

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 17 June 2015 at 7:30 pm.

PRESENT: **Mr M Chambers (in the Chair)** **Mr P Froggitt** **Mrs J Farnham**
 Mrs C Normington **Mr S Warren** **Ms J Howell**
 Cllr J Stokes **Mrs A Brown (Clerk)**

Members: 13 Quorum: 5

MEMBERS OF THE PUBLIC – None Police – PCSO O’Driscoll

27/06-15 Apologies for Absence

Apologies were initially received and accepted from Mrs J Goode (personal), Mr C Long (personal) and Mrs D Sandles (personal).

28/06-15 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.

29/06-15 Public Forum

There were no members of the public at the meeting.

30/06-15 Local Police matters

PCSO Helen O’Driscoll reported that her ‘Meet the Street’ event had been successful. A good mix of approximately 80 people attended and good feedback from them was received. She would like to shoot off from this event and set up a committee to run 3 of these events a year in this area. It was agreed that the Parish Council will discuss this proposal further at the next meeting. The next ‘Meet the Street’ event will be in Woodston, followed by Stanground and hopefully then back to somewhere within the Parish.

31/06-15 Ward Councillor

Councillor Stokes reported that she is now on the following three Peterborough City Council Committees: Rural, Planning and Health. She has also been appointed as the City council’s representative on the Nene Park Trust; that role will enable her to keep the parish council informed of Trust matters. She also reported that the Parish grass areas are looking better following City Councillor Elsey request that they are put back to 8 cuts per year. The play area at Orton Southgate is in the process of being adopted by the City Council and will be maintained by them. There is work being done on the play parks and as soon as it has been completed it will be inspected by ROSPA and the adoption process can be completed.

32/06-15 Minutes of previous meeting

The minutes of the Orton Waterville Parish Council meeting held on 20 May 2015 were unanimously agreed by everyone as a correct record of the meeting and signed by the Chairman.

33/06-15

Parish Councillor Vacancies

Two applications have been received. Councillor Stokes proposed and Mr Warren seconded that Mr Peter Thomson be co-opted onto the Wistow Ward. Mrs Farnham proposed and Mrs Normington seconded that Ms Kim Aitken (who is also a Peterborough City Council Ward Councillor for Orton Waterville), be co-opted onto the Brimbles Ward. These were both carried. As both applicants did not attend the meeting, they will sign their acceptance of office forms at the next meeting.

34/06-15

Appointments confirmed to outside bodies:

- Village Hall Management Committee – Mrs C Normington
- Neighbourhood Police Panel – Ms J Howell

35/06-15

Clerks update

There was no update.

36/06-15

Correspondence received:

1. Savills – Notice of public consultation 10 June 2015 at the Colonel Dane Memorial Hall, Church Street, Alwalton: Initial proposals for development of market and affordable homes on land to the South of Oundle Road, Peterborough. Mr Froggitt attended the event relating to the proposals and raised concerns over the access to the site from Oundle Road being disruptive and possibly dangerous. It was agreed to send a response to the planning consultant outlining these concerns.

37/06-15

Grass Cutting and Open Space maintenance

Peterborough City Council budgets cuts reduced grass cutting within the Parish to either zero, three or eight cuts per year. Following complaints from residents about the state of the grass areas, City Councillor Gavin Elsey has stepped in and requested that all grass cutting is done eight times per year even though before the budget cuts, there were ten cuts per year. Mr Froggitt is still waiting for a quotation from the City Council to see how much it would cost for the Parish Council to pay for the additional two cuts to bring it back up to ten cuts per year. A concern was raised that the budget cuts should not affect the recreation field at Wyman Way because the Parish Council pays for this. The Clerk informed the meeting that she has confirmed this with the City Council; however this will need to be monitored to ensure that it is being done. Mr Froggitt has asked a local contractor to provide a quotation for the grass cutting at Wyman Way as this may be cheaper than Amey.

