

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 15 March 2017 at 7:30 pm.

PRESENT:

Mr T Rouse (Chair)	Ms J Howell	Councillor K Aitken
Mrs J Goode	Councillor June Stokes	Mrs B Fearon
Mr R Proudfoot	Mr M Chambers	Councillor G Elsey
Mrs D Sandles	Mrs A Brown (Clerk)	

Members: 13 Quorum: 5

MEMBERS OF THE PUBLIC – Two

277/03-17 Apologies for absence

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

Mr Rouse informed the meeting that Mr C Long had given his notice and resigned from the Parish Council. Peterborough City Council has issued a Casual Vacancy election notice which is displayed on the noticeboards and website. If no election is called then the post will be filled by co-option.

It was suggested that Mr Long should be recognised in some way for his long service to the Parish Council. It was agreed that Mr Chambers will draft an article about Mr Long for the website and that the Councillors will organise a personal collection to purchase a commemorative gift for him.

Action: Mr Chambers to write an article in recognition of Mr Longs service for the Parish Council website.

278/03-17 Declaration of interests and dispensations

Received Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item – None.

279/03-17 Public Forum

It was **RESOLVED** to close the meeting for a period of time to allow members of the public to participate in a public forum.

The meeting closed at 7.35 pm.

- Information on the redevelopment of Ortongate was requested. The member of public wanted to know who the main supermarket was going to be. Councillor Elsey informed the meeting that no planning application had yet been submitted by any large supermarket chain. Planning applications so far submitted to Peterborough City Council have been received from Starbucks, a hot food takeaway, funeral parlour and estate agents. The owner of Bushfield House is to redevelop the building with 30 new flats because of the delay in attracting a new supermarket and the doctor's surgery refusal to move to a brand new facility.
- A request was made to the Parish Council to employ a lengthsman to improve the area. This will be an item on next month's agenda.

The meeting reconvened at 7:45 pm.

280/03-17 Local police matters

As part of the Cambridgeshire Crime Commissioner's public engagement commitment Jason Ablewhite will be holding his next public surgery on Friday 24th March at Peterborough Town Hall 10am - 12pm. If anyone has an issue which they would like to discuss with him a 15 minute appointment can be booked. Please email: cambs-pcc@cambs.pnn.police.uk or phone 0300 333 3456 to speak to a member.

281/03-17

Ward Councillors

Councillor Stokes reported that she had attended a presentation on the extension of Ormiston Bushfield Academy and that the plans are being submitted to Peterborough City Council for approval.

Councillor Elsey reported that the budget setting had been agreed and a 'Hit Squad' will be implemented to specifically target fly tipping, litter, rubbish and graffiti removal. The team will be working on this for four months and will be given additional resources including their own vehicle. Graffiti will be removed from both public and private property. This is a City wide initiative.

Mr Proudfoot asked if the litter on road side verges will also be targeted by this team. Councillor Elsey replied that this may be done however there are health and safety implications surrounding this and sometimes road closures need to be put in place first which can be time consuming and expensive.

A Spring Clean is being reintroduced for the City and areas in every ward need to be identified for this to take place over a four day period. Councillor Elsey should be contacted if anyone knows of any areas which could benefit from this so that it can be included in the schedule of works.

282/03-17

Minutes of previous meeting

The minutes of the Orton Waterville Parish Council meeting held on 15 February 2017 were unanimously agreed and **RESOLVED** as a correct record of the meeting and signed by the Chair.

283/03-17

Approval of Councillor Absence

Due to Mr Long's resignation this item was no longer relevant.

284/03-17

Clerks update

1. Post box for Orton Northgate – The Clerk is still waiting to hear back from Royal Mail.
2. Woodland Trust tree pack - This has arrived. Some of the trees will be planted to replenish those which have perished on either side of the grasscrete cemetery access road and in the cemetery. The remainder will be planted within the Parish when suitable locations have been identified.
3. Closure of St Mary's Churchyard – An Order in Council has been received from the Privy Council for the discontinuation of burials in St Mary the Virgin Churchyard. This will come into force on 19th April 2017. It was also noted that the Parish Council has the right to pass the maintenance responsibility of the closed churchyard to the City Council who cannot refuse to take it on. It was suggested that if this was the case then the Parish Council could still arrange and supervise the maintenance and the costs reimbursed by the City Council, similar to the situation with the Plegan Place common land. It was agreed that the Clerk will look into this.

Action: Clerk to investigate possibly of transferring closed church yard maintenance responsibility to Peterborough City Council.

