

Orchard Park Community Council

Minutes of the meeting of the Community Council held on Wednesday 14th December 2016 at 7pm
at the Community Centre, Orchard Park.

Present: Councillors, Y Macaulay (Chair), R Nixon (Vice Chair), A Chan, C Hosmer, F Oboloje and E Meschini

In attendance: V Wood (Clerk), L Owen (Centre Manager), County Councillor D Jenkins and one member of public (who arrived at 7.05) in attendance.

CC16/111 To receive and approve apologies for absence: Apologies received and accepted from Cllr Brenton and Jawadwala, County Councillor M Mason and District Councillor N Davies, No other apologies received.

CC16/112 Disclosures of Interests – There were no disclosures of interest.

CC16/113 Public Participation: There were no members of the public present at the time of this agenda item.

CC16/114 Minutes, to agree minutes of the meetings on 9th November 2016: The minutes for the meeting held on 9th November 2016 were considered; Cllr Hosmer proposed that they be signed as true record, motion seconded by Cllr Oboloje, all in favour, minutes signed. No matters arose.

CC16/115 To receive reports from District and County Councillors:

A report from County Councillors is received and noted: Cllr Jenkins added that there had been two important changes to note which arose from the last County Council meeting. i) Some of the previously cancelled gritting routes have had to be re-instated as they are school bus routes, this will have an impact IRO 500K, also the decision to cut the street lighting in Histon & Impington during the night has had a detrimental effect, these will also be re-instated and will cost a similar amount meaning a further 1 million from the budget will need to be found. Cllr Jenkins noted that we had applied for a HLII grant and offered assistance with the application or presentation if the need arose.

No report from District Councillors is received: In the absence of a District Councillor at the meeting the Chair asked for any questions to be directed through the Clerk by e-mail.

CC16/116 Centre Manager: The Centre Manager report is received and noted, which included:

- i) **Facilities usage including new business usage and monitoring:** The report outlined the Centre usage for November as IRO 1600 across the whole Centre, which is slightly less than that recorded in October. The CM has managed to get sure start children centre to send a worker once a

month in January and work alongside the parents and us to make the children's morning a community lead project. Further discussions on how to continue the group in the New Year will take place.

- ii) **Facilities maintenance needs and contracts:** The report outlined the maintenance for both facilities during November which included the scheduled planned maintenance on the boiler at the sports centre and the upland maintenance on the Community Centre dish washer.
- iii) **Community groups and issues update:** The report advised the issues with the Monday morning children's group are partly resolved with input from SureStart and the parents using the group. CM has been in conversation with the church group regarding the new suggested price structure and the group have decided to stay with us.

CC16/117 Community Development: Which included -

- i) **Feedback on Christmas events** - Members were updated with feedback from both the Christmas Market and the Light switch on. Although the Crafts and Carols for the light switch on were very well supported, turn out on market day was very poor. The future for Market events need to be considered carefully.
- ii) **Summer Fiesta 2017** – Members are updated with the discussions which took place at the Fiesta Committee meeting earlier today, date for next year's event is still to be confirmed.

CC16/118 Clerks Report: A report from the Clerk is received and noted which included:

- i) **General correspondence:** Correspondence received regarding anti-social parking on Ring Fort Rd from guests at the Premier Inn is received advising of large coaches and Lorries creeping back on to kerbside locations, there is on-going communication between the Clerk, residents and the Premier Inn to resolve. One resident has been in touch regarding the windows in the new flats facing out onto Chieftain Way from 'site B' he was under the impression that there was a planning condition for the windows to be opaque, Clerk to investigate. **Action:** Clerk.
- ii) **Grounds Maintenance:** The Clerk met with the contractor to discuss the 2017/18 Grounds Maintenance, there were areas of maintenance such as the leaf collection and the wild life area which are not on the current contract, the Clerk has asked for quotations.
- iii) **Website/media update:** Cllr Chan asked for the password to be reset to enable him to access and maintain website. **Action:** Clerk
- iv) **Pending land transfer:** No further update received.

CC16/119 Anti-Social Parking and Traffic Management: to include –

- i) Review of current measures – No further update.
- ii) Update on LHII application for implementing safety measures outside the school - The IHLL grant application is complete and has been

acknowledged. We await further instruction.

- CC16/120** **City Deal:** Cllr Meschini updated Members, advising that the Histon Rd workshop has not completed resolutions and is still ongoing.
- CC16/121** **Policing and Crime prevention:** Cllr Chan advised Members that there had been structured changes and we have a new PCSO starting in January. Our current PCSO did attend the OPCC Christmas Market giving away leaflets on crime prevention and safety measures which was well received. The Neighbourhood watch window stickers have arrived and we are awaiting an update on the lamppost signage. **Action:** Clerk to chase. A general discussion took place thereafter regarding local crime and statistics.
- CC16/122** **Proposed Sports Facilities Extension:** Further surveys are completed and invoices received, payment allocated from reserve funds. Application to submit to tender approved, further details of which to be announced at the January meeting.
- CC16/123** **Planning Committee:** The draft Minutes to the meeting held on 28th November are noted, no matters arising.
- CC16/124** **Finance**
- i) **Payments:** Payments for November 2016 considered, clarity requested on the payment to 'Green Roof' and that of the printing costs, the Clerk offered a full explanation of these charges which is accepted, Cllr Obologe proposed they be approved, seconded by Cllr Meschini, all in favour, payments duly signed.
 - ii) **BCR:** Suggestions for virement on certain overspends noted for discussion, referred to Resource Committee for referral back to Full Council.
 - iii) **Budget:** Members noted the updated budget figures and the provision for Precept currently showing an increment needed of approximately 1%. The Budget provisions and estimated increase in Precept are to be published in the January Newsletter to allow comment from residents prior to our meeting on January 11 where Precept may be set.
 - iv) **Audit:** Note any update received from external auditor regarding query raised – No update received at time of meeting.
 - v) **VAT:** Members are asked to decide on the appropriate date for the VAT registration to commence – a brief discussion arose and being mindful that Sports Centre users will need to be given notice of the introduction of VAT to their booking invoices a date of the 31st January is proposed. All Members in favour.
 - vi) **December Pay:** Staff have requested an early pay date for December to be in line with other Councils. Cllr Hosmer proposed the pay date be set for 22nd December, seconded by Cllr Nixon, a vote of all in favour is recorded.

(Members of the public are requested to leave the meeting room before personnel issues can be discussed)

CC16/125

Personnel

Staffing: Update on Staffing issues: - No update received.

The meeting closed the at 8.55pm

Sign.....Chair

Date.....