

Orchard Park Community Council

Minutes of the meeting of the Community Council held on Wednesday 8th March 2017 at 7pm at the Community Centre, Orchard Park.

Present: Councillors, R Nixon (Acting Chair), A Chan, F Oboloje, E Meschini, C Hosmer and Q Jawadwala.

In attendance: V Wood (Clerk), L Owen (Centre Manager), District Councillor C Cross and County Councillor M Mason, Mike Davies, (team leader, Cycling projects, Cambridgeshire County Council) in attendance.

CC16/157 **To receive and approve apologies for absence:** Apologies received and accepted from Cllr's Y Macaulay (Chair), Brenton, and County Councillor D Jenkins. No other apologies received.

CC16/158 **Disclosures of Interests** – There were no disclosures of interest.

CC16/159 **Public Participation:** There were no members of the public present.

CC16/160 **Minutes, of previous meeting:** The minutes of the meeting held on 8th February 2017 were considered; Cllr Oboloje proposed that they be signed as true record, motion seconded by Cllr Chan all in favour, minutes signed. No matters arose.

CC16/161 **Ring Fort Path:** Mike Davies - team leader, Cycling projects, Cambridgeshire County Council; updated Members with the details of research, findings and further discussion in relation to the proposed project in creating a path leading from the Orchard Park development at Ring Fort Rd to the A14 Crossing across the embankment. Although the proposal for the ramp had been approved in 2015 there had been difficulties arising due to the route of the ramp crossing boundaries of ownership and the loss of trees and foliage in the now established wildlife area.

As a result they were now putting forward a proposal for steps to be cut into the embankment rather than a ramp which would limit access to pedestrian only. This would not be suitable for prams, pushchairs and wheelchair users; it would mean cyclists would need to dismount. Cllr Mason raised the issue as to whether the expenditure from the Northern Corridor Area Transport Scheme, generated from the S106 could be justified as only a pedestrian walk way. After a discussion Councillors wished for the following information to be forwarded in **resolution:**

- Compare plans for both ramp and steps (this item is delegated to the planning committee).
- Consider the results of the sustainability testing (once sent).
- Find out if demand is still as high and would those initially calling for the scheme be in support of pedestrian only steps.
- Look at other options for transport where the funds could be better placed.

Action: Mike Davies to forward above requested information to the Clerk.

To receive reports from District and County Councillors:

CC16/162 **A report from County Councillors is received and noted:** In addition to the County report Cllr Mason updated members with the deliberations at the Council tax meeting held on 14th February and although some matters are still only

partially resolved the 2% increasing for social care would be met. No further issues raised.

CC16/163

A report from District Councillors is received and noted: Cllr Cross added that an opportunity to save Council expenditure by combining collection services had led to the changes to the bin collection for most of South Cambridgeshire. The 3-week delay in collecting re-cycling was unavoidable, however for the first collection they were instructed that re-cycling left on the kerb-side in additional caddy's would be collected. Cllr Chan agreed to update the FB page accordingly. No further questions arose. **Action:** Cllr Chan.

CC16/164

Centre Manager: A report from the Centre Manager is received and noted, which included:

- i) **Facilities usage including new business usage and monitoring:** Members are updated new business received to the Centre and enquiries, the usage figures are also considered. Cllr Chan asked if they could be presented in table format so that Members had a comparison from month-to-month he noted that it would also be useful for the income figures to be shown in a similar way. **Action:** Centre Manager.
- ii) **Facilities maintenance needs and contracts:** The parts for the Sports Centre boiler are still outstanding, maintenance for the kitchen light and toilet handle in the ladies toilet at the Community Centre are completed.
- iii) **Community groups and issues update:** Council considered two applications for community group grants both for £100. One was for the recently formed U5's group in the Community Centre; the request was for nursery music and to support the weekly healthy snacks. After consideration Cllr Meschini proposed this request be granted, Cllr Chan seconded this motion, a vote of all in favour is recorded. The second request was for the OP Wild Life group for bird boxes and feeder kits, which would be incorporated into Youth Club and Easter craft activities. Cllr Chan proposed this be approved this motion was seconded by Cllr Meschini, a vote of all in favour is recorded. **Action: Clerk.**

CC16/165

Community Development: Which included -

- i) **Update on planned 2017 events** – Feedback given to Members on the activities lead over half term and an update on planned activities for the Easter Market.
- ii) **Summer Fiesta 2017** - Members note there had been no Fiesta meeting this Month; no update to report.

