

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 20 September 2017 at 7:00 pm.

PRESENT:

| | | |
|----------------------|---------------|------------------------------|
| Cllr G Elsey (Chair) | Mrs J Goode | Mr T Rouse |
| Mrs D Sandles | Mr A Airey | Ms J Howell |
| Mr B Warne | Mrs J Farnham | Mrs B Fearon |
| Mr R Proudfoot | Mr M Chambers | Cllr J Stokes (from 7:42 pm) |
| Mrs A Brown (Clerk) | | |

Members: 13 Quorum: 5

Members of the public: 15

83/09-17 Apologies for absence

Apologies were received and accepted from Cllr K Aitken (Civic duty).

84/09-17 Declaration of Interests and Dispensations

Receive 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.

85/09-17 Public Forum

The Chair closed the meeting at 7:05 pm to allow members of the public to speak:

The following matters of concern were raised by members of the public:

1. Resident had attended the previous meeting and brought to the attention of the Parish Council 'The Commons Act 2006' and the 'Open Spaces Society'. They asked if it could be confirmed that the procedures and processes will be followed and adhered to with regard to the planned installation of extra play equipment at The Gannocks. This includes issuing relevant notices, holding public consultations for 'Commoners' and submitting a Section 38 form to the Planning Inspectorate. The resident is concerned that this will not happen as they were disappointed that the Parish Council passed a resolution at the last meeting to still go ahead with the planned works at the play area. Mrs Goode confirmed that the public consultation was still on going and that the survey is still open for comments.
2. Resident asked if there was a planning application for The Gannocks play area. It was confirmed that a plan had been drawn up.
3. Resident informed the meeting that they were pleased that the play area is to be extended.

The Chair re-opened the meeting at 7.12 pm to conduct the remainder of Council business.

86/09-17 Local police matters

None.

87/09-17 Ward Councillors

Councillor Elsey gave the following update:

- Officially opened the New Co-operative Funerals at the Orton Centre.
- Parking for Homenene House residents will be reinstated once the building works have finished in the Orton Centre car park.
- Overgrown bushes in Orton Southgate have not yet been adopted by Peterborough City Council, however as a favour, Amey have agreed to have a look at doing the work to tidy them up. Pressure needs to be put on the developer Persimmon Homes to bring the hedgerows up to standard to allow Peterborough City Council to adopt them.
- Proper 'No through' signs are going up at the top of Dunblane Drive and bottom of Loch Lommond way.
- Highways will be resurfacing the Zebra crossing near BJ's fish shop in Ortongate and putting the barrier back up.

- Negotiations are still on going for a new contractor to take over from Amey. One option being considered is to break up the contract and have specialists for specific areas. Amey are contracted to continue until a new contract is awarded. It is envisaged that a new contract will be awarded by the end of this financial year.

88/09-17

Minutes of previous meeting

The minutes of the Orton Waterville Parish Council meeting held on 19 July 2017 were unanimously agreed and **RESOLVED** as a correct record of the meeting and signed by the Chair.

89/09-17

Clerks update

1. Bins as discussed at the last meeting under agenda 73/07-19:

- Peterborough City Council agreed to change the bin in the layby on Oundle Road to one which has a lid to prevent wildlife pulling out the rubbish. This has now been done.
- The dog bin in Skye Close has been removed.
- A bin has been installed on the stretch of cycle path on Oundle Road near the Marriott Hotel however prior to the meeting Ms Howell informed the Clerk that it is not in the correct place. She asked if the bin could be moved nearer to Lynchwood as this is where more people use the footpath to access the business park. The Clerk has sent this request through to Peterborough City Council.
- The Clerk made a request to Peterborough City Council for a bin to be installed at Ham Lane; however the City Council have come back and stated that there is no real issue for a bin at this location, only when the flower man is there, therefore they will not be installing one here. The Parish Council disagree with this statement as the roadside hedgerows are heavily littered as people park on Ham Lane to avoid the parking charges at Ferry Meadows. Councillor Elsey agreed to take this forward and approach the City Council about this issue again.

2. New signs have been put up at the Gannocks and on the cemetery gates with the Parish Council logo. Two signs at entrance to The Gannocks state: 'No Camping, No Golf, No Motorcycles, No Dog Fouling, No Fly Tipping'. The sign on the cemetery gates states: 'No dogs with the exception of guide dogs and hearing dogs'.

