

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 15 October 2014 at 7:30 pm.

PRESENT:

Mr M Chambers (in the Chair)	Mr P Froggitt	Mrs C Normington
Mrs J Farnham	Cllr J Stokes	Mrs B Fearon
Mrs D Sandles	Mrs J Goodwin	Mr S Warren
Miss S Bellamy	Mrs J Goode	Mrs A Brown (Clerk)

Members: 13 Quorum: 5

MEMBERS OF THE PUBLIC – None Police – None

118/10-14 Apologies for Absence

Apologies were initially received and accepted from Mr I McLaughlan (personal) and Mr C Long (personal).

119/10-14 Declaration of Interests and dispensations

1. Received declarations of interest from councillors on items on the agenda – none.
2. Received written requests for dispensations for disclosable pecuniary interests – none.
3. Granted requests for dispensation as appropriate – none.

120/10-14 Public Forum

There were no members of the public present.

121/10-14 Local Police matters

NO PCSO's were present. Ms Bellamy reported back from the recent Police Panel meeting which she had attended. Priorities which the police will be concentrating are drugs, fly-tipping and burglaries. Next panel meeting is on 7 January 2015 at 7:30 pm.

122/10-14 Ward Councillor

Councillor Stokes informed the meeting that the Scrutiny Committee for Health on which she sits, reported that the doctors surgery at the Orton Centre is staying on its current site and will be refurbished by the NHS. Her next ward walk will take place on 23 October 2014 and will include looking at the traffic problem on Wistow Way and the additional dog waste bin provision on Wyman Way.

123/10-14 Minutes of previous meeting (circulated)

The minutes of the Orton Waterville Parish meeting held on 17 September 2014 were unanimously agreed by everyone as a correct record of the meeting and signed by the Chairman.

124/10-14 Correspondence received

1. **Rialtas Business Solutions** – notification of fees and charges from 1 April 2015 for software packages was noted.
2. **CAPALC** – 'Councils' powers to discharge their functions' update of Legal Topic Note 1 was noted.
3. **CAPALC** – update on Quality Council Scheme was noted.
4. **Mr Hobbs** – request for allotments financial information was received and noted. A reply has been sent by the Clerk.

- 125/10-14 Community Litter Picking**
It was reported that the community litter picking will be completed by the two Ormiston Bushfield Academy students in the final week of October. As agreed an honorarium payment will be made to them next month which will be going towards their World Challenge Trip to Indian in July 2015 to help and work in orphanages and an elephant sanctuary for orphaned elephants.
- 126/10-14 Clerks qualification**
Mrs Brown has recently passed the Certificate in Local Council Administration (CiLCA) and is now a fully qualified Clerk. As was previously agreed prior to her employment, the Clerks salary will be adjusted to reflect this with effect from 1 October 2014. Mr Froggitt informed the meeting that now that the Parish Council has a qualified Clerk and at least two thirds of elected councillors, the General Power of Competence could be considered for adoption by the Parish Council as defined by the Localism Act 2011 section 1-8. *'The Government's intention in providing eligible parish councils with the general power of competency is to better enable them to take on their enhanced role and allow them to do things they have previously been unable to do under existing powers'*
- 127/10-14 Standing Orders**
New Standing Orders were presented to the Parish Council for adoption and it was proposed by Mr Froggitt and seconded by Mrs Goodwin to pass the following motion to amend the Standing Orders as follows;
"That the existing document entitled 'Standing Orders - March 2010', and amendments thereto, is withdrawn and the document entitled 'Standing Orders - October 2014, is adopted by the Council"
Resolved: to accept the motion to adopt the new document 'Standing Orders – October 2014'.
- 128/10-14 Code of Conduct**
No amendments have yet been made by Peterborough City Council to their document.
- 129/10-14 Crossing on Wistow Way near Lynchwood roundabout**
The data from the traffic survey undertaken by Highway Services in July have now been received by the Clerk and circulated to everyone. The survey results indicate that the 'input' figure would be dismissed as being too low by Senior Officers to fund a crossing in this area. As agreed at the last Parish Council meeting, Councillor Stokes will be looking at the problems faced by pedestrians in this area on her next scheduled ward walk on 23 October 2014.
- 130/10-14 Orton Waterville United Charities**
Mrs Goode agreed to be the Parish Council representative for this charity.
- 131/10-14 WI request for permission to plant rose bed within the Parish to commemorate WI centenary**
St Mary's Church meeting has not yet taken place and the Clerk will be informed of their decision.
- 132/10-14 Additional bin provision for dog waste at Wyman Way**
No further update has been received, however this matter will be looked into and discussed on Councillor Stokes forthcoming ward walk on 23 October 2014.
- 133/10-14 Trees inspection**
The Clerk confirmed that Peterborough City Council does not survey the trees on the common land in Wyman Way. The last tree survey in this area was carried out by the Parish Council in February 2013. It was unanimously agreed that a new tree survey should be done. The Clerk will arrange this with the same arboriculturist as before.
- 134/10-14 Entrance into Plegan Place from The Gannocks**
The Clerk informed the meeting that the entrance step repair and handrail installation will be carried out within the next few weeks, weather permitting.
- 135/10-14 War memorial**
The new 2nd World War memorial plaque has now been fitted over the original inscription on to the war memorial in St Mary's Churchyard. As previously agreed the Clerk will invoice the Orton Waterville United Charities for their 50% contribution towards the costs incurred.

