

# ORTON WATERVILLE PARISH COUNCIL

Clerk to the Parish Council: Mrs A Brown  
46 Oakdale Avenue, Stanground, Peterborough PE2 8TA  
Tel: 01733 346483 Email: [clerk@ortonwatervilleparishcouncil.org.uk](mailto:clerk@ortonwatervilleparishcouncil.org.uk)  
Website: [www.ortonwatervilleparishcouncil.org.uk](http://www.ortonwatervilleparishcouncil.org.uk)

## Minutes of the Orton Waterville Parish Council meeting held in Ormiston Meadows Academy, Matley, Orton Brimbles on Wednesday 21<sup>st</sup> March 2018 at 7:00 pm.

**PRESENT:** Councillors J Goode (Chair), T Rouse, D Sandles, B Warne, B Fearon, R Proudfoot, M Chambers, J Farnham, J Howell, Mrs A Brown (Clerk)

**Members: 13 Quorum: 5**

**Members of the public: 0**

Cllr Rouse opened the meeting as Chair in the absence of Cllr Goode.

**239/03-18 Apologies for absence**  
Apologies were received and accepted from Cllr Stokes (civic duty), Cllr Elsey (civic duty), Cllr Aitken (civic duty) and Cllr Airey (personal).

**240/03-18 Declaration of Interests and Dispensations**  
Received Declarations of Disclosable Pecuniary and Other Interests – none.

**241/03-18 Public Forum**  
None.

**242/03-18 Local police matters**  
Crime data for the Orton Waterville area submitted to the Clerk by PCSO Simonov – a comparison between the numbers of crimes reported to the police in February 2017 and February 2018:

	February 2017	February 2018
Total crimes recorded	63	52
Total violent crime	18	09
Domestic violence	14	11
Burglary – dwelling	0	04
Burglary – none dwelling (shed)	01	03
Robbery	0	0
Theft from vehicle	0	0
Since the arrest of Paul Presley last month we have seen great reduction in these offences.		
Criminal damage	5	11
Anti-social behaviour	16	18

In February, the police executed a drug warrant in Carradale, Orton Brimbles. One male was arrested and a cannabis factory was dismantled. Investigations are still ongoing.

The police are not seeing any particular crime trends at the moment, however the residents must stay vigilant and report suspicious and criminal activity.

**243/03-18 Ward Councillors**  
No reports from Ward Councillors.

**244/03-18 Minutes of previous meeting**  
The minutes of the Orton Waterville Parish Council meeting held on 21<sup>st</sup> February 2018 were unanimously agreed and **RESOLVED** as a correct record of the meeting and signed by the Chair.

**245/03-18 Matters arising from previous meetings**  
**1.** 92/09-17 Pedestrian access between Northgate and Alwalton.  
The Clerk provided an update on this matter which was raised in September 2017 by a local resident, whereby residents were once able to walk to the crossing via a certain point on East of England Way but the access had been completely blocked by a new fence and could only be used by a small number of houses.

Highways have informed the Clerk that is a private footway at the end of East of England Way which leads to the front of the adjacent properties. The public were once able to walk over the frontage of property no 51 to gain access through to Oundle Road from East of England Way but the owner of 51 has placed a fence around their boundary restricting this access over their land. This property legally owns this piece of land. Highways have looked back at the old Planning documents and it was envisaged that this footpath would connect to Oundle Road however this wasn't completed and the footway only leads to the existing hedgerow and thus was only adopted part way along.

The gap in the fence which the public are currently using is reached via the private footway which leads to the dwellings. The landowners who reside in those dwellings would need to give consent and Highways would look at this as a separate application to the original planning consent for this to become a public right of way and for the gap to be opened up and joined to Oundle Road.

There is a possibility that the developer has not fulfilled their original obligations to join up the footpath to Oundle Road, and if this was the case, they could be challenged. It was agreed that in the first instance, the Clerk obtains the original planning application to ascertain whether there was any intention for the footpath to be connected to the highway.

**Action:** Clerk

**2. 175/11-16 Post box for Orton Northgate**

Royal Mail have informed the Clerk that they unable to install a post box on Loch Lomond Way as it is private land owned by the developers Persimmon. They are unable to progress the necessary legal agreement with them to install the Post Box and the matter is out of their hands. Cllr Howell asked if the post box could be situated on East of England Way as it has been adopted by Peterborough City Council. It was agreed that the Clerk contacts Royal Mail with this request.

**Action:** Clerk.

**3. There were no other updates.**

Cllr Goode thanked Cllr Rouse and took over the duty for the remainder of the meeting.