90/09-17

Correspondence received

1. Westbrook Properties: proposal to develop parts of Orton Southgate industrial area – noted.
2. Peterborough City Council: Update Peterborough Local Plan – noted.
3. Nene Park Trust: Lakeside area consultation – noted.
4. CAPALC: - NALC newsletter – noted.
5. CAPALC: Clerks and Councillors Annual catch up day – noted.
6. CAPALC: Contributions by parish councils to the church – noted.
7. CAPALC: Training courses September – December 2017 – noted.
8. Parish Council Conference 14 November 2017 –noted.
9. MAGPAS: Thank you donation letter – noted.
10. Local resident: Comments in respect of property play area improvements at The Gannocks and information relating to Common Land and the Open Spaces Society – noted and will be considered during the development of The Gannocks play area – noted.
11. Local resident: Issue concerning new crossing near Arena Drive, Orton Northgate –to be discussed under agenda item 92/09-17 – noted.

91/09-17

Ash Tree on corner of Oundle Road/Cherry Orton Road

Peterborough City Council tree offices Mr Bryan Clary and Mr Darren Sharpe attended the meeting to answer questions regarding the necessary felling of the Ash tree and the proposed replanting of the area.

Mr Sharpe informed the meeting that the tree is on Peterborough City Council owned land and has been monitored for many years. Decay within the structure of the tree has been known for some time and detailed reports were first obtained by Amey 5 years ago. The tree is now an unacceptable risk as it has basal decay and fungi is attacking and degrading the roots structure below the ground. It is not known how far underground the decay has gone, however visual inspections of the tree are not good. Unfortunately there is no arboriculture solution to address this issue. It was initially thought that the tree could be cut back to a monolith where the main trunk of the tree is left, however the decay will only allow it to stand for a further 5 to 10 years and visually it does not look pleasant. To be 100% sure that the decisions to fell the tree was the right option, a report from an independent company was obtained and their recommendation was the same.

The entire tree will be felled and the largest piece possible will be retained on site. Temporary closure of the road may be necessary to carry out the works. Further discussions will take place by the Parish Council as how to best use the timber. Removal and storage of the timber off site is costly and this option has already been explored by the City Council. The Woodland Trust has offered to take the timber and place in Orton Longueville Woods for wildlife habitat. Ash tree timber needs to season before use and is best used for indoor items. Many local residents have provided suggestions, as to how best use the timber, including local cabinet maker Simon who could make mementos from it. It was agreed that the Clerk will collate all the suggestions and circulate to everyone for further discussion. The public survey is still open until 30 September 2017 for residents to make suggestions.

To mitigate the loss of the tree, Peterborough City Council has agreed to plant 5 trees to replace the loss of the Ash tree. The usual practice is to replant one tree for every one which is felled. Mr Sharpe said that a large specimen tree, larger than is the norm and most probably a native Oak, will be planted close to the site of the felled tree. There is a risk of failure when planting a large spectrum tree and there will be associated costs for the City Council to maintain and establish the tree, however they are willing to make this commitment. The tree will need regular watering and watering bags at the base of the tree may be used. If it is decided to use this option, willing residents may be sought to help with the filling of the bags with water in between City Council contractor visits.

A further 4 trees will be planted somewhere close by, most likely on the grass verge near the lay-by on the opposite side of Oundle Road. This is subject to the ground being tested for any underground services which could prevent this.

An Interpretation board could also be sited somewhere near to the site of the felled tree to mark the life of the tree and show local associated history and photographs provided by residents. The cost of an Interpretation board would be approximately £600.00. Mr Proudfoot suggested that a large disc section of the tree could be cut, preserved and also sited with the Interpretation board to show a history timeline of the city. It was agreed that the Parish Council could assist with the funding of this.

Mr Proudfoot informed the meeting that the Ash tree has a girth of 5.2 m which makes it around 300 years old and the fourth largest in the UK. He has also entered a photograph of the tree in a PECT competition.

Action: Clerk to collate suggestions for uses of felled Ash tree and circulate to all Councillors.

92/09-17

Pedestrian access between Northgate and Alwalton

Ms Howell informed the meeting that a resident had contacted her regarding access to the new crossing from Arena Drive onto Oundle Road between Orton Northgate and Alwalton. Until recently residents were able to walk to the crossing via a certain point on East of England Way' however in July 2017 this access was completely blocked by a new fence and can only be used by a small number of houses.

