

ORTON WATERVILLE PARISH COUNCIL

Clerk to the Parish Council: Mrs A Brown
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Minutes of the Annual Orton Waterville Parish Council meeting held in the Village Hall, Glebe Avenue, Orton Waterville on Wednesday 26th May at 7.00 pm.

PRESENT: Councillors J. Farnham (Chair), T. Rouse, M. Chambers, J. Goode, B. Fearon, B. Warne, M. Barrows, S. Dallimore and Mrs A. Brown (Clerk).

Members: 13 Quorum: 5 Members of the public: 1 Member of the Press: 1

Public Question Time

Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

None.

01/05-21 **Elect the Chair and sign the Declaration of Acceptance of Office**

Nominations were called. Cllr Farnham was proposed. There were no further nominations, it was RESOLVED to elect Cllr Farnham as Chair.

02/05-21 **Elect the Vice-Chair and sign the Declaration of Acceptance of Office**

Nominations were called. Cllr Rouse was proposed. There were no further nominations, it was RESOLVED to elect Cllr Rouse as Vice Chair.

03/05-21 **Confirm Parish Councillors have signed a Declaration of Acceptance of Office**

Following the uncontested election, members signed their Acceptance of Office returns in the presence of the Clerk.

04/05-21 **Apologies for absence**

Apologies were received and accepted from Cllr J. Howell and Cllr K. Knight (Civic Duty), and Cllr Dr. Sridhar (personal),

05/05-21 **Declaration of interests and dispensations**

None.

06/05-21 **Advise Councillors to review and update their Register of Interests**

The Clerk reminded councillors to update their Register of Interests if any of their circumstances had changed.

07/05-21 **The General Power of Competence**

It was RESOLVED to pass the following motion: *'that the Parish Council resolves from 26th May 2021 until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, to confirm the continued use of the previously adopted General Power of Competence'*.

08/05-21 **Co-option of Parish Councillors**

One applicant attended the meeting. It was RESOLVED to co-opt Joanne Piercy onto Orton Waterville Parish Council. Cllr Joanne Piercy signed her Parish Councillor Declaration and joined the Parish Council for the remainder of the meeting.

09/05-21 **To confirm appointments to outside bodies:**

- Orton Waterville United Charities – Cllr Goode.
- Parish Council Liaison Group – Cllr Chambers.
- Village Hall Management Committee – Cllr Fearon.
- Orton Counselling Service for Young People – Cllr Piercy.
- Any other bodies – None.

- 10/05-21** **Magpas air ambulance grant application**
Magpas (Mid Anglia General Practitioners Accident Service), air ambulance grant application for £500.00 to help with the purchase of fuel for the Magpas Air Ambulance AW-169 helicopter, was considered. The funding sought is just a small part of a larger grant being sought as the charity is looking for a total funding amount of £81,000. Magpas does not receive regular state funding and relies on donations from the public, parish and town councils and their own lottery. Magpas also apply for grants, trusts and foundation support. In view of Magpas being a valuable and vital service, it was RESOLVED to award Magpas air ambulance a grant of £500.00.
- 11/05-21** **Local police matters**
It was noted that there has been more Traffic Police presence in the layby on Oundle Road and that the police has attend a number of incidents in Orton Waterville.
- 12/05-21** **Ward Councillors**
Cllr Howell submitted the following report read out by the Clerk:
- Elections**
The local elections and preparations for the new municipal year dominated May. Kirsty Knight has been elected to serve Orton Waterville ward on the city council. On the council scrutiny committees, Cllr Day will be on Growth, while Cllr Knight will be on Health and Communities. Cllr Knight will also join the Allotment Consortium as a council rep (in place of Cllr Howell).
- 29 Bus**
Cllr Howell has created a large print version of the 29 bus timetable should anyone want it. The bus service is provided by the Combined Authority, which is considering extending the route to take in Goldhay Way and Malborne Way. (The route runs from Serpentine Green to Peterborough City Hospital, via Orton.)
- Wistow Under 5s**
Cllr Howell and Cllr Knight met Wistow Under 5's to discuss potential improvements to the play area behind the community centre.
- Orton Wistow Playground**
Cllr Howell and Cllr Knight met with council officers and local mums and child minders to discuss improvements to the playground now that the pirate ship has been taken out of commission (due to age-related damage).
- 13/05-21** **Minutes of previous meeting**
The minutes of the Orton Waterville Parish Council meeting held on 27th April 2021 were agreed and RESOLVED as a correct record of the meeting and signed by the Chair.
- 14/05-21** **Clerk's update**
None.
- 15/05-21** **Correspondence received**
1. CAPALC: Bulletins.
 2. CAPALC & NALC: Coronavirus updates.
 3. CAPALC: Virtual Meeting - High Court Verdict.
 4. CAPALC: Parlaeus Response - Q & A's.
 5. Peterborough City Council: Carers magazine summer 2021.
 6. Peterborough City Council: Parish Councillor Code of Conduct and Register of Interests training session 10th June 2021.
 7. Coffee Mornings and Events in May organised by Family Voice.
 8. Local resident email: Request for surveillance camera on Oundle Road roundabout – this was noted.
 9. CAPALC: Calling for Covid Secure Venues.
 10. Peterborough City Council: Expressions of interest for Co-opted Parish Council member for Scrutiny Committee – Children and Education.
 11. Peterborough City Council: Early Intervention and Prevention Residents Survey 2021, deadline 10th June 2021: <https://ww.smartsurvey.co.uk/s/EIPResidentsSurvey2021/>
 12. Environment Agency Information Leaflet – Grass cutting.

