

ORTON WATERVILLE PARISH COUNCIL

Minutes Annual general meeting of the Parish Council
held in the Village Hall, Glebe Avenue, Orton Waterville
on Wednesday, 16 May 2012, at 7.30 pm

Present: Mr M Chambers (in the chair) Mrs J Farnham (until 8.35pm) Mr C Long
Mr R Hammerton Mr S Watts Mr S Warren
Cllr Mrs J Stokes Mrs B Fearon Mrs D Sandles
Cllr Mr G Elsey Mr P Froggitt Mrs J Goode
Mrs A Brown (Clerk)

Members of the public – two PCSO - none

1. ELECTION OF CHAIRMAN – Two nominations were received. Mr Chambers was proposed by Mr Long and seconded by Cllr Stokes. Mr Froggitt was proposed by Mrs Fearon and seconded by Mr Hammerton. A private vote was taken with a result of seven to three in favour of Mr Chambers.
2. ELECTION OF VICE CHAIRMAN – Mr Froggitt was proposed by Mr Chambers and seconded by Mr Hammerton. There were no further nominations and the proposal was carried.
3. APOLOGIES FOR ABSENSE – There were none.
4. ACCEPTANCE OF OFFICE - Following the election vote, the Chairman signed his acceptance of office return in the presence of the Clerk.
5. Declaration of Interests – Interests were declared on the following agenda items:

Item 10	Mr C Long	Village Hall Committee
Item 14a	Mr P Froggitt	Allotment tenant
Item 14b	Mrs D Sandles	Allotment tenant
Item 14c	Mrs B Fearon	Allotment tenant

6. PUBLIC FORUM – A member of the public addressed the Parish Council over concerns that the precept for Orton Waterville seemed high when compared to that of neighbouring parishes. An explanation of how the precept was derived was given by the Chairman.
7. LOCAL POLICE MATTERS – Amanda Butler sent her apologies as no officer was available to attend the meeting. Mr Watts notified the meeting that a case of vandalism had recently occurred at Rangefield Bungalows and that crime prevention talks have been given to residents.
8. REPORTS FROM WARD COUNCILLORS – Cllr Stokes reported that she and Cllr Elsey had attended a draw At Orton Gate - the prize being 300 places for a Jubilee Lunch on Sunday 3rd June. The slips for the draw had been filled in by children at participating Schools. The event will start with a service at Christ Church at 11:30am followed by the big Jubilee Lunch at 1pm. The day will also feature 5 hours of Children's and family entertainment and a Jubilee themed fancy dress competition. Orton Gate Traders have donated the prizes and Councillors Allen, Elsey, and Stokes will donate £500 towards expenses from the CLF fund. Cllr Stokes also reported that she has been elected as deputy Lord Mayor of Peterborough for the year 2012/13 and everyone congratulated her. As part of her Councillor duties for the forthcoming year she will be on the Cambridgeshire and Peterborough Fire Authority Committee and although she will be busy, she is still keen to continue her ward work. Cllr Elsey informed the meeting that he has been re-elected with an increased majority and he is to join the Cabinet. He reported that the new development at Orton Gate is moving along.

9. APPOINTMENTS TO OUTSIDE BODIES – The following members were appointed:-

Orton Waterville United Charities	Mrs J Farnham and Mrs H Hall
Parish Councils Liaison Group	Mr M Chambers
CPALC	Mr P Froggitt
Village Hall Management Committee	Mrs J Farnham
Orton Counselling Service for Young People	Mrs D Sandles

10. MINUTES OF THE PREVIOUS MEETING – Subject to an amendment at 8a on the minutes, they were proposed by Mr Long and seconded by Mrs Sandles and this was carried.

11. MATTERS ARISING FROM THE MINUTES

- (a) Proposed Crossing on Oundle Road – The Clerk reported that she has spoken with Ross Burton at Peterborough City Council. The crossing is in this year’s budget and the design and installation of the crossing will be installed sometime in this financial year. He will keep the Clerk informed of any developments.
- (b) Data Protection Act – Mr Froggitt informed the Parish Council that after investigation, it would be in the Councils best interests to sign up to the Data Protection Act at a cost of £35 per annum. This was proposed by Cllr Elsey and seconded by Cllr Stokes. The decision was unanimous.
- (c) Website – This item is in abeyance but will now include a Privacy Policy for the website which has been suggested by Mr R Maskill the Parish Council webmaster.
- (d) Co-operative Funerals – The Clerk reported that she has received responses from four local Parish Councils stating that they all allow graves within their cemeteries be dug using machine. All agreed to allow the Co-operative Funerals contractor to use this method on a trial basis, providing that the work is carried out satisfactory and in a tidy and orderly manner and any damage is repaired. The Clerk is to inform the Co-operative of this decision.
- (e) Footpath repairs – two quotations have been received and worded differently. It was agreed that further clarification needs to be sought for the cheaper quotation to confirm that it complies with the asked for specification and to proceed with it if a satisfactory reply is received. References will also be sought.
- (f) Co-option of new Councillor – one application has been received from Mr Iain McLaughlin. Mrs Farnham proposed and Mr Long seconded that he be co-opted onto the Orton Wistow ward. This was carried. Mr Laughlin will be invited to complete his acceptance of office return at the next meeting.
- (g) Parish Council Insurance – An invitation to renew the Parish Council insurance long term agreement 1 year early has been received with a choice of discount options given. Mr Froggitt proposed and Mr Chambers seconded the unanimous decision to buy 16 months insurance for the price of twelve which will see the next renewal date as 1st October 2013.