**246/03-18**

**Correspondence received**

1. CAPALC: Bulletin March 2018.
2. CAPALC: NALC Chief Executive bulletins.
3. CAPALC: NALC Funding and Grants Bulletin - March 2018.
4. OWN Academy Trust Q & A's from parents meeting and questionnaire.
5. Parish Council Liaison Meeting – Phase two budget presentation.
6. Youth Jam Participation 21<sup>st</sup> July 2018.
7. YMCA Respect leaflet. Counselling services for young people aged 13-24 years of age.
8. A Foreign Policy – Poetry event at Key Theatre.
9. Safeguarding Awareness month information.
10. Bogus Police officer scams.
11. Link to Peterborough City Council webpage to report a Hate Crime incident.
12. Pride in Our Carers Awards 2018 at KingsGate Church in Parnwell Peterborough on June 13<sup>th</sup>, 9:30 am – 4 pm.
13. Healthwatch Newsletter.
14. Finding Fitness: Free community activities.
15. Police and Crime Commissioner: March newsletter.
16. Peterborough City Council: Details of upcoming elections for Ward and Parish Councils.
17. Peterborough City Council: Consultations on draft Supplementary Planning Documents (SPD's): Flood and Water Management; Developer Contributions; Biodiversity and Green Infrastructure; Trees and Woodland Strategy; Biodiversity.
18. Local resident: Pot holes on Lady Lodge Estate – Cllr Stokes has been in contact with Highways regarding this issue. The road will be marked up for extensive patching and it has been forward for the micro-asphalt programme. This will see the road planed and relayed in due course. Cllr Stokes has also asked if a directional sign for King Bros can be put up to stop lorry's making a wrong turn onto Church Drive.
19. Peterborough City Council: New parking contraventions to be enforced. Peterborough City Council is to adopt powers to take action against vehicles which are causing a hazard by either double parking or parking in front of dropped kerbs as from 1<sup>st</sup> March 2018. To report a vehicle parked against a dropped kerb or double parked, please telephone 01733 747474 or email: [parking.enforcement@peterborough.gov.uk](mailto:parking.enforcement@peterborough.gov.uk)

247/03-18

**Production of a Neighbourhood plan for the parish**

Peakirk Parish Councillor David Fovargue and his colleague will be giving a presentation regarding the work and processes in which his parish council undertook to write and implement their neighbourhood plan. The presentation will take place before the next meeting on 18<sup>th</sup> April at 6.00 pm.

248/03-18

**Bulky waste collections**

It was agreed that the next bulky waste collections will take place on 9th June and 6th October at the Orton Centre again. It was also agreed to provisionally book 29th September for waste collections from the Gostwick and Cherry Orton Road allotment sites. The Clerk will advertise these dates in The Oracle. Cllr Howell informed the meeting that Orton Longueville Parish Council is looking to hold bulky waste collections in their parish at the Herlington Centre on alternative dates.

**Action:** Clerk.

249/03-18

**General Data Protection Regulations**

Cllr Goode reported that she had attended a General Data Protection Regulations workshop with the Clerk. The Clerk was given a handout with the steps and templates to ensure that the Parish Council is compliant when the new law comes into force in May. Cllr Goode and the Clerk will work through the handout.

It was also noted that Peterborough City Council are in the process of setting up gov.uk domains for all Parish Council to be able to comply with the new law. All parish councillors will receive their own email addresses to use for parish council business.

**Action:** Clerk and Cllr Goode.

250/03-18

**The Gannocks play area**

1. A reply from the Planning Inspectorate has been received informing the parish council that 10 representations have been received in relation to the application for works on the Common Land. 5 were in favour. One (from the Open Spaces Society) was not objecting and five were representations of support (including one from Peterborough City Council). The other four are objections. A response to the objections raised is required by the Planning Inspectorate by 21st April 2018. It was agreed to hold an Extra-Ordinary parish council meeting on Wednesday 4th April at 6.30 pm to address all the points raised and formulate a reply to the Planning Inspectorate. Members of the public will be excluded from this part of the agenda due to the sensitive nature of the matter.
2. Peterborough City Council has carried out the annual inspection on the existing play equipment at The Gannocks and a copy of the report has been received by the Clerk. The report states that all the play equipment requires some minor maintenance works to be carried out within 6 months. These points will be addressed when the outcome of the works to the common land is known.
3. The Wildlife Trust management plan was discussed. It was agreed to set up a task and finish group to look and decide at the way forward to set up a public consultation to put the ideas within the plan to the local residents for their opinions and input. Cllrs Proudfoot, Warne, Fearon and Rouse agreed to take this forward.