16/05-21

The Gannocks

The meeting was informed that Cllr Howell had once again received information that youths had gathered again and set up camp leaving their rubbish. The rubbish included empty alcohol bottles and there was concerns that underage drinking may be taking place. Branches had also cut been to make a bigger clearing. Cllr Farnham visited the area with Cllrs Rouse, Goode, Howell, Knight and Clerk to see what could be done to stop this reoccurring again as it is costly to keep having the rubbish cleared. Contractor Richard Harding also attended.

In the first instance as an emergency maintenance to deter this from happening again, Richard Harding was instructed to cut back the bushes, not trees, at the front of the wooded area, nearest to the play equipment to open up the area to stop anyone hiding and drinking in there.

Hopefully this solution will work and over the next few months the Parish Council will decide how to landscape the opened area and perhaps plant new bushes, trees and expand the existing walkways for members of the public to walk through. Any ideas on this would be welcome. Additional signage, to match those already up around the field, will also be purchased and sited near to the open area.

The tree survey for The Gannocks has been completed. There is very little tree maintenance required and the tree surveyor has recommended that the next inspection is carried out in 30 months. Richard Harding will be instructed to carry out the tree works as part of his maintenance duties.

As agreed at the February 2021 meeting, agenda item 190/02-21.1, the Clerk will ask Cllr Howell when her Community Leadership Fund money will be available for Richard Harding to improve the walkway area on the field.

Action: Clerk.

17/05-21

Play parks in the parish

Wistow: Paul Robertson at PCC has informed the Clerk that the old pirate ship at Wistow is being taken out of action for health and safety reason and will be removed sometime towards the end of May.

Reepham: Now that the elections are over, Paul Robertson will again look at installing a small multiplay unit and roundabout at Reepham. The Parish Council had agreed in December 2018 to give £5000 towards this project but it never happened due to lack of use concerns and incidents of dog fouling near the play area as it is not fenced in.

18/05-21

Parish Lengthsman

No update.

19/05-21

Bulb planting on grass bunds within the parish

No update.

20/05-21

Parish Councillor emails

No update.

21/05-21

Addressing Climate and Nature emergency

It was agreed that the Clerk puts the Climate Change Challenge document drawn up by Cllr Barrows on the website. To take the document forward, it was agreed to set up a working party to discuss things further and to put together a document on how to progress it. Cllrs Barrows and Warne will form the working party. It was also suggested that Ward Cllr Nicola Day is asked to join the group as she is knowledgeable in this area and is working on such matters at PCC. The working party will report back to the Parish Council at a later meeting.

Action: Cllrs Barrows and Warne, and Clerk.

22/05-21

Bulky waste collections at the Orton Centre

The next free collection is on Saturday 29th May 2021.

As Aragon is suffering with a backlog of requests for Food Caddies from residents, they will also be at the collection giving out Food Caddies (inside or outside), to Orton Residents that have already requested them. Residents are invited to come and pick them up during the collection from a separate truck. Aragon will have a list of those local residents which have already put in their request.

23/05-21 Up the Garden Bath request for disused bowling green project
No update.

24/05-21 Bird boxes for deployment within the parish
It was agreed to ask Roger Proudfoot to purchase 6 bird boxes for the Parish Council and in the first instance ask any residents if they want to adopt one and look after it as they need cleaning out annually. There is also the offer from Roger Proudfoot to put up the bird boxes if no residents come forward.