12. NEW CORRESPONDENCE RECEIVED

- (a) Burial space purchase and reservation - An email request from Mrs E Carey has been received asking the Parish Council to allow her to reserve and pay in full for a burial space next to the late Mr T Carey, whose last dying wish was that his brother be buried next to him. Mr Chambers proposed and Cllr Elsey seconded to allow this request. This was carried
- (b) Orton Counselling Service for Young People – A letter has been received stating that they are resuming their service and asked for a representative from the Parish Council to join their Executive Committee. Mrs D Sandles agreed to revive her role and attend their future meetings.
- (c) Radio Peterborough – An invitation has been received inviting the Parish Council to their VIP opening at their studio complex in Herlington on Saturday 9th June at 10am. Mr S Watts has agreed to attend the event.

13. BURIAL GROUND

- (a) Memorial Bench - The cost of purchasing and installing a Memorial bench has increased. On this occasion the Parish Council will cover the additional costs incurred and to try and 'fix' the price with the contractor for a set period of time. This was proposed by Mrs J Farnham and seconded by Mrs Sandles. The decision was unanimous.
- (b) New standpipe casing -The Clerk is still obtaining quotes for this work.

14. ALLOTMENTS - The Phoenix School plot on Wyman Way has now been adapted to meet the needs of the pupils. The Clerk has spoken with John Coppenhall at Peterborough City Council regarding the type of taps that they use on their allotments. He said that they are moving away from 'push' taps because they get stolen along with the normal taps and are expensive to replace. Push taps are also abused because people tape them down to use hosepipes on them. Hosepipes are only allowed to be used to fill up a tenant's water butt and not to water their plots

15. FINANCE & ADMINISTRATION

- (a) The following payments were authorised:

BT	Telephone charges up to 31 March 2012	£214.50
Beebys Landscaping Limited	St Marys Church – landscape maintenance	£354.00
Beebys Landscaping Limited	Cemetery maintenance	£273.00
CPALC	Annual Affiliation	£698.47
Came & Company	Parish Council Insurance	£1835.11
Viking	Printer	£250.80
Clerk's expenses 1 st April – 8 th May	Reimbursements	£191.67
Clerk's salary (<i>for May</i>)		£812.90
HM Revenue & Customs (<i>for May</i>)	NI & Tax	£106.96

- (b) Income received to date.

Allotment rent	£1565.00
Cemetery Fees	£1630.00
Precept	£24194.00

- (c) (i) The accounts for the year ended 31 March 2012 were circulated and approved.
(ii) The annual return was completed and accounting statements approved
(iii) The annual governance statements were reviewed and approved.
- (d) The following motion was proposed by Mr Hammerton and seconded by Cllr Elsey:
'Although Mrs Hall retired as Clerk and Responsible Financial Officer on 31 March 2012, the Parish Council agrees to allow her to take responsibility for seeing the Annual Return and the accounts for the year ending 31 March 2012 through to the end of Audit'.
This motion was carried.

16. PLANNING MATTERS

- (a) Applications received

12/00561/HHFUL	Construction at 3 Svenskaby, Orton Wistow	No objection
12/00570/HHFUL	Extension at 3 Lyndale Park, Orton Wistow	No objection
12/00584/HHFUL	Extension at 37 Wyndham Park, Orton Wistow	No objection
12/00643/FUL	Extension at Water Sports Centre, Ferry Meadows	No objection

- (b) Decisions on previous applications

12/00333/HHFUL	Extension 39 Valence Road, Orton Waterville	Granted
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17. MAINTENANCE MATTERS AND OTHER MATTERS – Cllr Elsey informed the Parish Council that he is in a position to apply for an addition bin. He will submit an application for the Parish especially as the last bin request had not been granted by Peterborough City Council.

18. ANY OTHER BUSINESS

- (a) Investments - Mr Froggitt reported that he is still looking into the various viable investments available and will present his findings at the next meeting.
- (b) Site allocation plan – Mr Froggitt reported to the Parish Council that he had read the document and that 300 new dwellings are planned for the Orton area. This was noted.
- (c) CAPALC – Mr Froggitt asked all members if anyone of them knew the whereabouts of the Parish Project DVD and CD with documents entitles ‘How to be a Parish Council’ that he had obtained from a previous CAPALC meeting.
- (d) New Code of Conduct and Standards for Parish Councils – Mr Froggitt informed the Parish Council that a new policy is in the process of being introduced which will include new standards. He will keep the Council informed of any developments.
- (e) Mr Long gave his apologies for the next meeting.

There being no further business the meeting closed at 9.00 pm.

Date of next meeting Wednesday 20 June 2012.