Residents have created a new access which requires them to climb over a fence further down Arena Drive which is unsafe and not a public right of way.

The alternative crossing which residents are using to cross the road on the roundabout between the Harvest and Marriott Hotel also has issues. It is too close to the roundabout, cars approach from three directions, and vision is restricted by tall bushes in the centre of the roundabout and the bend in the road.

Councillor Elsey informed the meeting that Highways have already been informed of this issue and are looking into it. They will establish if the fence has been put up legally and not part of a land claim. If the fence is legal and remains in place, then it is possible that the access which has been created by residents could be opened up creating a safe public right of way.

93/09-17

The Gannocks play area

Notes from the recent working party meeting were circulated to everyone prior to the meeting. The working party is waiting for the results of the public survey before moving further with the plans. It was noted that all required procedures and processes will be adhered to in relation to Common Land.

94/09-17

Bench near Notcutts Garden Centre

Mrs Goode will contact the family of the late Cyril Long and ask if they have any preference as to where the bench will be sited and report back.

Action: Mrs Goode to contact the Long family.

95/09-17

Future possible local amenities to be provided by the Parish Council

1. Employment of lengthsman – The results so far received from the survey indicates that this is service which residents would like to see the Parish Council provide. Councillor Elsey will obtain the specification and costs of the lengthsman which is employed at Hampton Parish Council via Amey.

Action: Councillor Elsey to obtain lengthsman specification and cost.

2. Grass cutting – The new grass cutting contract at Peterborough City Council is still in discussion. The Parish Council would only consider taking over this service if there was going to be a cost saving of the current grass cutting regime be improved. It was agreed that this item will be in abeyance until the new grass cutting contract is awarded.

3. Glutton machine – Mrs Farnham informed the meeting that it would not be possible to store the machine at Bushfield Ormiston Academy as contractors are now using this room due to building works at the school. As an alternative option, she agreed to ask Christ Church if they could store the machine at their site. There is a store where Amey keep their vans and Councillor Elsey made a suggestion that they could possibly be moved. An alternative idea proposed was the purchase of a small steel outdoor container to store the machine with the possibility of installing an electric meter to ensure that the church is not out of pocket.

Action: Mrs Farnham to ask Christ Church if they can store the glutton machine.

96/09-17

Parish Liaison

Prior to the meeting, the Clerk had circulated a flow chart regarding Unauthorised Encampment which had been sent from Community Parish Liaison Co-ordinator, Sylvia Radouani.

97/09-17

Bulky waste collection

The last collection in July was very well received again and it was agreed that the location of the refuse collection vehicles in the small car park worked well. Figures are still not yet available as to whether the scheme has been successful at reducing fly tipping in the parish.

Councillor Elsey informed the meeting that Peterborough City Council is to have a three month trial of the free collection of bulky waste from residents. During this period residents will only be able to access the service once; however they will not be restricted on the number of items being collected. There will also be set days when refuse collection vehicles will be in the area to pick up bulky items. This trial will be starting in the next couple of months.

It was **RESOLVED** that the Parish Council will run one more bulky waste collection service this year. The collection will take place on Saturday 21 October 2017, 10.00 am – 12.00 pm in the small car park at the back of the Orton Centre.

Action: Clerk to organise bulky waste collection.

98/09-17

Parish Council Working Parties and Community Volunteer role

The roles and time commitments required for all working parties were discussed. With a vote of 10 for the disbanding of all working parties, and one abstention by Mr Rouse, it was agreed and **RESOLVED** to disband the Leisure and Amenities working party; the Finance and General Purposes working party and the Environmental working party. In future specific groups will be set up for projects being undertaken by the Parish Council which will be disbanded once the project has come to fruition. This way groups will be more focused with the task at hand with an assigned amount of money and hopefully produce quicker results.

The role of the Community Volunteer role was also discussed as the six month review of the role was long overdue. It was agreed that the Clerk, Councillor Elsey and Mrs Goode will review the Terms of Reference of the role and present to the Parish Council at the next meeting.

Action: Clerk, Councillor Elsey and Mrs Goode review Terms of Reference of Community Volunteer role.

