

ORTON WATERVILLE PARISH COUNCIL

Clerk to the Parish Council: Mrs A Brown
46 Oakdale Avenue, Stanground, Peterborough PE2 8TA
Tel: 01733 346483 Email: clerk@ortonwaterville-pc.gov.uk
Website: www.ortonwatervilleparishcouncil.org.uk

Minutes of the Orton Waterville Parish Council meeting held in Village Hall, Glebe Avenue, Orton Waterville Wednesday 19th September 2018 at 7:00 pm.

PRESENT: Councillors J Farnham (Chair), J Goode, A Airey, T Rouse, D Sandles, B Fearon, M Chambers, K Aitken, R Proudfoot, B Warne, L Moore and Mrs A Brown (Clerk).

Members: 13 Quorum: 5 Members of the public: 2

118/09-18 **Apologies for absence**

Apologies were received and accepted from Cllr J Stokes (civic duty) and Cllr J Howell (personal).

119/09-18 **Declaration of Interests and Dispensations**

None.

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

120/09-18 **Public Forum**

A member of the public raised a concern regarding the amount of HGV's which are arriving at RP Meats over the course of a day with some arriving as early as 6.45 am. The resident stated that there appears to be health and safety implications when the HGV's are at the site and that there is no respect for local residents. On refuse collection days, bins are very nearly squashed and blocked in. HGV's very often back down Cherry Orton Road with no marshal in place to ensure pedestrian safety. Photographs were circulated showing the issues which have occurred. The resident asked if an 'Impact' study covering noise, pollution and congestion, has ever been carried out. Cllr Aitken suggested that the resident could contact the Health and Safety Executive with their concerns. Cllr Aitken will also raise the matter with Peterborough City Council and report back at a later meeting.

The Chair re-opened the meeting at 7.18 pm to conduct the remainder of council business.

121/09-18 **Local police matters**

None.

122/09-18 **Ward Councillors**

1. Cllr Aitken reported that she is dealing with residents' concerns regarding planning application 18/00009/FUL changes to application at 1-34 Tresham Road Overton Park Orton Southgate and the consultation on a future highway scheme for the A605 from the Alwalton junction into Lynch Wood where the traffic lights might be replaced with an alternative.

2. In her absence, Cllr Howell submitted the following report:

- Following a tip-off from a resident, a cannabis grow house in Beckingham was reported to the police. Over 300 plants were seized and the occupant arrested.
- Following complaints from Southgate residents, the council investigated whether or not the showground has the necessary permission for the car park that has been created on its ground near the entrance to Dunblane Drive. It does not, and has been instructed to cease using the area as a car park immediately.
- Following an unauthorised encampment at Kilham, the council is installing an earth bund to protect the area from future encampments.
- A bad smell has been reported in parts of Northgate. This is believed to be sewage. The Environment Agency is currently investigating.
- As previously discussed, some residents had hoped that an informal gap in the hedge in East of England Way, Northgate might be transformed into a formal access point. However, because the pathway is the property of the owners of nearby houses this unfortunately cannot happen.

123/09-18 **Minutes of previous meeting**

The minutes of the Orton Waterville Parish Council meeting held on 18th July 2018 were unanimously agreed and RESOLVED as a correct record of the meeting and signed by the Chair.

124/09-18

Matters arising from previous meetings

107/07-18: The new noticeboard for Matley has arrived and will be erected this week.

