

# 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 Napier Place Sheltered Housing, Napier Place, Orton Wistow on Wednesday 20<sup>th</sup> June 2018 at 7:00 pm.**

**PRESENT:** Councillors J Farnham (Chair), J Stokes, B Warne, J Howell, T Rouse, D Sandles, K Aitken, B Fearon (from 7.12 pm) and Mrs A Brown (Clerk)

**Members: 13    Quorum: 5**

**Members of the public: 25**

**64/06-18      Apologies for absence**

Apologies were received and accepted from A Airey (personal), R Proudfoot (personal), J Goode (personal), M Chambers (personal).

**65/06-18      Declaration of Interests and Dispensations**

Cllr J Stokes – agenda item 89/06-18.

**66/06-18      Public Forum**

The Chair closed the meeting at 7.03 pm to allow members of the public to speak:

Members of the public raised many concerns regarding the new proposed access road onto Wistow Way from Lynch Wood Business Park which is part of planning application 18/00923/OUT - Outline application with details of access secured for up to 8,361sqm (90,000sqft) of office (Class B1) floor space, 880sqm (9,472sqft) of retail (Class A1-A5) floor space, new parking areas and associated works at The Pearl Centre, Lynch Wood, Peterborough PE2 6FZ. The concerns were primarily: increased volume of traffic in a residential area; safety of residents and school children attending Wistow Primary School; tree belt destruction and movement of the bus stop to an unsuitable location. The application will be discussed later in the meeting by the Parish Council under agenda item 89/06-18.

The Chair reopened the meeting at 7.20 pm.

The Chair used her discretion and agenda item 89/06-18 was brought forward and discussed next.

**67/06-18      Local police matters**

Cllr Stokes reported that she had been contacted by a resident who had concerns with speeding on Oundle Road. She will put in a request for the mobile speeding unit to attend this area.

**68/06-18      Ward Councillors**

Cllr Howell reported that she had held a public meeting at Wistow Primary School the previous evening to discuss the planning application raised in the Public Forum. Over 600 people attended the meeting. A petition collecting signatures against the application has been placed at the school for those who are unable to object online. Cllr Howell will also try and place a petition in the newsagents in Napier Place. The deadline for comments is 10<sup>th</sup> July 2018.

**69/06-18      Minutes of previous meeting**

The minutes of the Orton Waterville Parish Council meeting held on 16<sup>th</sup> May 2018 were unanimously agreed and **RESOLVED** as a correct record of the meeting and signed by the Chair subject to the following amendment:

49/05/18 delete 'peoples' and replace with 'people's'.

**70/06-18      Matters arising from previous meetings**

61/05-18: AMEY has informed the Clerk that the Alleyway at the bottom of Lady Lodge Drive is not part of their maintenance programme. Cllr Stokes agreed to look into the matter.

