

ORWELL PARISH COUNCIL

Clerk: Mrs J.E Damant
 Parish Office, Sheltered Housing Scheme
 Elin Way, Meldreth SG8 6LT
 (01763) 269928
 E-mail: parishclerkorwell@dsl.pipex.com

unAPPROVED MINUTES OF THE PARISH MEETING

A meeting of Orwell Parish Council was held in the Village Hall on 15th November 2017 at 7.30pm (19.30hrs)

Present: Cllr N Szemmel – Chairman (**NS**), Cllr G Bunnett (**GB**), Cllr M Clarke (**MC**), and Cllr C Hoptroff (**CH**),
In Attendance: Mrs J Damant – Clerk, Cllr A Van de Weyer (SCDC) (AvdW) and Cllr S Kindersley (CCC) (SK)

-
- 213/11/17** **Apologies for Absence:** *LGA 1972 sch12 para 40 – Quorate is one third but no less than 3 members LGA 1972 sch12, para 45*
 Apologies received from Cllrs Kennedy, Tyndall and Lawton (personal reasons)
- 214/11/17** **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.
- 215/11/17** **Public participation: for up to 15 minutes members of the public may contribute their views and comments to the Parish Council.**
 There were two members of the public in attendance.
 Questions were raised concerning the possibility of the Parish Council being able to purchase more land along Hurdleditch Road, Cllr Szemmel explained that the Parish Council were still hopeful but nothing definite has yet been decided. The Parish Council are presently awaiting correspondence from the land owner. Cllr Szemmel also reported that an article will be going into the next edition of the Orwell Bulletin asking for volunteers to come forward for a Recreation Ground Working Party this is to help assist the Parish Council in the future of the Recreation Ground.
 The land already part of the S106 agreement, which will be used for a new football pitch has been agreed, however this will not come to the Parish Council until the development begins.
 It was also enquired if the Parish Council had looked into any other possible areas where land may be purchased. Cllr Hoptroff responded that in the past other areas had been discussed but nothing formal was ever done.
 It was also asked if it was not possible to get solid white lines on the A603 near the junction at Hurdleditch would a 'stop sign' be better on Hurdleditch. This question to be raised with Cllr Kindersley (CCC).
- 216/11/17** **Minutes of the last meeting 15th October 2017:**
 The minutes were proposed by Cllr Hoptroff and seconded by Cllr Clarke, all agreed. The Chairman then signed the minutes as a true record.
- 217/11/17** **CCC Report: Report Circulated**
 Many of the children centres may now close due to budget cuts, there will now be an outreach service. CCC have had to make major cuts, they have already made £215m and this year need to make a further £31m with further cuts expected over the next few years.
 It was also reported that there has been an increase of 33% in severe or fatal road accidents, this may be due to lack of highway maintenance ie white lines not being refreshed and potholes becoming too large.
 On the question regarding a 'stop sign' being placed on Hurdleditch Road, Cllr Kindersley reported that the Council no longer put up 'stop signs' only 'give way' signs. However, he does not feel this would stop the overtaking which is the main cause of accidents and near misses along the A603 at this intersection.
- 218/11/17** **SCDC Report:**
Local Plan: www.scams.gov.uk/local-plan-examination
 Update: This is a set of policies and land allocations that will guide future development in the district up to 2031. Modifications are currently being reviewed by the planning officers and the inspectors. Once this has been completed it will go out to consultation. The consultation provides the opportunity to comment on the specific detailed changes put forward but it does not reopen the debate on other matters. These other matters include the modifications which were consulted on from December 2015 to January 2016.

The new Mayor is currently looking into being a part of the City Deal and the Local Enterprise Partnership (LEP) which will give them further control on planning issues.

Cllr Hoptroff enquired if there had been any further progress on the beacon at the Clunch Pit, Cllr Van de Weyer reported that he was not aware SCDC had progressed this any further. The Parish Council are awaiting SCDC to repair the beacon before they take on responsibility for it. SCDC also need to work in conjunction with Natural England and the land at the Clunch Pit is classified as a Site of Specific Scientific Interest (SSSI).

It was also reported that many residents were not received the South Cambs magazine, Cllr Van de Weyer will investigate this with SCDC.