125/09-18

Correspondence received and note:

1. CAPALC: AGM Thursday, 11th October 2018 at 7pm.
2. CAPALC: Councillor training amended dates.
3. CAPALC: August bulletin.
4. Peterborough City Council: GDPR and Scrutiny Co-opted members notes.
5. Parish Conference Programme: 15th November 2018: "Your Community, Your Voice, Your Decision – What's next for Parish Councils?". Cllrs Farnham, Fearon Airey and the Clerk will attend.
6. Challenge Fund to help tackle the disability employment gap.
7. Peterborough City Council: Consultation revised Gambling Act 2005 (the Act) Statement of Principles. The consultation runs from 6th August to 23rd September 2018.
8. Peterborough City Council: Consultation on the current cumulative impact policy in place for Millfield New England area known as 'Op Can Do'. The consultation runs from 6th August to 23rd September 2018.
9. Peterborough Low Vision Day -2018's annual Peterborough Low Vision Day 21st September 10.30 to 3.30pm at Deaf Blind UK, John & Lucille van Geest Place, Cygnet Road, Hampton, Peterborough, PE7 8FD.
10. Building Connections Fund, open to voluntary and community organisations.
11. Dementia Friendly Film Showings: Alzheimer's Society is supporting the Vivacity Key Theatre, Peterborough in a new venture of film showings that would be suitable for people living with dementia and their carers. All films will be played at 2 pm with FREE tea and coffee at 1.30 pm. The cost is £2 per person with dementia - carers will be FREE on:
 - Thursday 4th October – Sound of Music
 - Thursday 1st November – Young Frankenstein
 - Thursday 6th December – It's a Wonderful Life
12. The Lantern Initiative Presents: A screening of short films (English subtitles) highlighting real life Muslim experiences of mental health issues. Sunday 30th September 2018 at the Key Theatre 6-7.30pm (doors open at 5.45pm) Tickets £5.
13. Action Fraud - British Gas refund emails.
14. Orchards East Heritage Lottery Fund Project in Cambridgeshire. Cllr Airey has contacted the project leader in his capacity as an Orton Longueville Parish Councillor. He stated that he has asked the project manager to try and find maps of any old traditional orchards for both Longueville and Waterville parishes.
15. Litter Innovation Fund: further grants available for innovative community projects.
16. Department for Digital, Culture, Media and Sport: Charities and community groups will get £20 million of new funding to help isolated people and those suffering from loneliness.
17. Peterborough City Council: Revised Community Infrastructure Levy (CIL) Regulation 123 List implementation.
18. Notice of A1 works week commencing 17th September 2018.

126/09-18

Local resident Travellers concern

A local resident has emailed the Parish Council asking if they can urge the City Council to apply for a High Court Blanket Injunction naming sites in Peterborough which are being used as illegal camp sites by travellers in Orton Goldhay, as they are creating a lot of mess and trouble at the Ortongate centre. He believes that there are already a number of councils that have this in force to great effect. Cllr Aitken agreed to make enquiries at the City Council regarding this proposal.

Action: Cllr Aitken.

127/09-18

Production of a Neighbourhood plan for the parish

Following the recent article in the Orton Oracle, only one member of the public has expressed an expression to join the working party. It was stated that it is essential to have public support for the plan to be drawn up and implemented and that the call for volunteers should be advertised again. It was also suggested that asking people directly to join the working party would be effective. It was agreed that more councillor input is also needed to move the project forward. Cllrs Airey and Moore agreed to join the working party. It was further agreed that the working party will produce a specific article on what a Neighbourhood Plan is and why public support is needed. They will also work out a plan of action to move things forward. The article will go on the website, parish noticeboards and Orton Oracle.

Action: Neighbourhood plan working party (Cllrs Rouse, Stokes, Airey, Moore).

128/09-18

The Gannocks play area

1. The Planning Inspectorate has approved the application to install additional play equipment at The Gannocks. The works are due to be carried out in October.
2. The Wildlife Trust management working group report was circulated prior to the meeting and discussed. The group want to build on last year's parish survey which identified enhancing green spaces as one of the three top wishes of respondents, as it would be more cost effective if the questionnaires for the entire parish were done in one go. It was **RESOLVED** that specific questionnaires for each area of the parish will be produced for further consideration at the next meeting. Each parish area will have its own specific questionnaire and map of the area. Costs for producing and delivering the questionnaire will be obtained by the group for the next meeting for approval.
Action: Wildlife Trust working party (Cllrs Proudfoot, Airey, Fearon, Warne and Rouse).

