

Minutes of a meeting of the Orton Waterville Parish Council
held in the Village Hall, Glebe Avenue, Orton Waterville, on
Wednesday, 16 June 2010, at 7.30 pm.

Present:	Mr M Chambers (in the chair) Mr C Long Mr M Stone	Mrs J Farnham Mr M Rowett	Mr P Froggitt Mrs D Sandles	Mr R Hammerton Mr M Smith
	Members of the Public – 3	PCSOs – none	Ward Councillors – none	

1. APOLOGIES FOR ABSENCE – Apologies were received from Cllr Mrs J Stokes and Mrs G Thornley.
2. PUBLIC FORUM – Members of the public brought up two matters of concern: the long waiting list for allotments, and an objection to a planning application on 5 Wyndham Park, Orton Wistow. On the first matter, assurance was given that no-one would be allocated a second allotment while there were people still on the waiting list. However, people who already have two allotments will be allowed to keep them as long as they don't break their tenancy agreement. The second matter will be discussed later on the agenda, under the heading of Planning Applications.
3. CO-OPTION TO VACANCY ON THE PARISH WARD OF ORTON WISTOW (*Item 7 brought forward*) - A letter applying for the above vacancy was received from Mrs Daphne Sandles, and circulated to members. Mr Chambers proposed and Mrs Farnham seconded that Mrs Sandles be co-opted to the vacancy in Orton Wistow. This was carried.
4. DECLARATION OF INTERESTS –
 - Item 12(a) – Mr P Froggitt (allotment tenant)
 - Item 12(b) – Mrs D Sandles (allotment tenant)
 - Item 12(c) – Mr M Rowett (allotment tenant)
 - Item 13 and 14(a) – Mr C Long (member of the Village Hall Committee)
 - Item 14(a) – Mr M Smith (daughter attends the school)
 - Item 14(a) – Mrs J Farnham (governor of the school)
 - Item 14(a) – Mr M Chambers (notified as a neighbour of the school)
5. LOCAL POLICING MATTERS – There were no PCSOs present. However, it was reported that the PCSOs were seen in Sevenacres this evening where a spate of car burglaries had taken place.
6. REPORTS FROM WARD COUNCILLORS – There were none.
7. WORKING GROUP REPORT – This was circulated to members and will be discussed later on the agenda, under Cemetery.
8. MINUTES OF THE MEETING HELD ON 19 MAY 2010 – Subject to a typographical correction, Mr Hammerton proposed and Mr Froggitt seconded that the minutes be signed as a true and correct record. This was carried.
9. MATTERS ARISING FROM THE MINUTES – Mr Hammerton reported that the Land Registry fees had increased so he was going to try to ascertain the ownership of the parade of shops through enquiring from the proprietors.
 - (a) Policy on sheds and other structures on allotments (*minute 10a*).

As agreed at the last meeting, the new policy on sheds was sent to every allotment tenant. Following this, several complaints were received. These complaints were considered and Mr Long proposed that three structures be allowed since, if an allotment holder kept hens, he would also need a shed and possibly a polytunnel or greenhouse. This was seconded by Mr Smith and carried.

An allotment holder at Gostwick has applied to erect a polytunnel. She already has a small shed. Since the proposed size is within the limits allowed, the Clerk is able to give consent.

An allotment holder at Gostwick has applied to erect a polytunnel within the limits allowed. He already has a small shed and a chicken coop. Mr Smith proposed and Mrs Farnham seconded that he should be allowed his request. This was carried.

An allotment holder at Cherry Orton Road applied to erect a small shed as well as a polytunnel. Since his plot in one of the new shorter plots, it was agreed that he should erect his shed on the other side of the car park but his polytunnel may be erected on his allotment.

(b) Review of Supplementary Standing Orders (*minute 17*).

These were reviewed in light of New Standing Orders having been recently adopted. Since these orders were not contradictory, Mr Long proposed and Mr Hammerton seconded that the Supplementary Standing Orders be continued without change. This was carried.

In view of the co-option of Mrs Sandles, Mr Chambers proposed that she be added as a member of the Planning Committee. This was seconded by Mr Long and carried.