**Action:** Cllr Stokes.

*gaya Ram 18/07/18*

- 71/06-18 Councillor vacancy**  
Two applications were received to fill the vacancy by co-option. Both applicants gave a brief summary about them and were questioned by councillors. A private vote was taken with a tie result. The Chair did not feel that using her casting vote on this occasion was appropriate and it was agreed to defer the co-option until the next meeting when more members of the council will be present.
- 72/06-18 Correspondence received and noted:**
1. CAPALC: Bulletin June 2018.
  2. CAPALC: Finance training course for Clerk's, RFO and Councillors. Cllrs Fearon and Goode and the Clerk will attend some of the courses.
  3. CAPALC: New website.
  4. CAPALC: Share the Vision, Shape the Future Friday 29<sup>th</sup> June 2018.
  5. Peterborough Parish Conference 15<sup>th</sup> November 2018.
  6. Peterborough City Council: Prevention and Enforcement Service litter picking initiatives to reduce littering and fly tipping across the city.
  7. Peterborough City Council: Integrated Communities Strategy Consultation.
  8. Peterborough City Council: National Democracy week. Event in the Town Hall on Tuesday 3<sup>rd</sup> July 2018, 5.00 pm - 8.00 pm.
  9. The Green Backyard and Red 7 Productions screening of Ai Weiwei's documentary on the global refugee crisis on 19<sup>th</sup> June at 7.00 pm.
  10. Highways England: Major maintenance on A14 (M) northbound at Alconbury Interchange 8<sup>th</sup> June 2018 – 7<sup>th</sup> July 2018.
  11. Peterborough Highway Services: Introduction of new parking restrictions in Cherry Orton Road, Orton Waterville.
  12. Local resident email: Concerns of person living person living out of their car in Ham Lane – Cllr Stokes has been dealing with this matter.
  13. Local resident email: Maintenance of over grown bushes and shrubs in Lessingham – the Clerk reported that the bushes do not belong to Peterborough City Council. Cllr Stokes stated that she would deal with the matter as the area belongs to a housing association.
  14. Parish Council Liaison meeting future dates: 18<sup>th</sup> July, 19<sup>th</sup> September, 19<sup>th</sup> December 2018; 13<sup>th</sup> February and 10<sup>th</sup> April 2019.
  15. Peterborough City Council: City Fibre Update – full fibre network works in Peterborough to start in July 2018.
  16. Peterborough Highways Services: A605 Alwalton to Lynch Wood consultation on proposed works  
Details of consultation: [www.peterborough.gov.uk](http://www.peterborough.gov.uk) Consultation period 15 June to 13 July 2018.
- 73/06-18 Production of a Neighbourhood plan for the parish**  
Emma Naylor, the contact at Peterborough City Council for neighbourhood planning, has offered to have an informal meeting to explain the process and discuss as to whether the Parish Council's aspirations are deliverable through a neighbourhood plan. Peterborough City Council offers advice and assistance throughout the plan preparation process, but the process is very much led and controlled by the neighbourhood planning group and they are responsible for doing most of the 'leg work'. The City Council offers no financial support towards the process although they are responsible for delivering and paying for certain aspects of the process in the later stages. Central Government has just announced its new funding and support programme which can be applied for. The Clerk has arranged a meeting for Councillors with Emma Naylor on 29<sup>th</sup> June 2018.  
**Action:** All Cllrs and Clerk.
- 74/06-18 Bulky waste collections**  
The recent bulky waste collection was very successful and saw a large number of residents use the service. The next collection is on Saturday 6<sup>th</sup> October 2018. Orton Longueville Parish Council is holding their first bulky waste collection on Saturday 11<sup>th</sup> August 2018, 10 am – 12 pm in the Herlington car park.
- 75/06-18 General Data Protection Regulations**  
It was **RESOLVED** to adopt the required General Data Protection Regulation policies and documents as circulated by the Clerk prior to the meeting. It was also confirmed that Parish Councils do not require a Data Protection Officer but must comply with all other parts of the regulations.
- 76/06-18 The Gannocks play area**
1. The Clerk submitted revised play equipment lay out plan to the Planning Inspectorate application in response to comments made by objectors. Objectors to the application have until 2<sup>nd</sup> July 2018 to submit their comments to the Planning Inspectorate.

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18/07/18



2. There was no update from Wildlife Trust management working group.

77/06-18

**Orton Wistow play area**

A meeting has been arranged for 26<sup>th</sup> June 2018, with Paul Robertson (Peterborough City Council) and Jayne Jarvis (AMEY) to walk round all the play areas in the parish and make an initial assessment of where improvements could possibly be funded by the Parish Council. Cllrs Stokes, Farnham, Fearon and Clerk will attend the meeting.

**Action:** Cllrs Farnham, Stokes, Fearon and Clerk.

78/06-18

**Orton Oracle**

A cost of £15.00 has been confirmed for a regular insertion of a half page into the Orton Oracle. It was **RESOLVED** to go ahead with this and place information related to the Parish Council which may be of interest to residents. Cllr Farnham agreed to prepare articles for the September publication. Orton Longueville Parish Council will also be approached to ask if they would be interested in contributing to the other half page.

