

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
Website: www.ortonwatervilleparishcouncil.org.uk

Minutes of the Orton Waterville Parish Council meeting held in the Village Hall, Glebe Avenue, Orton Waterville on Wednesday 20th November 2013 at 7.30 pm.

PRESENT: Mr Chambers (in the Chair) Mr P Froggitt Mr I McLaughlan
Mrs J Goode Mrs B Fearon Mr R Hammerton
Mrs J Farnham Miss S Bellamy Mr C Long (until 9:15 pm)
Mrs A Brown (Clerk)

Members: 13 Quorum: 5

MEMBERS OF THE PUBLIC – One Police – None

131/11-13 Apologies for Absence

Apologies were received and accepted from Mrs D Sandles (personal) and Cllr J Stokes (civic duty). No apologies were received from Mr Warren.

132/11-13 Declaration of Interests and dispensations

1. **Declarations of interest 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.

133/11-13 Public Forum

The member of the public was only observing.

134/11-13 Local Police matters

No PCSO's were present.

135/11-13 Ward Councillor

Councillor Stokes sent a written report with her apologies, 'OrtonGate - I understand another meeting was held yesterday regarding OrtonGate and we are waiting a decision from the NHS. Myself and other ward Councillors are pressing for this matter to be resolved so the completion of OrtonGate can go ahead. I will update you as soon as we hear the result of this meeting.'

136/11-13 Minutes of previous meeting (circulated)

The minutes of the Orton Waterville Parish Council meeting held on 16 October 2013 were unanimously agreed by everyone as a correct record of the meeting and signed by the Chairman.

137/11-13 Clerks update

1. **Local Government Boundary Commission** – further information was provided by the Commission. The review will initially look to determine if the number of City Council Councillors needs to be increased before ward boundaries are looked at. This was noted.
2. **Ownership of village ponds** - no reply has yet been received from Peterborough City Council confirming the future maintenance of the ponds by them.
3. **Woodlands Trust Trees pack** - these have been received and planted by the Pond Warden along the burial ground boundary fence.

138/11-13 Parish Councillor Vacancy on Orton Wistow Ward

No applications have yet been received. The vacancy remains open.

139/11-13 Correspondence received

1. Peterborough City Council - the 2nd Annual Parish Council Conference 2013 is taking place on Tuesday 26th November at the Bedford Hall in Thorney. Mr Chambers and Mr Froggitt are attending.
2. CAPALC – the date of the AGM on 9th December 2013 was noted.

3. Orton Waterville Village Hall - letter of thanks was noted for the money towards the CCTV system, however Mrs Fearon queried this because she was under the impression that the money would only be used if there was not sufficient funds for CCTV from their Section 106 funding. Mr Hammerton confirmed that this was why the money was now required which was agreed in principle under agenda item 32/05-13. Following the meeting, the Clerk has checked her records and has an email from Mr Hammerton dated 10 September 2013 stating that the funding received will not cover the installation of CCTV which is why the £3000 was presented and paid under agenda item 106/09-13. No one queried the payment at the meeting which was set out in the agenda.
4. Key Sports Coaching - report back on the children's after school club at Matley Primary School which was funded by the Parish Council was received and noted.
5. Key Sports Coaching – a further funding request for the next financial year has been received to provide another after school club at a school within the Parish. It was agreed that the Clerk will obtain further information on this before a decision is made.
6. Draft River Nene catchment plan – start of the consultation period was noted. Mr Chambers and Mr Hammerton will look at the water ways within the Parish and collate a response for the survey.
7. Peterborough City Council - information on festive period refuse collections was noted and has been displayed on the Parish Council website.
8. The Nene Valley Archaeological Park Pilot Study – a questionnaire has been received regarding an Archaeological Park being proposed between Wansford and Peterborough. The Clerk will complete this and return.

140/11-13

Cambridgeshire Police and Crime Panel

There was no Parish Council representation at this meeting, however Mr Hammerton had recently attended the Neighbour Hood Watch AGM and gave a brief feedback of this meeting.

141/11-13

Refurbishment of bench on Oundle Road/Cherry Orton Road junction

The Clerk reported that Mr Whatling had inspected the bench and could carry out the required repairs for approximately £100.

Resolved: that Mr Whatling will carry out the repairs to the rotted bench seat for his quoted price of approximately £100.

142/11-13

Play Area Working Party

Mrs Goode reported that she had received two quotations for the repair and refurbishment of the play equipment, along with the purchase of two 'Springys'. It appears that the removal and disposal of the wet pour surface is costly. The Clerk informed her of another company which may also be able to provide a quotation for this. The quotations will be circulated for discussion at the next meeting.

