

ORTON WATERVILLE PARISH COUNCIL

Clerk to the Parish Council: Mrs A Brown
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Minutes of the Orton Waterville Parish Council meeting held in the Village Hall, Glebe Avenue, Orton Waterville on Wednesday 19th September 2012 at 7.30 pm.

PRESENT: Mr M Chambers (in the Chair) Mr P Froggitt Mrs D Sandles
Mrs J Farnham Mr S Warren Mrs J Goode
Mr C Long Mrs B Fearon Cllr J Stokes
Mr R Hammerton Mr S Watts Mrs A Brown (Clerk)

MEMBERS OF THE PUBLIC – Two

56/09-12 Apologies for Absence

Apologies were received and accepted from Mr I McLaughlan and Cllr G Elsey.

57/09-12 Declaration of Interests

Interests were declared on the following agenda items:

Item 71/09-12-1	Mr P Froggitt	Allotment tenant
Item 71/09-12-2	Mrs D Sandles	Allotment tenant
Item 71/09-12-3	Mrs B Fearon	Allotment tenant
Item 67/09-12	Mr C Long Mr R Hammerton	Member of Village Hall Committee

58/09-12 Public Forum

Mr Steven Luker from Vivacity addressed the meeting with further information to support the grant application that has been made by Vivacity called Bushfield Rollers.

59/09-12 Local Police Matters

There were no PCSO's were present.

60/09-12 Reports from Ward Councillors

Cllr Stokes reported she has been notified that new parking restrictions are coming into force on 1st October 2012 in Orton Wistow – the exact location was not specified in her notification. She attended the Neighbourhood Committee and was informed that a new food waste recycling service called 'Hungry Harry' is being introduced by Enterprise. Over the coming weeks residents will be receiving new bins to put their food waste in and it will be collected weekly on the normal bin day.

Cllrs Stokes has also been on official business as deputy Mayor with a visit to City College in Brook Street - she was very impressed with the amount of courses that are on offer. She also read out a report outlining PCC Capital Budget Allocation for 2012/13 in the Orton's. Further information can be found at <http://democracy.peterborough.gov.uk/ieDecisionDetails.aspx?ID=677>

In his absence the Clerk read out Cllr Elsey's report; "I have been in communication with CBRE who own Ortongate and have an assurance from them that they will look at finding a temporary solution to tidy up the car park surrounds, the ineffective road markings and the area directly opposite the petrol station. I have also been out with Enterprise Peterborough this week in our ward highlighting areas of bush and shrub land which needs immediate attention".

61/09-12 Minutes of previous meeting (attached)

The minutes of the Orton Waterville Parish Council held on 18 July 2012 were unanimously agreed by everyone as a correct record of the meeting and signed by the Chairman.

62/09-12 Clerks Update

- 1. Data Protection Act - The Parish Council** are now registered with the Data Protection Act 1998.
- 2. Play equipment, Wyman Way** – Over the summer months Enterprise have carried out repairs on the wooden fence around the play area and repaired the rubber matting underneath certain pieces of equipment.
- 3. Footpath repairs** – The footpath repairs between Chapel Lane and Church Lane have now been completed. Unfortunately the contractor was not asked to re-grass the sides of the new footpath after completion of the works. It was agreed by everyone that the Clerk purchase a box of grass seed and re-sow the area herself.

4. **Oundle Road Crossing** - £25,000 has been paid to Peterborough City Council for the Oundle Road crossing.

63/09-12 Proposed Tesco Store at Orton Wistow

The Clerk and the Parish Ward Councillors of Orton Wistow met with representatives from Tesco Stores Ltd. The Councillors were assured by Tesco Stores Ltd that they are primarily serving the local community that can reach the store on foot, however they took on board concerns that there may be an increase in traffic flow on Wistow Way and will work with the Highways Agency to put in place any necessary safety measures.

64/09-12 Diamond Jubilee Commemorative Road Sign

The Clerk circulated quotes from two companies. Although one was more favourable due to the type of materials that will be used for the sign, it was agreed that the sign needs to be bigger than as stated on the quote and that perhaps only wording is required because the existing village sign already bears a crown. The Clerk will obtain a further quote for presentation at the next meeting.

65/09-12 Website

The Clerk and Mrs Goode have met to discuss the new layout of the website. To help progress this further, all members of the Parish Council have been asked to submit their thoughts on how they would like the updated website to look. The Clerk will send an email to everyone asking for their suggestions.

