

ORWELL PARISH COUNCIL
UN-APPROVED MINUTES OF ORWELL PARISH COUNCIL

A meeting of Orwell Parish Council was held in the back room of the Village Hall on 15th June 2016 at 7.30pm (19.30hrs)

Present: Mr W Talbot – Chairman (**WT**), Mr C Hoptroff – Vice Chairman (**CH**), Mr M Clarke (**MC**), Mr N Hamilton (**NH**), Mr A Pulham (**AP**), Mr D Rees (**DR**) and Mr N Szembel (**NS**)

In Attendance: Mrs J Damant – Clerk, Cllr A Van de Weyer - AvdW (SCDC) and Cllr S Kindersley – SK (CCC)

- 058/06/16 Apologies for Absence:**
Apologies due to personal reasons were received from Cllr Lawton and Cllr Kennedy.
- 059/06/16 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:**
Cllr Talbot declared an interest in item 078/06/16 as his wife is Chairman of the Tennis Club.
- 060/06/16 Public participation: for up to 15 minutes members of the public may contribute their views and comments to the Parish Council.**
There were two 4 members of the public in attendance.
Items discussed:
Mrs Miller apologised if her article which had recently appeared in the Orwell Bulletin had upset any of the councillors, it was not meant to have been anonymous and was not meant to have offended anyone. Mrs Miller expressed her concern that there appeared to be a lack of guidance with respect to putting on village events to celebrate certain occasions, the latest was the Queen's 90th birthday, though the Parish Council had arranged to get the beacon lit it was very nearly overlooked. In the past such occasions would have been led initially by the Parish Council and then residents normally took the organisation over but with the backing of the Parish Council.
Mr Kenyon reported that accepting criticism is all part of being a parish councillor. He also spoke about the Mulberry Tree and that the Parish Council had already sanctioned the making of a prop by Morley Brothers some years ago. Clerk will contact them for another quote.
Mr Kenyon also enquired as to why the Parish Council were looking into planting more trees in the village when there appears to be a lack of maintenance for what is already there. There are 2 trees on Malton Lane and 5 trees along Hurdleditch Road which need attention, along with the grass around the Meridian Stone which also needs cutting. The benches in the village also need some attention.
Cllr Szembel suggested that the asset register be updated to include not only items for insurance purposes but to include all items under the parish council's responsibility. This would include all trees. Mr Kenyon informed the Council that he would be happy to help in putting the asset register together and give advice on the trees.
Cllr Hoptroff stated that the role of Tree Warden had fallen on the Chairman through default. After the recent elections there were only 5 councillors and the remaining 4 have had to be coopted onto the council. If this were to happen again and there are not enough councillors, then decisions would be overseen by SCDC.
There was also a report that the resident of 42 High Street is no longer able to cut their verge, Clerk reported that CCC had been notified of this some time ago, Clerk will check whether this has been taken back on by CCC. CCC will only be cutting twice a year.
- 061/06/16 Minutes of the last meeting 18th May 2016:**
The minutes were proposed by Cllr Pulham and seconded by Cllr Clarke, all agreed. The Chairman then signed the minutes.
- 062/06/16 CCC Report:**
Cllr Kindersley reported for all Highway faults that residents should report them via the CCC website www.cambridgeshire.gov.uk. This is the most efficient way for residents to report issues regarding roads, pavements etc. Due to cut backs verges will now only be cut twice a year.
There is to be a devolution debate meeting to take place at the end of June. There are ongoing negotiations but it will include a directly elected Mayor.

There will be not extra housing but money received from the government will allow, housing already planned, to be built quicker. Once the Mayors office is established then other areas may be able to join. At the moment it is only Cambridgeshire and Peter'boro who will be joining however in time Suffolk and Norfolk will be able to join.

Construction along the A14 in Cambridge will begin in the Autumn and will take 3 years to complete.

Cllr Kindersley attended a meeting at Coton in regards to the Local Liaison Forum which has been set up to discuss the City Deal and its possible impact on commuters on the A428 and the Western Orbital. This group should include Orwell as the impacts are far reaching and would have an effect on Orwell.

There is objection to the proposed P&R at Madingly Mulch and should be a Park, Cycle and Ride (P&C&R) on A603 (on the other side of the roundabout from Barton/M11 – Dumpling Farm)

P&R to be at Foxton Station

These decisions will have an affect on many villages in this area. Many of those who were at the meeting are not from this area, but they had not included people from those villages who will be affected. The City Deal will have an impact on Orwell needs to get involved, it appeared that many villages were represented but many of them had not been officially invited.

