

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 16th March 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**), Mrs D Kennedy (**DK**), Mrs M Lawton (**ML**) and Mr D Rees (**DR**)

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

It is hereby resolved in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted at Agenda Item 304/03/16. (This was not needed).

Guest Speakers: Alison Tackington (SCDC) on Neighbourhood Plans.

275/03/16 Apologies for Absence:

Apologies received from Mr Pulham and Mr Szemble

276/03/16 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:

There were no interests declared.

278/03/16 Public participation: for up to 15 minutes members of the public may contribute their views and comments to the Parish Council.

WT welcomed Alison Tackington to the meeting. Ms Tackington explained what a **Neighbourhood Plan (NHP)** was and what it would entail if Orwell decided to do one.

There has been 130 NHP adopted throughout the country and there are presently 7 in the local area under development. The plans comprise of:

- A vision for Orwell
- Objectives
- Policies
- Proposals for improvement
- Assets of community value

The size of the plan varies according to the amount of policies and this will be reflected in the costs. At the moment there is a grant available of up to £9k and the estimated cost, on average, is £13k. The NHP process requires the following

- Steering group to be put together
- Draft evidence based plan is formulated
- 6 weeks of consultation with local parishSubmission of draft to SCDC
- SCDC will carry out a 6 week consultation. If this process is successful there will be a referendum before adoption being adopted by SCDC

One of the advantages of having a NHP is the amount of Community Infrastructure Levy (CIL) the parish will receive. At present parishes receive S106 funding but this will soon change to CIL. Under CIL the amount that parishes can expect to receive will be 19%, unless there is a NHP whereby this will be increased to 29%.

It is suggested that NHP are reviewed every 5 years but will need to follow the same procedure and hold a referendum, there should be some funding available for parishes to undertake this but at the moment this is not guaranteed.

Traffic issues are not a part of NHP; Alison will forward details of what can and cannot be included.

Questions were raised regarding the proposed development on Hurdleditch Road and the recreation ground, CH responded that the council have contacted the agent.

Questions were raised regarding the Mulberry Tree (see item 297/03) Mr Kenyon would like it noted that he felt the contractors did not treat the tree with respect and that they should have been aware of the TPO. Mr Kenyon also enquired as to whether a new prop is being commissioned – hold the branch. WT replied that this is in hand.

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- 279/03/16 Minutes of the last meeting 17th February 2016:**
The minutes were proposed by MC and seconded by DR, all in favour. The Chairman then signed the minutes as a true record.
- 280/03/16 CCC Report:**
The budget has now been agreed with a 2% increase just for adult social care. There has been a recent announcement that Cambridgeshire, Suffolk and Norfolk will be joined with one elected executive Mayor. Cllr Kindersley reported that though the media had reported that Cambridgeshire had agreed to this, this was not the case and the whole process has been very fast.
- 281/03/16 SCDC Report:**
Council tax will be raised by £5.
Planning – SCDC have approved the new planning procedure. A new form will be sent out with each planning application informing SCDC and the District Councillor that the Parish Council requests attending the planning meeting at SCDC.
- 282/03/16 Article 4 Directions to remove permitted development rights from public houses:**
WT to contact Clare Gibbons.
- 283/03/16 Planning: WT, CH, AP, MC and DR (*Town and Country Planning Act 1990 schedule 1, paragraph 8*) (Full planning minutes with comments are available from the Clerk).**
Planning meeting held on 2nd March 2016.
Land at Hurdleditch Road, S/3190/15/OL - Outline planning application for up to 49 dwellings, community car park and coach drop-off facility, pumping station and associated infrastructure. Orwell Parish Council recommended '**Refusal**' with comments.
Malton Park Farm, S/0212/16/FL - Siting of a temporary agricultural worker's dwelling. Orwell Parish Council recommended '**Approval**' with no comments.
Malton Park Farm, S/0213/16/FL - Creation of a cattle yard, erection of storage buildings and silage clamp. Orwell Parish Council recommended '**Approval**' with no comments.
8 Leaden Hill, S/0258/16/FL - Proposed front extension and alterations, new rear single storey extension, new enlarged dormer windows to front elevation, new window to side elevation on ground floor, new balcony to rear front elevations. Orwell Parish Council recommended '**No Objection**' with no comments.
Verbal report from planning meeting held on 16th March 2016
There was no meeting held on 16th March 2016
- 284/03/16 Indemnity Forms:**
S/0314/14/FL – 34 Meadowcroft Way
£4,258.90 financial contribution in lieu of on-site provision of public open space.
£703.84 towards the off-site provision of community facility space.
It was proposed by ML and seconded by NH that this form should be signed, agreed by all. WT and CH signed the document, witnessed by the Clerk.
- 285/03/16 Neighbourhood Planning:**
It will cost approximately £13k to carry out a Neighbourhood Plan. Further clarification needs to be done and policies written. All councillors present agreed to read the information which will be sent by Alison Talkington. CH reported that the possible income from developments given to Orwell Parish Council will reduce from what is currently available once CIL is introduced. This should be kept in mind.
- 286/03/16 Development Proposal on Hurdleditch Road (next to the primary school)**
Landscape and Visual Impact Assessment – CH reported that both he and NS had looked into this matter. All companies responded saying that it would not be good value for Orwell to undertake a separate landscape assessment.
Having looked at the developer's landscape assessment, there were however a couple of areas which could be improved namely the visual aspect of the church and the aesthetics of the A603 side is harsh. It was agreed not to proceed with the Landscape assessment.
S106 contributions – all issues have to relate to the issues from the development it has to be related to the impact of the development on the community.