38/06-15

Wyman Way play area

A request was received to purchase an additional bench and a 'Dogs not allowed' sign within the fenced in play area. It was agreed that the same bench as the one recently installed on the corner of Cherry Orton Road/Oundle Road would suffice.

Resolved: to purchase an additional bench for within the fenced play area and a 'Dogs not allowed' sign.

39/06-15

Working groups

1. Mr Froggitt proposed that the current working parties be reformed into two working groups: Leisure and Amenities Working Party and the Finance and General Purposes Working Party. The purpose being that they would meet at calendar set intervals, carry out research on relevant issues and present their recommendations to the full Parish Council for acceptance, thus saving time at meetings. They would also ensure all legal duties of the Parish Council are carried out, e.g. annual review of all policies.

Resolved: to form a Leisure and Amenities Working group and a Finance and General Purposes Working group. To meet at calendar set intervals, and present recommendations to the full Parish Council for acceptance. They would also ensure all legal duties of the Parish Council are carried out.

2. It was agreed to appoint members to the new working groups at the next meeting when more Parish Councillors will be present.

40/06-15

Parish bins locations

There was no update to receive.

41/06-15

Website

After further investigation into a possibility of changing the website provider it was agreed to stay with the current company. Mr Froggitt informed the meeting that the new proposed Peterborough City Council Parish Charter will have a provision to help with websites. He has contacted Cate Harding for more information about this and is waiting for a reply.

- 42/06-15 Peterborough City Council Draft Rural Vision and Parish Charter 2015 consultation**
It was agreed that the Clerk will submit a Parish Council response to the consultation which Mr Froggitt had prepared.
- 43/06-15 Training requirements for new Councillors**
New Councillor training is being offered by CAPALC. The new proposed Parish Council Charter states that it will help Parish Councils with training. Councillor Stokes informed the meeting that the City Council may be able to help with such training. It was agreed that she will make further enquiries and find out what training is available for new Parish Councillors.
- 44/06-15 Village Hall notice board**
The Clerk circulated three similar priced quotations of approximately £500 plus VAT and delivery for a larger noticeboard to be purchased jointly with the Village Hall Committee. It was agreed that the Clerk would confirm with the Village Hall how much space they require before purchasing. The existing noticeboard will be re-sited at Matley to replace the old one already there. The Clerk informed the meeting that sometimes access to the library is difficult to put up the agenda because of the new opening hours and asked the meeting if a noticeboard could be placed on the outside of the library. It was suggested that the Clerk gets in touch with Councillor Gavin Elsey regarding this request.
Resolved: to jointly purchase a larger noticeboard with the Village Hall Committee at a cost of approximately £500 plus VAT and delivery. The current noticeboard is to be moved to Matley to replace the existing one already there.
- 45/06-15 Burial Ground**
1. New fees for the purchase of Sanctum units were proposed. The fees would be all inclusive which would include the Sanctum unit, Exclusive Burial Rights, and an inscribed plaque.
Resolved: to accept the fees proposed for the purchase of Sanctum units and update the Cemetery Regulations on the website with the new fees.
2. The ground maintenance contract has a further two years to run. During the last month, the Clerk had received several complaints regarding the grass cutting at the burial ground. The issues raised have now been resolved with the contractor. The grass cutting will be monitored to ensure that it is carried out to the required standard.
3. The meeting was informed that three burial plots require landscaping and be re-turfed. These works are not part of the current landscape maintenance contract, only additional extras as and when requested by the Parish Council. It was agreed that on this occasion to use a different contractor to carry out the works because they can carry out the works for the same price using turf rather than grass seed.
- 46/06-15 Allotments**
1. Bonfires on allotment sites – Mrs Normington proposed, seconded by Mr Froggitt to pass the following motion: *‘Bonfires may only be lit on the last Sunday in the months of March and September. This is for a trial period of one year commencing from 27 September 2015 up to and including 25 September 2016’*
Resolved: that the Parish Council adopts the motion: ‘Bonfires may only be lit on the last Sunday in the months of March and September. This is for a trial period of one year commencing from 27 September 2015 up to and including 25 September 2016’.
It was also agreed that the Clerk will place information in The Orton Oracle regarding bonfires on Parish Council allotments.
2. Gostwick:
 - Two television sets dumped outside the allotment gates have been reported as fly tipping to the City Council.
 - An attempted break-in into a shed occurred sometime between 15th June and 17th June. Nothing had been taken.
 - The Clerk has received several reports that the gate padlock is not being shut properly. A sign will be put on the gate asking allotment tenants to double check that the padlock is securely locked when they leave the site.**3.** Wyman Way – No matters of concern were received.
4. Cherry Orton Road:
 - (a) Three quotations for a new pair of deer gates and new steel posts were circulated. It was proposed by Mr Chambers, seconded by Cllr Stokes to accept the quotation by J Bradley Fencing £630.00 + vat.
 - (b) The Clerk has granted a request from a tenant to split their plot in half, however the tenant has not yet confirmed if they want to proceed.