CC16/165

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

- i) **General correspondence:** Members are updated with the correspondence the Clerk has received regarding the on-going issues with anti-social parking in Vales place and Ring Fort Rd, which is overspill from the Premier Inn Carpark. **Resolution:** Clerk to communicate again with the Premier Inn and discuss methods with the residents in Vale Place how best the issue may be managed amicably. **Action: Clerk.**
- ii) **Open Space and Play Areas:** The Clerk advised Members that the annual

play inspection had been completed and she was awaiting the report she would bring any action points to the next meeting.

- iii) **Note any media issues:** Members are advised that the FB page is capturing a wider audience Cllr Chan suggested we pay the nominal fee for blanket advertising, all in favour. **Action:** Cllr Chan.
- iv) **Broadband:** Members are updated that the capacity at Cabinet 21 has now been upgraded and residents can apply to their broadband provider to sign up with super-fast fibre broadband.
- v) **Grounds Maintenance:** Members considered the quotation from our current service provider and noted that the increase is only due to adding a service and area to the existing contract, Cllr Jawadwala proposed that we renew the contract for a further year Cllr Hosmer seconded the motion, a vote of all in favour is recorded. **Action:** Clerk.

CC16/166 **Anti-Social Parking and Traffic Management:** to include -

- i) **Update on LHI application:** We are still awaiting the outcome for the committee decision, expecting to hear after 14th March.
- ii) **Anti-Social parking in Ring Fort Rd and Vales Place:** Covered in Clerks report.
- iii) **Note any further reported issues:** None to report.

CC16/167 **City Deal:** Cllr Meschini updated Members, all the resolutions are completed and submitted, the report will be released in June 2017, negotiation's will be considered but funds will need to be spent within the guidelines.

CC16/168 **Policing and Crime prevention:** Update on progress to include:

- i) **Operation Hunter arrangements to date:** – The event organised by our local policing team is an opportunity for residents to liaise with Police and the authority regarding safety for themselves and their property. The event will be held at the Community Centre on Wednesday 29th between 5pm – 7.30pm. Cllr Oboloje urged Members to attend this and other police events, as Orchard Park needed good representation. Cllr Chan would advertise this event on FB and it would go in the March Newsletter. **Action:** Cllr Chan, Clerk/Centre Manager.
- ii) **Neighbourhood Watch progress:** Although Cllr Hosmer and Cllr Meschini were connected to watches in the development there is no clear direction for the process and procedures, it is noted that Members would establish details at the Operation Hunter event and filter through to residents.

CC16/169 **Proposed Sports Facilities Extension:** Members reviewed the tenders which had all been much higher than estimated, a discussion arose regarding how best to manage the increased shortfall, Clerk would meet with project co-ordinator (Bidwell's) to see if they could make any changes to the specs leading to a reduction in quotations and would adjust the figures on the funding applications. **Action:** Clerk.

CC16/170

Resource Committee:

- i) **Note the meeting minutes from 3th March 2017** – the meeting minutes are noted. No matters arising.
- ii) **Consider/note Committees comments on the current BCR** – No comments.

CC16/171

Finance

- i) **Payments:** Payments for February 2017 are considered, Cllr Nixon proposed they be approved, seconded by Cllr Meschini, all in favour payments approved.
- ii) **End of year Audit:** Members noted the predicted figures and provisions to proceed with the same audit facility as the previous year. Cllr Meschini proposed we proceed with the same internal auditor as previous years motion seconded by Cllr Nixon. All in favour, no further comments.

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

CC16/172

Personnel

Staffing: Update on Staffing issues to include: -

- i) **Consider arrangements for staff vacancy:** Members considered the costings for advertising in the local papers 10 x 6.5 120 words for 2 nights in the Cambridge News and all local area papers was £1,130 the price reduced to £970 for a reduction in papers and a further reduction could be made by reducing the size and number of words. Members discussed the importance of finding the right applicant for this role and considered the remaining budget for advertising. It was decided unanimously to proceed with the full advertisement and all papers.
Action: Clerk
- ii) **Note any new matters arising:** Nothing to report.

The meeting closed the at 21.37pm

Sign.....Chair

Date.....