

ORWELL PARISH COUNCIL

UNAPPROVED MINUTES OF ORWELL PARISH COUNCIL

A meeting of Orwell Parish Council was held in the back room of the Village Hall on
21st September 2011 at 7.30 pm

Present: Mr W Talbot – Chairman (WT), Mr Steve Sparkes – Vice Chairman (SS), Mrs J Avery (JA), Mrs J Graham (JG), Mr C Hoptroff (CF), Mr N Whittingham (NW),

In Attendance: Mrs J Damant – Clerk and Cllr S Kindersley -CCC (SK)

- 084/09/11 Apologies for Absence:**
Apologies were received from Mr P Grant, Mr R Primett, Mr M Kenyon and Cllr Ridgeway-Watt (SCDC)
- 085/09/11 Declaration of Interests both personal and prejudicial for items on the agenda:**
WT declared a personal interest in item 089/09 as he is a School Governor.
- 086/09/11 Public participation: for up to 15 minutes members of the public may contribute their views and comments to the Parish Council.**
There was one member of the public present, the matter raised was not Parish Council business.
- 087/09/11 Minutes of the last meeting (19th July 2011)**
The minutes were proposed by CH and seconded by NW, to be a true record, all agreed. The Chairman then signed the minutes.
- 088/09/11 CCC Report:**
- 1. Blocked drain on Town Green Road** (outside village store)
This matter should be sorted out when the shop has been rebuilt.
 - 2. Conditions of footways and roads in the village**
WT has met with Mr D Vacher (CCC) and another meeting is to be arranged with Cllr Kindersley (CCC), Cllr Ridgeway-Watt(SCDC), WT, Mr D Vacher (CCC) and Mr S Hardwood-Clark (SCDC)
 - 3. Surface water from 7 and 9 High Street** being directed onto the Footway (is being investigated by Highways) - Nothing to report.
 - 4. Impact on budget cuts on local public transport.** (C2 and 75) – need for a bus survey census.
CCC are looking at other options. There is to be another meeting with the bus company to discuss alternative provisions of service (Bus 75)
 - 5.Hedge at the top of Hillside**
Cllr Kindersley and the Clerk have notified Mr D Vacher (CCC) of the hedge at the top of Hillside which is now very overgrown. Cllr Kindersley will follow up again. **Action: SK**
- Other items:**
South Cambridgeshire are currently undergoing a new boundary proposal. Orwell will remain in South Cambridgeshire.
CCC are not pursuing windfarms on their land.
The bridge at Hazlingfield will be undergoing repairs so will be closed for various periods.
There is a £205m debt, to help alleviate this situation SCDC will be able to buy back housing stock and will be allowed to keep 55% of the licensing revenue, due to start on 1st April.
- 089/09/11 SCDC Report: WT read out the report in Cllr Ridgeway-Watts absence.**
1. Investigate the fuel oil entering the brook (SCDC Environmental Team)
WT gave an update report – A full environmental investigation has taken place over the summer and no trace of oil has been found. The oil in the brook has been tested by the Environmental Agency as they can find no chemical signature. This would indicate that the source of the oil is very old, as all new oil has a chemical signature for identification purposes.

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2. Footways on the High Street, damaged by the SCDC road sweeper. The matter has been taken up with Steve Hampson, who is working with CCC to assess the damage in this and other parishes. Where it is shown to be due to 'mechanical cleansing' then it is hoped that there will be a reasonable chance of a repair programme. The damage identification process is ongoing.
3. A letter has been written to Stuart Harwood-Clark asking him to instruct operators from using the machines on the footways, to prevent further damage.
4. The case officer (Paul Derry) has written regarding planning application S/1495/11 for the new shop/post office. Officers are relatively happy with the scheme, although there is apparently an error on the plan that requires a revision. He is requesting this information from the agent, as well as further information regarding the air-conditioning units given the proximity to the neighbouring property.

090/09/11

Financial Matters:

1. Financial Statements for September – to be signed at the next meeting. August's statement proposed by CH, seconded by JG all agreed.

2. Payments and Additional payments for September

J Damant	481.05	Sept Salary	LGA 1972 s112
Inland Revenue	281.89	PAYE/NI	LGA 1972 S112
J Damant	6.56	Expenses	LGA 1972 s111
Meldreth Parish Council	70.00	Sept Rent	LGA 1972 s111
M Coghlan	250.00	Clunch pit repairs	OSA 1906 s9/10
Carter Jonas	187.50	Glebe field rent	OSA 1906 s9/10
Post Office Counters	135.00	SCDC election fees	LGA 1972 s111
CPALC	350.00	Cllr training	LGA 1972 s111
CPALC	35.00	Chairman's training	LGA 1972 s111
S Baker (Meadow Nursery)	510.00	Grass cutting/various	OSA 1906 s9/10
Hales Printers	720.00	Bulletin	LGA 1972 s143

Amendments – Inland Revenue should be 121.89 so will be redone next month

Payments proposed by WT, seconded by SS all agreed

3. Deposits

- PPP Grant £200 (for repairs to footpath 5)
- Eastern Power £50 (for substation rental of land)
- allotment rents

4. Signatories for chequeing account - ongoing

5. New bank account for S106 money. Another account to be set up.

6. New set up for receiving and paying invoices – WT and RP have met and WT proposed that a notice be put on the remittance. All agreed.

091/09/11

Planning:

Affordable Housing (Hurdleditch Road) - Meeting with Parish Councillor's and residents with Circle Anglia and SCDC - WT is progressing.

