

ORWELL PARISH COUNCIL

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APPROVED MINUTES OF THE PARISH MEETING

A remote meeting of Orwell Parish Council was held on
 15th July 2020 at 7.50pm (19.50hrs)

Present: Cllr N Szembel (Chair) (NS), Cllr G Bunnett, Cllr T Tyndell (TT), Cllr Gould (MG), Cllr J Healy (JH), Cllr Morris-Lowe

In Attendance: Mrs J Damant (Clerk), Mrs S Walmsley (Assistant Clerk – finances), Cllr S Kindersley (CCC), Cllr Van De Weyer (SCDC) and two members of the public

- 121/07/20** **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
 Apologies were received from Cllr Chuisseu (JC), and Cllr C Ingrey (CI).
- 122/07/20** **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:
 No pecuniary interests were disclosed.
- 123/07/20** **Public participation: for up to 15 minutes members of the public may contribute their views and comments to the Parish Council:**
- Mr Daniel Ng - Covid 19 lockdown resulted in greatly reduced traffic through the village. However, some drivers used this as an opportunity to use excessive speed, and are continuing to do so. It was agreed that speed reduction measures be discussed at the next meeting. Evidence will need to be collected to support any requests (it was noted that a previous Speedwatch initiative failed due to lack of volunteers). All applications for speed reduction devices go to Highways. Areas of particular concern are along Fishers Lane close to the A603 and approaching the village from Barrington.
 - Mr Dexter Wright runs a private, keep-fit enterprise on the recreation ground and invited questions from Councillors regarding his activities. He confirmed that whilst he currently uses the pavilion for storing equipment, he could continue his business without access to the building if necessary.
- 124/07/20** **Minutes of the meeting held 20th May 2020:** Minutes of the meeting were proposed as a true record by Cllr Healy, seconded by Cllr Tyndall, all in favour. Signed by Chair.
- 125/07/20** **CCC Report:** Cllr Kindersley's report was circulated.
Covid related issues:
- Residents who should shield are to be encouraged allow themselves to be listed on the SCDC register in case of a further spike in COVID 19. Bedford, St Neots and Huntingdon are still 'hot-spots for disease transmission.
 - Libraries are due to re-open shortly with select-and-collect service.
 - Schools are due to re-open to all pupils from September. School transport is being reviewed based on expense and need.
 - CCC has a deficit of approximately £13m which may not be reimbursed by the Government. This will affect services.
- Cllr Healey observed that complacency regarding Covid-19 is dangerous. Cllr Kindersley agreed that the main cause of spread is individuals who do not adhere to Government guidance regarding lock-down and distancing etc.
- Non-Covid related issues:*
- New CCC HQ in Alconbury is over budget and behind schedule. The ambition for 0% carbon emission by 2050 is also unlikely to be achieved as the new building will only generate 40% of its energy needs, and there are only 20 electric car charging points.
 - Schools are being encouraged to engage with Peterborough University.
 - Allocation of the Community Fund is now complete for the year. He suggests someone from CCC speaks to Councillors regarding application for new recreation ground grants. Cllr Kindersley emphasised the need to approach multiple grant and funding bodies.
- Cllr Healy reported that funding applications to the Football Association could be for a maximum of £10,000. No progress has been made with an application as yet (if the football club are promoted the maximum grant application increases).

126/07/20

SCDC Report:

- SCDC are currently looking at the call for sites as the first stage of the Local Plan. There are many further stages which are reviewed regularly.
- The financial impact of Covid-19 has not been as severe as in some other local authorities due to Council investments.
- The Council are looking at joint ventures with housing organisations.
- An issue regarding a low hanging telephone line has now been resolved, with SCDC cutting the low hanging line.
- Cllr Szembel asked Cllr van de Weyer to pass on thanks for all the hard work undertaken by Council members during the Covid-19 situation. The dedication by SCDC has been impressive.

127/07/20

Planning

A decision on whether a planning meeting is needed in August will be made in due course.

128/07/20

New Recreation Ground

- A tender document for drainage work should be sent out. The tenders will be considered by a working group comprising of Cllrs Healy, Gould and Szembel and decision to be finalised at the meeting on the 2nd September. It was suggested that Parson Consulting Engineers supervise the work, which will involve a minimum of 4 visits during construction and a visit 12 months after completion. Their fee will be £1,597 plus vat (£300 per visit) plus £55 per hours plus mileage for any additional visits. This was proposed by Cllr Tyndall, seconded by Cllr Gould, with all in favour. **ACTION:** Cllrs Gould, Healey and Szembel)
- A Planning Application has been registered and a Planning Officer will now be appointed.
- Temporary fencing must be completed after the drainage work and within 6 weeks of the land the transfer. A request for quotes has gone out to 3 local contractors (Buchans are currently the only company which has responded). The approximate cost will be £1,600 plus VAT. The fence will comprise timber posts and 3 strands of wire which will mark the boundaries. Due to time restrictions this needs to be actioned as quickly as possible. Proposed by Cllr Healey, seconded by Cllr Morris-Lowe, all in favour. **ACTION:** Cllr Bunnett
- Funding from Cambridge County Council has now closed. The opening date for the next round should be clarified and contact made with the Grant Office to ask for assistance with application. **ACTION:** Sally Walmsley

