

ORWELL PARISH COUNCIL

Clerk: Mrs J.E Damant
 Parish Office, Sheltered Housing Scheme
 Elin Way, Meldreth SGtrac8 6LT
 (01763) 269928
 E-mail: parishclerkorwell@dsl.pipex.com
 www.orwellparishcouncil@btck.co.uk

unAPPROVED MINUTES OF THE PARISH MEETING

A meeting of Orwell Parish Council was held in the Village Hall on 19th December 2018 at 7.30pm (19.30hrs)

Present: Cllr N Szemmel – Chairman (**NS**), Cllr G Bunnnett - Vice Chairman (**GB**), Cllr J Chiusseu (**JC**), Cllr L Howe (LH), Cllr C Ingrey (**CI**), and Cllr T Morris-Lowe (**TML**)

In Attendance: Mrs J Damant – Clerk

- 242/12/18** **Apologies for Absence:** (*LGA 1972 sch12 para 40 – Quorate is one third but no less than 3 members LGA 1972 sch12, para 45*)
 Apologies were received from Cllr Healy, Cllr McKenna, and Cllr Tyndall, these were agreed and accepted by the Council. Apologies were also received from County Cllr Kindersley and District Cllr Van de Weyer.
 On approval of the Chairman and Council the Clerk left the meeting at 8pm, Cllr Howe took over the minute taking.
- 243/12/18** **Councillors to disclose any Pecuniary Interests** (*disclosable pecuniary interests (DPIs) include interests held by a member's spouse, civil partner or similar*) listed on the Agenda:
 There were no interests declared.
- 244/12/18** **Public participation: for up to 15 minutes members of the public may contribute their views and comments to the Parish Council.**
There were 4 members of the public in attendance.
 Concern was raised regarding Meadowcroft Way, Chairman informed those in attendance that the Parish Council had been made aware of the situation and as this is a SCDC concern had passed those concerns onto SCDC and the police. Clerk to contact SCDC to enquire as to what is happening. The car is not on a public highway and therefore the police are unable to move it.
- 245/12/18** **Minutes of the last meeting 21st November 2018**
 Deferred until the next meeting.
- 246/12/18** **CCC Report: circulated**
- 247/12/18** **SCDC Report: verbal report**
 It was reported to Cllr Van de Weyer that residents had not had any feedback from Cllr Van de Weyer regarding their concerns regarding Meadowcroft Way as this is a SCDC issue. Cllr Van de Weyer will look into this.
 Further details regarding the east/west proposed rail routes will be available next month. There are presently 5 current options and consultation will begin at the end of January. He as please to report that the choice seemed not to be more open between possible routes.
 Cllr Van de Weyer also reported that SCDC is engaged in a consideration of its new housing strategy, looking at all the types of housing needed.
- 248/12/18** **Planning: NS, GB, TT, JC, LH, JH and TML** (*Town and Country Planning Act 1990 schedule 1, paragraph 8*)
Full planning minutes are available on the website or from the Clerk).
 Clerk left the meeting at 8pm
- 249/12/18** **Development Proposal on Hurdleditch Road (next to the primary school)**
 Cllr Szemmel reported that he had met a sponsorship advisor who is now unable to take this as it may be a conflict of interest, but is prepared to undertake minor consultation work if the Parish Council thought this useful. Cllr Bunnnett reported that the Recreational Working Group will consider whether to recommend that the S106 land is leased to the football club or retained. He reminded the Council that the £50,000 it will receive is for the remediation of the land and maintenance. The land is for the community as a whole.
 It was also stated that the Parish Council were now in a position to respond to the landowner regarding the extra land (this is not part of the S106 agreement), although there remained some outstanding dependencies before this can be done, and there may be merit in considering more inventive solutions which the Parish Council may wish to consider before a response is given.

 Cllr Bunnnett states that further discussion is needed with the Recreational Working Group.

