

ORTON WATERVILLE PARISH COUNCIL

Clerk to the Parish Council: Mrs A Brown
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Minutes of the virtual Orton Waterville Parish Council meeting held virtually via Zoom on Wednesday 15th April 2020 at 7.00 pm

PRESENT: Councillors J. Farnham (Chair), J Goode, M. Barrows, M. Chambers, B. Fearon, T. Rouse, J. Howell, Dr Sridhar, B. Warne, R. Proudfoot and Mrs A. Brown (Clerk).

Members: 13 Quorum: 5 Members of the public: 0

Public Question Time

Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.
None.

214/04-20

Apologies for absence

Apologies were received and accepted from Cllr D. Sandles (personal reasons). It was noted that Cllr K Aitken had resigned since the last meeting. Her post is being advertised as a casual vacancy.

215/04-20

Declaration of Interests and Dispensations

None.

216/04-20

The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations

The new regulations came into force on 4th April 2020 and are temporary expiring in May 2021. In summary the regulations permit the holding of remote meetings with conditions:

- Local councils can decide the methods they will use to facilitate the holding of remote meetings.
- There is no requirement to hold an annual meeting.

NALC have produced guidance on 'Holding Remote Meetings'. In view of these new regulations, it was RESOLVED that all existing appointments will continue until May 2021.

217/04-20

Local police matters

Cllr Howell reported that:

- She is in contact with the police and that they are only dealing with breaches of the government rules occurring outside of the home.
- There is only one PCSO for the Ortons and they are office based.
- The police have increased their presence in the area due to youths riding motorbikes and causing a nuisance.

218/04-20

The Windmill Public House – Asset of Community Value

During the public question time at the February 2020 meeting, a member of the public raised a concern regarding the long term future of the Windmill Public House and asked if the Parish Council would consider supporting an application to register the property as an Asset of Community Value. Local residents are worried that the company which owns the building may sell it off at some point in the future to new owners who may no longer wish it to be a public house. Local residents feel that the Windmill public house is important to them and a focal point for the area. Registering a building as an Asset of Community Value, gives the applicant notification that it is being put up for sale and a 6 month period is given for interested local parties to consider purchasing the building themselves.

The Parish Council RESOLVED to support residents and submit an application to Peterborough City Council to register the Windmill Public House as an Asset of Community Value on the condition that there are no financial implications to the Parish Council and that the local residents will help with completion of the application.

219/04-20

Ward Councillors

Cllr Howell reported the following:

- **Council** - I've been on lockdown since 12th March. All council meetings are currently suspended. However, this would have been the short campaign period for the local elections so there would not have been any meetings during this period to 7th May anyway. Local elections are postponed until 6th May 2021. The current municipal year will extend into a second year with membership of all scrutiny meetings remaining the same. Councillors have been trained in the use of teleconferencing software, the intention being to hold meetings virtually while social-distancing restrictions remain in place.

Group leaders, of which I am one, meet virtually with Gillian Beasley (PCC CEO) and service directors on alternate Mondays. However, we receive updates on the impact of the Coronavirus on the council daily. The council has set up a hub where volunteers can register and people in need of support can be triaged 0345 0455219. Some council services continue to function, such as enforcement, but many staff are now working at home with some having been transferred to different departments to meet need.

- **Homeless people** - The Government's decision to close all hotels coincided with its decision to close all night shelters and an instruction to all councils to immediately house all of its street homeless people in accommodation where they can self-isolate. This left the council with a very big problem. The only hotel that could and that would accommodate more than 70 street homeless people at once was the Holiday Inn Express in East of England Way in Orton Northgate.

Regrettably, this was done at very short notice and residents of Orton Northgate were given no warning. This hotel is in the middle of a housing estate. Unfortunately, it wasn't long until a number of problems arose involving the homeless people, which included public drug-taking, failure to self-isolate, begging and attracting drug dealers to the area. Very regrettably, matters escalated with arrests, violence and thefts and retribution. 24hr security was put in place but the situation became intolerable and Gillian Beasley instructed council officers to find alternative accommodation in another part of the city immediately. The council was able to move 30 of the most challenging people to a hotel in Fletton. However, the soonest the remainder of the homeless people can be moved to another hotel in the centre of town will be 18th April.

- **Foster carers urgently needed** - The council needs urgently to find foster carers for 350 children due to the impact of the Coronavirus on the families that have been looking after them. Anyone who can help is asked to ring 0800 328 8433.
- **Social-distancing** - Councillors continue to receive a lot of complaints from people who feel their neighbours are not practising social distancing. The best advice we can give is to ignore it. The police are only interested in large gatherings outside. www.cambs.police.uk/coronavirus
- **Anti-Semitic graffiti** - Anti-Semitic graffiti had appeared on street furniture and playground equipment across the ward. This has since been removed by the council.
- **Tesco Express** - I've been working with the Tesco Express in Orton Wistow on ways to support the community. A drive to donate Easter eggs to PCH staff was very successful, with Tesco donating an egg like-for-like for every Easter egg a resident bought to be donated to the hospital. In total more than 500 eggs were donated to the hospital.