99/09-17

Orton Wistow community centre

The Clerk informed the meeting that she had not managed to contact Caroline Rowan at Peterborough City Council regarding a survey of the community centre. Councillor Stokes offered to also try and contact Caroline. The AGM of the Orton Wistow Community Association is on 24 September 2017 at 5.00 pm. Mrs Sandles agreed to attend the AGM and report back at the next meeting.

Action: Mrs Sandles to attend AGM.
Clerk and Councillor Stokes to contact Caroline Rowan.

100/09-17

Speed watch

Ms Howell gave a report on the recent Speedwatch session which took place on Wistow Way, outside Napier Place. The team share their kit with another area team. She informed the meeting that 20% of the cars were speeding and that a number of drivers would be receiving letters from the police regarding this. One driver was recorded with a speed of 47 mph. Ms Howell said that residents appreciate this initiative and that sessions have been scheduled for the next six months.

101/09-17

Parish Council survey

The Clerk informed the meeting that there had been a delivery failure by Leaflet Media who had insisted on payment prior to the delivery taking place. GPS tracking from Leaflet Media supposedly indicated the areas which had been delivered to; however the GPS tracking also showed the areas which had not been delivered. It was also indicated that areas of another parish had also been delivered to. Several weeks after the alleged delivery, no completed surveys had been returned by residents. As a spot check the Clerk had emailed all allotment tenants and asked them if they had received the survey. No allotment tenants had received the survey and gave a good indication that the survey had not been delivered as was said by Leaflet Media. Further leaflets have since been reprinted with a new deadline of 30 September 2017 and delivered by another agent. It was agreed that the costs involved did not warrant pursuing Leaflet Media through the Small Claims Court against.

The Clerk circulated a simple report with the survey responses received so far however when the survey closes, Mr Airey informed the meeting that he will be able to produce a more detailed analysed report all responses received.

102/09-17

Debdale pond improvements

Mr Proudfoot and Ms Howell informed the meeting that on 28 August 2017 they had helped Peterborough Conservation Volunteers to renovate the pond at Debdale. Debris was removed from the pond, paths cleared and site boundaries strengthened. A tree is scheduled to be removed to open up the pond for light. Great crested newts have been spotted at this pond in the past.

Cherry Orton Pond/Top Town Pond/Black pond' will be cleared by the volunteers on Sunday 22 October 2017. Anyone is welcome to come and help.

103/09-17

Cemetery

- The landscape maintenance contractor has topped up and seeded 5 graves.
- The theft of a stone heart placed on a cremated tablet had been reported stolen.
- 2 new weatherproof locks have been placed on the cemetery gates.

104/09-17

Allotments

- The water taps at Gostwick and Cherry Orton allotments failed the recent site inspection by Anglian Water. The current taps were not of the correct specification to prevent the back flow of water into the main water system. These have now been replaced by the maintenance contractor and will be re-inspected by Anglian Water on 22 September 2017.
- A report of a rat on a plot of Cherry Orton allotments has been received by the Clerk. It was agreed that the Clerk will write to allotments tenants and ask them to clear their boundaries and turn over compost on a regular basis.
- Unwanted produce is collecting under the noticeboard at Cherry Orton allotments. This can sometimes look messy when no-one takes it. Mrs Sandles will place a notice in the noticeboard asking tenants to place unwanted produce at the end of their plots for collection by other tenants.

