

ORWELL PARISH COUNCIL

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

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

In attendance: Cllr S Kindersley (County Councillor), Cllr D Bird (District Councillor), 3 Members of the public, and Mrs J Damant (Clerk)

Action

Members of the public were allowed to speak for 15 minutes before business commenced. Area of concern is the speed of traffic along the A603 at Hillside. Cllr Kindersley informed the public that he, along with the Parish Council, had been working on the situation but at present it does not appear to be going forward. Cllr Kindersley suggested that concerned residents attend the Neighbourhood Police Panel meetings and address their concerns directly to the police. Cllr Kindersley also suggested that the Parish Council contact Mr Preston of Highways CCC and invite him to attend the next Police Panel meeting.

Clerk

The next Neighbourhood Police Panel Meeting will be on Wednesday 21st January at Great Eversdon Village Hall at 7.30pm. Nearer the time the police will display notices. Mr P Krueger submitted a paper on his observations of the Parish Council procedures, this is to be circulated and discussed at a later meeting.

1. Apologies for Absence

Apologies had been received from JA and CW

2. Declaration of Interests on the Agenda

There were no declaration of interests

3. Minutes of the last meeting 15th October 2008

It was proposed by MK and seconded by RP that the minutes of 15th October be approved as a true record, they were agreed by all members and signed by the Chairman.

4. CCC Report

- Cemex will be closing with the loss of 87 jobs. However the site may still be used as a depot so the number of vehicle movements may not reduce. Future production will be undertaken at Rugby. It was considered unlikely that cement production would recommence due to the inefficient processes used. It was thought that public opinion would prevent the site from being used for the disposal of municipal waste or landfill.
- The three major housing sites being developed around Cambridge (east, north and west) are being reassessed to absorb the additional housing needed to meet the shortfall of the County's housing allocation. CCC is also looking into having more development in the north of the county and to improving the A47.
- Congestion Charges – Prior to the introduction of congestion charges consideration is now being given to enhancing the bus services to the villages and using more purposeful routes. The provision of mini Park and Ride facilities along major routes is also being considered.
- It was enquired if there would be more funding for youth projects from CCC, Cllr Kindersley did not think this would be the case especially in the current climate. Cllr Kindersley suggested contacting 'Cambridge Together' for possible funding.

5. SCDC Report

A public spirited member of the community has trimmed the lower growth of the Lime trees fronting Lordship Close as it was preventing a clear view of the car park; where recently cars have been tampered with. Mr Geoff Clark SCDC is aware that the trees still require overall pollarding.

Refuse Collections: The schedule for refuse collection over the Christmas period will be publicised in the South Cambs magazine and on notice boards.

Cllr Bird will chase up the Schedule of Works for road sweeping, as the Clerk had not received any response.

MK having seen a member of SCDC staff checking the green bins, wished to know the purpose of the inspection. Cllr Bird to advise. MK also wished to know if there would be a reduction in SCDC planning staff resulting from the anticipated reduction in planning applications, due to the financial down turns, and the new permissible planning regulations.

The clearance of the brook, at the recreation ground, will not be undertaken until December/January.

**Cllr Bird
Cllr Bird**

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6. **Financial Matters**

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

It was proposed by Mr Talbot and seconded by Mr Primett that the following payments were approved for payment plus any additional payments.

Clerk expenses	£ 6.11	1368
P Chilvers (internal auditor)	£ 80.00	1369
Royal British Legion (poppy wreath)	£ 16.50	1370
MPC – office rent for November	£ 60.93	1371
Meadow Nursery cut 11	£ 200.00	1372
Meadow Nursery grassing of 5 graves	£ 150.00	1372
Moore Stephens – external audit	£ 334.88 (vat 49.88)	1373

Shaded – additional payments (not on the agenda)

Clerk salary is not published.

New salary scales for Clerks have been received, they are to be backdated to April 08, the Clerk is presently on Spinal Column 18. RB will be carrying out the Clerk's appraisal in December. **RB**

There has been a request for a village Christmas tree and lights to be located in Chapel Orchard it was proposed by RP to allocate, up to £200, for the project, this was seconded by JC all agreed. The Parish Council will own and store the lights, (purchased under S137). RP also suggested that the planting of a permanent tree should be investigated. RB will put this suggestion to the Chapel Orchard group. **RB**

Prize money update – Suzanne Weir of Calor is currently looking into the £500 prize money, which was awarded in September 2007 but was not received by the Parish Council. **Clerk**

The draft financial risk assessment prepared by WT is to be put into circulation for comment. It will need to be reviewed annually. The assets risk assessment is yet to be completed.

Audit – the audit has been agreed with Moore Stephens and is 'In accordance with the Audit Commission's requirements and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met'.

7. **Precept**

Working party of Mr Bryant, Mr Primett and the Clerk have met, further discussions will be done once the register for funds has been received from other organisations. **RB, RP Clerk**

The footpath leading to the church front entrance is in need of repair, WT and JG will enquire with the PCC as to who is responsible for its maintenance.

8. **Planning**

S/1520/08/LB has been granted permission from SCDC.

The Tree Officer SCDC has approved tree work at 87 High Street and 42 High Street.

Affordable Housing – A survey will be done early next year; they will contact the Parish Council before commencing.

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

It was suggested that the application for a grant for the repair of the children's play equipment should be combined with the grant needed for an outside gym.

The Archivists Group received an award of £2,230.