129/07/20

Recreation Ground and Pavilion

- Repairs to the kick wall are in hand. **ACTION:** Clerk
- Notices regarding anti-social behaviour are to be placed in the pavilion, and 'No smoking' signs are to be displayed on the tennis courts. **ACTION:** Clerk
- Pavilion repairs have been completed. There are some issues regarding sealant. Cllr Bunnett will inform the Clerk, so it can be followed up with the contractors. **ACTION:** Cllr Bunnett, Clerk
- The long-term future of the pavilion needs to be considered, and the need for exterior re-decoration next year. This will be included in 2021 budget discussions. **ACTION:** Clerk

130/07/20

Opening up the facilities on the recreation ground

- The play equipment has been cleaned and the area risk assessed for safety and re. Covid-19. Risk assessment documents are on the website. The area is ready for re-opening.
- A risk assessment has been made of the Pavilion – some minor amendments are required. People are walking into the building and signage needs to be erected. This will enable both the panier market and youth club to re-start. As there will be a gap of more than 72 hours between uses a deep clean is not necessary – surface cleaning only will be needed. Attention will need to be paid to maximum numbers – 16 (to be confirmed). The youth club has a limit and a booking-in system so can be monitored. The organiser of the pannier market will be advised, but it was noted that this is an outside event with access to the building for stallholders only. **ACTION:** Cllr Bunnett, Clerk

131/07/20

Covid-19 Update: A second spike is anticipated, but everything is anticipated to be in place to react if and when necessary. Cllr Szembel thanked everyone for all the help they have given over the last few months.

132/07/20

Village welfare matters:

It was noted that that there has been arise in both anti-social behaviour and drug use amongst the young people in the village. Attempts to curtail nefarious activities in the village hall car park and clunch pit have been partially successful (installation of bollards). Increased youth activities in Meadowcroft have been reported to the Police will now include the area on their check list.

Village-based summer activities may help with this problem but funding will be required. Cllr Healey has offered free tennis coaching but no-one has taken up this opportunity as yet.

It was suggested that Wayne Talbot be asked to co-ordinate summer funded activities by up to £1,000 from S106. Clerk to check if S106 funding can be used for this. All expenditure to be approved by Cllr Szembel and Cllr Bunnnett. Proposed by Cllr Szembel, seconded by Cllr Bunnnett, all in favour. **ACTION:** Clerk

Options to reduce speeding in the High Street (see also item 123/07/20 above) were discussed (speed bumps, chicanes, speed signs). It was noted that speed bumps cause damage to cars over the longer term regardless of speed. Further discussion to take place, including with Volac and Encora. Clerk to explore options, and Cllr Healey to be involved in any meetings arranged.

ACTION: Clerk and Cllr Healey

133/07/20 Clunch Pit Management Trust:

- Recent repairs to the beacon were not completed satisfactorily. Clerk has contacted SCDC with regards to ownership, as the Parish Council have never officially taken over the ownership of the Beacon. This fact was agreed by SCDC who are presently looking into the matter. As the Parish Council never agreed to taking over the ownership the repairs, now needed, will need to be completed by SCDC and then the documentation for the Parish Council to take over the ownership will be forwarded to the Parish Council. There is also the question of insurance and the Parish Council will need the costings from SCDC in order to complete insurance documentation. The beacon will be added to the Parish Council asset register. **ACTION:** Clerk
- Natural England have approved the annual payment of £900 to help clear the site.
- A quote has been received for maintenance works for the paddock; this includes overgrown nettles, removal of old fencing and to reseed to paddock area. Cllrs Bunnnett, Gould and Morris-Lowe to discuss the best course of action. Decision to be made at the September meeting.

ACTION: Bunnnett, Gould, Morris-Lowe

(Cllr Healey left the meeting: 21.27)

- Further quotes are needed, although no action can be taken at the moment. Acceptance of quote can be deferred until August/September. Cllrs Morris-Lowe, Gould and Bunnnett to action.

ACTION: Cllrs Morris-Lowe, Gould and Bunnnett

(Cllr Tyndall left the meeting: 21.33)

134/07/20 Chapel Orchard: nothing to report.

135/07/20 Village Hall:

- Redecoration completed and the building now looks very smart
- BT turned up on 23rd June but could not install landline due to cabling difficulties.

136/07/20 Village Hall Car Park: Bollards have been installed which Cllr Morris-Lowe is currently locking/unlocking. The Clerk is to arrange for relevant signage. **(ACTION:** Clerk)

137/07/20 Trees: There is interest from the village for the acquisition of free and subsidised trees. There may be a grant available from October for between £1,000 and £1,500 for tree planting however siting new trees would need further discussion (including the option to purchase some land - Cllrs Morris-Lowe, Bunnnett, Szembel and Gould are in favour of potential land purchase). Cllr Gould will make further investigations into grants, stipulations regarding planting, and local organisations who would like to be involved (e.g. the youth club would like to be involved in any biodiversity projects).

ACTION: Cllr Gould

138/07/20 Staff:

- Due to an admin error the Clerk has not been receiving the 2019-2020 NALC salary for their grade – SCP26 (also applies to temporary and assistant Clerks). It was proposed that a back payment (from April 2019-April 2020) be made to cover the shortfall. Proposed by Cllr Bunnnett, seconded by Cllr Morris-Lowe, all in favour. **ACTION:** Clerk
- New NALC Clerk salary scales effective from April 2020 are expected shortly.
- It was proposed that the Caretaker salary be in line with SCP1 (£9.02 per hour), and their contract reviewed through the appraisal process. Proposed by Cllr Szembel, seconded by Cllr Morris-Lowe, all in favour. This to take affect from August 2020. **ACTION:** Clerk

139/07/20 Financial Matters:

1. Financial Statements for July

2. Payments and Additional payments for June (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)

