

Minutes of a Parish Council Meeting
held in the Village Hall, Glebe Avenue, Orton Waterville on
Wednesday, 15 April, 2009.

Present:	Mr M Chambers (in the chair) Mr M Rowett	Mr P Froggitt Mrs J Stokes	Mr C Long Mr M Stone	Mr G Masters Mrs G Thornley
	Members of the Public – one	PCSO Amanda Butler and PCSO Siobhan Hawarth	Ward Councillors – none	

1. APOLOGIES FOR ABSENCE were received from Mr M Smith.
2. DECLARATION OF INTERESTS –
 - Item 9 – Mr C Long (member of Village Hall Committee)
 - Item 11 - Mr P Froggitt (allotment tenant)
 - Item 11 - Mr M Rowett (allotment tenant)
 - Item 11 – Mr G Masters (allotment tenant)
3. LOCAL POLICING MATTERS – The PCSOs reported that there have been bogus callers in the area and that people should be aware. Handouts were distributed among the members. Street trading in the non-consented lay-by was reported and the Officers agreed to deal with this matter when patrolling. The vandalism of the Village Hall Notice Boards was discussed and the PCSOs agreed to follow it up. It was agreed not to replace the panes of glass in the notice boards but to have a wire front instead and to purchase a laminator.
4. MINUTES OF THE MEETING HELD ON 18 MARCH 2009 – Subject to some typographical corrections, Mr Stone proposed and Mrs Thornley seconded that the minutes be signed as a true and correct record. This was carried.
5. MINUTES OF THE MEETING HELD ON 1 APRIL 2009 – Mr Stone proposed and Mr Froggitt seconded that these minutes be signed as a true and correct record. This was carried.
6. MATTERS ARISING FROM THE MINUTES
 - (a) Freedom of Information Act (minute 5a).
An informative and amusing DVD was received. This is being circulated among members.
 - (b) Environment Project (minute 5b).
It was reported that this project has now been completed and Bushfield School reimbursed. An invoice has therefore been raised by the Parish Council to the City Council for £225.00.
 - (c) Biodiversity Strategy (minute 6c).
No comments were received regarding this document, which was circulated to members.
7. CORRESPONDENCE RECEIVED
 - (a) Terrells Solicitors – A letter was received asking the Parish Council if they would like some archived files dating from the days of Lady Lodge Estates Limited. Mr Long agreed to arrange to fetch these documents from the solicitors office and to go through them for matters of interest to the Parish.
 - (b) St Botolph's School – As one of the sponsors of the chicken project, an invitation to attend the opening of the Chicken Coop was received. The Clerk represented the Parish Council at this opening ceremony.
8. BURIAL GROUND

Having confirmed the Parish Council's tender choice to the Architect, Mr Wright then instructed the Contractor to prepare a Method Statement and advised the Parish Council to send off the Anglian Water installation fee. When the Method Statement was received, an £85 fee was required by the City Council for clearing planning conditions. The Planning Department also confirmed that it would take 12 weeks from submission for these clearances. Mr Froggitt agreed to chase them.
9. VILLAGE HALL – It was reported that an application for planning permission for an extended car park has been made. This was noted.

10. STORAGE SHEDS

The cheque for £13,200 in a pro rata settlement of the claim was received. In the process of obtaining quotations for the demolition work, it was discovered that Conservation Area Consent was required from the Planning Department. After consultation with the Conservation Officer, an application to demolition both buildings was made: the partially collapsed building being retrospective. Having agreed with the Conservation Officer that the demolition of this latter building should continue for Health and Safety reasons, a date of 20th April was agreed with the contractor for the start of demolition work. All allotment holders are to be notified in writing of the date demolition work would begin and that this would result in the disturbance of the asbestos roof. Warning notices are to be put up on the gates to the allotments warning of asbestos hazard and forbidding entry to the site. The former tenant will be notified of the start date for the demolition and informed that any belongings left on the premises at the start of demolition work would be deemed to have been abandoned and he would be charged for its removal. This prompted him to confirm that everything had been cleared. The only outstanding matter was the tenancy of the remaining shed. Since the Lease was due for renewal in April 2010, Mr Masters proposed and Mr Rowett seconded that notice should be given that this Lease would not be renewed. This was carried.

