

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 20 April 2016 at 7:30 pm.

PRESENT: **Mr M Chambers (Chair)** **Mrs J Goode** **Mr A Airey**
 Mrs D Sandles **Ms J Howell** **Councillor J Stokes**
 Mr C Long **Mr T Rouse** **Councillor K Aitken**
 Mrs A Brown (Clerk)

Members: 13 Quorum: 5

MEMBERS OF THE PUBLIC – None

01/04-16 Apologies for Absence

Apologies were initially received and accepted from Mrs J Farnham (personal).

02/04-16 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.

03/04-16 Public Forum

There was no public forum.

04/04-16 Local Police matters

ECOP's emails received by the Clerk are being circulated to everyone for noting. Anyone can sign up to these emails which contain useful information on crime within the Parish and the City and also provide valuable information on how to avoid becoming a victim of crime and fraud.

05/04-16 Ward Councillors

There were no reports.

06/04-16 Minutes of previous meeting

The minutes of the Orton Waterville Parish Council meeting held on 16 March 2016 were unanimously agreed as a correct record of the meeting and signed by the Chairman.

07/04-16 May Elections

There will be no Parish Council elections because the elections have been declared uncontested by Peterborough City Council. The three vacancies on the Orton Waterville ward will be advertised as casual vacancies for co-option.

08/04-16 Clerks update

- Peterborough City Council has said that it is not possible to place boulders on the grass verges at the junction of Cherry Orton Road/Debdale/New Road. It was suggested that perhaps wooden posts could be inserted into the verges instead. The Clerk will contact City Councillor Elsey to see if this would be possible.
- The Ministry of Justice has notified the Parish Council that they are in receipt of St Mary's Church proposed cemetery closure application. A notice has been displayed asking for any representations from the public to be made to the department within 21 days of its being published.

- Further to agenda item 231/03-16-6 last month, Mr Rouse informed the meeting that Anglian Water are trying to advertise their hotline for their new campaign “Pollution Watch”. The general public are being encouraged to report any sewage they may see in streams to them on telephone no. 0457 145145.
- Orton Counselling Service update – The service is secure as far as the Academy is concerned and have staff allocated to ensuring this service is available and working as the first point of contact for the young people. There is a list of students waiting for appointments and a counsellor is available every day although their time is limited. The Academy provides rooms for the sessions and a Clerk for the management committee to carry out all the administration tasks for the service. The service does continue to require funding from donations and reliant on volunteers to be on the management committee. This is where the problems arise and the group will need to do something to ensure its survival.

09/04-16

Correspondence received:

1. **Magpas** – Request for funding. It was agreed that the Clerk sends Magpas a Grant Application form.
2. **Local Resident** – Land enquiry for horse grazing. The Clerk has written to the resident and informed them that the Parish Council does not have any land suitable for this purpose.
3. **CAPALC** - NALC’s Direct Information Service
March 2016 e-bulletin
Revised NALC Legal Topic Note 39 – Copyright
Letter from Ken Browse – National Council
Bulletin on National Developments and Meetings
Guidance for submitting Motions to NALC –

The CAPALC documents were noted.

10/04-16

Social Media Policy

The Clerk presented to the meeting a Parish Council Social Media Policy for adoption. Ms Howell suggested several amendments to the policy.

Resolved: to adopt the Parish Council Social Media Policy subject to the amendments suggested by Ms Howell.

11/04-16

Parish Council Liaison

Handouts from the recent meeting have now been received and noted.

12/04-16

Graffiti within the Parish

Matters of concern regarding the increase of graffiti within the parish were raised. It was suggested that by perhaps not removing the graffiti it is encouraging it more rather than discouraging it. The meeting was informed that there is a new Enforcement Team at the City Council which is trying to deal with the problem and that City Councillor Gavin Elsey is also looking into the issues with Amey. It is only possible for Amey to remove graffiti from a private wall or property if it is obscene. Councillor Aitken told the meeting that she has emailed the Council Leader asking if it is possible for schools to receive educational talks on the problems of graffiti to highlight how it is a criminal offence and vandalism. She will update the Parish Council when she has further information on this.

13/04-16

Parish Council Discretionary Powers

Mr Airey suggested that the Parish Council should ask residents of the Parish what they would like from the Parish Council, in terms of the level of services it provides now and in the future and proposed the following motion: *“To undertake a public consultation, by means of a page in the Orton Oracle and online survey, into which of the Parish Council's discretionary powers our parishioners would support an increase in precepts to enact; and to re-allocate the newsletter budget of £500 to do this at the earliest opportunity, and to publish the results of the consultation no later than six months after the closing date.”*

Resolved: to accept the motion as stated above and that Mr Airey takes this forward.

14/04-16

Nene Park Trust Master Plan Presentation

Mrs Sandles attended the recent meeting and provided feedback. The Trust is in the process of drawing up a long term plan for the park up to the year 2030, although some tasks will be carried out sooner rather than later.

15/04-16

Orton Northgate notice board

Persimmon Homes have agreed to a noticeboard being erected on Loch Lomond Drive near to Skye Close on the condition that the Parish Council purchases and erects it at their own cost.

Resolved: that the Parish Council will purchase and erect a noticeboard in the location agreed as by Persimmon Homes.

