

Minutes of a Meeting of the Parish Council
held in the Village Hall, Glebe Avenue, Orton Waterville on
Wednesday, 17 February 2010.

Present: Mr M Chambers (in the chair) Mr P Froggitt Mr R Hammerton Mr C Long
Mr M Rowett Mrs J Stokes Mr M Stone Mrs G Thornley

Members of the Public – none PCSOs – none Ward Councillors – none

1. APOLOGIES FOR ABSENCE – Apologies were received from Mr M Smith.
2. DECLARATION OF INTERESTS – Item 10(a) – Mr P Froggitt (allotment tenant)
Item 10(c) – Mr M Rowett (allotment tenant)
3. LOCAL POLICING MATTERS – There were no police officers present.
4. REPORTS FROM WARD COUNCILLORS – There were no ward councillors present.
5. MINUTES OF THE MEETING HELD ON 20 JANUARY 2010 – Mr Stone proposed and Mrs Thornley seconded that the minutes be signed as a true and correct record. This was carried.
6. MATTERS ARISING FROM THE MINUTES
 - (a) Freedom of Information Act (*minute 6a*).
The Working Group agreed to meet on Monday, 22 February 2010, to review the new Standing Orders and related matters.
 - (b) Barrier Replacement (*minute 6c*).
A reply was received from the Highways Authority reiterating that they had no intention of replacing the missing barrier at this time. Because of their limited maintenance budget all requests would have to go through their Travelchoice team or Traffic Management Team. It was agreed to contact the Ward Councillors with a view to funding this out of the Community Fund.
 - (c) Village Sign (*minute 6d*).
No quotation has yet been received.
 - (d) Assets Register (*minute 6d*).

The Assets Register was reviewed and it was agreed to inform the Insurance Company to include the Cemetery in the Public Liability section of the schedule, and to insure the Cemetery for £50,000 in its Property section of the schedule. It was also agreed to insure for Gates and Fences to the value of £5,000 since there are gates and fences around the allotment sites.
 - (e) Vacancies (*minute 6e*).
There was no further progress.
 - (f) Bus Shelter (*minute 13c*).
A quotation of £752.00 was received from Garfield Builders to carry out the repairs to the Oundle Road Bus Shelter. Mr Hammerton proposed and Mr Froggitt seconded that this quotation be accepted. It was carried.
7. CORRESPONDENCE RECEIVED
 - (a) Standing Orders – It was recommended by CALC that each Parish Council should have at least one hard copy of Parts 1 and 2 of the new Standing Orders at a cost of £25 each. It was agreed that three copies should be purchased, one for the Clerk, one for the Chairman and one for circulating among the members.
 - (b) Flagship Project – A request was received from Maureen Lazaretti, Area Manager of Cross Keys Homes, to address the Parish Council on the Flagship Project. This project is the setting up of Youth facilities at Riseholme which falls within the parish boundary. Following the presentation, which took place before the meeting, a request for help with funding was made. Mr Stone proposed and Mr Rowett seconded that £1,000 under s.137 of the LGA be granted. This was carried.

- (c) The Windmill Tavern – Following a letter from a resident informing that outdoor works were being carried out at the Windmill Tavern without planning permission, enquiries were made to the Planning Department and the Conservation Officer. Confirmation has been received that an investigation will be undertaken following which the Parish Council will be notified of the result. This was noted.
- (d) Training Courses – An allotment workshop day is to be held on Saturday, 6 March, at Bluntisham. The cost of the session is £55.00. Mr Stone proposed and Mrs Stokes seconded that the Clerk should be allowed to attend this course and that travelling expenses would be paid. This was carried.

8. BURIAL GROUND

- (a) Following a Working Group meeting, the Working Group recommended that all references to single depth graves should be deleted from the Cemetery Regulations and that Clause 7.2 should read as follows:

All graves are to be dug in accordance with The Local Authorities Cemeteries Order 1977, which requires that “any part of a coffin must be at least 905mm (3’0”) below the level of any ground adjoining the grave and any coffins interred in the same grave shall be separated by a layer of earth not less than 150mm (6”) thick.” The Parish Council reserves the right to determine the initial depth of the grave as a minimum of 1980mm (6’6”). Graves, therefore, will be a minimum of 1980mm (6’6”) deep with -1220mm (4’0”) centres grave to grave. Any subsequent interment in that grave space will be at a minimum of 375mm (4’6”).

The Working Group also recommended that the Parish Council considers contracting out part, or all, of the management responsibilities.

Mr Hammerton proposed and Mrs Thornley seconded that the Working Group’s recommendations be accepted. This was carried, and quotations for contracting out parts of the responsibilities to the City Council have been requested.