4. There were no other matters.

285/03-17

Correspondence received:

1. CAPALC: - DIS 901 – noted.
 - NALC Chief Executive Bulletin 6 – noted.
 - Better Broadband Campaign – noted.
 - New Section 137 allowance for 2017/18 – noted.
 - Trading agreements with other authorities – noted.
 - Councillor survey – Councillors were asked to ensure that they had done this.
 - New draft CAPALC Membership Agreement consultation – noted.
 - March Bulletin – noted.
2. LCPAS - New training team - noted.
3. Funding Request from resident living outside the parish - The Clerk has sent out a grant application form in response.

286/03-17

Parish Council Liaison

Feedback from recent meetings attended by Mr Froggitt were circulated prior to the meeting and noted.

287/03-17

Dog fouling within the parish

The Clerk informed the meeting that she was still waiting for approval from Peterborough City Council for the stencil design and spray type. Councillor Elsey informed the meeting that the City Council has its own stencils which the Parish Council could use. Locations of the stencils and who would spray them were discussed and it was agreed that they could be done as part of a future Parish Council Ward Walk. Mr Proudfoot offered to spray the messages during his lunchtime walks. It was also suggested that if the Parish Council employed a Lengthsman, this could be part of their duties.

Action: Councillor Elsey to obtain stencils from Peterborough City Council for Parish Council use.

Action: Stencils to be sprayed on future Parish Council Ward walkabout and by Mr Proudfoot.

288/03-17

Bulky waste collection

This will take place on Saturday 29th April 2017 in the Ortongate car park between 11:00 am and 2:00pm. Permission has been given by the owners of the centre for the refuse collection truck and 7.5 tonne vehicle to be parked in the recycling area of the car park. This will be a free service for all residents who live within the parish of Orton Waterville. The Clerk has placed an article in The Oracle and will also place notices on the Parish Council noticeboards.

Action: Clerk to place bulky waste collections notice on Parish Council noticeboards. Ms Howell will place information on Orton Sellers.

289/03-17

Skate park

An update was given following the recent meeting which Mr Rouse, Mrs Goode and the Clerk attended at The Nene Park Trust in relation to the skate park. The Trust is still keen for a skate park or 'wheels park' as they prefer to call it, to be part of their plans when they redevelop the play area near the water sports area. It may be necessary for the Parish Council to obtain further funding towards the project. User groups from the local area will be invited to give their input on the design and layout of the new area. It is envisaged that plans will be drawn up and finalised later in the year and built sometime next year. Further updates will be given when available.

290/03-17

Construction at Matley

Two matters of concern relating to this area were raised.

- Residents are unhappy with the large amount of contractor vans which are parking in the vicinity and are often parked opposite the junction and on double yellow lines.
- The path is a potential hazard because the water problem is making the path even wetter and very muddy because a walk through is being made that will allow tenants to get to the shops.

Councillor Stokes informed the meeting that she is aware of the problems and that they have been reported to Peterborough City Council. Enforcement will be looking into where the vehicles are parking and the planning department will be contacting the developer regarding the footpath issues.

Action: Peterborough City Council.

291/03-17

Footpath adjacent to Church Drive shops

The Clerk has been contacted by a resident with concerns that the footpath running at the side of the shops towards to the cemetery is prone to flooding making it difficult to get by. She informed the meeting that Mr Froggitt had told her that the drain near the footpath had recently been cleaned out to prevent further flooding. The situation will be monitored.

292/03-17

Peterborough City Council devolution and acquisitions by Parish Council

Mr Rouse voiced his concerns to the meeting regarding Peterborough City Councils intentions to devolve some of its services and transfer of assets to Parish Councils in the future. At recent Parish Liaison meetings some Parish Councils have been expressing an interest in taking over grass cutting duties from the City Council. Mr Rouse asked the Councillors if they all agreed that at this moment in time, this was not the opinion of Orton Waterville Parish Council. Everyone was in agreement with this statement. It was also agreed that Mr Froggitt is made aware of this when he attends future meetings on behalf of the Parish Council.

The Clerk has organised a meeting for Councillors with Caroline Rowan, Communities Estates Manager at Peterborough City Council who deals with asset transfers on 12 April 2017.

Action: The Clerk will inform Mr Froggitt that the Parish Council has no interest in taking over grass cutting duties from Peterborough City Council so that he is aware of this when attending Parish Liaison meetings.

Action: Councillors meeting with Caroline Rowan on 12 April 2017.

293/03-17

Website security

The Clerk informed the meeting that Mr Froggitt is unable to update some parts of the website and has asked Jonathan Frascella for advice on how to resolve the problem. With this in mind it was agreed to sort this out first before looking into setting up a monthly maintenance and security monitoring plan for the website.

