

Minutes of a Parish Council meeting  
held in the Village Hall, Glebe Avenue, Orton Waterville on  
Wednesday, 21 February 2007.

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Due to the Council not being quorate, the meeting could not begin at 7.30 pm. As there were some members of the public present, the Chairman decided to hold a Public Forum. Issues raised by members of the public were the alleged selling of drink to underage consumers by the local off licence, and the local bus service.

The council meeting began at 8.30 pm, once Mrs Beeton had arrived to make it quorate. It was agreed that the Clerk would contact CALC to find out the exact rules about being quorate.

Present:- Mrs G Thornley (in the Chair) Mrs A Beeton Miss A Cairns Mrs D Harkness  
Mr C Long

Members of the Public – three Press – none Ward Councillors – none

1. APOLOGIES FOR ABSENCE were received from Mr M Chambers, Mrs J Farnham, Mr E Howlett, Mr M Smith, Cllr A Kempself and Councillor J Crane. Apologies for having to leave at 9.30 pm from Miss A Cairns.
2. DECLARATION OF INTERESTS – The following member declared an interest:  
  
Mr C Long – item 5g – a member of the Village Hall Committee.
3. LOCAL POLICING MATTERS – There were no police present but Miss Cairns informed the meeting that for the next 8 weeks there would be increased policing in the area in response to anti social behaviour. There will also be a crack down on fly tipping.
4. ALLOTMENTS

This item, which was number 8 on the agenda, was brought forward to accommodate our guest, Mrs Louise Wilcox, from Peterborough City Council. She informed the meeting of the scale of charges that the City Council has for its allotments. Since there were so few members present, it was agreed to leave the rent as it is for the moment but to review the situation again in the autumn. Members were reminded that a year's notice had to be given for any increase in rental charges.

Since Mrs Wilcox is also the City Council officer in charge of recreation facilities she wanted to know if the equipment around the Village Hall was still required. It was agreed that the Clerk would contact her with the Parish Council's requirements for play facilities as this would be discussed under item 5g on the agenda.

5. MINUTES OF THE MEETING HELD ON 17 JANUARY 2007 – Subject to a minor amendment and typographical corrections, Mrs Harkness proposed and Mrs Beeton seconded that the minutes be signed as a true and correct record. This was carried.
6. MATTERS ARISING FROM THE MINUTES
  - (a) Resignations and Vacancies (*Minute 1*).  
The Chairman reported that she had contacted Councillor Mrs Lamb as agreed but that Mrs Lamb had already decided to resign from the Parish Council. Upon receipt of her resignation letter, the Clerk informed the Electoral Officer who produced the necessary notices advertising the vacancies. These have to remain on the notice boards until Friday, 23 February, after which the Electoral Officer will notify the Clerk whether an election will be necessary. It was agreed that the Clerk could display notices for co-option, without further reference to the Parish Council, as soon as clarification from the Electoral Officer is received. An extra 6 copies will be produced so that Mrs Harkness and Miss Cairns can leave them in various other places besides the usual parish notice boards and Library. An article "Why should you be a Parish Councillor?" in The Bulletin was brought to the attention of the meeting and it was agreed that the Clerk should contact CALC for printed posters.

(b) Press Releases (*Minute 5a*).

The article regarding the Burial Ground appeared in the February issue of Orton Oracle but the closing date for articles for the March issue has passed. It was, therefore, agreed to advertise the Annual Parish Meeting in the Evening Telegraph. It was also agreed that, should the vacancies on the Parish Council be able to be filled by co-option, a notice could be placed in the April edition of Orton Oracle.

(c) Terms of Reference (*Minute 5b*)

A final version of the Terms of Reference (now called OWPC Councillor Guidelines) was circulated with the agenda. Some minor amendments and typographical errors were pointed out. Mr Long agreed to mark these and liaise with Mr Smith who had produced this 17 page document. It was agreed that it would not be necessary to print off further copies with these amendments but that these amendments could be made on the computer and held ready for when future copies are required. Copies of Standing Orders and the Good Councillors Guide booklet were circulated with the agenda.

(d) Parish Seat in Memory of Councillor Jean Barker (*Minute 5c*)

The Clerk reported that she had met with Judith Neal from the Recreation Department to clarify the exact re-siting of this memorial bench. She intended to ask Louise Wilcox when the time scale for this might be but Louise Wilcox had already left the meeting. It was agreed to leave this matter with the Clerk.