**Action:** Cllrs Proudfoot, Warne, Fearon and Rouse.

251/03-18

**Landscaping improvements on corner of Oundle Road/Cherry Orton Road**

As agreed at the last meeting, the Clerk has received a quote from Richard Harding for the landscaping of the area. It was **RESOLVED** to accept the quote already obtained from Amey to carry out the works as the land belongs to Peterborough City Council and no authorisation is needed for the work to be carried out. It was further agreed not to erect a fence but to plant a hedgerow. The Clerk will obtain a further quotation from Amey for this.

Cllr Rouse informed the meeting that the Village Show Committee has approved a contribution of up to £300 for the planting of daffodil bulbs in this area; however they are not willing to plant them themselves. These will be planted at a later date once the landscaping works have been carried out.

**Action:** Clerk.

252/03-18

**New Locations of future parish council meetings**

It was discussed and agreed that the Parish Council should meet at different locations around the parish to raise its profile and encourage residents to attend.

The following meeting places were agreed:

June meeting - Napier Place or the community centre at Orton Wistow

October meeting - Christ Church in Orton Goldhay.

The dates and venues will be advertised in The Oracle when they have been booked.

**Action:** Clerk.

**253/03-18**

**Orton Wistow community centre**

The Clerk reported that she and Cllrs Rouse, Goode, Fearon, Sandles, Aitken had attended a meeting with the Chair Callum Alexander and Vice Chair Christine Graham of the Wistow Community Association to discuss the possible Community Asset Transfer (CAT) of the centre from Peterborough City Council to the Parish Council. Bill Tilah who has taken over the programme from Caroline Rowan was unable to attend the meeting.

The Association committee has overhauled its structure and now feels that it is in a very stable position to continue running the hall. It was explained to them that the previous committee approached the Parish Council to take over the hall because they felt that they were not in a position to do this themselves and the Clerk showed them a copy of the recently received CAT letter from Peterborough City Council stating the 3 possible transfer options, one being that the Association could take over the lease of the building themselves. The Association Chair and Vice Chair were not aware of this option however during the meeting they decided that they would now like to explore this option further themselves.

In view of this, the Clerk has emailed Bill Tilah and informed him that in the first instance, the Association will be contacting him to look into the option of them taking out a lease on the building however should this not turn out to be feasible, the Parish Council will come back into the process and explore the other options.

**254/03-18**

**Reports from representatives on outside bodies**

1. Parish Council Liaison - Cllr Chambers reported that he had attended the recent meeting and that presentations were given by:

- Police and Crime Commissioner Jason Ablewhite, outlining the police and crime plan
- Peterborough Council Voluntary Service funding information for Parish Councils

The presentations from the meeting have been circulated to councillors by the Clerk.

2. Orton Northgate Residents' Association

Cllr Howell reported that residents struggled with icy road and footpath conditions in the recent bad weather and asked if grit bins could be provided for residents use. It was agreed that the Association should apply for a grant from the Parish Council for the purchase of the grit bins. The Clerk will send Cllr Howell a grant application to pass onto the Association.

**Action:** Clerk.

3. Orton Southgate Residents' Association – no report.

4. There were no other reports

**255/03-18**

**Speedwatch**

Cllr Howell informed that meeting that two new volunteers have come forward and that one has already been trained. No Speedwatch sessions have taken place recently due to the cold weather.

**256/03-18**

**Removal of dead animals from waterways'**

Cllr Howell informed the meeting that there is a dead fox laying in a culvert in Orton Wistow. She has reported this to Peterborough City Council and the Environment Agency. Peterborough City Council is unable to remove the animal as the waterway is not their legal responsibility and the Environment Agency will not come out for one animal. It was agreed that the Parish Council deals with this issue as it is unpleasant to see. The Clerk will contact a pest removal contractor.

**Action:** Clerk.

**257/03-18**

**Cemetery**

The next health and safety inspection is due in April. Cllrs Goode and Farnham will carry this out.  
**Action:** Cllr Goode and Cllr Farnham.

Cllr Chambers asked the meeting if a spring could be attached to the cemetery gate to ensure that it closes when someone has gone through, as many a time he has seen the gate left open with no one in the cemetery. It was agreed that a sign asking people to ensure that they have shut the gate after the have left may be better in the first instance as a sprung gate may restrict a disabled person entering the cemetery. It was also suggested that the gate needs oiling. The Clerk will arrange for these things to be done.

**Action:** Clerk.

258/03-18

**Allotments**

1. The Clerk is collating all the comments received regarding the new Allotment Tenancy agreement. This will be ready for further comments at the next meeting.
2. Gostwick - The internal boundary is overgrown with hedges growing over the top from the outside. It was agreed that the Parish Council maintenance contractor provides a quote for these works and that it is added to the maintenance contract to be done on an annual basis.

