

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
15th April 2015 at 7.30pm (19.30hrs)

Present: Mr W Talbot – Chairman (**WT**), Mr S Sparkes – vice chairman (**SS**), Mrs J Graham (**JG**), Mr C Hoptroff (**CH**), Mr M Kenyon (**MK**), Mr A Pulham (**AP**), Mr D Rees (**DR**) and Mr N Whittingham (**NW**)

In Attendance: Mrs J Damant – Clerk and Cllr van de Weyer (SCDC (vdW))

- 001/04/15 Apologies for Absence:**
Apologies were received from Mr M Clarke and Cllr Kindersley (CCC).
- 002/04/15 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.
- 003/04/15 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.
Mr Roger Daw informed the council that a letter had been written to Anglian Water from Neighbourhood Watch in regards to the recent survey Anglian Water had carried out in the village. Due to recent burglaries within the village, residents were concerned when they saw workmen with tools walking around properties. Anglian Water apologised for any inconvenience this may have caused and that in future they will endeavour to keep people in the Parish informed for any future surveys they may be carrying out.
- 004/04/15 Minutes of the last meetings held on 18th March 2015:**
DR was absent from the meeting held on 18th March. Following this amendment the minutes were proposed by MK, seconded by NW all agreed. The Chairman then signed the minutes as a true record.
- 005/04/15 CCC Report:**
Cllr Kindersley's report was previously circulated, there were no questions raised.
- 006/04/15 SCDC Report:**
Cllr van de Weyer's report was circulated.
City Deal: Despite the recommendation of the City Deal Assembly, the City Deal Executive Board, decided not to add rural cycling schemes as reserve schemes. There are now over 100 local businesses, large and small, that have signed a letter in support of cycle routes for their employees.
Northstowe: The planning meeting for Northstowe Phase 2, raised serious concerns about several aspects of the proposal. The meeting was adjourned and another meeting is scheduled for July.
BikeBus Explorer: The bus runs between Cambridge and Gamlingay via Orwell every Sunday.
A10 Corridor Cycle Campaign: The A10 Corridor Cycle Campaign is holding its annual awareness ride on Sunday 17th May. Groups of cyclists are riding from Trumpington P&R and from Royston.
Cemex: Due to the number of applications, there will probably be an extra planning committee meeting on Friday 15 May as well as the regular one on 13 May. The Cemex application will probably go to one or the other.
Cross Lane Close footpath: Officers at SCDC have now completed a search and can find no information about who is responsible for the footpaths that link Cross Lane Close to Town Green Road and Stocks Lane. Without some more evidence or information to go on, Cllr van de Weyer is not sure whether this avenue can be explored further. CH reported that there must be a planning record of this area when it was first developed as it would have had to have been approved by SCDC. The footpaths were rerouted so someone would have had to have arranged and agreed this. Cllr van de Weyer will investigate further. **Action: AvdW**

Ongoing:

Volac - WT reported that there should be more to report in May.

Dog Bin on Town Green Road - no news (apparently much of the street cleaning workforce has been sent to work on the bin lorries for the last 6 months, which means that there is almost no staff). MK reported that the problem of getting a new bin is one thing but that the bins already, in use, are not getting emptied creating a potential health hazard. Cllr van de Weyer will take this comment back to SCDC.

Action: AvdW

Lordship Close maintenance - SCDC contractors will remove a fallen tree at the request of one of the residents.

007/04/15 Planning Extracts: (Planning Committee – WT, SS, CH, MK and NW) (Town and Country Planning Act 1990 schedule 1, paragraph 8) (Full planning minutes are available from the Clerk)

There was no planning meeting held on 1st April 2015.

Planning meeting held on 15th April 2015 (verbal report)

15 Fishers Lane, S/0716/15/FL - Single storey side and rear extension with first floor side extensions. Orwell Parish Council recommend 'No Recommendation' with no comments. Proposed by SS, seconded by MK all agreed.

62 High Street, C/11/40/75 - Removal of False Acacia and Reduction and reshape Walnut tree by 3mtrs. Orwell Parish Council recommend 'No Comment', MK as the Tree Warden reported that the trees do need attention and recommended that the work is carried out.

008/04/15 Village Warden Scheme:

This has now been launched and a request from Harston & District Warden Scheme, of which Orwell is now a part for £500.00 has been received. DR proposed that the Parish Council support this request, seconded by SS all in favour. The precept allocation for 2015/16 was agreed at £1000.00.

