

# ORTON WATERVILLE PARISH COUNCIL

Clerk to the Parish Council: Mrs A Brown  
46 Oakdale Avenue, Stanground, Peterborough PE2 8TA  
Tel: 01733 346483 Email: [clerk@ortonwatervilleparishcouncil.org.uk](mailto:clerk@ortonwatervilleparishcouncil.org.uk)  
Website: [www.ortonwatervilleparishcouncil.org.uk](http://www.ortonwatervilleparishcouncil.org.uk)

Minutes of the Orton Waterville Parish Council meeting held in the Village Hall, Glebe Avenue, Orton Waterville on Wednesday 16<sup>th</sup> October 2013 at 7.30 pm.

PRESENT: Mr Chambers (in the Chair) Mr P Froggitt Mr I McLaughlan  
Mrs J Goode Mrs B Fearon Cllr J Stokes (from 7:32 pm)  
Mrs D Sandles Mr S Warren Mrs J Farnham (from 8:20 pm)  
Mr C Long Miss S Bellamy Mr R Hammerton  
Mrs A Brown (Clerk)

Members: 13 Quorum: 5

MEMBERS OF THE PUBLIC – Three Police – None

**111/10-13 Apologies for Absence**  
No apologies were given.

**112/10-13 Declaration of Interests and dispensations**  
**1. Declarations of interest received from councillors on items on the agenda – none.**  
**2. Written requests received for dispensations for disclosable pecuniary interests – none.**  
**3. Requests granted for dispensation as appropriate – none.**

**113/10-13 Public Forum**  
It was proposed by Mr Froggitt, seconded by Mr McLaughlan by a unanimous vote to close the meeting for a period of time to allow members of the public to participate in a public forum.  
The meeting closed at 7:31 pm.  
A matter relating to agenda item 125/10-13 – to allow participation in National Gardens Scheme 2014 at Cherry Orton Road allotments was raised with background information to the matter to enable further discussion later in the meeting. Another matter relating to agenda item 120/10-13 was also raised and the Parish Council were thanked for taking action on this.  
The meeting was reconvened at 7:43 pm.

**114/10-13 Local Police matters**  
The Clerk has confirmed with PCSO Amanda Butler, that the police will still try and attend Parish Council meetings when operational needs allow even though Miss Bellamy is now the regular representative to attend the quarterly police panel meetings. Miss Bellamy gave feedback on the recent police panel meeting that she attended.

**115/10-13 Ward Councillors**  
Councillor Stokes had nothing to report that related to the Parish this month but informed the meeting that the City Council had appointed an Official Recorder.

**116/10-13 Minutes of previous meeting**  
The minutes of the Orton Waterville Parish Council meeting held on 18 September 2013 were unanimously agreed by everyone as a correct record of the meeting and signed by the Chairman.

**117/10-13 Clerks update**  
**1. Refurbishment of bench** – the Clerk is waiting for a quote from a local tradesman for the works.  
**2. Additional litter bin on the footpath leading from the Orchards Estate to the rear of Lady Lodge area** – Peterborough City Council are in the process of reviewing all the litter bins in the area. The Parish Councils request for the additional litter bin has been added to their list and will be notified in due course of the outcome.  
**3. Cambridgeshire Police Commissioner Outreach worker Presentation** – a presentation with a questions and answers session has been arranged with Nicola Fenton regarding her work within the office of the Police Commissioner. The presentation will take place before the next Parish Council meeting on 20 November 2013 at 7:00pm.

**118/10-13 Parish Councillor Vacancy on Orton Wistow Ward**  
No election has been called to fill the vacancy. The post will now be filled by co-option. Vacancy notices have been displayed on the noticeboards and website.

119/10-13

**Correspondence received**

1. **Local Government Boundary Commission** – A letter announcing an electoral review of Peterborough has been received. It was agreed that the Clerk should obtain more information on the review and action a reply if deemed necessary on behalf of the Parish Council.
2. **Cambridgeshire Police Commissioner** – A letter announcing the launch of Neighbourhood Alert was noted.
3. **Victim Support** – A request for funding has been received from Victim Support. It was unanimously agreed that the Parish Council are unable to support this charity.