- 219/11/17** **Planning: NS, MC, CH, DK and ML (Town and Country Planning Act 1990 schedule 1, paragraph 8) Full planning minutes are available on line or from the Clerk).**
Planning meeting held on Wednesday 1st November – No meeting
Planning meeting held on Wednesday 15th November – No meeting
- 220/11/17** **Councillor Vacancies:**
 A notice for Cooption has been put on the notice board.
 The Parish Council are presently awaiting confirmation that an election has not been called.
- 221/11/17** **Development Proposal on Hurdleditch Road (next to the primary school)**
 Cllr Szembel reported that nothing to report at this time.
- 222/10/17** **CCTV:**
 The survey is due to be completed soon.
- 223/11/17** **Recreational Ground Working Group:**
 Cllr Bunnett reported that an article will be going out on both the village email system and the Orwell Bulletin asking for volunteers to be part of the new Recreation Ground Working Group.
- 224/11/17** **Recreation Ground:**
 - Play equipment weekly inspection. All equipment appears to be in good working order, there are some ground wearing issues and some of the wood on the trail needs attention. Clerk is arranging a site meeting with Mr Weir.
- 225/11/17** **Community Gritting:**
 Clerk has notified the Highway department that Orwell Parish Council are interested in the scheme. Awaiting a site visit to check the routes the Parish Council have put forward. Cllr Hoptroff reported that it may be possible to store the equipment in the shed at Chapel Orchard but this has not yet been confirmed. Clerk to check where the grit comes from and cost involved. In the past CCC filled up the grit bins once a year however this may need more grit if it is being used on a regular basis.
Action: Clerk
- 226/11/17** **Hurdleditch Development - Artist**
 Cllr Clarke has been in contact with the artists. The summer scene has been started.
- 227/11/17** **Beacon at the Clunch Pit:**
 Cllr Van de Weyer reported that no progress has been made on the beacon.
- 228/11/17** **Chapel Orchard:**
 Clerk has had correspondence from the S106 Officer at SCDC stating that 'now the planning permission has been granted, it is reasonable for the Parish Council to undertake these works in advance of the Hurdleditch Road development taking place'. It was agreed by the Parish Council to proceed with the maintenance projects of the bridges due to health and safety issues. (see item 195/10/17).
 There is to be a site visit with Acacia Tree Services on 21st November to look at the trees, Clerk with Cllr Hoptroff and Mrs Miller to attend.
Action: Clerk/CH/Mrs Miller
- 229/11/17** **Chapel Orchard Working Party: Working Party (Mrs Miller, Mr Miller and Cllr Lawton)**
 Cllr Hoptroff reported that the present lights which are used to decorate the tree at Chapel Orchard need to be replaced. It was proposed by Cllr Szembel that lights can be purchased up to a cost of £250.00, this was seconded by Cllr Clarke all agreed. Cllr Hoptroff will purchase the lights.
Action: CH
 Mrs Miller reported that the working party have walked around the area and looked at the work needed, however there have been few volunteers available. There will be no further work needed until the spring 2018.

Mrs Miller also reported that Cllr Hamilton's family had been in contact to see if they could erect a bench at Chapel Orchard, however it would need to be fixed to the ground which is not ideal for the area. The other option, if the Parish Council were agreeable, was to have a plaque placed on the new bridge. It was proposed by Cllr Clarke that a plaque be allowed to be placed on the new bridge, seconded by Cllr Hoptroff all agreed. Mrs Miller will let Mrs Hamilton know. Repairs to the second bridge are due to start soon and the grant from Rugby can be used to help off set the costs for this bridge. Mrs Miller also stated that the Chapel Orchard funds will soon be transferred to the Parish Council accounts.

230/11/17 Clunch Pit Management Trust (CPMT):

At the recent meeting held on the 3rd November items discussed were insurance cover (see item 238/11/17) along with the agreement between the Clunch Pit Truse and the Parish Council, further investigation is needed. Clerk to forward correspondence received from Mr Kratz (Birketts) to Cllrs Hoptroff and Bunnett.

231/11/17 Community Benefit:

There have been no applications.

232/11/17 Financial Matters:

1. Financial Statements for November

2. Payments and Additional payments for November (Additional payments are shaded, these costs have already been agreed but may not have appeared on the agenda.