143/11-13

Cherry Orton Road footpath

Mr Chambers raised a concern regarding the camber on the footpath between numbers 3 and 7 Orton Cherry Road. He reported that several weeks ago, a member of the public was tipped off his mobility scooter and thrown into the road. Fortunately the driver of the car who found the person in the middle of the road had stopped in time. The camber and width of the footpath can at times make it difficult access for pedestrians with pushchairs and wheelchairs. It was agreed that the Clerk will contact Highways and ask them to look at the footpath to see if anything can be done about it.

144/11-13

Signage for Napier Place car park

A matter of concern was raised regarding the access points for Napier Place car park. Traffic in the car park has massively increased because of the new Tesco store, and on several occasions there have been near misses because drivers are using both access points as entrances and exits. As this is a private car park, it was agreed that the Clerk will write to the owners and raise the concerns of the Parish Council suggesting that the car park is made 'one-way' round.

145/11-13

War Memorial

A matter was raised concerning the names of those who died in the 2nd World War which are inscribed on the war memorial. The names are etched into the stone but are now extremely difficult to read. This also happened to the names of those who died in the 1st World War and a granite plaque with their names inscribed on it was set into the memorial. It was agreed that the Clerk will obtain a quote for a similar granite plaque for the 2nd World War victim's names.

146/11-13

Website

Mr Froggitt informed the meeting that the website design company had begun work on the new Parish Council website. He has started receiving draft layouts of the pages for his comments and will circulate them to everyone for comments when more work has been done on them. He envisages that the new website will be ready early in the New Year.

147/11-13

Orton Centre

The update on the Orton Centre was given earlier in Councillor Stokes report under agenda item 135/11-13.

148/11-13

Burial Ground

1. **Health and safety** – the Health and Safety report was circulated to the Parish Council. No major issues were found requiring attention.
2. **To receive other matters of concern** – the Clerk informed the meeting that Beebys Landscaping as a gesture of goodwill had carried out an additional grass cut in St Mary's Churchyard because it would be too long to leave until next April. They have also pointed out that there are a couple of gravestones and one tomb that are almost completely covered with ivy and that the lower branches of one of the trees are almost on the ground which they are happy to remove at no cost. The Clerk has referred Beebys to Mrs Hall who deals with matters relating to the church and they will liaise with her direct for the works to be carried out.

149/11-13

Allotments

1. **Gostwick** – no matters of concern were raised.
2. **Cherry Orton Road**
 - a. National Gardens Scheme 2014 - since the last meeting a notice has been displayed on the allotment gates inviting tenants for their comments on allowing Mrs Tiplady to open the allotments as part of the National Gardens Scheme 2014. The notice also stated that it will be assumed by the Parish Council that allotment tenants are in agreement for the Scheme to go ahead if no comments are received. Only one response in favour of participation in the Scheme has been received by the Clerk.
Resolved: to allow Mrs Tiplady to open up the allotment gardens for one afternoon only to participate in the National Gardens Scheme 2014 because no responses against the scheme have been received by the Parish Council.
 - b. 40a Cherry Orton Road boundary – a letter received by the Parish Council from Mr Garner regarding his boundary has been shown to the Parish Council solicitor. Mr Froggitt also produced a sketch of three plans of the area which show how the boundary looks according to Land Registry, how Mr Garner would like the boundary to look, and how Mr Garner could move his fence out on a line that is parallel to his existing fence and no further action would be required. The solicitors advice states that there are two options to resolve the matter if Mr Garner is insistent for his boundary line to fall further out than the parallel line to his existing fence line and subsequently fall inside the Parish Council red edging of the Land Register title plan. The Parish Council can either agree that Mr Garner simply moves his fence to the new agreed boundary line, but that the land will still remain within the legal title and ownership of the Parish Council, or if Mr Garner wants actual legal title to the land then he will have to have a prepared form TP1 (a Land Registry approved form of transfer of part of a registered title) which has a Land Registry compliant plan attached to it, for the Parish Council to execute. However the prepared TP1 form and plan would still need to be checked by the Parish Council solicitor of which the cost will need to be borne by Mr Garner as will also the transfer fee charged by Land Registry and any other costs.
Resolved: that the Clerk will write to Mr Garner and confirm where he wants the boundary line to fall and state the options in resolving the matter. If Mr Garner agrees to move his fence out on a line that is parallel to his exiting fence, then no further action would be required by either party. If Mr Garner wants to move his fence to a new boundary line which falls within the Parish Councils red edging on the Land Registry title plan, then he may do so providing that he is in agreement that this piece of land will always remain within the legal title and ownership of the Parish Council, but if Mr Garner is insistent on also having the actual legal title to the piece of land, he will need to prepare himself or have prepared for him Land Registry form TP1 with a Land Registry compliant plan and to bear all costs of the Parish Council solicitor to check that the form and plan agree with the title deeds of the Parish Council and any other costs that may be associated with the transfer including the Land Registry transfer application fee.
 - c. Skip provision request for new allotment tenants – a new allotment tenant has requested that the Parish Council provide a skip for them to dispose of the rubbish that has been left by a previous tenant. The Clerk stated that the rubbish was left by two tenants previous, and that the last tenant never made use of the skips that were provided by the Parish Council earlier in the year to clear away the rubbish. A concern was raised that providing skips on a regular basis will push the price of the allotment rents up. Mr Froggitt stated that the rules should be enforced and that vacating tenants should be charged for the clearance of plots where they have left with rubbish on which cannot be composted. The Clerk responded that these types of situations are difficult to enforce and that letters are always ignored. It was agreed that in the first instance