009/04/15 Financial Matters:

1. Payments and Additional payments for April 2015

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

Salaries	£ 922.41	Salaries	LGA 1972 s112
J Damant	£ 35.76	Expenses	LGA 1972 s111
Inland Revenue	£ 145.91	PAYE/NI	LGA 1972 s112
MPC	£ 90.00	March office rent	LGA 1972 s111
S Baker	£ 155.00	Grass cutting ORCA	OSA 1906 s9/10
S Baker	£ 216.00	Grass cutting BG	OSA 1906 s9/10
S Baker	£ 450.00	Carpark foliage removal	OSA 1906 s9/10
CAPALC	£ 300.24	Annual membership	LGA 1972 s113
Cambridgeshire ACRE	£ 54.00	Annual membership	LGA 1972 s113
Eon	£ 84.61	Electric for pavilion	LGA 1972 s111
Village Hall	£ 255.00	Rent (replacement chq 29)	LGA 1972 s113
J Cobbs	£ 72.00	Burial ground footpath	LGA 1972 s 215
CCC	£ 159.30	Speed sign moved	HA 1980 s274A
P Ward	£ 43.38	map(replacement cheque 42)	LGA 1972 s111

2. Deposits:

Allotments	£ 10.00	
Wimpole PC	£ 696.00	Bulletin

Payments were proposed by MK, seconded by CH all agreed.

010/04/15 Churchyard and Burial Ground:

Fifteen people helped in tidying up the area and the Parish Council would like to offer their thanks to all those who volunteered their time and effort. It was very much appreciated, and the area is now looking very tidy.

JG with permission from WT placed an order for 1 ton of granite for the footpaths in the churchyard/burial ground from John Cobb and Sons. It was felt that the cost of £60 + vat was reasonable. The working party also laid the path with the new granite.

011/04/15 Local History Group and Website Development including the village email system:

NW reported. The new village email system appears to be working well and feedback has been very positive.

There is now a message on the old website informing users that there will be a change of website. Hosting is due to end at the end of April but NW reported that the change over may not be done in time so the hosting may have to be extended.

- 012/04/15 Orwell Bulletin:**
WT reported that he has not yet met with Mrs Miller. It was also reported that 2015 will be the 200th anniversary of the Chequer's pub. The current chef/owner has been made aware.
- 013/04/15 CCC (Balfour Beatty) Street Lights:**
The contract to take over the 10 street lights from CCC has been signed and sent back to CCC but the Clerk has not received a signed copy back from CCC. Until this is received the insurance for these 10 lights is with CCC. Clerk will enquire again as to why the Parish Council has not yet received the signed contract. **Action: Clerk**
CH enquired as to when Balfour Beatty will remove the old lights, which are no longer required as new ones have been erected? Clerk to enquire. **Action: Clerk**
- 014/04/15 Solar Farm (Community Benefit Money)**
MK, WT and CH have met. A 'Terms of Reference' has been drafted which is based on the S106 agreement. The document will be circulated and discussed at the next meeting. **Action: WT**
- 015/04/15 Recreation Ground:**
Monthly Play Equipment Inspection Report from Caretaker: Clerk has requested an inspection report from Rospa at a cost of £30.00.
Play equipment: Quotes – three quotes have now been received. It was proposed by CH and seconded by JG that WT and the Clerk look over the quotes and make a decision. All quotes are in the region of £3000.00 to replace the damaged play equipment (log roll), all agreed. **Action: WT/Clerk**
NW reported that the bolt has now been removed from the boat but that the condition of the wood is now beyond repair. It was proposed by MK and seconded by AP that the boat be removed. Clerk to enquire with Meadow Nurseries if they can remove it. NW suggested that this be replaced by another piece of play equipment, to be discussed once the boat has been removed. **Action: Clerk**
- 016/04/15 Redevelopment of the Recreation Ground:**
The meeting was informed that grants for playgrounds, sports facilities and community facilities were still available. A discussion exploring the criteria and deadlines which would apply ensued. As the deadline for submission is 31st May it was felt that the time scale was too short for a sensible application to be written.
Community Chest – will be opening again soon. It was felt that this might be a better way of gaining a grant for refurbishment of some of the play equipment. The safety surfacing under the swings needs replacing. AP will look into the grant. Clerk also reported that there are still funds available with the S106 (this is money already in the bank account). There is also money, under S106, due from the Hurdleditch development. CH enquired if this is still the case, Clerk will confirm. **Action: Clerk**
- 017/04/15 Salt Bin on Fishers Lane:**
The Clerk has contacted Dennis Vacher, (SCDC Highways) regarding the acquisition of a salt bin for Fishers Lane. There is a choice of yellow or green at a cost of £95.00 + vat. It was proposed by CH and seconded by MK to order a green bin, all agreed. **Action: Clerk**
- 018/04/15 Correspondence and Clerk's Report:**
Tennis Courts – in the past cleaning was arranged by the Tennis Club but paid for by the Parish Council. Tennis club will get three quotes and let the Parish Council know their decision.
Photos of the Tennis courts to be sent to Anglian Midland. This is to show the gaps which are appearing in the court, company request photos before they will do a site inspection. **Action: Clerk**
Large church gates for the burial ground have been ordered from George Collin & Sons Ltd. Clerk has requested the weight restrictions for the bridge on Malton Lane which is 44 tonnes which is per the Construction Use Regulations.
Clerk has been in contact with the housing officer at SCDC to enquire about the possible office in Orwell. Awaiting confirmation and further details.
Cambridgeshire Community Fair will take place on Tuesday 2nd June from 3pm to 9pm in St Ives PE27 6WU. This is a good event for anyone involved in community projects.