105/09-17

Finance & Administration

1. The following electronic payments were authorised:

| | | |
|---------------------------------|---|----------|
| Leaflet Media | Survey delivery | £315.00 |
| SurveyMonkey | September monthly standard plan | £29.00* |
| Anglian Water | Gostwick allotments water charges (01/05/17 – 31/07/17) | £99.69 |
| Anglian Water | Cherry Orton allotments water charges (08/05/17 – 07/08/17) | £76.78 |
| Anglian Water | Cemetery water charges (08/06/17 – 07/09/17) | £23.03 |
| Solopress | Additional survey leaflets | £177.00 |
| PKF Littlejohn | External Auditor Fee | £360.00* |
| Secure Fast Hosting Ltd | G Suite email /Goggle apps domain (15/09/17 – 14/09/17) | £72.00* |
| Rialtas Business Solutions | Alpha Account maintenance | £139.20* |
| Mrs A Brown | Clerks salary (August) | £1125.49 |
| Cambridgeshire County Council | Employer/employee contributions (August) | £511.55 |
| HMRC | Clerks Tax & NI (August) | £248.51 |
| R Harding & Son Landscaping | Cemetery maintenance (July, August & Sept) | £1050.00 |
| R Harding & Son Landscaping | Various maintenance works – Allotments and The Gannocks | £220.00 |
| R Harding & Son Landscaping | Cherry Orton Road allotments boundary fence | £1500.00 |
| Peterborough Office Supplies | Black printer cartridge | £35.58* |
| Came & Company | Parish Council insurance renewal | £1902.13 |
| Enterprise Managed Services Ltd | Refuse collection July 2017 | £708.73* |
| Peterborough City Council | Signs for The Gannocks and cemetery | £207.60* |
| Adrian Kisby | Survey delivery | £87.50 |
| Anglian Water | Gostwick allotments water charges | £40.26 |
| Clerk's salary | Salary (Sept) | £1125.49 |
| Clerk's expenses | Reimbursements (August/Sept) | £63.50 |
| Cambridgeshire County Council | Superannuation (Sept) employer & employee contributions | £511.55 |
| HM Revenue & Customs | Tax and NI (Sept) | £248.51 |
| Anglian Water | Cherry Orton allotments water charges (10/01/17 - 07/05/17) | £22.82 |

*Denotes VAT at 20%

2. Income received:

| | |
|------------------------------------|-----------|
| Allotment rents | £1267.50 |
| Burial ground | £185.00 |
| Precept 2 nd instalment | £26081.32 |
| HSBC Bank interest | £0.40 |

3. The Notice of Conclusion of Audit for year ended 31 March 2017 has been received from the External Auditor with their invoice. The notice and a copy of the Annual Return have already been displayed on the main Parish Notice board and website.

106/09-17

Planning matters

1. To comment on new applications as follows:

| | | |
|--------------|--|-------------|
| 17/01284/ADV | Car park Signs – 600 x 800, Entrance to Car parks signage 1250 x 880. 64 signs in total (Tresham Road, Holkam Road and Stapledon Road) at Land East of Newcombe Way, Orton Southgate, Peterborough | No comments |
| 17/01549/ADV | 2no. illuminated fascia signs and 1no. illuminated projecting sign at 30-33 Ortongate Shopping Centre, Bushfield, Orton Goldhay, Peterborough PE2 8TD | No comments |
| 17/01643/ADV | One externally illuminated fascia sign with two flat non illuminated aluminium fascia signs to the sides at 4 Ortongate Shopping Centre, Bushfield, Orton Goldhay, Peterborough PE2 5TD | No comments |

2. Planning application 15/01106/OUT: Up to 130 dwellings with all matters reserved except for access at Land South of Oundle Road, Alwalton, Peterborough. The applicant was seeking a reduction in the affordable housing provision from that originally approved. This was considered by the Planning and Environmental Protection Committee on 19 September 2017 and was permitted.

107/09-17

Maintenance matters

- In August an illegal camper was pitched at The Gannocks, near the wooden area. This overgrown area has been cleared up by the maintenance contractor to discourage further campers and has opened up more space for dog walkers to use this area.
- Prior to the meeting, Ms Howell reported to the Clerk that a resident was having issues with their brown bin not being emptied which had been paid for. They had also not received their bin sticker despite several requests. The Clerk reported this to Peterborough City Council and the issue should now be resolved.
- Prior to the meeting, Mr Warne reported to the Clerk that a resident was concerned with overgrown trees on the path behind houses on Fraserburgh Way. Children use this new foot path to walk to school. This issue was addressed by Councillor Elsey in the earlier agenda item 87/09-17.
- A complaint about the bus services on Church Drive was received by the Clerk and passed to Councillor Stokes as she is currently dealing with bus service issues.
- A matter of concern was raised that many cycle paths in Orton Brimbles are missing the blue pedestrian/cycle path signs and that the white lines dividing the pathways have been worn away. The Clerk will forward this issue to Highways.
- Footpath behind Jasmine Court through to Riseholme is badly lit and strewn with dog mess. It was agreed that Mrs Farnham will give the 'no dog fouling' stencil to Mr Airey to spray the messages on these footpaths.
- Road signs in the parish are dirty and require cleaning. The Clerk will report this to Highways.

108/09-17

Future agenda items and announcements

None.

109/09-17

Date of next meeting

Wednesday 18 October 2017

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