The Clerk reported that, although she was authorised for a spending limit of £500, the mother board on the Parish Council computer had failed. In order to be able to fulfil her duties she was required, after consultation with the Chairman, to order another computer. The new computer was not compatible with the old printer, so a new printer had to be bought. This was noted and approved.

(c) Insurance (*minute 10c*).

It was agreed to review the population figures after the 2011 census.

(d) Training Courses (*minute 10d*).

Mr Froggitt has withdrawn from the course on Localism in Action. However, there is to be a course for New Councillors at Ginton which he is interested in. Mrs Sandles and Mr Hammerton are also interested in this course and Mr Froggitt agreed to find out more details.

(e) Parking Scheme at Rangefield (*minute 10e*).

Mrs Farnham agreed to speak to the residents of Rangefield to ascertain whether any more parking spaces are required.

(f) Future Jobs Fund (*minute 11g*).

Despite enquiries Mr Froggitt was unable to find out anything further. It was agreed to drop this for the time being.

(g) Demolition of Boundary Walls (*minute 10h*).

Mr Daley has still to meet with the occupants of 25 Cherry Orton Road regarding the state of the boundary wall. The occupants of 37 Cherry Orton Road are appealing against Mr Daley's decision. It may take some time for the matter to be resolved.

10. CORRESPONDENCE RECEIVED

(a) Waterville House – A letter was received from the owners of Waterville House regarding trees damaging their boundary wall. This has been passed to Mr Daley, the Conservation Officer, who is dealing with the matter.

(b) Anti-social Behaviour – A letter was received regarding anti-social behaviour in the vicinity of the church and shops. The Parish Council agreed that there are plenty of litter bins available as well as a bottle bank for recyclable material.

(c) Funding Availability – It was noted by Mr Russell that there was funding available for bluebells and wild flowers. It was agreed to review this in the autumn.

(d) Guirlguiding – A letter was received from the Orton Goldhay Guiding District requesting funding for Rainbows, Brownies and Guides. Mr Chambers proposed and Mr Smith seconded that £500 be granted under section 137 Local Government Act. This was carried.

11. BURIAL GROUND

(a) Risk Assessment Quotation – It was reported that Safety Management Services have withdrawn and therefore the quotation from the City Council Bereavement Services for risk assessments was accepted. It was agreed to ask Mr Adams for a contract or whether a letter of intent was sufficient. It was also agreed to find out whether the City Council's Health & Safety policy could be adapted for parish councils.

(b) Grave Digging – The Parish Council had interviewed Mr David Reed, an independent grave digger, prior to the Council meeting. He is self-employed and brought along his public liability certificates. He used to work for the City Council and has been on a Cemetery Operatives Training Scheme where he obtained a certificate in the Health & Safety standard covering all components of the burial process. He gave as his references the Thorney Parish

Council and Glinton Parish Council. He is also subcontracted by the Co-op Funeral Directors. It was agreed to contact these referees before making a decision.

- (c) Landscaping Progress – The Architect has issued his Practical Completion Certificate together with a list of Works Outstanding at Practical Completion. He confirmed that the Maintenance Contract will now take over from the original contract and that he is not commissioned to carry out inspections during the maintenance period. He has serious concerns about the inadequate watering in of the new planting and strongly advises the Parish Council to appoint someone to inspect and monitor this particularly during the first growing season. Mr Hammerton proposed and Mr Smith seconded that the Architect be asked to quote for extending his contract for one year to cover this monitoring. It was carried.
- (d) Certificate of Non-Compliance – The Architect had issued a Certificate of Non-Compliance because the contractor did not complete the work on the due date. It was agreed to accept this without further action since no costs were incurred due to the late completion of work.
- (e) Stolen Shrubs – It was reported by the contractor that the new hedgerow that they had planted on the outside of the fence had been stolen overnight. They had about 55 shrubs still to plant and wanted to know if the Parish Council wanted to take the risk of them also being stolen. It was agreed to accept the Architect’s recommendation to temporarily plant them inside the cemetery until the Autumn when the situation will be reviewed
- (f) Public Footpath adjacent to the Cemetery – It was agreed that the public footpath is no longer adequate and requires repair. It was agreed to notify the City Council.