129/09-18

Play areas in the parish

The Clerk circulated proposals from Peterborough City Council (PCC) for improvements to the Matley and Wistow Play areas. The proposals for Wistow suggest that the pirate ship is removed and replaced with one or two larger pieces, and four new additional pieces of equipment for the remainder of the play area. At the moment, PCC can only commit funds to install a mutilpondo (stand on seesaw) to replace the items which have been taken out. Removed timber posts will also be replaced. If the Parish Council agrees to fund the replacement of the pirate ship, the question as to whether the Parish Council can use its own suppliers was raised as the current sum quote by PCC is in the region of £12,000.00. It was agreed that the Clerk finds out this information.

Cllr Farnham informed the meeting that she and the Clerk have been to look at the play areas in Stagsden and Ledham with Paul Robertson (PCC) and Jayne Jarvis (Amey) to discuss improvements. Whilst at the Stagsden play area, Cllr Farnham spoke with a group of teenagers and asked them what pieces of equipment they would like to see. She was told that they would like a shelter to sit in and some big play pieces. No proposals have yet been sent through from Paul Robertson; however Cllr Farnham is under the impression that the Parish Council will have to fund the bulk of the improvements. This matter will be discussed further when the play area proposals are received.
Action: Clerk.

130/09-18

Parish Lengthsman

The Clerk reported that there has been a change of Lengthsman. The new Lengthsman has only started this week and it will take him a few weeks to get to know the parish. Any areas which require special attention by the Lengthsman, should be reported to the Clerk. It was also asked if the Lengthsman could attend a parish council meeting. The Clerk stated that Chris Jackson at Amey is not keen on this especially as his staff do not work evenings. Cllr Aitken stated that she will approach Chris Jackson and ask the question again.
Clerk: Cllr Aitken.

131/09-18

Tree and boundary issue at The Gannocks

The Clerk reported that a resident who garden backs onto The Gannocks field has an issue with a tree which is growing behind her fence and would like it removed. The fence was erected by the resident and it excludes, however the tree is within the boundary of the resident's property. To confirm ownership of the tree, the Clerk has obtained a Land Registry title plan showing the residents boundary. When the plan is compared to the line on the ground it can be seen that the tree does belong to the resident. Cllrs Goode and Farnham have also been to the field and confirmed that the tree does appear to belong to the resident. It was **RESOLVED** that the Clerk writes to the resident to inform them that the tree is growing within their boundary as shown on the Land Registry title plan and that they can remove it at their own cost.
Action: Clerk.

132/09-18

CAPALC General Data Protection Regulations Membership Scheme

CAPALC are offering a GDPR Membership Scheme which provides support for member councils in preparing and handling a potential breach under the GDPR legislation. Whilst the government gave some leeway on a mandatory requirement for councils to appoint a Data Protection Officer, that situation only applies until there is a breach and the full force of the GDPR legislation comes into effect. Joining the CAPALC scheme helps reduce the risk of substantial future costs in the event of a breach. On-going support is provided via their consultancy and customer service resources for CAPALC and its members, including pre-populated templates, guidance, awareness training and policies. It was **RESOLVED** to join the scheme at a cost of £50.00 per annum and review the service at the next renewal.

133/09-18

Website

Cllr Moore reported that he had spoken with Jonathan Frascella regarding his proposed WordPress care plan which includes plug-in updates and security monitoring at a cost of £35.00 per month. He now has a good understanding of what it involves. Cllr Moore proposed to look at the website himself to see if it is something which he can do himself. This was agreed. The Clerk will provide Cllr Moore with access to the website.

Action: Cllr Moore and Clerk.

134/09-18

Reports from outside bodies

Orton Counselling Service for Young People: Cllr Sandles reported that she had recently attended a meeting and that the highest number of requests for counselling at the moment comes from Year 9 students. The Service has 3 counsellors however this is insufficient. The counsellors are volunteers and only paid travel expenses. The Counselling Service is grateful to Ormiston Bushfield Academy for allowing them the use of a room.