66/09-12 Code of Conduct

Following the last meeting, the Clerk submitted Mr Froggitt's amended draft version of the Code of Conduct Policy to Peterborough City Council for their comments. Subsequently Mr Chambers, Mr Froggitt and the Clerk attended a Parish Council Liaison meeting at the Town Hall where the implementation of new Code of Conduct was discussed. It was agreed at the meeting that as The Cambridgeshire and Peterborough Association of Local Councils (CAPALC) are recommending that Parish Councils adopt or conform to the Code that is adopted by the principal authority, that Peterborough City Council will amend their proposed Code of Conduct Policy further so that it is more relevant to Parish Council and that possibly every Parish Council in the Peterborough area adopt the same code. This will be circulated in due course by Peterborough City Council. It was agreed to defer the adoption of the new code until the next meeting.

67/09-12 Correspondence Received

1. **Bushfield Rollers** – A request was received for assistance with funding for a project called Bushfield Rollers at Vivacity Bushfield Leisure Centre. The project is to set up family roller-skating sessions on the first Sunday of every month and is being aimed at those living in and around the Orton's. The funding will be used towards the purchase of skates, safety and disco equipment. This scheme is already running at Werrington Leisure Centre and is proving successful.
Resolved: to agree to the £2500 funding request under Section 137 LGA 1972.
2. **Village Hall** – A letter has been received from the Village Hall Management Committee stating that they have passed a resolution to change the month in which they hold their Annual General Meeting from April to July. The Clerk has sent a copy of this resolution to the Parish Council Solicitors for attachment to the Village Hall deeds that they hold on behalf of the Council.

68/09-12 Notice Boards

The Clerk asked if the notice boards within the Parish could be replaced as many of them are in a bad state of repair. Mr Long and Mr Hammerton both agreed that although the notice board at the village hall did need replacing that it could wait until after the village hall was refurbished. It was agreed that the Clerk will obtain quotes for the other notice boards within the Parish for presentation at the next meeting.

69/09-12 Cherry Orton Road Pond

The Clerk has received notification that the Parish Council has been successful in their application for a small hedge pack (60 trees) from the Woodlands Trust. The tree pack will be delivered in early November and will be used to plant a border between the public footpath and pond. The Pond Warden will be in charge of this project and organise the help required to carry out the planting.

70/09-12

Burial Ground

1. **Landscaping** – The Clerk has met with Beebys Landscaping Ltd to obtain a quote (yet to be received) for necessary landscaping within the cemetery. Following on from last month’s meeting, the Clerk has written to all grave deed holders reminding them of Rule 9.20 of the Parish Councils Lawn Cemetery Regulations and has given them a 6 week opportunity ending on 27th September 2012 to remove all excess plants and the like leaving only the one permitted flower container integral to the memorial or near the cross. After this time it was unanimously agreed by all members of the Parish Council that the graves will be cleared and kept cleared by Beebys as part of their monthly maintenance tasks within the cemetery. Any trinkets will initially be placed inside a box in the cemetery for a short while so that the owners are able to retrieve them and take them away. The Clerk has also instructed Beebys to start grass seeding graves that are ready and seven will be seeded in the first instance. The Clerk will write to grave deed holders again explaining this to them.
2. **Memorial headstone** – The first Memorial Headstone has been installed.
3. **New standpipe casing** – This has now been installed however it was highlighted that a padlock is needed to lock the stop tap at the back of the casing. It was unanimously agreed that the Clerk will purchase a padlock for the casing.

71/09-12

Allotments

1. **Wyman Way** – Mr Froggitt reported that the Phoenix School plot had recently been vandalised. The Meadow next to the allotments is due for its annual cut. Beebys Landscaping Limited has quoted the same price as last year to cut the meadow - £325 + vat.

Resolved: to accept and go ahead with the quotation received for the annual meadow cut.