12. ALLOTMENTS

- (a) Wyman Way – Mr Froggitt produced a draft plan of the site proposing some re-marking of plots. This was seconded by Mr Rowett and carried. It was agreed to obtain some quotations for this work.
- (b) Cherry Orton Road – Complaints have been received regarding untidy allotments. Two tenants were given a written warning. One has not responded and it requires further action. It was reported that on occasions the combination lock was not being scrambled, leaving the site unsecured. Mrs Sandles agreed to arrange for a notice to be displayed reminding allotment holders to secure the gates properly on leaving the site.
- (c) Gostwick – One tenant was given a written warning regarding an untidy allotment. This problem has now been resolved.

13. FINANCE AND ADMINISTRATION – The Clerk’s Summary Sheet had been completed, approved at the meeting, and will be forwarded to the CPALC office.

(a) The following payments were authorised

Beebys Landscaping (cemetery & churchyard)	£5,745.23
BT (phone charges)	£167.60
Peterborough Roller Hockey Club (grant under s.137 LGA)	£350.00
Peterborough City Council (return of overpayment)	£38,655.31
Peterborough Office Supplies (stationery)	£70.21
New computer and printer with scanner	£809.99
HM Revenue & Customs (Tax and NIC)	£193.27
Clerk’s Salary (for Jun)	£620.45
Expenses	£85.31

(b) Income received to date

Bank Interest	£1.28
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- (c) Extra item of Budget – It was brought to the attention of the meeting that the Village Hall Management Committee may need to ask for financial help from the Parish Council due to considerable structural problems with the Village Hall.

14. PLANNING MATTERS

(a) New applications since last month

10/00565/FUL	Storage containers at Lakeside Watersports, Ferry Meadows	No objection
10/00437/FUL	Extensions at Schmidt UK Ltd, Southgate Way	No objection
10/00480/FUL	Extension at 5 Wyndham Park, Orton Wistow	Object*
10/00546/FUL	Conservatory at 23 Matley, Orton Brimbles	No objection
10/00298/FUL	Revised extension at Windmill, Orton Waterville	No objection

10/00447/ADV
10/00719/FUL

Signage at 1 Commerce Road, Lynch Wood
New Bushfield Ormiston Academy at Bushfield, Orton Goldhay

No objection
No objection**

* Following objections from members of the public under item 2 (Public Forum), the Parish Council reviewed this application. It agreed that the extension was very large and that, by virtue of its size, this proposal was too overbearing and out of character with the other houses in the immediate vicinity. In this particular instance the overlarge proposal is also too far forward of the building line and obliterates the view of the tree belt which the neighbours previously enjoyed. Mr Hammerton proposed and Mr Stone seconded that the Parish Council objects to this proposal on the above grounds. This was carried.

** There was no objection to this planning application but some inconsistencies were noted such as it appeared that the formula for allocating car parking spaces had not been complied with, and there was no compensation made for the reduction of Open Space. Since the Library is being demolished as part of this planning application, the Clerk took the opportunity of requesting a site for a Parish Notice Board on the land still belonging to the Local Authority.

(b) Decisions on previous applications

10/00016/FUL	Change of use (retrospective) unit 21 Manasty Road, O/Southgate	Granted
10/00245/FUL	Extension at 28 Cherryfields, Ham Lane, Orton Waterville	Granted

15. MAINTENANCE AND OTHER MATTERS – The following maintenance matter was raised:

- (a) It was reported that the parking problem on the corner of Cherry Orton Road and Chapel Lane has now been resolved.
- (b) The resident in Chapel Lane continues to tip waste over his garden fence on to the Council's footpath verge. Mr Froggitt agreed to contact the City Council about this matter.
- (c) The pot holes in Chapel Lane have worsened. The Clerk agreed to remind the Highways Department.
- (d) Mr Hammerton asked that the Parish Council lend its support to having the graffiti removed from the outside of the Village Hall.

16. ANY OTHER BUSINESS – Mr Stone reported on the Orton Counselling Service for Young People and remarked that no financial assistance had been received from the Parish Council. He was advised to tell them that a request in writing has to be received first.

There being no further business the meeting closed at 9.50 pm.