120/10-13

**Church Drive shops area**

The Parish Council were informed that Mr Froggitt, Mrs Fearon, Mr Hammerton and the Clerk met with several of the local shop keepers regarding the general deterioration of the area around the back of their shops. The shop keepers who were present at the meeting all agreed to redecorate/renovate their rear gates and doors to improve the appearance of the area. The shop keepers unable to attend the meeting were informed at a later date what was agreed at the meeting. Mr Froggitt proposed and seconded by Mr Hammerton, that the Parish Council contribute a sum of £500 towards the redecoration costs after the works have been carried out. A vote was taken with two to ten against the proposal to contribute towards the redecorating cost. No action is to be taken on the moss near the rear entrances which is on private property, however a neighbouring resident informed the Parish Council that they spray weed killer on the area on a regular basis. The situation will be monitored over the coming months.

121/10-13

**Village Ponds**

- a. **Ownership of village ponds** - The Clerk informed the Parish Council that Cherry Orton Road and Debdale pond are both owned by Peterborough City Council and that the Parish Council agreed some time ago to maintain them.

**Resolved: to give the pond maintenance back to Peterborough City Council due to the retirement of the Pond Warden.**

- b. **Recruitment of new Pond/Tree Warden** - A replacement Pond Warden is not now required because the Parish Council is intending to hand the pond maintenance back to Peterborough City Council. A Tree Warden is also not required because the Parish Council employs the services of a professional arborist for its own trees and Enterprise manages the remaining trees within the Parish.

122/10-13

**Play Area Working Party**

Mrs Goode informed the meeting that she is still obtaining quotations to refurbish the existing equipment and purchase extra pieces of small equipment.

123/10-13

**Parish Council Liaison Meeting**

The 2<sup>nd</sup> Annual Peterborough Parish Conference will take place on 26th November 2013 in Thorney.

124/10-13

**Burial Ground**

1. **Health and safety** – The next report is due in November. The Burial Ground working party will meet on Tuesday 22 October 2013 to carry out the assessment.
2. **To receive other matters of concern** – Beebys Landscaping continue to clear graves of excess plants, vases, and trinkets by placing them in a box near the Cemetery gates for owners to take them away. Beebys have asked the Clerk for permission to dispose of these items after a period of time. It was unanimously agreed that the items that have been placed in the box should be disposed of by Beebys Landscaping when they have been in there two months. The Clerk will place a notice on the burial ground notice board to this effect.

125/10-13

**Allotments**

1. **Gostwick** - The Clerk has received a request from tenants who want to keep ducks on their allotment plot. It was unanimously agreed to deny this request and to keep in line with the allotment tenancy agreement which states that only hens and rabbits may be kept. The Clerk has been informed by a tenant that there are a number of plots that are overgrown on the site. Most of these plots have new tenants on them and it will take time for them to be cultivated. It was noted that a tenant had weed treated the car park area; thanks were expressed for that. It was also noted that rubbish was again being deposited on the vacant 'access road' plot and it was agreed that the costs of making this area a further rentable plot should be investigated. Mrs Fearon reminded the council that the tenants of Gostwick were seeking the donation of a shed that the tenants could use as a communal facility.
2. **Cherry Orton Road**
  - a. A request has been made to the Parish Council by allotment tenant Ms Tiplady, to allow the allotment site to be opened up to the public for one afternoon in 2014 as part of the National Gardens Scheme and she will also be opening her garden to visitors as well. Ms Tiplady

informed the meeting that the Scheme raises money for charity by charging an entrance fee and that she will be selling teas and cakes in her garden. The entrance into the allotments would be through the main gate which will be manned by volunteers. The Scheme provides the necessary insurance for the event to take place which would cover the Parish Council and visitors attending the event. During discussion of the event, concerns were raised that not all allotment tenants would be happy with the site being opened to the general public who would be able to wander around the freely. With a vote of one to eleven in favour of participation in the Scheme it was agreed in principle to allow the event to take place. However it that also agreed that before a firm decision is made, the Clerk will place a notice on the gates to the site informing all tenants of the Parish Councils intentions and asking for feedback. It will be assumed that if tenants do not respond to the notice then they are implying that they are happy for the event to take place.