I am now working with the manager of the store and the council to deliver something similar for the city's care home staff.

220/04-20

Minutes of previous meeting

The minutes of the Orton Waterville Parish Council meeting held on 19th February 2020 were agreed and RESOLVED as a correct record of the meeting. The minutes will be signed by the Chair at the first meeting when the current Covid-19 government regulations have been lifted.

221/04-20

Clerk's update

153/12-19 Cherry Orton Road residents' request in respect of RP Meats

Cllr Farnham and the Clerk reported that they had attended an update meeting with Nick Harding (PCC Planning Officer) and Andy Tatt (PCC Highways) at the beginning of March. Both Nick Harding and Andy Tatt are still waiting for reports back from various departments and other agencies they are having

talks with therefore they could not give any news at this point in time to share with the residents. When this information is available, Gillian Beasley will arrange to come and give feedback to residents.

201/02-20 Traffic in general on Cherry Orton Road

Lewis Banks (PCC Highways) has informed the Clerk that he is not sure much can be done given the narrow width of the road and footpaths. The City Council is currently investigating what damage has been caused historically and whether it is particularly bad in Cherry Orton Road or parts of Cherry Orton Road in comparison to other areas. That will determine what, if any, next steps may be necessary.

It was suggested that a one way road system could be introduced in the village area as one measure to protect the verges. It was agreed that the Clerk will contact Lewis Banks and put this proposal to him.
Action: Clerk.

202/02-20 Parish Council Website

The Clerk reported that the Parish Council website must be compliant with the Government's Website Content Accessibility Guidelines (WCAG 2.1) by September 2020. Jonathan Frascella who currently carries out the website monthly security monitoring has provided a quotation for a new website. He has also suggested that an audit is carried out to ensure that the website will be compliant. It was agreed that the matter needs further discussion and that more quotations for websites are required which the Clerk will obtain.

Action: Clerk.

222/04-20

Correspondence received

1. CAPALC: April 2020 bulletin
2. CAPALC: NALC Chief Executive Bulletin
3. CAPALC: Councillor training sessions
4. CAPALC & NALC: Coronavirus updates
5. CAPALC: First Aid for Mental Health training 28th April 2020
6. NALC: Ground-breaking research on dementia
7. Cambridgeshire County Council: Stanground Closed Landfill Energy Project Update.
8. Citizen Advice Peterborough: From 1st April 2020, the face to face drop-in service will close
9. Peterborough City Council: Nominations pack for Parish Council elections
10. Peterborough Highway Services: Oundle Road, Alwalton Highway Improvement Project
11. Find Fitness: Free active Holiday Clubs for kids
12. CAPALC: Notification that Penny Bryant is the new CEO following Ian Dewar's departure.

223/04-20

Orton Wistow Girl Guides grant application

The grant application for £400.00 towards the Girl Guides annual expenditure on activity resources and trips out was discussed. It was agreed that further information is required and that the applicant is invited to the first meeting back when the current Covid-19 government regulations have been lifted.

224/04-20

The Gannoeks play area

- The grass is being cut by Richard Harding as usual.
- Cllr Goode stated that the public are not using the play area but there appears to be more people than before walking through the area.
- The previously sown wildflowers are starting to come through.
- The hedge planted round the allotments is looking spindly and it was agreed that it needs to be trimmed on a regular basis to ensure that it grows thick and keeps its shape. The Clerk will ask Richard Harding to do this.

Action: Clerk.

225/04-20

Parish Lengthsman

The Lengthsman is carrying out his normal duties after a week on annual leave. It was noted that rubbish is starting to mount up in certain areas and that dog mess is starting to make a comeback however this could be due to the current situation. If any areas within the Parish require additional clearing, the Clerk should be informed so that a request can be sent through to the Lengthsman.

It was noted that two caravans have parked up on Ham Lane since the beginning of the lockdown. Rubbish is starting to build up in the bushes. Cllr Howell will bring this to the attention of Clair George, Enforcement Team at Peterborough City Council.

Action: Cllr Howell.

226/04-20

Adoption of new and updated policy documents

1. It was RESOLVED to adopt the updated Code of Conduct policy document.
2. It was RESOLVED to adopt the new Equality and Diversity policy document.

227/04-20

Reports from outside bodies

1. Orton Waterville United Charities

Cllr Farnham reported that Ormiston Bushfield Academy has identified 16 families in need and that the charity is paying for supplies packages to be delivered to them on a weekly basis. Some stock is being held in the school freezer. The packages are being delivered directly to the families by the supplier.

2. Parish Council Liaison

Cllr Chambers attended the recent meeting with around 15 other councillors. The purpose of the meeting was to consider whether to continue to meet and if so how to improve the format and attract the 10-15 Parishes who never attend. The City Council will send a summary of the discussion for consideration. The meeting was also told that Sylvia Radouani (Community Capacity Officer & Parish Co-ordinator) was leaving the City Council at the end of March 2020 as her post will no longer exist.