11. ALLOTMENTS

- (a) Wyman Way – Peterborough Tree Services had identified 5 dead trees in the hedgerow. Their quotation for removing these is awaited. Only one allotment rent is outstanding on this site.
- (b) Cherry Orton Road – A plumber was called to turn on the water at this site also. He discovered a burst pipe which he repaired all for a total of £200. Two allotment rents are outstanding on this site.
- (c) Gostwick – Beebys have been asked for a quotation to control the weeds on this site's Car Park. Five rents are still outstanding. A letter was sent to the City Council requesting a continuation of the Lease. Mrs Farnham was not present and, although Mr Smith was also not present, he had sent a report to say that he had inspected the allotments and had not found the chicken huts out of place. Mrs Stokes, however, had considered the height of one of the chicken huts to be too high. In the event of a tie, it was agreed that two other members inspect the site and report back for next time.

12. FINANCE AND ADMINISTRATION

- (a) The following payments were authorised

Anglian Water (cemetery connection)	£598.00
Bushfield College	£167.73
PCC (08/09 recharges)	£1405.09
Aqua Main (plumber)	£200.00
Beebys Landscaping (churtyard maintenance)	£316.89
HM Revenue & Customs (Tax and NIC)	£101.10
Clerk's Salary (for April)	£395.20
Expenses (for April)	£36.82
PCC (planning clearance fee)	£85.00
- (b) Income received to date

J Hopper – shed rent	£140.00
Bank Interest on Saver Plus Account	£1.48
- (c) Annual Accounts – The accounts have now been examined by the internal auditor who recommended a few changes to the circulated accounts due to the last cheque being a prepayment. The Income is down from last year due mainly to the fall in interest rates. The Expenditure is up due mainly to progress on the new cemetery. £3,000 has been transferred from general reserves to earmarked reserves specifically for this project. The Balance Sheet which was circulated with the agenda shows a deficit due to the last cheque being a prepayment. However, this cheque was not posted until some more income was received to cover it.

Mr Masters proposed and Mr Stone seconded that these accounts be accepted. This was unanimously carried.

A list of assets was presented to members and updated. The auditor will be notified and the Annual Return will be presented at the next meeting.

- (d) Insurance – A quotation for renewal was received from Allianz. It was agreed to obtain another quotation from Came and Company. Mr Froggitt proposed and Mrs Thornley seconded that a back-up system for the computer be obtained from BT. Mr Froggitt agreed to install this.

13. PLANNING MATTERS

(a) New applications since last month

09/00082/FUL	Extension at 49 Church Drive, Orton Waterville	No objection
08/01596/FUL	Trolley shelter at Co-op, 5 Ortongate	No objection
08/01595/ADV	Signs at Co-op, 5 Ortongate	No objection
08/01608/FUL	Change of use to university at Pearl Centre, Lynch Wood	No objection
08/01551/ADV	Sign at AB Agr Ltd, 64 Innovation Way, Lynch Wood	No objection
09/00182/FUL	Extension at 12 Ferryview, Orton Wistow	No objection
09/00184/FUL	Condenser units at 2 Commerce Road, Lynch Wood	No objection
09/00183/FUL	New shop front at 19 Ortongate	No objection
09/00144/FUL	Extension at 5 Earlswood, Orton Brimbles	Note below*
09/00244/FUL	Extension at 39 Farleigh Fields, Orton Wistow	No objection

*I received an email from Paul which I forwarded to the Planning Department due to running out of time. The comment was "No objection in principle to the overall proposal. However, I believe that the two side windows, in the proposed first floor extension to provide an en-suite and dressing room, invade the privacy of the neighbours at No.6 Earlswood. Given the proposed use of these new rooms these side windows seem unnecessary and I suggest that they are deleted. If they are permitted then a condition that they are glazed with obscure glass should be added to the consent."

(b) Decisions on previous applications

08/01381/ADV	V-board advertising by Persimmons at the Showground	Appeal
08/01392/FUL	Change of use of Bushfield dental surgery at Fitzwilliam House	Committee**
09/00040/ADV	Signs at 3 Ortongate	Granted
09/00130/NTEL	Mast at land adjacent to Beverstone, Orton Brimbles	Granted

** The Officer is recommending to allow this application on the grounds that there is no Policy which seeks to retain primary care facilities and the premises is suitable for retail. The fact that there are plenty of unlet units is not relevant as it is not necessary for the applicant to demonstrate need. Since the Parish Council asked for it to be referred to Committee, I have asked that one of the ward councillors (either Gavin Elsey or William Truemann) represent us at this meeting.

14. MAINTENANCE AND OTHER MATTERS – There were none.

15. ANY OTHER BUSINESS – The Annual Parish Meeting will be held at 7pm on 20 May 2009, prior to the Parish Council's Annual General Meeting. The Annual Meeting of the Village Hall Committee is on 29 May 2009.

There being no further business the meeting closed at 9.35 pm.