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

Payments awaiting authorisation

Payee	Amount £	Vat £	Description	Power
Salaries	Confidential	0	November Salaries	LGA 1972 s112
Salaries	Confidential	0	November Salaries	LGA 1972 s112
Inland Revenue	Confidential	0	November PAYE/NI	LGA 1972 s112
SMART	Confidential	0	November Pension	LGA 1972 s112
MPC	90	0	November office rent	LGA 1972 s133
UK Safety	94.8	15.8	Pavilion PAT testing	LGA 1972 s133
Filcris	54	9	Mulberry tree board	LGA 1972 s133
Cromwell Fire Ltd	171.73	28.62	Pavilion extinguisher inspection	LGA 1972 s133
Eon	7.29	0.35	Electric for pavilion	LGA 1972 s133
Marriott Building	2663.4	443.9	Chapel Orchard bridge work	PHA 1875 s164
Coulson Building	8200.8	1366.8	Village Hall render	LGA 1972 133
Village Garden Services	65	0	Sign clearance, bench treated, weed spray, leaf clearance	OSA 1906 s9/10
J Damant	19.66	0	Clerk's expenses	LGA 1972 s133

Payments Recieved

Allotments	10
------------	----

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

233/11/17 Village Maintenance Programme:

The Tree Officer at SCDC is currently looking over the policy.

234/11/17 Village Hall Committee:

Cllr Hoptroff reported that the Village Hall does have Charitable Status and is happy to keep this status.

235/11/17 Defibrillator/Red Telephone Box: (PHA 1936 s234)

Awaiting confirmation from BT that the phone box has been adopted, need this before planning application can be put forward along with confirmation from English Heritage. Once this has been done to include the defibrillator and telephone as parish assets and let insurance company know.

- 236/11/17 Mulberry Tree Information Board:**
Board has been completed, however it needs mounting, Clerk to make enquiries. **Action: Clerk**
- 237/11/17 Correspondence and Clerk's Report:**
SCDC Liaison meeting - 29th November 6.30-8pm
Taxi Consultation Licensing Policy and Conditions – SCDC
A resident is concerned about the possibility of water/ice along Fishers Lane becoming a slip hazard during cold spells. Cllr Hoptroff believes that the water is from the land not a water pipe and it has got worse since a fish pond was filled in. The pond may have collected some of the access water. The grit box in the layby opposite was the CCC compromise for the historical land run off in this location. Cllr Hoptroff also believes that many years ago land drains were dug under the road, this may be what is needed. Clerk to contact Highways and arrange a site visit. **Action: Clerk**
- 238/11/17 Councillors' Reports and Areas of Responsibility:**
Cllr Hoptroff
Cllr Hoptroff would like to look at all the insurance covers that are either with the Parish Council or with any of the other groups (Chapel Orchard and the Clunch Pit) to see if a better insurance can be found. The Parish Council insurance covers all areas for Public Liability, however it only covers Parish Councillor's when working on these areas and not volunteers so Chapel Orchard and the Clunch Pit have an additional cover for these events. All insurance is by Zurich but through different brokers. Cllr Hoptroff and Clerk will investigate further. **Action: CH/Clerk**
Cllr Hoptroff has also cut back some of the overgrown foliage at the Glebe Paddock.
Cllr Clarke
Can the Clerk please enquire as to when the ditch at the Recreation Ground is due to commence as it still has not been started. **Action: Clerk**
- 239/11/17 Glebe Paddock Agreement:**
Licence awaited.
Clerk has written to Carter Jonas asking if the maintenance of the paddock can be done before the agreement can be signed, the hedging and well need looking at along with the removal of the old shed. ONGOING
- 240/11/17 2018/19 Budget:**
Draft precept has been circulated and the Clerk is presently putting together a speculative expenditure document showing last year's expenditure along with costings so far and predicted costings until 31st March 2018. Councillors to let either Cllr Hoptroff or the Clerk know if there are items they think should be included in next year's budget. **Action: Clerk/CH**
- 241/11/17 Grass Cutting Specification:**
Specification to be drawn up for the next grass cutting year so that it can be sent out for tender. Cllrs Lawton and Bunnett to look at the specification. **Action: Clerk/ML/GB**
- 242/11/17 Agenda items for the next meeting:**
Budget/Precept
Grass cutting specification
Glebe Paddock

There being no further business the Chairman closed the meeting at 9.10pm. The next meeting is scheduled for December 20th at 7.30pm

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.