

# ORWELL PARISH COUNCIL

## MEETING OF THE 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](mailto:clerk@orwellparishcouncil.co.uk)  
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#### 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 16<sup>th</sup> February 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 16<sup>th</sup> February at 7.30 p.m. for the purpose of transacting the following business.

Clerk: *Judy Damant*

Date: 10<sup>th</sup> February 2022

*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 299/02/22 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.*

- 273/02/22**      **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
- 274/02/22**      **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:
- 275/02/22**      **Public participation: for up to 15 minutes members of the public may contribute their views and comments to the Parish Council.**
- 276/02/22**      **Minutes of the meetings held on 19<sup>th</sup> January 2022:**
- 277/02/22**      **CCC Report: Circulated prior to the meeting**
- 278/02/22**      **SCDC Report:**
- 279/02/22**      **Planning: (Planning Committee Only)**  
*All planning minutes and agendas can be found on the Orwell Past and Present website.*
- 280/02/22**      **Proposal for a New Town in South Cambridgeshire (Thakeham):**  
Update
- 281/02/22**      **East West Rail (EWR)**  
Update
- 282/02/22**      **Neighbourhood Plan (NP):**  
Update from Cllrs Gould and Grimley
- 283/02/22**      **New Recreation Ground:**  
Update from Cllr Bunnett

- 284/02/22 Existing Recreation Ground & Pavilion:**
- New cooker needed for June celebrations.
  - Clerk to submit the specification to other contractors for the works needed at the pavilion. Unfortunately, due to unforeseen circumstances the original contractor is not able to carry out the works.
  - Decision on whether facilities will be available for the football club's first team to use the pitch next season.
  - Concern over the amount of litter being left after football matches
- 285/02/22 Chapel Orchard:**  
Update (report from Cllr Morris-Lowe)
- 286/02/22 Clunch Pit group of properties:** (*Clunch Pit, Quarry Lane, Glebe Field and Paddock*).  
Update
- 287/02/22 Youth Club Worker:**  
It was agreed under item 213/11/21 that the Youth Club could apply for a grant from SCDC, in order for them to employ a youth worker, this they have been successful in. The youth worker will be employed under the Parish Council. Further update from Mr W Talbot.
- 288/02/22 Environment Working Group:**  
Update by Cllr Gould.  
Membership of the Tree Council Tree Warden Scheme  
Mapping of village assets inc trees, hedgerows and green spaces
- 289/02/22 Village Hall:** (*Cllrs GB, ET and AS*)  
Parish Councillors to take this role as a Trustee not just a Councillor responsibility.
- 290/02/22 Financial Matters:**  
1. Financial Statements for February 2022  
2. Payments and Additional payments for February 2022 (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); Highways Act (HA)*

**PAYMENTS FOR AUTHORISATION –ORWELL PARISH COUNCIL MEETING 16<sup>th</sup> February 2022**

Payee	Amount £	Vat £	Description	Power
Salaries, HMRC, Pension	1530.66	0	Employees payments for February 2022	LGA 1972 s112
Meldreth Parish Council	100.00	0	Office Rent contribution	LGA 1972 s111
Meldreth Parish Council	104.00	0	Annual membership (society of local councils and clerks) shared with Meldreth	LGA 1972 s144
J Damant	26.36	0	Vodafone	TCA 1986
Buchans	135.00		Excavation holes near the tennis courts to investigate what is causing the cracks	LGA 1972 s

- 291/02/22 Grass cutting contract:**  
Increase of contract by 3%
- 292/02/22 Clerk's Report:**
- Defibrillator update
  - Repairs to play equipment/benches in the recreation ground
  - North East Cambridge city Council and SCDC - Proposed submission on the draft plan can be seen on North East Cambridge webpage.  
<https://consultations.greatercambridgeplanning.org/greater-cambridge-north-east-cambridge-area-action-plan/document-library>. The consultation period as yet to be decided.
  - CAPALC training for councillors (Feb 9<sup>th</sup>, 16<sup>th</sup> and 23<sup>rd</sup>)
  - SCDC Planning training on Saturday 26<sup>th</sup> Feb 9.30-12.30pm (request for only two cllrs) | It has been requested by SCDC that the clerk book these places.  
Who would like to attend?

- WOW litter pick will take place on 26<sup>th</sup> March 2022. It has also been confirmed by Sara Philips (SCDC) that SCDC will be carrying out a litter pick from Harlton Crossroads through to Fishers Lane Junction in Orwell, however a date has not been given but it will be completed before the WOW group litter pick. This includes the A603 whereby only the local authorities should be carrying out such activities due to the speed of the traffic.
- Elections will take place on the 5<sup>th</sup> May. All interested parties must complete their forms and hand them into SCDC at Cambourne. They may be delivered at any time between 8.30am and 5.30pm on any working day between 28 March and 5 April. In accordance with the statutory timetable, the RO will stop taking nominations at 4.00pm on 5 April.

**293/02/22**

**Orwell Run 2022**

Run Orwell 5 & 10km Run Sunday 26th June 2022. All documentation for this event has been passed to the Clerk including the Risk Assessment. Decision for this to proceed.

**294/02/22**

**Policies:**

Orwell Beacon – H & S policy

**295/02/22**

**Risk Management:**

Cllr Gould and the Clerk have started the process.

**296/02/22**

**IT Support:**

Report from Cllr Phillips.

**297/02/22**

**HRH Queen Elizabeth II Platinum Jubilee Celebrations:**

Update on village response for the Jubilee celebrations  
Commemorative gift for children  
Community chest grant of up to £700 towards a Jubilee project (bench)

**298/02/22**

**Councillors' Reports:**

Cllr Tabor: Update from the LHI panel meeting held on 1<sup>st</sup> February 2022 @ 10.45am

***Motion to exclude public and press.***

**299/02/22**

**Staffing:**

Recruitment of an Administrative Assistant – update from Cllr Grimley

**300/02/22**

**Agenda items for the next meeting:**