Options:

A – Move the houses further down, towards the A603, so that the recreation ground can be expanded.

B – Move the development to the side

C - Find other land elsewhere in the parish

287/03/16

Financial Matters:

1. Financial Statements for March

2. Payments and Additional payments for March

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

Salaries	£ 922.41	0	March salary	LGA 1972 s112
Inland Revenue	£ 145.91	0	March PAYE/NI	LGA 1972 s112
MPC	£ 90.00	0	office rent Feb	LGA 1972 s111
MPC	£ 90.00	0	office rent for March	LGA 1972 s111
Eon	£ 64.27	3.06	Electric for pavilion	LGA 1972 s
Herts & Cambs	£ 264.00	44.00	Hedges at BG	OSA 1906 s9/10
Orwell PTA	£ 250.00	0	CB donation	
Sally Walmesley	£ 122.92	0	Clerk cover	LGA 1972 s112
Sally Walmesley	£ 13.50	0	Clerk expenses	LGA 1972 s113
CCC	£ 1699.96	0	Street Lights	LGA 1972 s
			Oct 14 to Feb 15	
Carter Jonas	£ 187.50	0	Glebe field rent	LGA 1972 s113
Anderton Haulage	£ 162.00	27.00	carpark materials	LGA 1972
Herts & Cambs	£ 300.00	50.00	Mulberry tree	OSA 1906 s9/10
Herts & Cambs	£ 528.00	88.00	Back hedge at RG	OSA 1906 s9/10
Herts & Cambs	£ 66.00	11.00	Grass cut at RG	OSA 1906 s9/10
J Damant	£ 87.82	0	Expenses	LGA 1972 s113
History Group	£ 42.00	0	Room booking	LGA 1972 s113

(cheque 0164 was made out to the Village Hall and it should have been the History Group).

Payments were proposed by CH, seconded by ML, all agreed. Cheques signed by CH and WT.

3. Deposits:

Bulletin - ongoing final figure at next month's meeting.

288/03/16

Grass cutting contract:

Quotes received from DP Gardens, Herts & Cambs and Buchans. It was proposed by CH to accept the quote from Herts & Cambs for another year, seconded by DR, all in favour.

289/03/16

Community Benefit

An application has been received from The Orwell Singers. Clerk to enquire as to how much they are requesting and what it is needed for as this information was not on the document.

290/03/16

Village Hall Carpark:

Update on the three faulty lights at the village hall carpark. CH reported that a 'request for works' has now been issued by SCDC to Balfour Beatty.

291/03/16

HM Queen's 90th Birthday Celebrations:

The proposed date for the Clunch Pit barbeque is Saturday 18th June.