135/09-18

Speedwatch

No update.

136/09-18

Bulky waste collection

The next collection is on Saturday 6th October 2018 10 am – 12 pm in the small car park at the back of the Orton Centre. Cllr Airey stated that some residents are unable to access the service and asked if it could be considered to run on a Sunday. It was agreed that the Clerk asks Amey if this is possible.

Action: Clerk.

137/09-18

Cemetery

1. The Clerk reported that it had come to light that the cremated remains improvements resolved under agenda item 165/12-15 was to only gravel the front half of the area at a cost of £1,000.00. A further £100.00 was agreed to be paid to pre-dig the holes under agenda item 16/04-16. The contractor is willing to carry out the works to the entire area for the same cost. It was agreed that he goes ahead with the works.
2. Rose bush purchase information has been published in the recent Orton Oracle.

138/09-18

Allotments

1. Cllr Sandles reported that there is an allotment at Cherry Orton Road which is overgrown with weeds. The Clerk will write to this tenant.
2. It was agreed that the Clerk looks into the purchase of numbered pegs for allotment plots as sometimes it is difficult to work out which plot is which.
3. Cllr Farnham reported that a chicken had got loose from its pen at Gostwick. The Clerk stated that she had spoken with the allotment tenant and asked them to ensure that their chicken pen was secure. She has also informed the tenant that their pen takes up too much of the plot and needs reducing as the main purpose of an allotment plot is for cultivation.
4. The allotments bulky waste collection takes place on Saturday 29th September 2018. Gostwick 9.00 am – 10.30 am and Cherry Orton Road 10.45 am – 12.15 pm.

Action: Clerk.

139/09-18

Finance & Administration

1. Payments authorised prior to the meeting:

R Harding & Son Landscaping	Cemetery and churchyard maintenance	£460.00
R Harding & Son Landscaping	Meadow cut, repair tap at Gostwick, tree works at The Gannocks and Cherry Orton allotments	£475.00
Gattonero	Website security monitoring August 18	£10.00
Badgemaster	ID badge for Cllr L Moore	£9.83
Peterborough Office Supplies	Blank toner cartridge and copier paper	£40.12
Tudor Environmental	Street Orderly Truck for Lengthsman	£648.00
Rialtas Business Solutions	Alpha software maintenance – single user	£142.80
The Orton Oracle	Parish Council news article October 2018	£15.00
Wave	Water charges – Cherry Orton allotments	£61.79
Land Registry	Title Plan to establish boundary at The Gannocks	£3.00
Mrs A Brown	Clerk’s salary (Aug)	£1159.77
Cambridgeshire County Council	Superannuation (Aug) employer & employee contributions	£550.56
HM Revenue & Customs	Tax and NI (Aug)	£255.61

2. Electronic and cheque payments authorised:

R Harding & Son Landscaping	Cemetery and Churchyard maintenance	£460.00
R Harding & Son Landscaping	Other works: Fix new bench on concrete base, Allotments grass way cuts, repair & re-erect Village Hall sign, remove	£400.00

	tree roots from garden	
Gattonero	Website security monitoring Sept 18	£10.00
PKF Littlejohn LLP	External Auditor fee	£360.00
wave	Water charges – Cemetery	£17.12
Village and Urban	Noticeboard for Matley	£650.00
Came & Company	Parish Council annual insurance renewal	£1929.30
The Orton Oracle	Parish Council news article October 2018	£15.00
Mrs A Brown	Clerk’s salary (Sept)	£1159.77
Mrs A Brown	Clerk’s expenses and reimbursements	£70.54
Cambridgeshire County Council	Superannuation (Sept) employer & employee contributions	£550.56
HM Revenue & Customs	Tax and NI (Sept)	£255.61
Enterprise Managed Services Ltd	Parish Council Lengthsman service – Aug 2018	£2290.55
Enterprise Managed Services Ltd	Parish Council Lengthsman service – Sept 2018	£2290.55

