

**ORWELL PARISH COUNCIL  
MEETING OF THE PARISH COUNCIL  
AGENDA**

Clerk: Mrs J.E Damant  
Parish Office, Sheltered Housing Scheme  
Elin Way, Meldreth SG8 6LT  
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**To members of the Council:**

You are hereby summoned to remotely attend a meeting of Orwell Parish Council on 15th July 2020 at 7.30 pm by video conferencing link, pursuant to the Regulations under the Coronavirus Act 2020 relating to the conduct of local authority business by remote attendance.

**To members of the Public:**

You are invited to remotely attend a meeting of Orwell Parish Council on 15th July 2020 at 7.30 pm for the purpose of transacting the following business. The meeting will be conducted by a video conferencing link. If you wish to remotely attend please use the link:

Judy Damant is inviting you to a scheduled Zoom meeting.

<https://zoom.us/j/97469443559?pwd=NmNzMjQwcmNGUDdnVytpRHZZTThuQT09>

Meeting ID: 974 6944 3559

Password: 861394

If you also wish as a remote attendee 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 the email or letter to the Clerk in advance of the meeting. The further arrangements are noted below in the item "Public Participation".

Clerk: \_\_\_\_\_

Date: 9<sup>th</sup> July 2020

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- 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
- 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:
- 123/07/20**      **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.
- 124/07/20**      **Minutes of the meeting held on 17<sup>th</sup> June 2020**
- 125/07/20**      **CCC Report:**
- 126/07/20**      **SCDC Report:**
- 127/07/20**      **Planning:**
- 128/07/20**      **New Recreation Ground:**  
Appoint Parsons Consulting Engineers to check the drainage works during construction.  
Planning application has been submitted.  
To appoint contractor to erect temporary fencing.
- 129/07/20**      **Recreation Ground & Pavilion:**  
Play equipment: Clerk has contacted Dan Pellatt with regards to cleaning the equipment, once this has been done notices will be put up with regards to reopening. Risk Assessment had been completed and will appear on the website. Once all this has been done the play area can reopen.  
Play equipment has been checked  
Pavilion: Update on repairs  
Kick Wall: Update  
Notices with regards to Anti-social behaviour: these to be placed on the pavilion and 'no smoking' signs on the tennis courts – update  
Defibrillator has been checked

- 130/07/20 Opening up the facilities on the Recreation Ground:**  
 Play equipment has been covered in previous item.  
 Pavilion Risk Assessment has been completed  
 Pavilion: Mr W Talbot would like to resume the youth club.  
 Pannier Market: Facilities to run the pannier market on a monthly basis.
- 131/07/20 Covid 19**  
 Update
- 132/07/20 Village Welfare Matters:**  
 Report from Cllr Szembel
- 133/07/20 Clunch Pit Management Trust (CPMT):**  
 Notice with regards to sheep have been put up.  
 Clerk has ordered new notices with regards to risks.  
 Beacon: The Clerk has contacted SCDC for a letter of ownership that SCDC were supposed to send to the Parish Council after they had made the repairs to the beacon.  
 Cycling issues
- 134/07/20 Chapel Orchard:**  
 Update
- 135/07/20 Village Hall:**  
 Village Hall has now been refurbished and the Chairman of both the Village Hall and Parish Council have inspected the work and are pleased with the work carried out. Mr M Collins has paid the contractor and the Parish Council to now reimburse Mr Collins the £5000.00 which was agreed by the Parish Council for refurbishment of the Village Hall.  
 Installation of the ariel mast at the village hall: Mr Andrew Pulham very kindly liaised with regards to this project, however there appears to have been a setback due to BT.
- 136/07/20 Village Hall Carpark:**  
 Bollards have been installed and 4 keys have been distributed to Cllr Morris Lowe, Caretaker and the two householders near the track. Clerk has the remaining keys which will be given out to members of the Village Hall, and spares will be kept in the parish office.  
 A letter has been written and sent to the householders  
 Clerk to keep a record of who the key holders are.  
 Clerk has ordered signage with regards to the bollards.
- 137/07/20 Trees:**  
 Discussion of the possibility of planting trees in and around the village.  
 Mulberry Tree: Does this need pruning, if so clerk to contact Acacia and the ground beneath needs clearing. Would WOW be able to help with this?
- 138/06/20 Staff:**  
 Clerk and assistant clerk have been paid on the wrong scale for 2019/20. This will be corrected as of this month to the correct hourly rate.  
 Reimbursement for underpayment, if agreed to be reimbursed in next month's salary.  
 Caretaker's salary to be increased to be in agreement with the SCP scale.  
 Caretaker's appraisal.  
 Clerk's appraisal
- 139/07/20 Financial Matters:**  
1. Financial Statements for July  
2. Payments and Additional payments for July (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 already made:**

Payee	Amount £	Vat £	Description	Power
Artisteel	114.00		Pole for mobile reception at the village hall	TCA 1986

### **Payments awaiting authorisation**

<b>Payee</b>	<b>Amount £</b>	<b>Vat £</b>	<b>Description</b>	<b>Power</b>
Salaries, HMRC, Pension	Confidential	0	Employees payments for June	LGA 1972 s112
Mr M Collins	5000.00	0	Reimbursement for village hall payment	LGA 1972 111
Haven	290.68	47.24	Street Lighting	PCA 1957 s3
Buchans	795.60	132.60	Grass cutting and weed treatment for burial ground, recreation ground and carpark	OSA 1906 s9/10
Cllr Bunnett	256.00	0	Reimbursement for planning application	LGA 1972 s111
Eon			Electric for the pavilion	LGA 1972 s111
Zurich	1030.43	0	Insurance	LGA 1972 s111

**Insurance:** The Parish Council were originally with Suffolk Acre but this was handed back to Zurich due to the claim being made on the pavilion. The Parish Council originally had a three-year payment with Suffolk Acre but this may now not be valid and it is back to an annual payment with Zurich. At the time of the agenda going out the Clerk is presently getting confirmation on this.

**139/07/20**

**Audit:**

Internal auditor has signed the audit.

**140/07/20**

**Correspondence and Clerk's Report:**

It was reported to the Parish Council that there was a cable which had come down and was hanging across the road at Meadowcroft Way. This was reported to SCDC Housing, CCC Highways and BT. Nobody took ownership of this cable and it was also not UK Power. However, SCDC sent out their emergency crew to look at the situation. It was not a life line to any of their properties but they took the decision to cut the wire as it was felt it was too dangerous to leave as was. The Clerk would like to thank Lesley and Lisa from SCDC along with their other team members who kindly addressed this situation.

There is nothing to report on the 75 bus as no response has been received.

**141/07/20**

**Councillors' Reports and Areas of Responsibility:**

**142/07/20**

**Next Meeting:**

Is there to be a meeting in August?

**143/07/20**

**Agenda items for the next meeting:**