16/04-16

Cemetery

1. Further modification of the cremated remains improvements were suggested by the contractor which are already present in a cemetery in Leverington, near Wisbech. For a further cost of approximately £100, the grave spaces would be dug out during the improvements and the sides supported by black plastic tubing. This would ensure that future cremations would not disturb the area too much and keep it neat and tidy. This was unanimously agreed.
2. Health and Safety report – The report was circulated which highlighted six findings requiring action. It was agreed that the Clerk will address the action points as follows:
 - Cemetery gates require the rust to be treated and locks to be changed when the new maintenance contractor takes over.
 - Fencing on the west side still needs re-erecting/replacing by the property owner.
 - Moss needs removing from the footpaths.
 - The noticeboard back needs replacing and the whole structure re-varnishing.
 - Several benches need re-varnishing.
 - One grave area requires re-levelling and re-seeding.
 - Removal of dead plants to be monitored more closely.
3. There were no other matters of concern raised.

17/04-16

Allotments

1. Gostwick – Two allotment tenant requests were presented to the Parish Council for consideration:
 - Ducks to be allowed to be kept on an allotment plot with a tenant’s chickens – This request was granted.
 - Small wildlife pond on an allotment plot – This request was declined on grounds of Health and Safety as children who come onto the site could fall into the water even though they should be supervised at all times.
2. Cherry Orton Road – The Clerk informed the meeting that she had received a complaint from a tenant that Amey had cut back the tree shelter belt which borders the site so severely that intruders are able to enter the allotments at the back of this plot. As this problem is likely to occur again when the shelter belt is cut again in two years’ time, it was agreed that the Clerk obtains a quote from Richard Harding to repair the fence line.
3. Wyman Way – The Clerk reported that an emergency repair was carried out to repair a leak at the base of the allotment standpipe because the recent water bill was excessively high which indicated there was a leak.

18/04-16

Finance & Administration

1. To authorise the following payments:

Anglian Water	Cemetery Water charges	£79.59
Beebys Limited	Cemetery maintenance - April	£456.00*
Dean Moore Plumbing and Heating	Re-instatement of water at allotments	£40.00
Secure Fast Hosting Ltd	Domain Renewal 2016-2017	£14.40*
Orton Counselling Service for Young People	Grant S137 & Allocation from The Aidan Patrick Fogarty Deceased Will Trust	£3250.00
RBS Business Solutions	Cemeteries Software Maintenance	£216.00*
RBS Business Solutions	Accounts Training Day	£300.00*
R Harding & Son Landscaping	Gostwick Allotments clearance	£400.00
Clerk’s salary	Salary (April)	£1061.40
Clerk’s expenses	Reimbursements (April)	£62.99
Cambridgeshire County Council	Superannuation (Apr) employer & employee contributions	£448.29
HM Revenue & Customs	Tax and NI (April)	£138.08

**Denotes VAT at 20%*

2. Income received

Allotment rent	£132.00
Bank interest	£0.36
Precept	£25737.38

3. The end of the 4th quarter financial reports were received and noted. The Internal Audit will be carried out in the next few weeks and the End of Year Accounts will be presented at the next meeting for authorisation.
4. On-line banking for the Parish Council account has now been set up however the Clerk asked if the Parish Council could authorise the 'Bill Payment' facility which is required for bills to be paid electronically. It was unanimously agreed to allow this facility and to set a maximum payment limit of £2500.

19/04-16 Planning matters

1. Comments on new applications as follows:

16/00454/FUL	Twenty bedroom extension to existing 40 bedroom hotel, with additional parking and other associated works at Premier Travel Inn, Ham Lane, Orton Waterville, Peterborough PE2 5UU	No objection
16/00475/CTR	Reduce Willow tree at 70 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EH	No objection
16/00496/HHFUL	Single storey garden store to front of dwelling at 19 Sunningdale, Orton Waterville, Peterborough PE2 5UB	No objection
16/005848LBC	Internal alterations and improvements – part retrospective at 19 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EQ	No objection
16/00719/TRE	T3 – Sycamore - Crown Reduce by 2m, cavity at approximately 2m. 1m in length T5 - Holm Oak - Crown reduce by 2m, sparse crown. Cavities at root collar. Leaning tree - one sided growth habit at The Maples, Goldhay Way, Orton Goldhay, Peterborough	

2. Decisions noted on previous applications:

16/00019/FUL	Bike shed/park for approximately 10 bicycles for office staff at The Leprosy Mission, Goldhay Way, Orton Goldhay, Peterborough	Permitted
16/00254/CTR	Fell two Sycamore trees, two Conifer trees and crown reduce by 1m one Apple tree at 60 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EH	Permitted
16/00309/CTR	Pollard T1 Willow tree to previous at Willow House, 35 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EQ	Permitted
16/00377/CTR	Within shelter belt, removal of 1m strip of vegetation in addition to selected trees with 2m of boundaries on plans at Land West of Cherry Orton Road, Orton Waterville, Peterborough	Permitted

3. Decisions from the Planning Committee hearing – none.
4. It was agreed to continue using the present circulation system of applications after the May 2016 elections because the distribution of Councillors within the Parish will be the same as they are now.

20/04-16 Maintenance matters

- Road sign at Lessingham requires re-fixing.
- Cherry Orton Road allotments access road requires repairing

21/04-16 Future agenda items and announcements

Future agenda items - Matters raised at the Annual Parish Meeting held in April; Parish newsletter and speeding within the Parish.

22/04-16 Date of next meeting - Wednesday 18 May 2016. This will be the Annual Meeting of the Parish Council.

There being no further business the meeting closed at 8:50 pm.