

ORWELL PARISH COUNCIL
MEETING OF THE ANNUAL PARISH COUNCIL

AGENDA

Clerk: Mrs J.E Damant
Parish Office, Sheltered Housing Scheme
Elin Way, Meldreth SG8 6LT
(01763) 269928
E-mail: clerk@orwellparishcouncil.co.uk
www.Orwellpastandpresent.org.uk

To members of the Public & Press:

You are invited to attend the meeting of the Parish Council in the Committee Room of the Village Hall on Wednesday 15th December 2021 at 7.30 p.m. for the purpose of transacting the following business.

If you also wish to make any comments or raise any questions under Standing Order 3(e), about an item on the Agenda the Council would prefer you to do this by sending the text of your comments and questions in an email or letter to the Clerk in advance of the meeting. The further arrangements are noted below in the item "Public Participation".

To members of the Council:

You are hereby summoned to attend the meeting of the Parish Council in the Committee Room of the Village Hall on Wednesday 15th December 7.30 p.m. for the purpose of transacting the following business.

Clerk: Judy Damant

Date: 9th December 2021

Motion to exclude: In accordance with section 1(2) of the Public Bodies (Admissions 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 242/12/21 it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting and they are herewith instructed to withdraw.

- 215/12/21** **To receive any apologies for absence:** LGA 1972 sch12 para 40 – Quorate is one third but no less than 3 members LGA 1972 sch12, para 45
- 216/12/21** **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:
- 217/12/21** **Public participation: for up to 15 minutes members of the public may contribute their views and comments to the Parish Council.**
If a member of the public intending to remotely attend the meeting wishes to make any comments or raise any questions under Standing Order 3e, about an item on the Agenda they are invited to send an email or letter with the script of their comments and question to the Clerk in advance of the meeting. Any such email or letter will be read out by the Clerk, subject to the time limits stated in the Council's Standing Orders, namely a limit of 15 mins in total and an individual limit of 3 mins per item.
- 218/12/21** **Minutes of the meetings held on 15th September, 6th October 2021 and the 17th November:**
- 219/12/21** **CCC Report: Circulated prior to the meeting**
- 220/12/21** **SCDC Report:**
- 221/12/21** **Planning: (Planning Committee Only)**
All planning minutes and agendas can be found on the Past and Present website.
Update of Planning meeting held on the 1st December 2021 and 15th December (if held)
- 222/12/21** **Proposal for a New Town in South Cambridgeshire (Thakeham):**
Update from Cllr Stone and/or Cllr Chambers.
- 223/12/21** **East West Rail (EWR)**
Update
- 224/12/21** **Neighbourhood Plan (NP):**
Update from Cllrs Gould and Grimley

- 225/12/21 Overgrown Foliage:**
New letter to be agreed.
- 226/12/21 New Recreation Ground:**
Update from Cllr Bunnett
Update on Survey
- 227/12/21 Existing Recreation Ground & Pavilion:**
The pavilion repair works to the inside and outside will commence in March 2022
Update from Cllr Stone.
MUGA: update
SHED: The football team have now put all their items in the hut and moved what was in the hut to the pavilion this includes chairs and tables. Cllr Stone has inspected the pavilion attic space which is where the chairs have been placed and thinks they are safe there. The tables to be housed in the pavilion for the time being. It is not known if the chairs are the property of the Village Hall or the Parish Council, Clerk has made enquiries and is waiting for the village hall's response.
PAVILION: To apply to having a free Energy Survey of Community Buildings. This may also be applicable for the Village Hall.
- 228/12//21 Chapel Orchard:**
Update (report from Cllr Morris-Lowe)
- 229/12/21 Clunch Pit group of properties: (Clunch Pit, Quarry Lane, Glebe Field and Paddock).**
Update
- 230/12/21 Environment Working Group:**
Terms of Reference to be agreed by the full council.
- 231/12/21 Village Hall:**
Item 1: Parish Council member. The constitution states that there should be at least 5 members of the Parish Council. At the moment there is nobody assigned as Custodian Trustee.
Item 2: Constitution: The present constitution was drawn up in 1959 and it is felt by the Village Hall Committee that this now needs to be updated. There are many organisations which are now no longer running. The Orwell Village Hall Committee is looking into the possibility of moving to a new, model constitution such as that for a 'Foundation Charitable Incorporated Organisation (CIO) as offered by the Charity Commission. As such the Parish Council would need to be actively involved throughout the process. It is also hoped that a Parish Councillor will serve on a working group to help see this through.
- 232/12/21 Precept: 2022/23**
To agree the budget for 2022/23
- 233/12/21 Financial Matters:**
1. Financial Statements for December 2021
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.
Local Government Act (LGA); Public Health Act (PHA); Open Space Act (OSA) Parish Council Act (PCA)

PAYMENTS FOR AUTHORISATION –ORWELL PARISH COUNCIL MEETING 15th December 2021

Payee	Amount £	Vat £	Description	Power
Salaries, HMRC, Pension	Confidential	0	Employees payments for December 2021	LGA 1972 s112
Drax Power	£		Street light energy	PCA 1957 s3
E-On	£		Pavilion electricity	LGA 1972 s143
Buchans	£	£	Grounds mtce November 2021	OSA 1906 s9/10
J Damant	£33.92	0	Expenses Vodaphone and hinge for pavilion	LGA 1972 s112
Meldreth Parish Council	£100.00	0	Contribution towards office rent December 21	LGA 1972 S113

Royal British Legion Poppy Appeal	£50.00	0	Donation to the RBL	LGA 1972 s137
Carpet Bowls Club	£200.00	0	Donation from Solar Fund	LGA 1972 S137
Cromwell Fire	£54.18	9.02	Pavilion fire inspection	LGA 1972 s144
Cambridge Water	£60.57	0	Water for pavilion	LGA 1972 s144
Cllr A Stone	20.45	0	Expenses for pavilion smoke alarms	LGA 1972 s144

234/12/21

Second Defibrillator:

Unlocked defibrillator which has already been agreed (November 21) but costs were not known. Decision on company maintaining the device at a cost of £135.00
 Defibrillator £1650.00, annual maintenance is £135.00, carriage £25.00 = £1810.00
 If you have CHBT fit the device it will be an extra £200 or you can have Burns Electrics fit for £180.00. Quote has been received.

235/12/21

Clerk's Report:

Orwell Beacon - SCDC may decide to offer this to the Parish Council as a 'gift', it is presently with the legal team.

236/12/21

Policies:

Orwell Beacon – H & S policy

237/12/21

Risk Management:

Update from Cllr Chambers

238/12/21

Website:

Report from Cllr Phillips. The Parish Council is presently on the Orwellpastandpresent.org.uk website. It was always the intention to have a Parish Council website, the one used which was provided free by BT was shut down in May 2021, by BT. So for the interim period the minutes and agendas have been put onto the Past and Present website.

239/12/21

HRH Queen Elizabeth II Platinum Jubilee Celebrations:

Update of meeting held on Saturday the 27th November 2021
 Hiring of a Marque

240/12/21

Councillors' Reports:

Responsibility List: Needs completing – Village Hall

241/12/21

Agenda items for the next meeting:

Close Meeting:

Motion to exclude: In accordance with section 1(2) of the Public Bodies (Admissions 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 242/12/21 it is advisable in the public interest that the Public and Press be temporarily excluded from this meeting and they are herewith instructed to withdraw

242/12/21

Staffing:

Recruitment of an Administrative Assistant

Open Meeting:

Chairman to Close Meeting: