

ORWELL PARISH COUNCIL
unAPPROVED MINUTES OF ORWELL PARISH COUNCIL

A meeting of Orwell Parish Council was held in the back room of the Village Hall on
15th July 2015 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**), Mr A Pulham (**AP**), Mr D Rees (**DR**), Mr N Szembel (**NS**) and

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

Guest Speaker: Sue Bridge (Davidsons Development Ltd) and Greg Shaw (Pegasus Planning) presenting possible housing scheme for Hurdleditch Lane.

- 098/07/15 Apologies for Absence:**
CH will be late as he is attending the SCDC Parish Planning meeting at Cambourne on behalf of the Parish Council.
- 099/07/15 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:**
ML declared a personal interest in item 112/07/15 as she is a member of the choir.
- 100/07/15 Public participation: for up to 15 minutes members of the public may contribute their views and comments to the Parish Council.**
There were 5 members of the public in attendance.
Mr Greg Shaw, Mrs Sue Bridge and Mr Peter Moore introduced themselves to the meeting. Mr Moore is the land owner's representative. Mr Shaw and Mrs Bridge gave a presentation on the proposed development on Hurdleditch Road adjacent to the primary school which will consist of 40-60 mixed development dwellings. The development consists of 3 hectares and is approximately 1/3 of the field.
Q. What is the justification of the development and it is outside the village envelope?
A. The district needs more housing and with the LDF at the moment it is possible to put a mixed housing development as long as it has 40% affordable housing within the mix outside the village envelope.
Q. Will the remaining land be developed?
A. Not at the moment
Q. How will they address the sewage and drainage concerns for this area?
A. They are still looking at this and will work with Anglian Water and a Flood Risk Assessment will be carried out.
Mrs Bridge's informed the meeting that they have already had talks with the school and have witnessed the difficulties concerning vehicles in this area during dropping off and picking up times for the school
Q. Would there be a pedestrian link with Brookside?
A. This would be desirable however the track is not part of the plan which they would need to access as this belongs to a different land owner.
Q. These developments have to have renewable energy as part of the development what would it be?
A. This depends of the site location but it is envisaged that this site would have roof solar panels.
Q. It was raised that the recreation ground would not be large enough would it be a possibility to move the development back so that the recreation ground could be enlarged?
A. This has not been considered but will be reported back to the land owner.
Q. Would the development be sustainable?
A. It will be and they are looking at the village amenities. S106 funding would be given appropriate to the development and the villages needs.
Q. Affordable housing need is this local or district wide?
A. There is a 40% district need.
Mr Kenyon handed over his photographs of parish furniture to the Clerk.
Mr Kenyon also mentioned that the tender for the Mulberry Tree prop will need to be redone. He also mentioned that the new gates at the church are proving difficult to open from the church side, it would be advisable to have a double sided latch. Clerk to arrange.

Action: Clerk

- 101/07/15 Minutes of the last meeting 17th June 2015:**
The minutes were proposed by MC, seconded by DR agreed by all. The Chairman then signed the minutes as a true record.
- 102/07/15 CCC Report:**
There are a lot of planning applications coming through due to the changes in the Local Plan
The new timetable is now available for the No. 75 bus.
A letter has been circulated from the Boundary Commission concerning boundary changes.
The Local Highways Initiative (LHI) have now been sent out to parish councils.
- 103/07/15 SCDC Report:**
1. Volac Parking – there is no update on the car parking situation at Volac.
2. Cross Lane Close – damage to footpath. Cllr Van de Weyer is still looking into this.
Other items:
- SCDC will shortly be undergoing their own boundary review.
 - SCDC has now agreed to share services with Cambridge City and Huntingdonshire in three areas: legal, building control and ICT. This is due to start in October 2015.
 - SCDC are in the early stages of a boundary review. The total number of councillors will be reduced, this may result in either 3-member wards with elections every year or 1-member wards with the whole council elected every 4 years. There is to be a public consultation with a view to an election of the whole council in 2018.
- 104/07/15 Article 4 Directions to remove permitted development rights from public houses:**
Orwell received 9 nominations to protect The Chequers.
WT still to meet with the landlord.
- 105/07/15 Orwell Bulletin:**
Nothing to report, a new editor is still being sought.
- 106/07/15 Co-option of New Councillors: This item was moved to the top of the agenda.**
Mrs Marilyn Lawton
It was proposed by WT to accept Mrs Lawton, seconded by MC all agreed. Mrs Lawton then signed her acceptance of office and agreed to abide by the code of conduct, witnessed by the Proper Officer.
- 107/07/15 Planning: WT, CH, AP, MC and DR (*Town and Country Planning Act 1990 schedule 1, paragraph 8*) (Full planning minutes are available from the Clerk).**
There is no planning meeting.
- 108/07/15 Indemnity Forms:**
13 Hurdleditch Road S/2379/13/FL. S106 contributions for Open Public Space £14,134.88; Community Facility Space £6,417.24 and Public Art £8,400.00.
It was proposed by AP, seconded by MC and agreed by all that Mr W Talbot and Mr C Hoptroff sign the indemnity forms witnessed by the Clerk. Form to be sent back to SCDC.
Action: Clerk
- 109/07/15 Development Proposal on Hurdleditch Road (next to the primary school)**
Concerns were expressed regarding the drainage in this area. The brook would not be able to cope with any more water. It was suggested that **Sustainable Drainage System (SuDS)** would be introduced this is a type of soak away.
The recent housing development on Hurdleditch has rented out all the rental properties and most of the shared ownership have been assigned.
Cllr Kindersley also suggested that Orwell contact Cambridgeshire Acre to enquire what the housing need is for Orwell.
Action: Clerk
It would be advisable to plan for the worst case scenario as there is limited time to put a 'plan of action' together once they have submitted the plans. Feedback from residents is also needed. Cllr Van de Weyer stated that Village Envelopes are not strong enough to protect further development; however, sustainability and the impact on the landscape need to be considered.
To be discussed further during the next planning meeting scheduled for the 29th July in the Pavilion, it was also suggested to invite the school to attend to put forward their response to the development.
Action: Clerk