Cherry Orton Road – A neighbouring resident has erected a new fence adjacent to plot no. 7 and pushed back their old fence and left it on the allotments on top of the ditch bank. In addition to this, the area is also overgrown and with a large pile of dead branches and overgrowth left there by others. As this type of environment may attract vermin, it was agreed that the area is cleared by the Parish Council maintenance contractor.

**Action:** Clerk.

3. No other matters of concern were raised.

259/03-18

**Finance & Administration**

1. To authorise the following electronic payments:

wave	Cemetery water charges	£12.89
CAPALC	Clerks Bitesize training 06 March 18	£20.00
Orton Waterville Village Hall	Hall hire charges 1 April 17 – 30 March 18	£249.00
Gattonero	Website security monitoring March 18	£10.00
Clerk’s salary	Salary (March)	£1125.49
Clerk’s expenses	Reimbursements (March)	£103.48
Cambridgeshire County Council	Superannuation (March) employer & employee contributions	£511.55
HM Revenue & Customs	Tax and NI (March)	£248.51
Peterborough Office Supplies	Black printer cartridge and clear folders	£42.11
CAPALC	GDPR workshop 16 March 18	£70.00

2. Income received

Allotment rent	£21.00
Cemetery fees	£950.00
Donation from Village Hall Committee members for C Long memorial bench	£70.00
HSBC bank interest	£0.32

3. HSBC letter stating that the Parish Council will become a commercial customer of HSBC UK on 1 July 2018. There should be no changes to the accounts.
4. Clerk’s appraisal – It was noted that the Clerk’s Annual Review has taken place and that she has 3 separate job descriptions; Clerk, Allotment Manager and Cemetery Manager. Cllr Goode has confirmed with CAPALC that this is good practice especially if in the future the Clerks hours need to be increased. Cllr Goode and the Clerk will review the job descriptions to ensure that are up to date and all tasks are listed.  
**Action:** Cllr Goode and Clerk.

260/03-18

**Planning matters**

1. To comment on new applications as follows:

18/00354/CTR	Felling and pollarding tress around pond sites to reduce shawing and improve ecological conditions for wildlife at Cherry Orton Road, Orton Waterville, Peterborough	No Comments
18/00355/CTR	Felling and pollarding tress around pond sites to reduce shawing and improve ecological conditions for wildlife at Debdale Pond, Debdale, Orton Waterville, Peterborough	No Comments
18/00372/HHFUL	First floor extension over existing garage and single-storey rear extension at 4 Martins Way, Orton Waterville, Peterborough PE2 5DY	No Comments
18/00408/HHFUL	Erection of single storey rear extension at 36 Vetchfield, Orton Brimbles, Peterborough PE2 5FH	No Comments
18/00419/FUL	Erection of a 2m high perimeter fence on the South and South East elevation of the site and alterations to car park at 1 Milnyard Square, Orton Southgate, Peterborough PE2 6GX	No Comments
18/00433/ADV	One internally illuminated fascia sign at Advanced Handling, Newcombe Way, Orton Southgate, Peterborough PE2 6SE	No Comments
18/00390/HHFUL	Ground floor side and rear extension and alterations at 28 Lady Lodge Drive Orton Waterville Peterborough	No Comments

2. Permitted planning application: Crown lift Willow to 5-6m at 44A Cherry Orton Road, Orton Waterville, Peterborough PE2 5EQ – the Parish Council maintenance contractor will carry out these works.

**261/03-18**

**Maintenance matters**

1. Reepham has been resurfaced however the white lines in the car park area have not been instated. The Clerk will report this to Highways.
2. Roads including the bus route near the Orton Centre are in a bad state of repair. The Clerk will ask Highways if there are any plans to resurface these roads.
3. A bungalow on Oundle Road near East of England Way is being demolished for 2 new dwellings. Cllr Howell asked if a planning application had been seen for this. The Clerk will investigate and report back.  
**Action:** Clerk.

**262/03-18**

**Future agenda items and announcements**

**1. Announcements**

Highways are planning on creating an additional lane eastbound on the A605 from the Alwalton junction to the first Lynch Wood roundabout. As part of this scheme they are also looking at pedestrian and cycle facilities including crossing provisions. More information and drawings will be available in the coming months.

**2. Future agenda items**

Lengthsman for the parish.

**263/03-18**

**Date of next meeting**

Extra-Ordinary meeting – 4<sup>th</sup> April 2018 at 6.30 pm- Village Hall, Glebe Avenue, Orton Waterville  
Annual Parish meeting – 18<sup>th</sup> April 2018 at 7.00 pm - Village Hall, Glebe Avenue, Orton Waterville  
Parish Council meeting – 18<sup>th</sup> April 2018 at 7.30 pm - Village Hall, Glebe Avenue, Orton Waterville

There being no further business the meeting closed at 9.23 pm.