Action: Clerk will report back at the next meeting on how to resolve the website issues and the way forward.

294/03-17

Environmental working party

Mr Proudfoot informed the meeting that he is trying to obtain three quotations for the management plan and will be meeting with Rachel Price from the Wildlife Trust next week. He will also be contacting Froglife and Buglife for quotations but their aims are more specific whereas the Wildlife Trust has a broader view on management plans. No date for the next meeting of the working party has been set yet.

Action: Mr Proudfoot to obtain management plan quotations and set date for next working party meeting.

295/03-17

Leisure and Amenities working party

The next working party meeting is on 21 March 2017.

296/03-17

The Gannocks play area

1. The bench outside the play area was recently vandalised and reported to the police by the Clerk. Other play areas in the City were also targeted on the same evening. The bench has been repaired.
2. A request to purchase a 'No dogs' sign for the gate of the play area was made. Sometimes dogs have been seen inside this area whilst children have been playing and this defeats the purpose of the fence around the play area. It was **RESOLVED** that the Clerk purchases a durable sign for attachment to the play area gate.

Action: Clerk to purchase sign for attachment to play area gate.

297/03-17

Speedwatch

Speedwatch training is taking place on Friday 24th March 2017 at 6:00 pm in the Jubilee Room at the Village Hall, Orton Waterville. Everyone is welcome to attend.

298/03-17

Parish Council survey

The Clerk informed the meeting that prior to the meeting she had asked Mr Airey if he could add an additional question to the survey regarding the cemetery and whether people were aware of its existence because it appears that many residents of the parish do not realise that there is one. It was also suggested that an article about the cemetery could be placed in The Oracle. Due to Mr Airey being absent from the meeting the agenda item was not discussed any further.

299/03-17

Cemetery

1. Blue Badge holder vehicle access – the Clerk informed the meeting that the person who raised the original request asked if gated access could be considered through the Windmill Public House car park. Cars could be parked next to the gate in the car park and then the visitor could walk the much shorter distance through to the cemetery. This possibility was discussed but even if The Windmill agreed to this there could potentially be many problems and all costs including legal fees to establish a right of way would have to be covered by Parish Council. There would also be continued liability for the Parish Council. It was **RESOLVED** not to consider this option any further because of the concerns raised and implications involved.

2. Other matters of concern raised:

- There is a large amount of fallen tree debris in the area behind Church Drive shops where people often park for the cemetery. Councillor Elsey agreed to arrange for this area to be cleared.

Action: Councillor Elsey to arrange area to be cleared.

- The Clerk asked if a 'No dogs' sign which is being purchased for the play area gate could also be purchased for the cemetery gates. It was **RESOLVED** that an additional sign as agreed in agenda item 296/03-17, 2, can be purchased for the cemetery gates.

Action: Clerk to purchase sign for attachment to cemetery gates.

300/03-17

Allotments

1. Gostwick – An allotment tenant has reported that the fence posts around his plot are rotten making the fence insecure. The Clerk confirmed that this is the responsibility of the Parish Council and will be repaired by the maintenance contractor.

2. Cherry Orton Road:

- The Clerk reported that a tree in the shelter belt on Dons Walk had split and fallen onto an allotment plot. Amey have agreed to clear away the tree and will also clear a 1m strip along the boundary and also remove any defect trees which could fall into the allotments. This will reduce the incidents of tree failures into the allotments. With their current work programme Amey will not be able to undertake this work until after the end of March. When this has been done Richard Harding will repair the allotment fence.
- The potholes have been filled in and a surplus of hard-core has been left near the allotment gates for further repairs when required.
- A new replacement padlock has been put on the gates.
- An allotment tenant has voiced concerns that the tree at the end of his plot which is in a resident's garden appears unsafe. It was agreed that the Clerk writes to the resident about these concerns.

Action: Clerk to write to resident regarding safety concerns about their tree.

3. Wyman Way – no matters of concern were received.

301/03-17

Finance & Administration

1. The following Electronic (E) and Cheque (C) payments were authorised for payment:

R Harding & Son Landscaping	Cemetery maintenance (Mar) and other minor works	£575.00	E
Secure Fast Hosting Ltd	Domain renewal	£14.40*	E
Orton Waterville Village Hall	Hire of main hall and Jubilee Room	£256.00	E
Clerk's salary	Salary (Mar)	£1068.86	E
Clerk's expenses	Reimbursements (Mar)	£129.05	E
HM Revenue & Customs	Tax and NI (Mar)	142.60	E
Cambridgeshire County Council	Superannuation (Mar) employer & employee contributions	£462.94	E

**Denotes VAT at 20%*

2. Received income noted:

Burial fees	£1785.00
HSBC bank interest	£0.18

3. Clerks appraisal – It was noted that the Clerk's Annual Review has taken place and that employee and employer pension contributions will increase as from 1 April 2017 for the next three years.