- b. Mr Froggitt informed the meeting that Mr Garner, whose property borders the allotment site, is still pursuing his boundary rectification with Land Registry.
3. **Wyman Way** – No matters of concern were received.

126/10-13

**Finance & Administration**

**1. To authorise the following payments:**

J. Bradley Fencing	Repair fence at Gostwick allotments	£48.00*
Anglian Water	Water rates at Gostwick allotments	£156.99
Anglian Water	Water rates at Burial ground	£24.41
Anglian Water	Water rates at Cherry Orton Road allotments	£120.72
Beebys Landscaping	Landscape Maintenance	£627.00*
PKF Littlejohn	External Audit of Annual Return	£360.00*
Society of Local Council Clerks	Publication – Local Council Administration (9 <sup>th</sup> Edition)	£63.00
P.E. Coles	Taps installation at Cherry Orton Road allotments	£1869.60*
Mr M Russell	Pond Maintenance (Aug – Oct)	£40.00
Clerk's salary (for Oct)		£824.21
Clerks reimbursements		£155.89
Cambridgeshire County Council	Superannuation (Oct employer & employee contributions)	£331.20
HM Revenue & Customs ( <i>for Oct</i> )	Tax and NI	£111.58

\*Denotes VAT at 20%

**2. Income received.**

Allotments	£1621.00
Burial Ground	£800.00
VAT refund	£5983.89
Bank interest	£0.10

3. **Conclusion of audit** – The Notice of Conclusion of Audit was received from the Auditor with their invoice. There were no comments or queries. Notice of Conclusion of Audit has been displayed on the main Parish Notice board. This was noted. The honorarium for the Independent Internal Auditor was discussed.

**Resolved: to award the Internal Auditor the same amount as was agreed last year - £300.**

127/10-13

**Planning matters**

**1. To comment on new applications.**

13/01378/FUL	Provision of 2.4m high anti ram fence to rear elevation at 8-9 Tresham Road, Orton Southgate, Peterborough PE2 6SG	No objection
13/01390/LBC	Single storey extension to replace existing rear extension, addition of 2 flat skylights to kitchen and replacing current roof felt with lead coloured fibreglass at 22 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EF	No objection
13/01397/HHFUL	Demolition of rear conservatory and construction of new extension, minor modifications to existing structure internally and externally at 60 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EH	No objection
13/01430/HHFUL	Erection of chimney at 30 The Orchards, Orton Waterville, Peterborough PE2 5LA	No objection
13/01460/CTR	Tree work on Boundary of Orton Longueville School, Oundle Road, Orton Longueville	No objection
13/01448/FUL	Refurbishment of existing playground, including replacement of structures, boundaries and surfaces at Ferry Meadows Country Park, Ham Lane, Orton Waterville, Peterborough	No objection

## 2. Decisions noted on previous applications.

13/01201/HHFUL	Conversion of single garage to living accommodation and single storey extension at 49 Carradale, Orton Brimbles, Peterborough PE25XQ	Permitted
----------------	--	-----------

3. **Decisions noted from the Planning Committee hearing** - none.

4. **Planning Customer Forum** – There was no feedback from the meeting.

**128/10-13**      **Maintenance matters** – It was reported that the ‘Keep Clear’ sign on the road at the entrance to the village hall car park entrance has virtually worn away and cars are parking in this area and blocking resident’s driveways. It was agreed to raise this with Highways.

**129/10-13**      **Future agenda items and announcements** – Items for next month’s agenda; Orton Centre and website update. CAPALC are running a Social Media training course. It was agreed that Mrs Goode and Miss Bellamy should attend.

**130/10-13**      **Date of next meeting**  
Wednesday 20 November 2013 at 7:30 pm. The meeting will be preceded by a presentation from Nicola Fenton, the assistant to the Police Crime Commissioner at 7:00 pm.