

Orchard Park Community Council

Minutes of the meeting of the Community Council held on Wednesday 9th September 2015 at 7pm
at the Community Centre, Orchard Park.

Present: Councillors, Y Macaulay (Chair), R Nixon (Vice Chair), A Colbran and E Meschini.

In attendance: V Wood (Clerk) and District Councillor N Davies. Two members of public in attendance.

CC15/061 To receive and approve apologies for absence: Apologies received and accepted from Centre Manager Lewis Owen, Cllr's Warren, Oboloje and Brenton. County Councillors D Jenkins and Mike Mason

CC15/062 Disclosures of Interests –Cllr Colbran asked it to be noted with reference to CC15/072 i) that she lives in Iceni Way. Clerk advised this was not a pecuniary interest and granted permission to be present.

CC15/063 Public Participation: One member of the public present raised the issue of poor communication and signage over the temporary closure of Topper St play area and the unacceptable levels of litter which accumulate across the development. The Chair highlighted the provisions currently in place and noted that litter issues are to be covered in CC15/067 for consideration. **Action:** The Clerk to follow up enquiries with resident and arrange a future meeting.

CC15/064 Minutes, to agree minutes of the meetings on 12th August 2015: The minutes for the meeting of 12th August were considered. Cllr Meschini proposed that they be signed as true record, the motion seconded by Cllr Nixon, all in favour the minutes were signed. No matters arose.

CC15/065 To receive reports from District and County Councillors:

A report from County Councillors is received and noted: The Chair asked for any questions to the County officers to be passed to the Clerk.

A report from District Councillors is received and noted: In addition Cllr Davies reminded Members of the boundary review and the importance to respond. No further questions arose.

CC15/066 Finishing Works Aster and Sweetpea Way: Following a meeting between the Clerk, Lucy Frazer and Stacy Poole (Developer Eyes) on 4/09/15 the following schedule of work is acknowledged; the specifications have been passed to contractors for quotations, all quotations to be submitted by end of September 2015. Contractors will be appointed in the beginning of October 2015 for commencing work by end of October; this work includes the street lighting. The Laps on Aster and Sweetpea Way are waiting for the specified seating to be installed and following a maintenance check will be ready to hand over to the

Community Council. Stanley Ave and Vale place will be completed concurrently.

CC15/067 **Public Open Space:** A discussion arose regarding the management and control of litter within our public spaces (specifically Unwin Square) and how great is the need to devote more hours for this. It was noted that the retail outlets should be contacted to ask for support with this either financially or by including it to their own staff rota. **Action:** Clerk to implement and bring to next meeting.

A note is also made that the clerk should establish when the County Council scheduled street clean is for Orchard Park.

CC15/068 **Centre Manager:** A report from the Centre Manager is received and noted, which included:

- i) **On-going Maintenance:** No questions arose.
- ii) **Facilities and usage income update:** No questions arose.
- iii) **Litter and anti-social behaviour:** A discussion arose regarding the introduction of a youth worker, **Action:** Clerk to speak to Histon & Impington to establish if we can pool resources.
- iv) **Community Development:** No questions arose.

CC15/069 **Clerks Report:** A report from the Clerk is received and noted which including general correspondence updates and details on:

- i) **Sustainability testing at Ring Fort Path site:** – Members were advised that a further meeting to establish sustainability and implementation had been set for 16th September due to lack of interested parties at the last meeting.
- ii) **Christmas Lights:** A discussion arose regarding the suggested light display, storage and activities for the festive period at Unwin Square and the quotation which had been received. Cllr Colbran proposed that delegation be given to the Clerk to source the best package from 3 quotations and implement. This is seconded by Cllr Nixon and all members in favour.
- iii) **Village Sign:** The Clerk has supplied further information to two potential companies, further quotation is still required.
- iv) **Licence refusal for proposed Pharmacy –** The Clerk advised that this item is due for discussion at the County Health Committee meeting on the 10th September and would hopefully have an update for next meeting. Members are reminded that help with door to door enquiries is required.

CC15/070 **SCDC – Proposed election changes consultation:** Members are reminded of the consultation period. **Action:** Clerk to re-send link.

CC15/071 **Sports Facility Extension:** Bidwell's have prepared the documentation for submitting pre-planning consultation. As a Parish Council we are excluded from

charges for this consultation.

CC15/072

Planning: Consider applications:

- i) **S/2130/15/FL** – Change of use to large HMO, 5 Icen Way – Members raised concerns regarding parking, highway safety, insufficient amenity for residents of the property. The infrastructure is not in place and the design takes away one of the 2 parking spaces. The proposal is not in keeping with the character of the area of family homes recommendation to refuse.
- ii) **S/2075/15/LD – Flat roof rear dormer window, 36 Stanley Ave** – Members feel that it is in keeping with the design as a family home but hope that this will not become another HMO.
- iii) **S/1995/15/FL** – Additional roller shutter door to undercroft parking, 18 Cranesbill Close. Members have no objections to but have asked for verification that this will not reduce the ability for of road parking at the property.

CC15/073

Resource Committee:

- i) To note the minutes of the meeting of 4th September 2015 – Meeting not quorate meeting notes noted.
- ii) Consider Resource Committee recommendations on the Current BCR – no comments raised, however members did discuss the energy bill issues and agreed that payment on direct debit to Extra energy should cease.

CC15/074

Finance

- i) **Payments:** Payments for August 2015 were considered, Cllr Nixon proposed they be approved, seconded by Cllr Meschini with all members in favour, payments approved and duly signed.

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

CC15/075

Personnel

Staffing: Update on staffing issues which include.

- i) Staff Training – All members present in favour that the Clerk should attend the SLCC National Conference and that the Centre Manager should identify required training.
- ii) Update from staff meeting held on 22.07.2015 – Members agreed that the steps should be followed in accordance and a verbal warning should be issued at the soonest opportunity.

iii) General update, no further update given.

The meeting closed the at 9:25pm

Sign.....Chair

Date.....