Verity Haines contacted the Parish Council to enquire if they would support a tree and bulb planting scheme. WT also commented that the Youth Club were also interested in planting old varieties of apple trees in the village. WT will carry out a project plan to look at maintenance and land. To be discussed further.

292/03/16

Recreation Ground:

- Play equipment monthly inspection – the equipment appears to be in good working order and the repairs to the wooden trim trail has been completed.

- Quotes for new play equipment - AP had forwarded his report following his negotiations with three companies who had put forward quotations. It was proposed by CH to accept Sovereign Play Equipment, seconded by DK, all agreed.

- The toilets need some attention as there appears to be a leak, Clerk arranging for a plumber to investigate where the leak is coming from.

Action: Clerk

293/03/16 Redevelopment of the Recreation Ground:
WT reported that Mr Ward has done an estimate of the land required for a football pitch. Other areas within the village are also being looked at.

294/03/16 CCC: Cambridgeshire Future Transport Amendments to service
Bus service 15 – will operate on Wednesday's
Option 1

Orwell	9.4	Royston Bus Station	10.15
Royston	12.55	Orwell	13.3

Option 2

Orwell	9.38	Royston Bus Station	10.1
Royston	12.5	Orwell	13.22

Option 3 - is the existing service

The service will carry on for another year.

295/03/16 Internal Auditor:
It was proposed by WT to ask Mr Bruce Huett to be the internal auditor for 2015/16 accounts, seconded by CH all agreed.

296/03/16 Financial Regulations:
It was proposed by WT and seconded by ML to accept the new Financial Regulations.

297/03/16 Correspondence and Clerk's.:
Mulberry Tree – see item (278/03/16) SCDC has been informed about the work carried out on the Mulberry Tree. No action is required.

298/03/16 Volac:
WT will contact Volac regarding parking issues.

299/03/16 Rugby Group Benevolent Fund:
The Cemex group have over the years donated to a number of community projects in areas around their former sites. All councillors agreed to look at the documentation and discuss at the next meeting.

300/03/16 Village Maintenance:
Mulberry tree – Clerk has received a quote to repair the brick wall, it was proposed by CH and seconded by ML to accept this. Clerk to notify Mr Weir. **Action: Clerk**
Salt bin on Fishers Lane – Highways will secure the bin but it is the responsibility of the Parish Council to maintain it, Highways will refill it with salt.

301/03/16 Councillors' Reports and Areas of Responsibility:
DK
The village hall is now having the new toilets installed.
WT
WT has sent a link to Chapel Orchard regarding a grant from Tesco.
NH
The tree at Meadowcroft Way has not yet been removed by SCDC.
MC
There appears to be a crack in the wall, Clerk to enquire with the insurance company what needs to be done. Action: Clerk
CH
Bedford Pilgrim Housing Association who manages Oatlands Development is holding a residents meeting on the 22nd March. There is concern regarding the sewage system. The footpath at the Chapel Orchard Allotments is now very muddy, would it be possible to enquire if Chapel Orchard could extend the proposed refurbishments to the footpath an extra 20ft so that the area to the allotments could be included. CH will enquire with Mrs Miller how much it would cost. **Action: CH**

CH reported that an electric fence had been installed to keep horses in; a resident whose property backs onto the field was upset that the landowner had not notified him that an electric fence was being installed. It was felt that the Parish Council could not comment on this and that the fence was being installed on the landowner's property. Planning approval is not needed.

DR

Councillor responsibilities need updating in the Bulletin.

Action: Clerk

302/03/16

Annual Parish Meeting:

The Annual Parish Meeting will be on Wednesday 4th May.

302/03/16

Agenda items for the next meeting:

Items for the Annual Parish Meeting

Queens 90th Celebrations

Hurdleditch Development

Volac

304/03/16

Caretaker salary:

Due to new Government regulations regarding the minimum working wage the salary for the Caretaker has been increased to £7.20 per hour. Proposed by DK, seconded by NH all agreed.

There being no further business the Chairman closed the meeting at 9.35pm. The next meeting will be on 20th April 2016.

Chairman:

Date:

For the avoidance of doubt the only legally acceptable version of the Planning 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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