

Orchard Park Community Council

**Minutes of the Orchard Park Community Council Meeting held on
Wednesday 8th November 2017 at 7.00 pm in the Orchard Park Community Centre,
Orchard Park, Cambridge**

Present: Cllrs. A Chan, A Mason, Y Macaulay (Chair), Q Jawadwala, E Meschini,
R Nixon, F Oboloje, T Page

In attendance: S Thompson (Clerk), District Councillor Davies, County Councillor Jenkins
and one member of the public.

CC17/111 To receive and approve apologies for absence
No apologies received.

CC17/112 To receive declarations of interest
No declarations of interest received.

CC17/113 Public Participation: No items were raised by the Member of the public present.

CC17/114 Minutes of Previous Meetings: The Minutes of the Council Meeting held on 11th
October 2017 were considered and accepted. Cllr. Jenkins offered belated
apologies for non-attendance at that meeting; he was away in Australia.
Proposed: Cllr. Nixon **Seconded:** Cllr. Page **Vote:** Unanimous

The Minutes of the Extraordinary Meeting held on Tuesday 31st October 2017 were
considered and accepted.

Proposed: Cllr. Nixon **Seconded:** Cllr. Meschini **Vote:** Majority
(one abstention)

CC17/115 To Receive Reports from District and County Councillors:
South Cambridgeshire District Council (Cllrs. Cross, Stonham and Davies)
Cllr. Davies advised Members of the recent reported incident relating to the bin
contamination. The Chairman thanked Cllr. Davies for dealing with this matter.
Cambridgeshire County Council (Cllr. Jenkins)
Cllr. Jenkins' report had been circulated to Members prior to the meeting. There
were no questions arising from the report. Cllr. Jenkins stated that although the
weedkilling treatment had now been undertaken the Park was in need of some
dead weed clearance and the 'sensory' garden to the rear of the Central Avenue
playground was completely overgrown. The Clerk confirmed she had a meeting
organized with the landscaping contractors the following day (Thursday) to discuss
these matters. It still remained unclear as to who is responsible for the 'sensory'
garden; but given the current condition of this area, the Community Council would
arrange for the work to be completed, until ownership could be established. Cllr.
Jenkins also advised he had spoken with the guided busway provider, regarding
maintenance required. Cllr. Chan mentioned that the street lights at the Orchard
Park West bus stop (towards OP) were all out apart from the bike shelter and
although Cllr. Chan emailed the busway weeks ago he has not received any

response. Cllr. Jenkins confirmed he would follow up on this item and provide the contact details to Clerk for future use. The Chairman thanked Cllr. Jenkins for his continued efforts in trying to improve the condition of the Park.

CC17/116 Clerks Report

The Clerk confirmed receiving the equipment required for the Winter Gritting Scheme and will organise the distribution to those Members participating in the Scheme.

CC17/117 To consider the following items in respect of public open spaces and local areas of play:

Amended quotation for Ring Fort Road Playground

Resource Committee accepted the quotation from FLP Outdoor Play at a cost £5213.30 for the remedial repair work at Ring Fort Playground. Having instructed FLP to proceed with this work, it has been identified that one area had only been quoted for 'patch repair' rather than a new outer edge (1 of 4 circular areas – where the nets are). FLP have advised there is an additional cost of £1436.02 if we wish to repair this area to the same standards as the other 3. Members agreed this work should be undertaken at an additional cost of £1436.02.

Proposed: Cllr. Mason **Seconded:** Cllr. Jawadwala **Vote:** Unanimous

Resin Colour to be decided for Iceni Way

Members considered the sample colours and agreed the most suitable colour would be 'Transcendence'.

Proposed: Cllr. Oboloje **Seconded:** Cllr. Meschini **Vote:** Unanimous

CC17/118 Sports Facilities Extension: To receive an update on progress of work.

Minutes of the last site progress meeting had been circulated to Members. Should Members require any further clarification, they should address any queries direct to the Clerk.

An updated Financial Schedule produced by the Architect shows an amount of £10,362 remaining in the contingency budget.

Two items requiring immediate decision:

External Render colour to walls

Due to an error in the original O&E drawings, an incorrect StoColour render has been ordered, which will result in a significant colour difference between the original and new building. The supplier will not offer an exchange or refund.

Members considered the options available and decided the most cost effective option would be to reorder correct colour @ a cost £2500. This cost will be funded from the contingency sum.

Proposed: Cllr. Jawadwala **Seconded:** Cllr. Meschini **Vote:** Unanimous

Kitchen Equipment

3 x items, comprising 2 x cupboards and 1 x extractor hood. (Council are required to source, fund and install the oven, microwave and any other incidental items). The provisional sum allowed in the contract to cover this equipment was £2,000.

Options:

- a) Install commercial extractor hood and 2 x commercial cupboards @ £5243.10
- b) Install domestic extractor hood and 2 x commercial cupboards @ £2077.11

Members agreed on option b) above. It was also agreed, the cupboards should be lockable. The Architect to be given a 10% discretion on the cost of option b) above to source lockable commercial cabinets.

Proposed: Cllr. Chan **Seconded:** Cllr. Page **Vote:** Unanimous

CC17/119 Finance:

- i) To accept the October 2017 payment schedule
Proposed: Cllr. Meschini **Seconded:** Cllr. Jawadwala **Vote:** Unanimous
- ii) To review and accept the BCR
Proposed: Cllr. Meschini **Seconded:** Cllr. Jawadwala **Vote:** Unanimous
- iii) To sign-off October 2017 current account bank statement
Proposed: Cllr. Meschini **Seconded:** Cllr. Nixon **Vote:** Unanimous
- iv) To appoint Ensors as the internal auditor for the current financial year 2017/18 @ a cost of £450.
Proposed: Cllr. Oboloje **Seconded:** Cllr. Mason **Vote:** Unanimous

CC17/120 To Receive a Report from the Chair of Resource Committee and adopt the Minutes of the meeting held on 25th October 2017.
Members considered the draft Minutes and, pending the correction of a typographic error (prior to the adoption by the Resource Committee), accepted the Minutes.
Proposed: Cllr. Meschini **Seconded:** Cllr. Nixon **Vote:** Unanimous

CC17/121 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960
Exclusion of the press and the public.
MOVE: *that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the Meeting. Members of the public were requested to leave.....*

CC17/122 Personnel Matters to include:
This matter is recorded in the Confidential Minute book.

CC17/123 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 Re-admittance of the press and public.
MOVE: *that the confidential nature of the business having been transacted, the Press and Public be re-admitted to the meeting.*

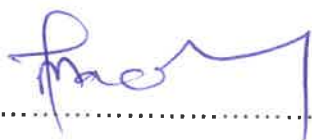
CC17/124 To Accept Notices & Matters for the next agenda.
Please note that no decisions can lawfully be made under this item. LGA 1972 s.12 102)(b) states that business must be specified; therefore the Council cannot lawfully raise matters for discussion.

The Chairman stated due to the nature of the Confidential Matters, the agenda had been limited. The Clerk was requested to ensure any outstanding matters from previous meetings are included on the next agenda for review.

CC17/125 To Confirm the Date of the Next Meeting
Wednesday 13th December 2017 commencing at 7.00 pm

There being no further business, the meeting closed at 8.45 pm

Signed.....



Date.....

13/12/17