Q.Cllr Szemble enquired if the Liaison group is set by the City Deal?

A. Yes

Q. Cllr Pulham enquired as to who makes the decision as to who can join the Mayor's authority.

A. The Mayor

Q. Cllr Hoptruff enquired, with regards to devolution and the building of those developments already approved. Developers are delaying starting on these developments and can now be charged rates by District Councils. Governments paying developers to speed up is wrong.

Q. Cllr Pulham enquired if P&R charges are to be increased?

A. An offer has been put forward by Stagecoach, they have not paid the exit fees due to them loosing money so buses will have an increase. It is estimated that there has been an increase of 7,000 vehicles in Cambridge.

Cllr Kindersely also reported that there is to be a £1 charge for reserving library items,

063/06/16

SCDC Report:

SCDC will be holding an extraordinary meeting to discuss devolution on the 28th June 2016. The City Deal is looking at restricting vehicles into Cambridge, they are not looking at introducing a congestion charge but are looking at business parking. During rush hour time there will be road closures thus directing traffic a particular way. However, at the forum held in Coton on 14th June, it was agreed that congestion charges should be relooked at.

There is to be a review of the Neighbourhood Planning process. The service agreement is too complicated and will be relooked at.

The Planning Act makes it easier to build on brownfield sites, SCDC will soon be looking at new areas being put forward.

Q. Cllr Pulham enquired that at a recent meeting the question of council housing was made with regards to the lack of new houses.

A. Cllr Van de Weyer informed the meeting that the introduction of new policies has had a direct impact on the building of new council housing. The reduction in council rents is a major factor, as the revenues from this is what would have been used to build new houses.

Q. Is it known why the proposed development on Hurdleditch Road was not discussed at SCDC?

A. One of the other applications which was to be heard on the same day had challenged the weight against the development in connection to Group Village classification. The developers through their ability to make a legal challenge questioned this. SCDC have to be certain on why they are rejecting a proposal so it was decided to relook at the proposal and therefore all those developments which were along the same lines were also deferred until a later date. The new date is 6th July.

064/06/16

Article 4 Directions to remove permitted development rights from public houses:

SCDC have now put The Chequers (public house), 22 Town Green Road onto the Asset Register.

- 065/06/16** **Planning: WT, CH, AP, MC and DR** (*Town and Country Planning Act 1990 schedule 1, paragraph 8*)
(Full planning minutes with comments are available on line or from the Clerk).
Planning meeting held on Monday 16th May 2016
Land at Hurdleditch Road,S/3190/15/OL - Planning application has been amended -Transport statement (update) and *Revised illustrative master plan*. As Orwell had not received the plans in time for the meeting this will be discussed at another planning meeting. Parish Council agreed to send their concerns over the amended application with regards to parking, bus route and children's safety.
- Planning meeting held on Tuesday 31st May 2016**
Land at Hurdleditch Road,S/3190/15/OL - Planning application has been amended. The Parish Council were meeting to discuss if they needed to include any other items for the Planning Committee Meeting on 1st June at SCDC. However, the application has been withdrawn by SCDC at 4.45pm on 31st May, so will no longer be heard on 1st June. This will now be rescheduled for 6th July. This was due to advice from SCDC own legal team and not a Parish Council decision.
- Planning meeting held on 15th June 2016 – Verbal report**
Hurdleditch Development: Cllr Szembel has been working on the transport schedule for the school which has to establish car parking spaces.
Cllr Hoptroff enquired as to how you can get the developer to relook at this?
Cllr Szembel stated that if you can get CCC to rethink they can respond to the transport issues/concerns.
Cllr Szembel explained to councillors the importance of the S106 contributions and the possible consequences. If the application is refused by SCDC and goes to appeal then there will be no option in getting a better S106 deal. At the moment the developments have offered a piece of land, this may not be exactly what is wanted but it is actually more then they have to offer. This leaves the Parish Council in difficult position as they have to decide if they want the developers to consider the land option without prejudicing themselves but if the application goes to appeal and wins then the offer of land may be withdrawn. At the moment there has been no clarification on the land being offered, it has not been put on the S106 agreement.
The development is not wanted but if it does go ahead can the issue of land still be addressed? The size of the development does not warrant the size of the land being offered. It was agreed by all present that there should be another meeting of the planning committee prior to the meeting scheduled by SCDC on the 6th July. A planning meeting to be held on the 4th July at the pavilion.
- 066/06/16** **Neighbourhood Planning:**
The Chairman reported that he has met, through his work, some parishes who are now looking more seriously into neighbourhood plans. It was agreed that an article be put into the Bulletin asking for residents to put themselves forward to form a Steering Group. Melbourn have just submitted there plan so they may be able to help. **Action: WT**
- 067/06/16** **Development Proposal on Hurdleditch Road (next to the primary school)**
S106 contributions
See item 065/06/16
- 068/06/16** **Insurance:**
This has been checked by Cllr Rees and Cllr Szembel.
Clerk is presently putting together a report on 'Financial Risk' for Councillors.
It was agreed to accept the insurance cover, however there maybe some additional items to be included once the report has been looked at. **Action: Clerk/NS**
- 069/06/16** **Clunch Pit:**
Application for the Parish Council to reimburse the Clunch Pit for payment of insurance at £246.38.
It was proposed by Cllr Hoptroff to accept this application, seconded by Cllr Rees all agreed.
- 070/06/16** **Community Benefit:**
Youth Club application for funding for £222.82 to go towards equipment for the youth club.
It was proposed by Cllr Pulham to accept this application, seconded by Cllr Szembel, all agreed.
An application for two new benches has been received from Chapel Orchard. It was proposed by Cllr Pulham that the council purchase these benches, seconded by Chairman, all agreed.