- 250/12/18 Oatlands:**
Cllr Szembel reported that a response had been received from the CEO of Anglian Water, but there had been no further response.
- 251/12/18 Recreational Ground Working Group:** (Cllr Bunnett, Cllr Ingrey, Cllr McKenna and Mr C Thompson were present)
Cllr Bunnett reported that there had been a meeting held recently but only Parish Councillors were in attendance. It had been the intention to ask the Football Club what their proposal for the new football pitch would be unfortunately this could not be discussed especially concerning the footpath of which will be needed to gain access to the new pitch. Cllr Bunnett showed the meeting a map of the site with the proposed vehicular access to the new recreation area from the north west of the development. Cllr Bunnett stated that vehicular access needs to be informally confirmed. The proposed (and agreed by the developers) pedestrian access is via a path running through the present recreation ground, along the side of the tennis courts and through the central axis of development. The Parish Council can choose to use this route or try to agree another at the rear of the development which is proposed to be grass. The Parish Council will need to decide on whether they would like to put a surface on this or leave it as grass, this will be funding by the Parish Council.
Cllr Bunnett drew the Council's attention to the potential problem that the footpath through the development as this will be owned by the developers but under the responsibility of the management company, who could stop access at their discretion and at any time. The Parish Council could apply to have this part designated as a public footpath. That would make the Parish Council responsible for its maintenance, but would secure the access route. Cllr Bunnett also reported that an opening could be made in the hedge on the eastern side and a route opened circuiting the estate. Cllr Howe suggested that this might make the developers less inclined to afford a more direct route. Cllr Szembel stressed that the sequence in which these requests and ideas were put forward was vital.
Cllr Ingrey reminded the meeting that there had been a project for a playground and that access was of mutual benefit to the estate residents and villagers. Cllr Ingrey also stated that permission had still not been confirmed for crossing the track, Cllr Bunnett and Cllr Ingrey to arrange a meeting with the landowner of the track.
Action: GB/CI
- 252/12/18 Recreation Ground & Pavilion:**
Play equipment weekly inspection. All equipment appears to be in good working order.
Pavilion Survey – Cllr Bunnett to get confirmation from the Clerk if a structural review has been arranged for insurance purposes.
Cllr Bunnett also reported that he had received an email from the Run Orwell which books the pavilion but not the recreation ground.
Action: GB/Clerk
- 253/12/18 CCTV:**
Letters will be sent out then the new cameras will be installed in the New Year. The three sites are Volac, Primary school and half way down the High Street. Clerk is in contact with SCDC regarding a new lamp post which if possible, to be installed on the other side of the junction of Malton Lane and the High Street.
Action: Clerk
- 254/12/18 Chapel Orchard:**
Cllr Morris-Lowe reported that he was unable to attend the Christmas activities but reported that it appears that it all went very well.
- 255/12/18 Clunch Pit Management Trust (CPMT):**
Cllr Bunnett needs further confirmation of the solicitors so will contact the Clerk to look into winding up the trust. It is still not known when the new shepherd is due to take over.
Action: GB
- 256/12/18 Village Hall:**
Cllr Howe will liaise with the present Committee regarding the lights that had been removed by TOPS.
Action: LH
- 257/12/18 Glebe Paddock Agreement:**
Cllr Bunnett reported that the agreement for the paddock is satisfactory and ready for signature.
- 258/12/18 Financial Matters:**
1. Financial Statements for December
2. Payments and Additional payments for December (Additional payments are shaded, these costs have already been agreed but may not have appeared on the agenda.)

Payments awaiting authorisation

Payee	Amount £	Vat £	Description	Power
Salaries, HMRC, Pension	Classified		Employees payments	LGA 1972 s112
Eon	63.43	3.38	Electric for pavilion	LGA 1972 s133
Acacia Tree Surgery	600	100	Mulberry Tree	OSA 1906 s9/10
Balfour Beatty	206.02		Repair to street light adj to 12 Brookside	Highways Act 1980 s301
Clerk expenses	5.13	0	Clerk expenses	LGA 1972 s113

Payments Received:

Allotment payments: £30.00

It was proposed by Cllr Bunnett to accept all payments this was seconded by Cllr Chiusseu and agreed by all.

It was proposed by Cllr Chiusseu that the overtime that the Clerk has owing, which in the past was put towards holiday or less busy times be paid as this system is not working and the Clerk finds it difficult to use the holiday already owed, this was seconded by Cllr Howe and agreed by all.

259/12/18

Budget setting: (*Local Government Finance Act 1992 s41*)

Cllrs Bunnett, Healy and Chisseu will put forward the precept budget for agreement at the next meeting as this needs to be agreed. Documentation to be circulated prior to the meeting.

Action:GB/JH/JC

260/12/18

Notice Boards:

Notice board for Hill Side has been ordered. Still to order the wooden notice board for Meadowcroft Way.

261/12/18

Community Benefit:

Brownies, Guides, Rainbows have requested a form but nothing has been received.

262/12/18

Volunteer Coordinator:

Cllr Bunnett reported that there have not been any more volunteers since the last meeting. It was also requested to have this item removed from the agenda.

263/12/18

Proposal to host an event for all Orwell volunteer organisations:

Deferred till next meeting

264/12/18

Christmas Tree Lights:

Mr C Hoptroff has volunteered to put up the Christmas tree lights and take them down after Christmas, he will also store them. The Parish Council thank Mr Hoptroff for all his help and assistance in this matter it is very much appreciated.

265/12/18

Defibrillator/Red Telephone Box: (*PHA 1936 s234*)

Cllr Bunnett is working on the planning application.

Action: GB

266/12/18

Correspondence and Clerk's Report:

Gritting machines and equipment are ready to be picked up. The Methodist Chapel have very kindly agreed to hold one gritting machine. Once the Clerk has arranged pick up, they will liaise with the Methodist Chapel for access to the store room for those residents who have volunteered. Cllr Healy to notify the Clerk if they wish to have their own machine or to share the one stored.

267/12/18

Councillors' Reports and Areas of Responsibility:

Clarification is needed on councillor's responsibilities. Cllr Bunnett suggested a short summary of each responsibility, but reminded the Council that the level of Councillor's engagement was flexible and developing.

268/12/18

Agenda items for the next meeting:

Financial Regulations, Safeguarding Policy, Clerk's Appraisal