NS noted that the only provision for excess foul water run-off contained in the presentation concerned run-off from the hard landscaping, a point repeated by the presenters, and for which they had made contingent provision. The presentation made no provision to address the on-going sewerage problems suffered by the village with current demand, let alone from the increased demand created by an additional c60 housing units. It appeared that the developers were not aware of this issue before the meeting and were hearing about it for the first time.

110/07/15

LDF:

New local plans are being prepared by SCDC and Cambridge City for the Greater Cambridge area. The council have considered the matters raised by the Inspectors and are addressing those issues. There is also to be a public consultation.

Along with this there is also correspondence with regards to the joint housing trajectory and five-year land supply, which is a particular issue in South Cambs. For further information -

www.scambs.gov.uk/local-plan-examination

AvdW reported on the Local Plan – The Council has written back to the Local Plan Inspector saying that they will do the work required to demonstrate that the Green Belt Policy and the New Settlement Policy are robust. They are also going to review the housing numbers needed. Work will be completed by October 2015 and there will then be a public consultation. In the meantime there will be speculative development applications being submitted to planning.

NS enquired if SCDC can, through the law courts, be able to challenge the Inspectors decision? AvdW would think this unlikely but he will make the enquiry.

Action: AvdW

CH reported as he had just attended the Parish Planning meeting where this had been discussed. The revised plan at the earliest will be completed in the summer 2016 and till then parishes will be exposed to speculative development proposals, till then applications will be judged **each on their merits but** will probably all go to appeal. The Inspector does not need to be transparent and is not responsible to parliament. At the moment Cllr Robert Turner (SCDC) has been putting the case to parliament.

Out of all the Local Development plans submitted **across England** 80%, including SCDC, were not approved and out the 20% of those originally approved some are now being refused this has now put doubt in the whole system.

It was suggested that a letter be written to Heidi Allen MP putting Orwell concerns on this whole process. WT to draft a response.

Action: WT

111/07/15

Local History Group and Website Development:

Mrs Miller will meet with the Clerk, at the moment the clerk has been unable to post minutes onto the Orwell Past and Present website.

Action: Clerk

112/07/15

Financial Matters:

1. Financial Statements for July

2. Payments and Additional payments for July

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

Salaries	£922.41	salary	LGA 1972 s112
Inland Revenue	£145.91	PAYE/NI	LGA 1972 s112
MPC	£ 90.00	office rent	LGA 1972 s111
S Baker	£400.00	Grass cutting ORCA/BG and hedge for June	OSA 1906 s9/10
B Huett	£130.00	Internal auditor	LGA 1972 s111
Additional Payments			
Salaries	£922.41	August salaries	LGA 1972 s112
Inland Revenue	£145.91	PAYE/NI for August	LGA 1972 s112

3. Deposits: None

4. Financial Assistance from Orwell Singers.

ML abstained from the discussion.

CH proposed that the Orwell Singers should apply to the Community Chest Grant (SCDC) as this is the type of project they give funding for. Clerk to inform them.

Action: Clerk

DK enquired about what funds the parish council hold. The Parish Council are presently holding funding obtained from the Solar farm and have some S106 money from previous developments (£904.38), this is however going to be increased see item 108/07/15.