the Clerk and Mr Chambers will go and access the amount and type of rubbish that there is on this plot and report back at the next meeting.

- d. Other matters of concern – Mrs Laing who uses the allotment access road for their property has asked the Parish Council to purchase some chippings which she would then use herself to fill in the pot holes in the access road now that the Parish Council have decided against carrying out any repairs to this road. The chippings cost tonne approximately £12 - £14 per tonne.
- e. **Resolved: that the Parish Council will purchase a maximum of five tonnes of chippings for Mrs Langston to carry out the repairs herself to the pot holes in the allotment access road.**

3. Wyman Way - No matters of concern were received.

150/11-13 Finance & Administration

1. To authorise the following payments:

Peterborough Office Supplies	Stationery	£29.33*
Society of Local Council Clerks	Cemetery Legal Compliance Course	£150.00*
2buy1click	1 st payment for new Parish Council website	£1284.00*
Beebys Landscaping	Landscape Maintenance	£273.00*
Dean Moore Plumbing and Heating	Isolation and draining of allotment taps	£40.00
D Hazlehurst	Internal Audit	£300.00
Clerk's salary (for Nov)	Salary	£824.01
Clerks expenses	Reimbursements	£151.66
Cambridgeshire County Council	Superannuation (Nov employer & employee contributions)	£331.20
HM Revenue & Customs (for Nov)	Tax and NI	£111.78

*Denotes VAT at 20%

2. Income received (to date)

Allotment rent	£140.00
Burial ground	£660.00
Bank interest	£0.10

3. **To discuss budget items for next year** - Mr Froggitt asked everyone to submit their budget items to him for insertion in the 2014/15 budget proposal which will be presented at the next meeting.

151/11-13 Planning matters

1. Comments on new applications

13/01536/CTR	Trees notification at Green Gates, 49 Cherry Orton Road, Orton Waterville, Peterborough	No objections
13/01516/FUL	Extension at Barnack UK Limited, Southgate Way, Orton Southgate, Peterborough	No objections

2. Decisions on previous applications

13/01139/R3FUL	Proposed ground floor extensions at Orton Wistow Foundation Primary School Wistow Way Orton Wistow Peterborough PE2 6GF	Permitted
13/01393/HHFUL	2.0m high close boarded timber fence set 0.5m away from public path to enclose piece of land (in applicants ownership) as residential garden at 65 Elstone Orton Waterville Peterborough PE2 5JZ	Permitted
13/01378/FUL	Provision of 2.4m high anti ram fence to rear elevation at 8 - 9 Tresham Road Orton Southgate Peterborough PE2 6SG	Permitted
13/01460/CTR	Tree work on boundary Of Orton Longueville School Oundle Road Orton Longueville Peterborough	Permitted
13/01448/FUL	Refurbishment of existing playground, including replacement of structures, boundaries and surfaces at Ferry Meadows Country Park Ham Lane Orton Waterville Peterborough	Permitted

3. **Decision from the Planning Committee hearing** – none.

152/11-13 Maintenance matters – a matter was raised regarding the section of footpath leading from Chapel Lane to Plegan Place to where it joins the piece of footpath which was repaired by the Parish Council last year. The slope on this piece of footpath makes it very uneven underfoot especially during the winter months. The Clerk will raise the matter with Highways.

153/11-13 Future agenda items and announcements – refurbishment of the village sign.

154/11-13 Date of next meeting – Wednesday 18th December 2013 at 7:30 pm.