Planning Committee – is there to be one, or have it dissolved. Committees have to have public meetings but can make decisions. The Planning Committee is working well and consists of: Mr W Talbot, Mr S Sparkes, Mr C Hoptroff, Mr P Grant and Mr N Whittingham.

092/09/11

Risk Assessments: including financial risks

A risk assessment needs to be completed. CH and the Clerk to report back to the council when they have a proposal.

Action: CH/Clerk

093/09/11

Correspondence and Clerk's Report:

Parish Training and information sessions regarding planning Tuesday 25th October at Cambourn (up to three representatives may attend) – NW, CH and SS to attend.

Parish Liaison meeting on 28th September at Cambourn from 7 to 8pm – CH to attend.

Consultation of review of the decision to remove bus subsidise – notice is on noticeboard – closing date for responses is on 9th December

Horticultural Show – there was a complaint about the noise levels before the start of the annual show. Russell Watkins SCDC has spoken with WT and the noise had been monitored with no unnecessary levels being broken.

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Bulletin – Mrs J Whitoak has written to the Parish Council to enquire as to what they wish to do concerning The Bulletin. It has been suggested to increase the amount of advertising pages from 18, this would help with revenue, however NW suggested that there should be a proportional representation of advertisements and articles. It was proposed by SS to expand the advertising pages and to keep the costs as they are, this to be discussed again in sixth months where-by the option of improving the quality can also be discussed; seconded by WT all agreed. WT will ask Mrs S Miller to attend the next meeting. **Action:WT**

094/09/11 Strategic Housing Land Availability Assessment: (SHLAA)

Nothing to report at the moment.

095/09/11 Licensing agreement for Recreation Ground:

ORCA are presently in discussions.

096/09/11 Communication and Knowledge Sharing in the Parish

SS, WT and Clerk to arrange a meeting.

097/09/11 Parish Plan:

Mrs K Reid has amended the document. To be discussed at the next meeting.

098/09/11 Village Maintenance:

1. Trees at Manor Farm – awaiting report from arboriculture officer. - still ongoing

2. Village furniture – Clerk and MK to take new photographs.

3. Noticeboards (adjacent to the village shop) - re varnishing – has been done

Grass cutting tenders – MK has requested a costing from Meadow Nurseries. This is to cut the grass owned by SCDC where Parish Councils are now being asked to take on some of the costs. The contract is ending in 2013 and a number of parishes are looking into undertaking this work themselves. Need to fill in survey by September, have left messages with A Goddard (SCDC Housing Operational Services Manager) to say that parishes do not meet again until September therefore there is no sufficient time to do this. SCDC are suggesting that there might be a proportion of money available and that parishes should work together. MK has filled in the survey.

5. The trees at the back of Lordship Close are the responsibility of SCDC and are due to be pollarded.

099/09/11 Queens 60th Birthday Celebrations:

A meeting is due to take place on Saturday 17th at 10.30 am

100/09/11 Recreation Ground Redevelopment:

ORCA are to meet to discuss the matter further.

101/09/11 Replacement of the Village Hall:

Nothing to report at the moment.

102/09/11 Village Shop and Post Office: (progress report)

See item 189/09/11 – The plans have been seen by the Parish Council planning committee who recommended approval.

103/09/11 Committee Reports and Areas of Responsibility:

Allotments – MK, RP and SS met to look at judging criteria for the 'Best Allotment'. The competition will be open to all holders. It was suggested by NW to have a neutral judge, one possibility would be to ask a local garden centre if they would like to donate a prize and to judge the competition. To be discussed further.

Glebe Paddock – Clerk to contact Jonas Carter as the paddock is very overgrown and will cause a possible obstruction to the grave diggers when they need access into the burial ground.

Clunch Pit - The work has now been completed at a cost of £250. Invoice to be sent to Peter Gaskin CCC. However, a P3 grant cheque has also been received (bacs) for £200 for repairs to footpath 5 (steps by the church).

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JA, NW and JG to inspect footpath 5 and report back to the Parish Council as to whether this footpath still requires attention. If it does not seem a viable project and there are no other projects that the money can be used towards then the P3 grant money should be used against the costs incurred for footpath 6 leaving an outstanding amount of £50, to be invoiced to CCC.

Churchyard – The rabbits are beginning to cause major damage to the burial ground. Clerk to contact the Environmental Agency to see if they have any recommendations of how to handle this problem.

104/09/11 Repairs to Church path:

A quote has been received from John Cobbs & Son for the repairs to the church path. Needs further discussion.

104/09/11 Councillors' Reports and agenda items for the next meeting:

- **Rat problem at Lordship Close and Chapel Orchard (WT)** – WT has met with the relevant parties and the main issue is that residents are feeding the birds which then attracts the rats from the fields and orchard. The rats can not be dealt with if the birds keep being fed.

105/09/11 Signatories for Balfour Beatty – footway lighting contract

Orwell have agreed to Option 1. Proposed by CH, seconded by JG that the Chairman sign the contract, all agreed.

106/09/11 Action Points:

Grounds Maintenance – is in hand see item 098/09/11

Cambridgeshire Young People of the Year – WT has passed this onto the Youth Club.

Emergency Plan – Clerk and CH to meet with Lawrence Green once a date has been arranged. **Action: Clerk**

There being no further business the meeting closed at 21.01 hrs. The next meeting will be on Wednesday 19th October.

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.

Chairman

Date

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