- (b) Mr Froggitt accompanied the Clerk to a meeting with the Architect to discuss the tender documents. The tender documents were received for approval from the Architect and Mr Froggitt had to contact the Architect to clarify certain matters. Due to extra work required, the Architect has had to amend his original quotation for his fixed fee. The additional fee is £450 bringing the quotation to £2,250 plus expenses and VAT. Mr Stone proposed and Mr Rowett seconded that, subject to the amendments agreed between Mr Froggitt and the Architect, the tender documents and the amended quotation should be accepted. This was carried.
- (c) During the successful installation of the new software, it was discovered that provision had not been made for the Exclusive Right of Cremated Remains in the Parish Council’s price list. Since a price needed to be installed, £400 was suggested. A depth for the burying of ashes was also not specified and a depth of 2 ft was suggested. Mr Hammerton proposed and Mrs Thornley seconded that these retrospective amendments be accepted. This was carried. It was agreed to propose a wording for a Clause 7.3 at the next meeting.

9. STORAGE SHEDS

A quotation of £2,450.00 for topsoil was received from P J Thory Ltd who are contracted to demolish the remaining condemned shed. Since this reasonable price was conditional on the topsoil being delivered while the machinery was still on site, the quotation was accepted by the Clerk in consultation with the Chairman and Vice-Chairman. Mr Chambers proposed and Mr Hammerton seconded that this decision should be retrospectively approved. This was carried.

10. ALLOTMENTS

- (a) Wyman Way – A quotation of £450.00 was received from Beebys Limited for this landscaping work. Mr Stone proposed and Mr Froggitt seconded that this quotation be accepted. This was carried. In addition a notification was received from Beebys that their charges for cutting the Churchyard grass would increase to £295 per month. It was agreed to put this item on the next agenda.
- (b) Cherry Orton Road – Mr Froggitt reported that he had contacted the allotment holder whose white boards were a source of complaint. Whilst he did not want to remove the boards all together, he was prepared to cover them to subdue the glare. It was agreed to inform the complainant of this compromise.
- (c) Gostwick – A quotation of £55.00 per visit for weeding of the Car Park was received. It was agreed to accept this quotation. It was reported that part of the boundary fence needed repair. The Clerk will obtain a quotation. It was agreed that the standard annual rent reminders can now be sent out.

11. FINANCE AND ADMINISTRATION

- (a) The following payments were authorised
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|---|---------|
| Buckles (final fee) | £413.60 |
| Shaws (statutory burial & grave registers) | £387.75 |
| Peterborough Office Supplies (accounts ledgers) | £29.07 |
| HM Revenue & Customs (Tax and NIC) | £101.10 |
| Clerk's Salary (for February) | £395.20 |
- (b) Income received to date
- | | |
|----------------------|---------|
| J Hopper – shed rent | £140.00 |
| Bank Interest | £0.66 |
- (c) BT Digital Vault – It was agreed that the Parish Council's data should be backed up on BT's Digital Vault system and that the monthly payments be made by Direct Debit.

12. PLANNING MATTERS

- (a) New applications since last month
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|--------------|---|--------------|
| 09/01384/FUL | Care Home at Matley, Orton Brimbles | Objection* |
| 09/01516/FUL | Conservatory at 52 Ledham, Orton Brimbles | No objection |
| 10/00069/FUL | Extension at 18 Sevenacres, Orton Brimbles | No objection |
| 09/01205/FUL | Extension at 58 Cherry Orton Road, Orton Waterville | No objection |

* An objection was raised to this application on the grounds of being out of character with the Area and Health & Safety. Although the houses in Matley and Otterbrook are no higher than 2-storey, the primary school to the south and the parade of shops to the north of the proposal are only single storey. The proposed building would, therefore, have an overpowering impact on these adjacent buildings and be completely out of character with the surrounding area. Also the occupants of the upper storeys of the proposed building would be elderly or infirm. In the case of fire, evacuation would be more difficult since lifts cannot be used. Evacuation procedures may be successful just one flight up but in a 3-storey building there would be two flights of stairs to contend with. The Parish Council does not object to a Care Home in principle. It recognises the need for such an amenity in the Parish and welcomes it. Its objection is purely on the number of storeys and height of the building.

- (b) Decisions on previous applications
- | | | |
|--------------|--|---------|
| 09/01177/FUL | Part retrospective extension at 16 Svenskaby, Orton Wistow | Granted |
| 09/01288/FUL | Rendering and painting at the Windmill, Orton Waterville | Granted |

13. MAINTENANCE AND OTHER MATTERS – The following maintenance matters were raised:

- (a) It was agreed to put the request for extra Grit/Salt Bins on the next agenda.
(b) A complaint regarding Village Hall parking was referred to the Village Show Society.

14. ANY OTHER BUSINESS – It was agreed that Mrs Stokes would attend the Neighbourhood Council Planning meeting on 17 March 2010 and report back at the next meeting. It was agreed that Mr Froggitt would complete the NALC Questionnaire on line. There being no further business the meeting closed at 10.00 pm.