4. Wistow Under 5's grant application – The funding request to refurbish the outside play area was discussed. The refurbishment is part of a larger project costing in total £2,800. The refurbished area will also benefit others who use the Wistow Community Centre. It was **RESOLVED** to award the full grant amount of £500.00 to Wistow Under 5's.

Action: Clerk to inform Wistow Under 5's applicant of grant award.

302/03-17

Planning matters**1. Comments on new applications:**

16/02273/LBC	Removal of existing front porch and replacement with new smaller oak porch at Waterville House, 39 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EQ	No comments
17/00095/FUL	Construction of service building within an existing yard area, adjacent to the existing Cambridge Suite and a wall to the adjacent timber clad service building at East of England Showground, Oundle Road, Alwalton, Peterborough PE2 6XE	No comments
17/00140/FUL	Construction of a new external plant housing to the rear of the Cambridge Suite, insertion of a new timber window to the Cambridge Suite and replacement cladding to the Peterborough and Cambridge Suites at East of England Showground, Oundle Road, Alwalton, Peterborough PE2 6XE	No comments
17/00253/ADV	1 internally illuminated totem sign, 1 non illuminated pole hanging sign, 2 internally illuminated freestanding directional signs, 2 internally illuminated fascia directional signs, 1 non illuminated freestanding sign, 2 internally illuminated freestanding signs, 4 internally illuminated fascia signs, 1 internally illuminated double sided sign and 5 externally illuminated fascia signs at Starbucks, Paxton Road, Orton Goldhay, Peterborough PE2 5LD	No comments
17/00302/HHFUL	Two storey extension to rear and single storey front extension at 37 Beverstone, Orton Brimbles, Peterborough PE2 5YN	No comments
17/00341/HHFUL	Single storey side and rear extension at 8 Wyman Way, Orton Waterville, Peterborough PE2 5HA	No comments
17/00363/ADV	1 x fascia sign externally illuminated by overhead LED trough light at 9 Ortongate Shopping Centre, Bushfield, Orton Goldhay, Peterborough PE2 5TD	No comments

2. Decisions noted on previous applications:

17/00121/HHFUL	Single storey front and rear extensions at 45 Lady Lodge Drive, Orton Waterville, Peterborough PE2 5EU	Permitted
17/00125/CTR	Ash – Remove deadwood; end weight reduction of long branches over road by 3 to 4 m	Permitted

3. The query previously raised under agenda item 214/12-16 relating to new estate agent on Church Drive has been investigated by Peterborough City Council Planning department and advised that there had been no breach of planning control.
4. **APP/J0540/C/16/3152721: Appeal by RP Meats Ltd, 55 Cherry Orton Road, Peterborough PE2 5EH** – The Planning Inspectorate has allowed the appeal and the enforcement notice has been quashed.

Councillor Stokes informed the meeting that she will be asking for a meeting with Nick Harding, Peterborough City Council Planning Services, Highways and the other Ward Councillors to discuss a way forward after this decision. She will also be reminding Highways that the missing 'unloading' sign needs putting back up on at Cherry Orton Road.

In view of the decision of the Planning Inspectorate it was **RESOLVED** that the Parish Council will register their disappointment at the outcome of this appeal decision with Peterborough City Council.

Action: Clerk to write to Peterborough City Council.

5. Date of next Customer Planning Forum – 22 March 2017 at the Town Hall. Mrs Sandles to attend.

303/03-17

Maintenance matters

The fence running behind Sunningdale opposite Notcutts has fallen down in places. Councillor Stokes said that this fence and others were put up by the Development Corporate as a temporary barrier until the vegetation grew over it and that the City Council has no plans to replace them. Councillor Elsey agreed to arrange the removal of the fence.

Action: Councillor Elsey to arrange removal of fence at the back of Sunningdale.

304/03-17

Future agenda items and announcements

Announcements:

- Mr Rouse will be meeting with Mohammed Ozaman to discuss setting up an Action Centre within the Parish.
- ‘How to set up a Timebank’ session is taking place on Monday 3rd April 2017, 1 – 4 pm at CHS Group, Endurance House, Chivers Way, Histon, Cambridge.
- Annual Parish meeting will take place prior to next month’s Parish Council meeting at 7:00 pm.

Agenda items:

- Employment of Lengthsman
- Website

305/03-17

Date of next meeting - Wednesday 19 April 2017

There being no further business the meeting closed at 8:57 pm.