- 019/04/15 Local Government Transparency Code:**
All councils are required to have a website and publish data in line with that outlined in the relevant code.
There are two sections to this code and clarification is being sought as to which one the Parish Council comes under. Clerk is waiting to hear back from CAPALC. There is a deadline for publication which is to be no later than July 2015.
- 020/04/15 Local Highway Improvement Initiative:**
Orwell were successful in their bid to have the 40mph sign repositioned along Hurdleditch Road; however, orders cannot be placed until the new financial year commences. In the meantime Sophie Parsons, Technician, Local Projects would be happy to meet representatives to look at the initial designs and any consultation that may be needed.
- 021/04/15 Village Maintenance:**
The Mulberry tree has been pruned but the area around the tree will be weeded soon.
Action: Meadow Nursery
Gates for the burial ground have been ordered (see item 018/04/15)
- 022/04/15 Hurdleditch Road (Affordable Housing):**
There has now been a leaflet drop informing residents that Shared Ownership houses are available. Clerk to enquire about the following: **Action: Clerk**
When will S106 funding be made available to the Parish Council?
After the third occupancy 'emergency action plan' should be received by the Clerk. This is concerned with the sewer system, when will this be made available?
Enquire how many shared ownership homes have gone to Orwell residents.
- 023/04/15 Annual Parish Meeting:**
Guest speakers: Defibrillator, Warden Scheme, Housing Association and Youth Parish Council.
- 024/04/15 VE Commemorations: 8th to 10th May**
Activities throughout the country will be held on 8th to 10th May. On the 8th there will be a country wide lighting of the beacons at 21.30hrs. Mr Bryant is happy to advise but the beacon will need some attention and preparing. WT, CH. DR will assist, MC has informed WT that he will also help.
Action: WT, CH, DR, MC
- 025/04/15 Lost Playing Fields:**
'Fields in Trust' in partnership with 'The Carnegie UK Trust' are trying to locate any lost playing fields. Between 1927 and 1935 The Carnegie Trust gave grants totalling £200,000 to create nearly 900 playing fields across the UK. These grants were given to local councils and community groups. A condition of the grant was that the newly created playing fields were to be protected in perpetuity through Fields in Trust. However, the precise location of these playing fields was not always recorded. Fields in Trust are now launching a new campaign to find the missing playing fields. Orwell need to determine if a grant was received for this purpose. The view taken was that there are no playing fields which come under this scheme in Orwell. MK reported that to his knowledge the only land which has been made available within Orwell is the area where the school and recreation ground are currently situated.
- 026/04/15 Allotments: Chapel Orchard**
Damage to fencing – MK has been unsuccessful in getting the required information.
- 027/04/15 Grass Cutting Contracts:**
MK is still looking over the specification for the Recreation Ground. JG has checked the spec for the Churchyard/Burial Ground and is satisfied with it, apart from the proviso that the clause 'Tidy and maintain shrubs and plants around the Garden of Remembrance' is removed from the spec.
Action: MK
- 028/04/15 Committee Reports and Areas of Responsibility:** (Village Hall; Clunch Pit; Footpaths; Carpark/Village Sign; Police Liaison; Tree Warden; Churchyard/Burial Ground; Allotments; Chapel Orchard; Website; Youth Liaison, Recreation/pavilion)

DR – Parish footpaths and bridges. DR will converse with the Clerk about the damaged bridges on some of the footpaths.

MK – Village Hall – MK reported that the Village Hall Committee had looked at three tenders for the installation of new toilets at the Village Hall, which will include a disabled toilet. Prices did vary considerably so further expertise was sought by Mr B Sharman. The decision to accept the quote for £24,995 was taken. At the moment there are funds of £5000 being held in the Parish Council's accounts, £8000 from the precept allocation and the Village Hall Committee has a further £3000 this totals £16,000. It is hoped that the Village Hall Committee can now apply for further grants.

It was agreed by all that if no grant is available the Parish Council will be responsible for the remaining £9000. The Parish Council have received money from the solar development, this money can be used for the recreation ground development thus leaving those funds to be transferred for the village hall, if needed.

Village sign – may need to be repainted

Police Liaison – next meeting is on 17th June.

Youth Liaison – Two PCSO's have been attending the youth club recently. The youth club is presently advertising for more adult leaders so that it can continue running. The Youth Parish Council are using this time to find ways to improve the youth club before relaunching in September.

Burial Ground – The annual inspection with the PCC will be carried out soon.

Allotments – have now all been allocated

Chapel Orchard – dog mess is once again being left in bags hanging in a tree at Chapel Orchard.

029/04/15

Councillors' Reports and agenda items for the next meeting:

CH - the recycling sign has still not been removed. Clerk to enquire.

Action: Clerk

WT – would like to thank all the Parish Councillors who have decided to step down for all their hard work they have done for the community, they will be missed. There will now be four seats available which the council will be co opting after the elections on 7th May.

Agenda items for next meeting:

There being no further business the meeting was closed by the Chairman at 9.50pm the next meeting will be the Annual Parish Meeting on 20th May.

The Annual Village Meeting will be held on 6th May in the Village Hall 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.