**Action:** Cllr Farnham.

79/06-18

**Lengthsman and Enforcement Officer for the parish**

The Clerk reported that she and Cllr Goode had met with AMEY to discuss the employment of a lengthsman. AMEY will employ the person and will invoice the Parish Council. This can be on a six month trial if preferred.

A base will be required for the lengthsman to store their equipment (cart, glutton machine), eat their lunch and have toilet facilities. The Clerk stated that she had asked the manager at Ortongate if they have any available space and is waiting to hear back. The Clerk will also ask the sports centre at Bushfield if they have any spare storage space. Cllr Farnham stated that AMEY once had a container at Ormiston Bushfield Academy and agreed to contact the school and find out if this is still the case.

Duties of the lengthsman can include:

- Litter picking.
- Graffiti removal. If the graffiti is on private property, consent must be obtained and a waiver signed prior to any works. The lengthsman will block paint over the graffiti. Paint to be supplied by the property owner or Parish Council.
- Cut back shrubbery.
- Report fly tip.
- Any other duties can be added as long as there are no Health and Safety issue. AMEY will carry out a risk assessment first.

The Clerk stated that they she and Cllr Goode had also visited Hampton Parish Council and met with the Clerk and one of their Lengthsmen. Hampton has two lengthsman and each one costs £26466.00 per year.

Hampton Parish Council are having some major teething problems with their Enforcement Officer and suggest that the Parish Council waits and sees how their scheme goes before pursuing the matter any further. Hampton is currently paying £25,000.00 per year for this service.

After discussion it was agreed to proceed with the provision of a lengthsman for the parish on a one year trial. The Clerk will contact AMEY with a view to drawing up a provisional contract.

**Action:** Clerk.

80/06-18

**Sports activities provision for 12-19 year olds**

Cllr Fearon stated that the Parish Council should address the needs of older children within the parish as there appears to be no provision for them. Cllr Farnham agreed to raise the question of youth provision via the committee which she is on at Ormiston Bushfield Academy and ask for feedback from the pupils of what they would like to see in the community. Youth Leaders were once provided by Peterborough City Council and it was agreed to explore this further. It was further agreed that the idea of a skate park should be revisited and that suitable places can be looked at during the play area meeting which is taking place under agenda item 77/06-18.

**Action:** Cllr Farnham and Clerk.

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81/06-18

**Dogs in playground in Beckingham**

Cllr Howell reported that a resident had contacted her with concerns of dog fouling in the play area at Beckingham. It was agreed that the councillors will look at this issue on their play area walk.

**Action:** Cllrs Farnham, Stokes, Fearon and Clerk.

82/06-18

**Benches**

At the previous meeting, a request was received under correspondent from a local resident for more benches in the Ortons. The resident would like more benches around the fields which are popular with dog walkers. It was also noted that there are not enough benches on the way to Ferry Meadows. It was agreed that the councillors on the play area walk will look at possible locations for more benches.

**Action:** Cllrs Farnham, Stokes, Fearon and Clerk.

83/06-18

**Website**

The Clerk reported that Jonathan Frascella had added the GDPR plugin to the website which has enabled consent notices for comments on the website; however a licence is required to add notices to any forms. The basic licence for a single add-on is £20 per year but if more add-ons are needed in the future the cost for this type of licence is £50 per year. It was **RESOLVED** that the Clerk purchases the basic licence at £20 per year.

Jonathan Frascella had also informed the Clerk that the website plugins are now around 12 months out of date and strongly advises having these updated to ensure that the site is secure and functions correctly. He also stated that the Parish Council should reconsider the security monitoring service that he offers as the longer the site goes without updates the increased likelihood of it being vulnerable, updates and monitoring really need to be done together. The cost for this would be £35.00 per month.

The Chair used her discretion to close the meeting at 8.48 pm to ask a member of the public if they could explain plugins to councillors. The Chair reopened the meeting at 8.55 pm.

It was agreed that the Clerk asks Jonathan Frascella to fully explain his updating and monitoring service and report back at the next meeting.