3. To note any income received

Burial fees	£205.00
Village Hall Committee contribution: Memorial bench C Long	£274.00
2 nd Instalment Parish Council precept	£23,904.62
2 nd Instalment Parish Recreation Grounds	£1147.50
2 nd Instalment Parish Burial Grounds	£313.87
HSBC bank interest	£0.83

4. The end of month accounts was noted.

5. The conclusion of audit for year ended 31 March 2018 was noted. As requested by the External Auditor, the conclusion notice has been displayed on the website

6. Cambridgeshire Lowland Search and Rescue (CamSAR) grant application was considered. CamSAR are a specialist team, called upon by Police in the search for vulnerable missing people. In each case an emergency response is vital. The charity is available 24/7 and receives no government funding. On average they respond to 50 calls annually asking for assistance with around one third of searches in and around the Peterborough area. Within the parish there are two CamSAR members. It was **RESOLVED** to award £292.60 for the purchase of a Non-rechargeable Intellisense Lithium Battery 9146 for use with Powerheart G3 and G3 plus Automatic External Defibrillators.

140/09-18

Planning matters

1. To comment on new applications as follows:

18/01295/HHFUL	Two storey rear extension to replace conservatory and internal alterations at 3 Martins Way Orton Waterville Peterborough PE2 5DY	No comments
18/01425/HHFUL	Single and two storey side extension and first floor rear extension at 5 Martins Way Orton Waterville Peterborough PE2 5DY	No comments
18/01438/FUL	Two new windows to first floor – part retrospective at St Johns Church of England School, Riseholme, Orton Goldhay, Peterborough	No comments
18/01480/CTR	Tamarisk – cut back by approx. 1m at 12 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EF	No comments
18/01521/ADV	One internally illuminated fascia sign at Ashurst, Southgate Park, Bakewell Road, Orton Southgate, Peterborough	No comments
18/01525/CTR	Cherry tree – Prune branches by approx. 1.5m and topping by approx. 1.5m at 2 New Road, Orton Waterville, Peterborough PE2 5EJ	No comments
18/01555/CTR	Cherry tree - fell, Lilac tree – fell, Silver Birch tree – fell, Yew tree – fell, Hawthorne hedge – remove, Copper Beech tree – raise the crown by approx. 4-5m and reduce the crown height by approx.. 3m at 63 Cherry Orton Road, Orton Waterville,	No comments

	Peterborough PE 5EH	
1801625/CTR	T1 - Yew. Hedge cut to leave a formal shape by removing growth no longer than 50cm in length. T2 - Dogwood. Reduce the height back to the previous cut points by removing no more than 2 metres of regrowth. T3 - Bay. Reduce the height back to the previous cut points at fence height and hedge cut the sides to leave a formal shape at 42 Cherry Orton Road Orton Waterville Peterborough	No comments
18/00009/FUL	Changes to application: The development of 6 new industrial units (B1(c), B2 and B8) with associated parking, infrastructure and other minor works at 1-34 Tresham Road Overton Park Orton Southgate	Comments to be submitted to PCC: - There appears to be unsuitable access for HGV's. There may be an impact on highways and a health and safety issues if HGV's are being backed in to load and unload. - There are concerns regarding the management plan as there no concessions for displacement whilst construction is happening. - There will be an impact on the street scene for nearby residents due to the trees which are being removed and replaced with hard standing to provide parking provision.

141/09-18

Maintenance matters

1. Road sign outside Fallowfield entrance appears to be rusty and unsafe. The Clerk will report this to Highways.
2. Cllr Airey informed the meeting that a resident in a rented property in Medworth has removed bushes on the verge outside their property to park their vehicle. He has contacted the Enforcement Team and been informed that it is not illegal to park on the verge with two wheels on the path. This is sending a mixed message, as in some areas, this type of parking receives a parking ticket.

142/09-18

Future agenda items and announcements

None.

143/09-18

Date of next meeting

Wednesday 17th October 2018 at Christ Church, Orton Goldhay.