136/10-14

Woodland Trust

A request has been received asking the Parish Council to apply for a free tree planting pack from the Woodland Trust again. It was suggested that there may be a suitable tree pack to create an ‘avenue’ of trees either side of the grasscrete road leading to the burial ground gates. This was agreed by everyone as a good idea and the Clerk will order a suitable tree pack if possible.

137/10-14

The Good Councillor’s Guide V4

Mr Froggitt proposed that the Parish Council purchases new copies of this updated publication which cost approximately £2 each. Janet Goodwin seconded this. It was unanimously agreed that the Clerk will purchase 15 copies of The Good Councillors from CAPALC.

138/10-14

Parish Council Liaison meeting

There was no feedback because no one was available to attend this meeting and the draft minutes are not yet available.

139/10-14

Burial Ground

1. The motion to amend the motion to amend the Lawn Cemetery Regulations Fees and Charges in Appendix A is in abeyance until the next meeting.
2. There were no other matters of concern raised.

140/10-14

Allotments

1. A request has been received by the Clerk to allow burning on allotment sites again to be in line with Peterborough City Councils amended allotment burning policy. Peterborough City Council is currently running a pilot scheme on three of its sites which will be reviewed in November before any firm decision is made to implement the policy. It was agreed by everyone to wait until the City Council makes their decision on their pilot scheme before discussing the matter further.
2. Gostwick – no matters of concern were received.
3. Cherry Orton Road – the Clerk has received a complaint concerning rats on the allotment site. It appears that due to the last winter being so mild and households near the allotments keeping chickens, the rat problem has worsened again since July 2012 which was the last time the Parish Council employed the services of a pest controller. It was unanimously agreed to call in the pest control company again to alleviate the problem.
4. Wyman Way – following last month’s discussion to try and improve the appearance of the general area and perhaps create a meadow, Mr Froggitt provided information on a local charity which offers advice on how to create a meadow. It was agreed that the Clerk will contact ‘Buglife’.

141/10-14

Finance & Administration

1. To agree and authorise the following payments:

Anglian Water	Gostwick allotment water charges	£217.75
Anglian Water	Burial ground water charges	£22.26
D Hazlehurst	Internal audit	£300.00
Clerks salary	Salary (Oct)	£889.28
Clerks expenses	Reimbursements	£164.29
Cambridgeshire County Council	Superannuation (Oct employer & employee contributions)	£347.76
HM Revenue & Customs	Tax and NI (Oct)	£77.16

*Denotes VAT at 20%

2. Income received

Allotments	£1491.00
Burial Ground	£1100.00
HSBC interest	£ 0.34

3. The end of the 2nd quarter financial report was noted.
4. The Clerk asked the Parish Council to consider using their accounts package provider to remotely back up and store Parish Council financial information. After discussion it was agreed to look at other providers of back-up systems first. In her recent review the Clerk had asked for permission to attend a training session for end of year accounts clearance with the system provider in Swindon at a cost of £170 + vat. Mrs Fearon suggested that perhaps a Clerk from another parish whom she knows may be able to help with the end of year procedures. The Parish Council was agreed that in the first instance Mrs Brown will speak with the other Clerk and will only go on the training course if they are unable to help her.

142/10-14 Planning matters**1. Decisions on previous applications**

14/01216/HHFUL	Single storey rear extension at 5 Carradale Orton Brimbles Peterborough PE2 5XQ	Permitted
14/01404/ADV	Double sided freestanding totem sign, incorporating business park name and company logo at Manasty Road Orton Southgate Peterborough	Permitted
14/01416/HHFUL	Proposed two storey side and single storey rear extension at 33 The Orchards Orton Waterville Peterborough PE2 5LA	Referred to Planning and Environmental Protection Committee
14/01420/LBC	Proposed repairs and replacement of existing north wing roof including associated structural repairs to walls at Manor Farm 33 Cherry Orton Road Orton Waterville Peterborough PE2 5EQ	Permitted

2. Decisions from the Planning Committee hearing – none.**143/10-14 Maintenance matters**

No matters were raised which required action by the clerk

144/10-14 Future agenda items and announcements

No other items suggested in addition to those already noted above.

145/10-14 Date of next meeting

Wednesday 19 November 2014