3. Orton Counselling Service for Young People

In her absence, Cllr Sandles submitted the following report as she had attended their recent meeting:

- The Charity is grateful for the funding due to be received shortly.
- Another Counsellor is being recruited.
- The positive impact of the Counsellor at Ormiston Bushfield Academy funded by Orton Waterville Parish Council was highlighted.

4. Village Hall – Cllr Rouse reported that the village hall closed on 21st March 2020 and will not reopen until the lockdown is relaxed. The Village Hall Committee has funds in the bank so there is no problem in maintaining the hall whilst it is closed.

228/04-20

Bulky waste collection

Due to the current situation, the collection on 18th April 2020 has been cancelled. A new collection has been provisionally booked for 30th May 2020 at the Orton Centre.

229/04-20

Cemetery

It was suggested that rather than gravel over the closed cremated remains area, that it is landscaped with a natural path leading to a bench. There is no bench in this area and it will look better than just gravel. This area will eventually one day be reopened and the gravel will need to be removed. £1,000.00 has already been allocated for these works and the money could be better spent this way. It was RESOLVED that the £1,000.00 already allocated to the works in the cremated remains area is reallocated and spent on a new bench and landscaping of the cremated remains area.

230/04-20

Allotments

- The Clerk reported that all allotment plots at Cherry Orton Road and Gostwick have been let out and that there is another new tenant at The Gannocks.
- Richard Harding has carried out a repair to the external boundary fence adjacent to property at Cherry Orton allotments.

231/04-20

Finance & Administration

1. To following payments were authorised:

Gattonero	Website security monitoring March 2020	£10.00
R Harding & Son Landscaping	Cemetery, Churchyard, The Gannocks, allotment maintenance	£1091.00
Orton Waterville Village Hall	Hall hire April 2019 – March 2020	£200.00
Peterborough Limited	Lengthsman service – March 2020	£2290.55
Peterborough Limited	Bulky waste collection 8 th February 2020	943.82
Secure Fast Hosting Ltd	Domain renewal (22/03/20-21/03/21)	£14.40
Mrs A Brown	Clerk's salary (Mar 2020)	£1190.34
Mrs A Brown	Clerk's expenses and reimbursements	£56.46
Cambridgeshire County Council	Superannuation (Mar 2020) employer/employee contributions	£585.77
HM Revenue & Customs	Tax and NI (Mar 2020)	£253.51
wave	Water charges – cemetery	£28.92
CAPALC	Affiliation fees 20/2021 and DPO scheme	£1257.40
CAPALC	Webinar – HR & Covid-19 (Clerk)	£10.00
Zoom remote meeting platform	Monthly upgrade April 2020	£14.39
Orton Counselling Service for Young People	Grant S137 LGA 1972	£1500.00

Rialtas Business Solutions	Cemeteries Software Annual Support and Maintenance	£231.60
Mr A Kubicz	Refund of allotment deposit	£25.00
Gattonero	Website security monitoring April 2020	£10.00
R Harding & Son Landscaping	Cemetery, Churchyard, The Gannocks, allotment maintenance	£926.50
Mrs A Brown	Clerk's salary (Apr 2020)	£1199.10
Mrs A Brown	Clerk's expenses and reimbursements	£47.70
Cambridgeshire County Council	Superannuation (Apr 2020) employer/employee contributions	£369.50
HM Revenue & Customs	Tax and NI (Apr 2020)	£242.96

2. Income received March 2020

Cemetery fees	£950.00
Allotment rent	£140.00
Orton Longueville PC	£35.69
HSBC bank interest	£0.95
Coop bank interest	£129.28

Income received April 2020

Allotment rent	£17.50
HSBC bank interest	£1.02

3. It was RESOLVED to approve the end of month accounts and bank reconciliations.

4. The publication date for the final audited accounts has moved from 30th September 2020 to 30th November 2020. The external auditor will come when he is able to.

232/04-20

Planning matters

None.

233/04-20

Maintenance matters

1. Trees are overhanging the footpath leading into Linnet (near Brimbles Way/Wistow Way Roundabout). The Clerk will report this to Aragon Direct Services.

Action: Clerk.

2. A tree has allegedly fallen in Debdale. Cllr Goode agreed to investigate and inform the Clerk if this is correct.

Action: Cllr Goode.

234/04-20

Future agenda items and announcements

Agenda items:

- Purchase of bat boxes to be put up near ponds.
- Addressing climate and nature emergency – deferred until September 2020

235/04-20

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC

This item was not required as there were no members of the public present.

236/04-20

Clerks annual review

Cllr Goode reported that she and Cllr Farnham had carried out the Clerk's Annual Review.

237/04-20

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC

This item was not required as there were no members of the public present.

238/04-20

Date of next meeting

Wednesday 20th May 2020.

The meeting closed at 8.07 pm.