2. **Cherry Orton Road** – Mrs Sandles reported that several allotments are overgrown again. The Clerk will write to the tenants asking them to tidy up their plots. Barford Pest Control Services have resolved the pest problem at the site.
3. **Gostwick** – Mrs Fearon reported that several allotments are overgrown. The Clerk will write to the tenants asking them to tidy up their plots. It was also reported that the gates to the allotment site are in a bad state of repair and an allotment tenant has offered to repair them at a reasonable cost. However as the gates have suffered over the years due to acts of vandalism because they are an easy point of access, it was agreed that the Clerk should in the first instance obtain quotations for new metal gates which would act as an initial deterrent and last many years. The Clerk reported that one of the tenant’s spouses received verbal abuse from a nearby householder for lighting a bonfire on their plot. As bonfires are deemed to be a nuisance and socially unacceptable by many people in today’s society, it was decided to look carefully as to whether or not bonfires should be allowed on any of the allotment sites when the new allotment tenancy agreement is brought before the Parish Council for adoption.
4. **New Tenancy Agreement** – A copy of the new proposed agreement has been placed onto the Parish Council website inviting comments from allotment tenants. 3 responses have been received to date. Mr Long also pointed out that Peterborough City Council allotment tenancy agreement states that only 1 months’ notice of a rent increase is given whereas the Parish Councils states 1 year. This item will be looked at by the allotment working group before presenting the new agreement to the Council.

5.

72/09-12

Finance & Administration

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

Mr M Russell	Pond maintenance (May-July)	£40.00
RBS Software Solutions	Annual Software Support Service	£124.80
Edwards Engineering Ltd	Cemetery Standpipe	£262.80
Peterborough City Council	Oundle Road Crossing	£25,000.00
Beebys Landscaping Limited	St Marys Church – landscape maintenance (<i>July</i>)	£354.00
Beebys Landscaping Limited	Cemetery maintenance (<i>July</i>)	£273.00
Orton Waterville Parish Council	6 Month Investment Co-op Bank	£50,000.00
	Clerk’s salary (<i>for August</i>)	£812.39
	Clerk’s expenses 18 th July-21 st August	Reimbursements
	HM Revenue & Customs (<i>for August</i>)	£114.66
	HM Revenue & Customs (<i>for August</i>)	£106.96
Beebys Landscaping Limited	St Marys Church & Cemetery maintenance (<i>August</i>)	£627.00
	Clerk’s expenses 22 nd August – 18 th Sept	Reimbursements
	Clerk’s salary (<i>for Sept</i>)	£140.98
	Clerk’s salary (<i>for Sept</i>)	£812.39
	HM Revenue & Customs (<i>for Sept</i>)	£106.96

2. To note any income received.

Cemetery fees (<i>Aug</i>)	£1100.00
Interest (<i>Aug</i>)	£0.52
Allotment rent (<i>Sept</i>)	£30.00
Cemetery fees (<i>Sept</i>)	£4475.00
Interest (<i>Sept</i>)	£0.52
Precept	£24194.00

3. Financial Investment

The Clerk has opened a new bank account with the Co-operative bank and invested the agreed £50,000. Confirmation has been received that the account is open and that the investment matures on 4th March 2013.

73/09-12

Planning Matters

1. To comment on new applications as follows:

12/01134/FUL	Change of use at 6 Milnyard Square, Orton Southgate (previously submitted under 12/00708/FUL)	No objection.
12/01216/FUL	Extension of car park at Fountain Court, Lynchwood	No objection.
12/01213/REM	Consultation on construction of access road at land to the east of Alwalton Hill, Fletton Parkway	No objection.
12/01328/CTR	Consultation on Trees Notification at 3 The conifers, Orton Waterville	No objection.
12/01258/FUL	Consultation on residential development of 80 properties at Northern Section of The East of England Showground, Oundle Road, Alwalton	No objection.
12/01387/CTR	Consultation on Trees Notification at 72 Cherry Orton Road, Orton Waterville	No objection.

2. To note decisions on previous applications

12/00844/HHFUL	Construction of garage at 8 The Gannocks, Orton Waterville	Granted
12/00971/FUL	Provision of 129 additional car parking spaces at RSA, Lynchwood House, Lynch Wood, Peterborough	Granted
12/001053/CLE	Certificate of Lawful use as a Public House at The Chequers, 62-63 Napier Place, Orton Wistow	Certified

3. To note decision from the Planning Committee hearing – None.

74/09-12

Maintenance Matters – It was reported that a hedge outside a property at the top end of Cherry Orton Road near to Oundle Road, is heavily obstructing the footpath. The Clerk will notify Peterborough City Council and ask them to take action.

75/09-12

Future agenda items and announcements – The end of year accounts have been received back. A decision needs to be made as to the amount of honorarium that is to be paid to the internal auditor for his services.

Mr Watts announced that Rangefield Social Club is holding a coffee morning on Tuesday 25th September to raise funds for the Macmillan Cancer Support and that everyone is welcome to attend.

Date of next meeting: 17th October 2012 at 7:30 pm.