Clerk has made enquiries to the cost of purchasing four benches, as there is already an order for two benches which will be placed in the recreation ground from Sovereign. The cost of each bench will be £270.00 +vat and will be taken from S106 funding. **Action: Clerk**

071/06/16

Warden Scheme:

Request for funding, of at least, £525.00.

It was proposed by Cllr Szembel to accept this request, seconded by Cllr Hamilton all agreed.

A notice for a new warden has been placed in the Bulletin. Chairman will be meeting with Mrs Maggie Galan to look at ways of improving the scheme.

Action: WT

072/06/16

Financial Matters:

1. Financial Statements for June

2. Payments and Additional payments for June

Local Government Act (LGA); Public Health Act (PHA); Open Space Act (OSA)

Payments awaiting authorisation

Salaries	£ 952.87	0	June salary	LGA 1972 s226
Inland Revenue	£ 203.44	0	June PAYE/NI	LGA 1972 s226
MPC	£ 90.00	0	office rent June	LGA 1972 s133
Herts & Cambs	£ 132.00	22.00	Grass cutting for BG	OSA 1906 s9/10
Herts & Cambs	£ 66.00	11.00	Grass cutting at Rec	OSA 1906 s9/10
David Chappell	£ 69.55	0	plumbing repairs in pavilion	LGA 1972 s133
Stationery Cupboard	£ 18.00	3.00	Printing for Annual Meeting	LGA 1972 s133
Cambridgeshire Acre	£ 54.00		Annual Membership	LGA 1972
Community Action	£ 1279.76	0	Annual Insurance	LGA 1972
Hales Printers	£ 993.00	0	Warden Scheme printing	LGA 1972 s144
Clerk Expenses	£ 15.66	0	Expenses	LGA 1972 s113
Eon	£ 62.01	3.10	Electric for pavilion	LGA 1972 s133
DC Window	£ 48.00	0	Bus shelter cleaning	OSA 1906 s9/10
Herts & Cambs	£ 132.00	22.00	Grass cutting BG	OSA 1906 s9/10
Clunch Pit Trustees	£ 246.38	0	Insurance reimbursement	LGA 1972 s133

Additional payments: Shaded. These costs have already been agreed or are ongoing payments but may not have appeared on the agenda.

Deposits:

Various	£ 435.00	Bulletin payments
Wimpole PC	£ 696.00	Bulletin payment
Lawton	£ 10.00	Allotment payment
Tennis Club	£1200.00	MUGA account
Hoptroff	£ 20.00	Allotment payment

Finances were proposed by Cllr Hoptroff to be correct, seconded by Cllr Szembel, all agreed.

073/06/16

A10 Corridor Group and Survey:

Survey to be sent out to all councillors.

074/06/16

HM Queen's 90th Birthday Celebrations:

Clunch Pit BBQ celebrations – Tickets can be obtained from the shop and the hairdressers. The insurance cover has been agreed with the insurers. The village show organisation will pay for refreshments.

Tree and bulb planting – deferred to the next meeting

075/06/16

Oatlands:

Chairman reported that residents were happy with the response from SCDC in looking into their concerns regarding foul odours from the sewage treatment facilities, however they have not received any formal response on what has or will be done. Cllr Szembel put forward that the residents at Oatlands should set up their own residents association and follow this through themselves, Cllr Hoptroff agreed with this, all agreed. Chairman will contact the residents at Oatlands.