**Action:** Clerk.

84/06-18

**Reports from outside bodies**

**1. Orton Northgate Residents' Association**

Cllr Howell reported that the showground is becoming more intrusive on residents and events are getting louder and closer to the boundary fence. The recent Modified Show saw vehicles driving dangerously down Joseph Odam Way. Cllr Howell has been in touch with Sgt Rob Hill regarding this matter, to see if anything can be put in place to stop this from happening again next year.

In response Cllr Aitken stated that cones are to be put out on Loch Lomond way during future events as this road has not yet been adopted and has no double yellow lines. She also stated that talks are progressing well between Peterborough City Council and the developers with regard to adopting the roads. Once this happens, the concrete blocks will be removed and it will be up to the bus company when they will start their service. The Automatic Number Plate Recognition (ANPR) system which will be in use when the bus service is up and running, has now been agreed.

**2. Orton Southgate Residents' Association**

No report.

**3. Other reports**

None.

85/06-18

**Speedwatch**

Cllr Howell reported that Alwalton Parish Council has agreed to share their equipment with them. A notice has been placed in the Orton Oracle asking for volunteers to help run the scheme. The more volunteers there are, the more often the sessions can be run. Cllr Howell is also the Speedwatch Co-ordinator for Orton Longueville Parish Council.

86/06-18

**Cemetery**

Cllr Sandles suggested that the Parish Council plants up the rose bed themselves to make the area look more attractive and then allow families to purchase a plaque which can be placed against a rose bush. It was agreed that families should purchase the rose bush themselves and that the Clerk will obtain the cost of the plaques for the families to purchase. Cllr Farnham will place a notice in the Orton Oracle advertising the sale of rose bushes and plaques.

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18/07/18



**Action:** Cllr Farnham and Clerk.

The Clerk reported that a family has had one of their metal rabbit ornaments stolen from their relative's grave.

87/06-18

#### Allotments

1. The new proposed Allotment Tenancy Agreement was circulated to all councillors prior to the meeting. A deposit of £25.00 will be payable by all new tenants which will be refunded if the allotment plot is returned at the end of its tenancy in a decent state of cultivation. Bonfire rules have also been amended. It was **RESOLVED** *'To adopt the new Allotment Tenancy agreement document with immediate effect for new and existing tenants. Existing allotment tenants will not be required to pay the required deposit'*
2. The Clerk reported that two taps at Gostwick have had their stop cocks broken off at the bottom of the standpipes. These are being repaired by the Parish Council maintenance contractor.

88/06-18

#### Finance & Administration

1. The following electronic payments were authorised:

R Harding & Son Landscaping	Cemetery and churchyard maintenance, Wyman Way gate repair, hardcore for Cherry Orton Allotments.	£650.00
M Hazlehurst	Internal Auditor services for year ended 31 March 2018	£300.00
Rialtas Business Solutions Ltd	Allotments software annual support	£142.80
Gattonero	Website security monitoring June 18	£10.00
Peterborough Office Supplies	Printer imaging drum	£46.09
Mrs A Brown	Clerk's Salary (June)	£1159.77
Mrs A Brown	Clerk's expenses and reimbursements (June)	£54.62
Cambridgeshire County Council	Superannuation (June) employer & employee contributions	£550.56
HM Revenue & Customs	Tax and NI (June)	£255.61
Information Commissioners Office	Data protection fee renewal	£40.00
wave	Water charges - cemetery	£17.51

2. Income received:

Burial fees	£2742.10
VAT refund	£1712.26
Orton Longueville PC (printer toner)	£24.71
Bank interest	£0.36
<b>Total</b>	<b>£4479.43</b>