- 113/07/15 Consultation on the revision of Cambridgeshire's Strategy for Flood Risk Management:**
It was agreed by all to submit the letter. **Action: Clerk**
- 114/07/15 CCC Street Lights:**
The contract is being processed and should be with the Parish Council soon, insurance can then be obtained. **Action: Clerk**
- 115/07/15 Solar Farm (Community Benefit Money)**
Terms of Reference – WT thanked AP for all his work on putting this document together. AP thanked all councillors for their support and feedback. AP suggested putting together an advisory group. AP and NS will begin the process. **Action: AP/NS**
- 116/07/15 Community Chest Grant:**
AP reported that Mr Leigh Kosta was unable to attend the site visit but he did give some feedback on replacing the matting. It was suggested that as this may now be a larger project than just replacing the matting it would be advisable to not pursue the grant as there will now be S106 funding available. WT suggested that he meet again with other users of the recreation ground to see what equipment they would like. The equipment, as reported in previous meetings, is looking tired and a decision needs to be made on replacing it. Clerk handed some brochures to AP. **Action: WT/AP**
- 117/07/15 Recreation Ground:**
- Play equipment monthly inspection
- The boat has now been removed, WT thanked MC for overseeing this. (see item 116/07/15)
- 118/07/15 Grass cutting Tenders:**
The tenders were looked at and it was proposed by CH to offer the contract to Herts & Cambs Ground Maintenance Ltd for a term of one year, seconded by DK. A vote was taken with 7 in favour and 2 against.
- 119/07/15 Redevelopment of the Recreation Ground:**
Pending outcome of proposed housing development.
- 120/07/15 Correspondence and Clerk's Report:**
Tennis courts- lines have now been painted by the tennis club. Photos of the cracks in the tarmac to be sent to Anglian Midland.
Church gates – gates have now been erected
Bassingbourn Village College will be applying to become an Academy
Transparency Code – training to take place in September.
The signed contract for the Solar Farm at Hoback has now been received.
Training – a one day councillor training session is being arranged for October 2015
Cambridgeshire Community RePaint run by Cambridge Community Reuse and Recycling network (CCORRN) – cheap or free paint available for Parish Councils and community groups. There is a monthly draw for free paint to community groups who are looking to improve their local environment and facilities. Document emailed to councillor's – are there any other organisations who may benefit from this. Village Hall, Pavilion, Methodist Chapel.
Local Highway Improvement Initiative (MHI) - has been circulated and will be on the agenda for September. Possible ideas needed.
Ditch (brook) near pavilion – this is owned by SCDC which is why they maintain it and not the Parish Council, have emailed Pat Matthews (SCDC) to see when the next clearance is due. There are chairs in the brook and a lot of debris around the pavilion which could be tidied up.
- 121/07/15 Village Maintenance:**
Public Rights of Way (CCC): – There will be 3 cuts this year (June, August and a third Optional cut around October). Contractors are presently cutting to catch up as the contract was late in coming about. This is a two year contract. Dates for 2016 are May, July and optional third cut in September/October). Clerk to obtain map from Dennis Vacher (CCC) and send to DR. **Action: Clerk**
Ditch at Lordship Close: Response received from Debbie Barrett (SCDC). They will cut the ditch on 7th August and then monitor the situation regarding the rats.

122/07/15

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

Passed the Village Hall financial statement to the Clerk.

CH

Reported that the Community Right to Bid was discussed at the Parish Planning meeting and parish councils need to be more proactive. CH will circulate a report to be discussed at the next meeting.

Neighbourhood Plans need to be re looked at.

SCDC Planning Department would like to go paperless, this was met with mixed emotions and parish councils do not have the technology or the money to purchase such items in order to print of the large maps.

WT

Will be meeting on the 21st July with volunteers to relaunch the Youth Club and Youth Parish Council. There may also be support from CCC to assist in its policies.

WT reported that due to work commitments he would like to leave the day to day running to the vice chairman, CH has agreed to carry this out and will step down from his other responsibilities apart from the clunch pit.

Heidi Allen (MP) would like to submit an article in the Orwell Bulletin, WT sees no reason as long as it is a update on village matters and non-political. Clarification to be sought by CAPALC.

Action: Clerk**DR**

Has met with Mrs Miller to see how the website communications can be improved.

Action: DR

The footpath adjacent to the church needs cutting back.

DR will be away so the burial ground key will be handed to CH.

123/07/15

Agenda items for the next meeting:

Clerk's appraisal

Terms of Reference

Community Right to Bid (Article 4)

124/07/15

Clerk's Holiday Cover:

Clerk will be out of the office from 27th July until 17th August.

All planning applications to be sent to CH during the clerk's vacation period.

Funeral arrangements – clerk will notify all funeral directors to contact DR and CH

There being no further business the Chairman closed the meeting at 9.40pm. The next meeting will be on 16th September 2015 in the Back Room of the Village Hall.
Planning meetings will still take place as and when called in August.

Chairman

Date

For the avoidance of doubt the only legally acceptable version of the Minutes of Orwell Parish Council are those signed in Public Meetings by the Chairman. They are available for public inspection from the Clerk.