighting although this may change as more information is gained. Cost of repairing the glass is not known. Clerk to enquire from SCDC what would happen if the Parish Council decided not to adopt the telephone kiosk. **Action: Clerk**

115/11/09

Allotments:

1. Acceptance of Agreement - it was proposed by RP and seconded by MK that the agreement between SCDC and the Council for the land at the rear of Chapel Orchard to be used for allotments be signed. All agreed. The Chairman then signed the agreement.
2. Costs involved (fencing) - one quote has been submitted and it would appear that the costs for fencing will be approximately £3,000. The Parish Council have a duty to provide allotments where a need is identified; it was therefore proposed by RP and seconded by JC to accept the agreement in item 115/11/09.1 and accept the costs involved, all agreed.
3. Grants - KR is still looking at possible grants and WT is seeking if there are grants available subject to the primary school pupils being involved with the allotments.

Action: KR/WT

116/11/09

Notice Board:

A quote has been obtained for the noticeboard, removed from opposite the hairdressers, to be renovated and erected on Hillside. JC is to ask the residents of Hillside if they need a noticeboard.

Action: JC

117/11/09

Bulletin:

The Council advised Mrs Miller that they would prefer to see digital photographs in the Bulletin, however from enquires made in the past Mrs Miller advised that to switch publishers to obtain digital photography would be much more expensive. RP reminded Mrs Miller that the Parish Council underwrites the Bulletin by £3000 annually and in the past this has not been spent.

A grant has been received from the Archive Group which they will be putting towards the cost of publishing a book of archive photographs of Orwell, however this will not meet the whole cost. It was proposed by RP that the £1000 prize money which has been awarded to the Bulletin should be used towards the costs of the book. The book will be distributed free to all residents and any additional copies would be sold. This was seconded by MK and agreed by all.

118/11/09

Parish Plan:

A questionnaire will be distributed to all residents with the December Bulletin.

119/11/09

Village Maintenance:

1. Meadowcroft Way Bench - it would appear that Glebe Joinery did not quote for this work, it was therefore proposed by RB and seconded by MK that Meadow Nursery paint the bench and the outstanding Glebe Joinery invoice to be paid.

Action: Clerk

2. Remainder of benches in the recreation ground - bench at Fishers Lane and one bench in the recreation ground have been painted, though the bench at Fishers Lane needs finishing off.

3. Bench outside the church - it has been suggested that this be replaced by the last of the Shelford Tennis Court benches. MK to enquire of Meadow Nursery if they could store the bench until it can be positioned. No decision has yet been made on the plastic bench currently outside the church.

Action: MK

4. Clearance of brambles along Hurdleditch Road - Highways to inspect when looking at other village matters. RB will be in attendance.

Action: RB

5. Tree at Pearman's Close/Stocks Lane - MK has asked for a 40% reduction and is presently getting quotes.

Action: MK**Other issues**

The concrete plinth in the recreation ground to hold the new bench has now been completed and the bench will soon be in place. Clerk has been in contact with the insurance company who are presently looking at the claim for the bench it is replacing.

120/11/09

Football Shed:

1. Update of replacement door - One quote has been received, two further quotes are required.

2. ORCA to inform the Parish Council if the football shed was included on their insurance when ORCA took over the insurance of the recreation ground and pavilion.

121/11/09

Forward Planning - replacement of Village Hall

1. CW still looking into possible funding from the Football Association, to see if the pavilion can be expanded in order to incorporate a parish office and an archive room.

2. PWLB Loan - Question was raised about whether the loan should be paid off first before money is earmarked for a new village hall. Answer from the PWLB is that there is no financial advantage of paying the loan off early and a premium would also have to be paid. Clerk to enquire what the premium would be.

Action: Clerk

122/11/09

Committee Reports and Areas of Responsibility:**Village Hall**

The tell tales do not appear to have moved, though when some ivy was removed from the outside of the building an external crack was discovered. The new entrance and internal door will soon be finished and the new lighting has been done. Three quotes were received for painting the inside of the hall and D Titchmarsh's quote was seen to be the best value. Parish Clerk to inform Mr Titchmarsh. The old chairs are to be placed in the football shed once the doors have been repaired. It was also suggested that the future of the village hall could be a topic at the next annual parish meeting.

Action: Clerk**ORCA**

There has been some vandalism at the pavilion which has been reported to the police. RB has approached the graffiti department (CDRP) who have agreed to remove the graffiti from the playwall.

Carpark

The textile bank has disappeared. RB contacted SCDC who were unaware of its removal as were the owners of the bank. The two bottle banks are still in position, though the parish council have asked for one to be removed.

Churchyard

Meadow Nursery will resoil the graves which appear to have sunk. JG is still trying to make contact with the Unpaid Workers who have agreed to repair the headstones.

The side gate leading into the churchyard needs replacing. MK to get a quote from Meadow Nursery.

Action: MK**Glebe Field:**

The sheep will be removed by the end of the month.

Police/Neighbourhood Watch:

Cambridge Neighbourhood Watch Executive Group will be meeting in the new year. KR will attend.

Action: KR**Chapel Orchard**

A working party will be getting together in the New Year. Christmas lights will be lit on Friday 4th December.

123/11/09

Councillors' Reports:**JG**

The fence is leaning dangerously over the footway at No. 31 Meadowcroft Way. RB has already reported this to SCDC.

MK

Planning for a 40% reduction to a Beech tree at 8 High Street has been received. MK enquired if Councillors had been contacted or provided with information by their Neighbourhood Watch coordinator since the scheme had been resurrected at the beginning of the year. Seven indicated that they could not recall having had any contact. KR to follow up.

Action: KR**WT**

Has been trying to get a PCSO to visit the Youth Club, Clerk will enquire. **Action: Clerk**

RP

Would like to take up the opportunity to visit the Police Control Room at Hinchbrook. All councillors supported the idea. Clerk to enquire.

Action: Clerk**KR**

KR had received further correspondence from the resident of 6 Cambridge Road claiming that the lay-by outside her house was a bus stop and not a lay-by. Councillor Kindersley (CCC) has previously investigated this and informed the Parish Council meeting in July 2009 that the space was a lay-by and not a formal bus stop, albeit buses have been known to stop there. Clerk to investigate further.

Action: Clerk

There being no further business the meeting closed at 22.40 hrs.
Next Parish Council meeting is on 16th December 2009 at 7.30 p.m.

 Chairman

 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.