89/06-18

#### Planning matters

1. Comment agreed on new applications:

18/00705/OUT	Outline application for one dwelling with all matters reserved at Land adjacent 1 Peterhead Close, Orton Southgate, Peterborough PE2 6ST	Comments to be submitted to the Planning Department: More development in this area is unnecessary. The space is currently being used by 6 cars which will have to be parked elsewhere on the public highway. The Parish Council believes that there is a Public Right of Way through the proposed development.
18/00923/OUT	Outline application with details of access secured for up to 8,361sqm (90,000sqft) of office (Class B1) floorspace, 880sqm (9,472sqft) of retail (Class A1-A5) floorspace, new parking areas and associated works at The Pearl Centre, Lynch Wood, Peterborough PE2 6FZ	Comments to be submitted to the Planning Department: With a new additional access road into the business park from Wistow Way, the residents of Napier Place Sheltered Housing, children attending Orton Wistow primary school and local residents will face increased risks due to the extra volume of traffic this will bring to an already problematic traffic area. Highways have been contacted numerous times to existing problems highlighted by

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18/07/18

		residents and the school. Buses already have difficulty in passing cars parked on Wistow Way and have to cross over onto the other side of the road. Moving the bus stops further away from Napier Place Residential Home will cause difficulties for the elderly residents living there many of whom are dependent upon the bus service. Placing the bus stop in line with the Tesco store will make what is already a dangerous left hand turn out from the Napier Place car park even more so.
18/00924/FUL	Change of use from B2/B8 to B2/B8 or B8 storage and distribution at Yours Clothing, Bakewell Road, Orton Southgate, Peterborough PE2 6XU	No comments
18/00937/R4FUL	Siting of one container, six air conditioning units, equipment and meter enclosures surrounded by 2.4 metre high palisade fencing for use as data centre (Use Class B8) at Land adjacent to Gas Compound between Bakewell Road and Orton Parkway, Orton Southgate, Peterborough	No comments
18/00938/HHFUL	Proposed first floor side and ground floor rear extension including replacement of windows and doors at 21 Cherryfields, Orton Waterville, Peterborough PE2 5XD	No comments
18/00959/ADV	Proposed non-illuminated fascia sign "Amazon" at Amazon UK Services Ltd, Southgate Way, Orton Southgate, Peterborough PE2 6YG	No comments
18/00902/HHFUL	Two storey side extension at 42 Ferryview, Orton Wistow, Peterborough PE2 6XL	No comments
18/01061/HHFUL	Two storey rear extension and single storey front extension at 36 Chandlers, Orton Brimbles, Peterborough	No comments
18/01121/CTR	Tree works: Horse Chestnut – fell, Ash – fell, 2 x Elms – fell at Orton Longueville Woods, The Long Walk, Orton Longueville	No comments

## 2. Customer Planning Forum

Cllr Sandles attended the recent meeting and reported the following:

- Local plan update - Stage 1 in August, Stage 2 in October and adoption possibly early 2019.
- Invalid applications; accuracy and information on submitted plans; lots of questions and answers to professionals attending.
- Changes to the planning system - mainly concerning land supply with emphasis on providing more small sites to be developed and more effective use of existing land and buildings.
- Community Infrastructure Levy (CIL) levels could go up as house prices have risen by 30% in recent years.
- Peterborough City Council office move to Sand Martin House, Fletton Quays will start on 11th August and be completed by mid-September.

90/06-18

### Maintenance matters

Two trees are leaning over on the footpath near Lapwing apartments in Matley, Orton Brimbles and require attention by AMEY.

**Action:** Clerk.

91/06-18

### Future agenda items and announcements

- Cllr Warne informed the meeting that he has been notified that he is a substitute for the Health Scrutiny Committee however he has not been given any further information on the post. It was suggested that he contacts Paulina Ford at Peterborough City Council.

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18/07/18

- Cllr Farnham will be presenting the Orton Waterville Parish Council trophy at the Peterborough Roller Hockey Club End of Year Presentation on Friday 27<sup>th</sup> July 2018.

**92/06-18**      **Date of next meeting** - Wednesday 18<sup>th</sup> July at The Village Hall, Glebe Avenue, Orton Waterville.

There being no further business, the meeting closed at 9.17 pm.

*Jay Ram*      18/07/18.