47/06-15 Finance & Administration**1. To authorise the following payments:**

J. Bradley Fencing	Fixing of bench corner Oundle Road/Cherry Orton Road	£54.00*
Peterborough Office Supplies	Coloured printer toners and stationery	£128.83*
Beebys Limited	Burial ground maintenance - June	£456.00*
Information Commissioner	Data protection annual registration	£35.00
Clerk's salary	June Salary	£1007.78
Clerk's expenses	Reimbursements	£78.18
Cambridgeshire County Council	Superannuation (June employer & employee contributions)	£422.10
HM Revenue & Customs	Tax and NI (June)	£121.61

*Denotes VAT at 20%

2. Income received

Burial ground	£800.00
HMRC VAT refund	£4525.85
Bank interest	£0.36

48/06-15 Planning matters**1. Comments on new applications as follows:**

15/00729/ADV	1no. Illuminated totem sign at Norwich and Peterborough Building Society, Lynch Wood, Peterborough, PE2 6WZ	No objection
15/00731/FUL	Erection of in industrial building of two units and a new office and storage space at Rear of Accent Park, Bakewell Road, Orton Southgate, Peterborough PE2 6XS	No objection
15/00758/HHFUL	Single storey front porch at 36 Whitewater, Orton Wistow, Peterborough PE2 6FB	No objection
15/00791/FUL	Demolition of offices and creation of additional parking, recladding of the front and two sides of the building at Unit D and E Bakewell Road, Orton Southgate, Peterborough PE2 7XU	No objection
15/00809/CTR	Fell Lawson Cypress S/W corner of front garden at Cairnfield, 21 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EQ	No objection

2. Decisions on previous applications:

15/00046/HHFUL	Proposed front porch, two storey side and single storey rear extension at 47 Ferryview, Orton Wistow, Peterborough PE2 6XL	Permitted
15/00548/ADV	Various park signage at Ferry Meadows Country Park, Ham Lane, Orton Waterville, Peterborough	Permitted
15/00651/HHFUL	Conservatory to the rear at 25 The Rookery, Orton Wistow, Peterborough PE2 6YT	Permitted

3. Decision from the Planning Committee hearing

APP/J0540/W/15/3002182	33 The Orchards, Orton Waterville, Peterborough PE2 5LA	Appeal allowed
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49/06-15 Maintenance matters

- The Jean Barker Memorial Bench requires attention and the name plaque has disappeared. It was agreed that Mr Froggitt will refurbish the bench.
- An overhanging branch at The Gannocks has been pushed back to improve access.
- Footpaths and hedges within the Parish require a tidy up. The Clerk will report this to the City Council.
- The large tree on the entrance to Cherry Orton Road has a dead branch which requires removing, and a tree on the opposite side of the road near the war memorial requires attention and trimming back. The Clerk will report these trees to the City Council.

50/06-15 Future agenda items and announcements

A reminder was made to everyone that declarations of Interest need to be re-done.
Agenda items: Motion for Declaration of Interests relating to the precept setting.

51/06-15 Date of next meeting

Wednesday 15 July 2015