(e) Planning Procedure - (*Minute 5d*)

Mrs Harkness reported that Councillor Kempself had made enquiries as to whether the consultation period for Parish Councils could be extended to accommodate monthly meetings but had not yet received a reply from the Planning Department. When he receives a reply he will forward it to the Clerk for circulation with the next agenda. In the mean time, the Clerk had contacted the Planning Department to ask for an extension for one planning application. The Planning Department granted the request on this occasion but stated that it would not always be able to do so. Miss Cairns proposed and Mrs Beeton seconded that the present procedure should continue. This was carried. The Clerk informed the meeting of a workshop on The Planning Process run by CALC but no-one wanted to attend.

(f) New Computer (*Minute 5d*)

Two quotations were received and circulated with the agenda. It was pointed out that the two quotations were not like for like although both had been informed of the same requirements. Mrs Cairns proposed and Mrs Harkness seconded that the quotation from The Computer Surgery with the addition of Office 2007 Professional (although more expensive) should be accepted because it was better and more up to date. This was carried. The Clerk reported that, because of the inadequacy of her present computer, an emergency decision had to be taken in consultation with the Chairman to buy a memory stick to back up all the data in case of hardware failure. This action was retrospectively approved. Discussion took place on what could be done with the old computer and certain suggestions were put forward. It was agreed to leave discussion about a Website to the next meeting.

(g) Youth Facilities (*Minute 5g*)

Miss Cairns reported that she had been in touch with the police to identify suitable sites. She will follow up with Youth Services about the needs in this parish. She will report back at the next meeting. An email was read out from a young boy requesting a skate park. It was agreed that he should be informed that the Parish Council are looking into play facilities and youth requirements in the whole of the parish and that we thank him for his views which will be taken into consideration when making a decision and that he will be kept informed.

(h) Victim Support (*Minute 6a*)

A reply from Victim Support was circulated with the agenda. The meeting felt that its query had not been answered and it was agreed that the Clerk should write again to ask how many in the parish had benefited from Victim Support as opposed to just being referred and receiving a letter.

## 7. NEW CORRESPONDENCE RECEIVED

- (a) Alwalton Parish Council – A copy of a letter to the City Council requesting additional street lighting was received from Alwalton Parish Council. Although in the vicinity of Alwalton village, the area in question is actually in the Orton Waterville parish boundary. It was agreed to support Alwalton Parish Council by also writing to the City Council.

- (b) Tree Maintenance – A letter was received from Mrs Stuttard requesting that the Parish Council pollards the trees to the right of her garden and which are in the boundary hedge between herself and the allotment area. In the past her requests were granted out of good will but Huntingdon Records Office shows that this hedge may not be the responsibility of the Parish Council. It has customarily been accepted that only one side is the responsibility of the Parish Council and the other side the responsibility of the neighbouring residents. Many of the residents have dealt with such problems themselves. It was agreed to reply that the Parish Council is unable to accede to her request but that it is prepared to allow her to have the trees pollarded herself to her own satisfaction.
- (c) Appointment of Auditor – Notification was received from the Audit Commission that it proposes to extend the appointment of Moore Stephens to cover the period 2006/07. There is no need to respond if the Parish Council is content with this proposal. The meeting was content.
- (d) Items for Circulation – It was agreed to circulate various consultation documents and notices of CALC workshops for members to peruse.

8. PLANNING MATTERS – This item was brought forward on the agenda because Miss Cairns had to leave at 9.30 pm

(a) New applications since last month

06/02000/FUL	3 buildings at 4B Culley Court, Orton Southgate	No objection
07/00062/FUL	Extension at 1 Whitewater, Orton Wistow	See below*
07/00094/FUL	Shutters at 1 Matley Centre	No objection
07/00107/FUL	Warehouses at Pegasus, Bakewell Road, Orton Southgate	No objection

\* The Parish Council had some reservations on the amount of impact this proposal would have on neighbouring properties – in particular, the overshadowing of a neighbour's garden.

(b) Decisions on previous applications

06/01649/FUL	Extension at Ferry Meadows Caravan Club Site	Approved
06/01700/FUL	Extension at 46 Linnet, Orton Wistow	Withdrawn
06/01757/FUL	Extension at St John's School, Orton Goldhay	Approved
06/01880/NTEL	Telecom equipment near Crabapple Green, Orton Wistow	Refused*
06/01978/FUL	Fence and gates at 5 Linden Gardens, Orton Northgate	Approved

\* This was refused on the following grounds:

1. The proposed telecommunication column would result in an unacceptable visual impact, not in keeping with the character of the area.
2. The proposed location of the lay-by for the service vehicle is such that vehicle visibility at the junction of Crabapple with Wistow Way would be compromised.

Miss Cairns then left the meeting and, since the Council was no longer quorate, the meeting closed at 9.30 pm.