Action: WT

076/06/16

Recreation Ground:

- Play equipment weekly inspection – Caretaker has inspected the equipment and it appears to be in working order.

The new equipment has now been installed.

Quotes for refurbishing the toddlers equipment were received from Wicksteed Play Equipment and Mr David Chappell. It was proposed by Cllr Pulham that as the equipment only needed refurbishing that the quote from Mr Chappell should be accepted. Proposed by Cllr Pulham, seconded by Cllr Hoptroff all agreed. Work will be carried out after 16th July.
Wicksteed Play Equipment - £1920.00 + vat
David Chappell - Repair and paint frame £390.00 (no vat) (£70.00 for materials).

077/06/16 Redevelopment of the Recreation Ground:
Deferred

078/06/16 Tennis Courts:
Chairman declared an interest but did not leave the room as he had information and no costings were being discussed.
Chairman reported that the Tennis Club are aware that it is a MUGA facility and not just a tennis court. The courts need cleaning and lines painted (tennis, 5-aside football and netball). Clerk to gain quotations to have the courts cleaned and line painted. Cllr Szemmel requested that the clerk get confirmation that the courts are safe to play on, otherwise they should be taken out of action. **Action: Clerk**
Request for flood lighting – this needs clarification from the Tennis Club as to what they are requesting.
Is there an agreement between the Tennis Club and the Parish Council with regards to the use of the MUGA? Clerk to investigate what the arrangements were. **Action: Clerk**

079/06/16 Correspondence and Clerk's Report:
Parish Council Pensions: Clerk attended the recent talk regarding pensions. The Clerk will put together a report on pension providers, the parish council will then have to make a decision on which provider they wish to carry out the pensions for those staff of the parish council who are entitled to join the scheme.
SCDC Liaison Meeting on the 13th July – Chairman and Cllr Hoptroff or Cllr Pulham to attend. It was agreed by all that the speed stickers are not needed at this moment.

080/06/16 Volac:
Chairman reported that he had met with Volac representatives and will have another meeting next month to discuss what has happened. . CCC Highways implemented an environmental policy 'sustainable transport'. However, there is not sufficient public transport to Orwell to make this policy practical and the result is that there is not enough car parking facilities for their staff. Chairman will contact Cllr Kindersley to address this issue. **Action: WT**

081/06/16 Village Maintenance:
New Prop for the Mulberry Tree branch: Quote has been received from Andrew Klose. They are presently awaiting for Mr Damant (Estate Manager at Wimpole NT), who has been away, to take a look at the tree and recommend a design so that the branch/tree is not damaged. See also item 060/06/16.
Cllr Rees enquired why there is not a plaque or history of the Mulberry Tree? DR will make some enquiries. **Action: DR**
Tree at Lordship Close: The tree officer at SCDC notified the parish council that the tree located in the ditch at Lordship Close is not dangerous. Cllr Hamilton believes that the work done was about three years ago and appears to be top heavy. Mr Kenyon agreed to look at the tree.
Chairman offered his thanks to Mr Kenyon for his offer of help with the asset register and for the tree list.

082/06/16 Councillors' Reports and Areas of Responsibility:
Cllr Hamilton – The work on the new toilets at the Village Hall has now been completed.
Cllr Hoptroff – Can the editor of the bulletin put the Highways link into the bulletin.
Cllr Rees – The repairs to the footway at Cross Lane Close has now been completed.
The hedge on the footpath at the side of the Church is overgrown, Clerk to ask grass cutters to cut back the churches side and to write to the householder to ask if they could get their side of the path cut back. **Action: Clerk**

084/06/16 Clerk Vacation:
Clerk will be away from the office from 20th June until 24th June. Mrs Walmsley has agreed to cover the office, Meldreth Parish Council have already agreed to this so will share the cost. It was proposed by Cllr Clarke and seconded by Cllr Pulham that this would be acceptable agreed by all.

085/06/16

Office Help:

Request for some extra help in the office, 6 hrs week for four weeks. Meldreth have agreed and will share the cost. Payment will be at £7.20hr. It was proposed by Cllr Szembel that due to the increased work load for the Clerk that this is a good idea, seconded by Cllr Pulham agreed by all.

083/06/16

Agenda items for the next meeting:

There being no further business the Chairman closed the meeting at 21.38hrs. Next meeting will be on the 20th July 2016

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.

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