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

Bulletin – due to financial down turn it was proposed by RB not to increase the fees for the bulletin, seconded by RP all agreed. It was agreed in the previous minutes pg 535 that this item could be reviewed, therefore it did not have to stand for the six month Standing Order regulation.

Blocked drains – Clerk has asked Highways to check the drains, however the drain outside the shop may need rodding. Clerk will enquire again. The drains outside 26 and 29 Lotfield Street also need checking. **Clerk**

Street Lighting – the energy and maintenance charges for 2008/9 are £2,489.30 and for 2009/10 they will be £2,642.20. Having investigated the practicality of switching off some of the streetlights or reducing the hours of operation the council decided that it was not a practical option.

Highways Road Sweeping schedule already covered in item 7.

CDRP – workshops – nobody able to attend

CPALC AGM – nobody able to attend

SCDC – site specific policies - circulated

Communities and Local Government - circulated.

All other correspondence has been circulated, see correspondence list.

11. **Parish Plan**

WT has completed the first draft, which will be circulated to all members. Comments will be discussed at the next meeting of the Parish Plan Group. RP took this opportunity to thank WT **Pg 539**

for all that he has done in preparing the document.

12. Village Maintenance

Fire damaged bench – insurance claim

Mr Kenyon has had to get further brochures. He will inform the Clerk as to the cost of a new bench once as he has the brochures. Clerk will then submit an insurance claim.

MK/Clerk

Trees in the Churchyard and Burial Ground

The dead Elder on the boundary of the churchyard will be removed at the same time the Chestnut is pruned this is scheduled once all the leaves have fallen.

Painting of bench slats at Pavilion

This was passed onto ORCA; KR will enquire as to what is happening.

KR

Painting of bench slats at Meadowcroft

MK will enquire with Mills & Douglas why this has not happened.

MK

Bench at Hurdleditch

RB has had confirmation from Dennis Vacher that CCC will reimburse the Parish Council for the cost of a new bench. It was proposed by RB and seconded by MK that the clerk purchase a Parklane Seat from Earth Anchors at a cost of £363 + vat, all agreed.

Clerk

Dead Elm Tree

The owner/contractor to decide on the action to be taken concerning the dead Elm tree overhanging footpath 5, near the church.

Planting of additional trees along Hurdleditch Road

MK has looked at the tress along Hurdleditch but believed that because of the possible new development it was not practical to plant new trees. RB suggested the frontage of the proposed new development would only take a very limited space (60 metres) so some additional trees could be planted. MK will look again.

MK

Water Leak

The leak at Town Green Road has been repaired.

13. Dog Fouling

Mr Covington's report was discussed and it was proposed by RB to have dog-fouling controllers, which are to be RB and KR. More bins to be ordered and placed in critical areas along with metal dog signs. The football pitch has improved since dogs were banned from going on the recreation area. RB to write an article in the Orwell Bulletin advising of these new initiatives.

14. Committee Reports and Areas of Responsibility

Village Hall

Report circulated.

The next meeting is 13th January 2009. Still looking for a Secretary.

Clunch Pit

Tim Barfield - Natural England visited the Clunch Pit to establish the winter maintenance required the work has now been put out for tender. RB had written an article for the Bulletin expressing concern about the damage being done to the flora and fauna by BMX and mountain bike cyclists.

ORCA

The next meeting is scheduled for the 26th November when the input for the precept will be considered.

Floodlighting of the MUGA is a temporary arrangement, a decision on the type of lighting has not been decided and a planning application has not yet been submitted.

Footpaths

The footpath posts have been delivered.

Carpark

The plastic bank is soon to be removed; once this has taken place the other banks can be repositioned for better access.

Village sign

There are no concerns with the village sign.

Police

KR attended the last Neighbourhood Police Panel meeting, report in circulation pack. There has been a lot of interest in the Speed Watch project.

An Architectural Safety Survey taken of the community buildings by WT, RB and the PCSO indicated it would be beneficial to use anti vandalism paint to deter persons climbing on and damaging the roofs of buildings i.e., the school, pavilion, chapel and church. SCDC have agreed to supply the paint. Surveillance equipment on the pavilion and the school was also considered; applications and funding have yet to be decided. PCSO Ashley Benton will be joining the police as a police constable.

Church/Burial Ground

The 11th cut has now been done along with grassing the required graves.

Quotes for repairing the churchyard wall are still to be obtained from the PCC.

Glebe Field

Scrub and nettles continue to be a problem near the kissing gate.

Youth Liaison

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Mr Talbot and Mrs Richardson have finished their training programme. The second meeting has taken place with 28 in attendance, and the young people elected a Management Committee. They have also applied for a grant to cover running costs of the Youth Club for 12 months. Parish Council Webpage
Councillors name, phone number and area of responsibility to be published on the website.

15. Councillors' Reports

RP

Asked if MK could look at the maintenance requirements for the village for 2009/10, as this would be helpful in calculating the precept.

MK

KR

The sign in Hurdleditch will be erected soon.

KR has attended two Cambridgeshire ACRE meetings that were very helpful.

KR

MK

What is the procedure for advertising on the Highway verges? RB advised the need to apply to Highways for permission and if agreed to then apply to SCDC planning department.

Councillors items for next agenda and closure of meeting

Benches
Churchyard wall
Churchyard footpath
Clerk's appraisal

There being no further business the meeting was closed at 22.45 hrs.

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Signed: _____ Dated: _____
Chairman

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.