25/05-21 Speedwatch
The Clerk reported that Orton Longueville Parish Council is not looking to pursue Speedwatch or contribute to equipment at the moment as last time not enough volunteers came forward; however they will review this in the autumn.

It was agreed to discuss this further at the next meeting when Cllr Howell is present and to explore the possibility of sourcing funding for the equipment.

26/05-21 Yellow lines on Church Drive
A request was received for the Parish Council to revisit the idea of double yellow lines on Church Drive as it has been seen that cars being parked out on the road and instead of driveways are hampering the bin men on bin day. PCC had suggested this action several years ago however the Parish Council had decided against it at the time. It was noted that the Police have no powers to stop parking on double yellow lines and that it is the PCC Enforcement Team which policies them. It was agreed that the Clerk contacts Highways to ask them if they will revisit the idea of double yellow lines on Church Drive.
Action: Clerk.

27/05-21 Reports from outside bodies
Orton Waterville United Charities - The charity spent £15,000 last summer and over the Christmas period helping families during the pandemic.

28/05-21 Allotments
No update.

29/05-21 Cemetery
No update.

30/05-21 Finance & Administration

1. The following items of expenditure were approved for payment:

| | | |
|--------------------------------------|--|----------|
| Peterborough Limited | Lengthsman service May 2021 | £2314.92 |
| Central England Co-operative Limited | Refund – overpayment of fees | £60.00 |
| Columbaria | Sanctum plaque | £83.00 |
| CAPALC | Code of Conduct training – Clerk | £20.00 |
| R Harding & Son Landscaping | Cemetery maintenance, cremation area & parking area landscaping, other allotment & parish landscape maintenance works May 2021 | £2781.50 |
| R Harding & Son Landscaping | Emergency maintenance clearance of shrubs at The Gannocks | £475.00 |
| Zoom remote meeting platform | Monthly upgrade May 2021 | £14.39 |
| Screwfix | 6 x Hi Vis vests | £15.16 |
| Mrs A Brown | Clerk’s salary (May 2021) | £1225.35 |
| Mrs A Brown | Clerk’s expenses and reimbursements (May 2021) | £53.76 |
| Cambridgeshire County Council | Superannuation (May 2021) employer/employee contributions | £379.47 |
| HM Revenue & Customs | Tax and NI (May 2021) | £257.35 |
| Columbaria | Sanctum plaque x 2 | £166.00 |
| Caroline Hall Arboriculture | Tree survey report – The Gannocks | £300.00 |
| Caroline Hall Arboriculture | Tree survey report – St Mary’s churchyard | £350.00 |

2. Income received

| | |
|--------------------|--------|
| Allotment rent | £17.00 |
| HSBC Bank interest | £0.48 |

3. It was RESOLVED to approve the end of month accounts and bank reconciliation.

4. Annual Governance and Accountability Return for year ending 31 March 2021:

(a) The effectiveness of the system of internal control was reviewed and considered satisfactory.

- (b) The Annual Governance Statement 2020/21 was approved and RESOLVED, for signing by the Chair and Clerk.
- (c) The Accounting Statements were considered by all members.
- (d) The Accounting Statements were approved and RESOLVED for signing by the Chair and Responsible Financial Officer (Clerk).
5. It was RESOLVED to award an honorarium of £400.00 for the Internal Auditor 2021/21.
6. The Internal Auditor for 2021/22 was confirmed as being Mr Mark Hazlehurst again.
7. It was agreed to update the HSBC bank mandate with new councillor details. Former Cllr Daphne Sandles and former Cllr June Stokes are to be removed from the bank mandate. Cllr Brenda Fearon and Cllr Samuel Dallimore are to be added to the mandate as new countersignatories. It was further RESOLVED to increase the daily payment limit to £10,000.

31/05-21

Planning matters

It was RESOLVED to submit comments where appropriate on applications as below:

| | | |
|----------------|--|--------------------------|
| 21/00246/FUL | Extension to the Lynch Lake Community Hub and external changes primarily the inclusion of two decked areas. One large deck will include a framework canopy including retractable shade/rain covers at Ham Farm House, Ham Lane, Orton Waterville, Peterborough PE2 5UU | No material observations |
| 21/00424/HHFUL | Revised plan: Two storey front, side and rear extension with detached garage at 1A Chapel Lane, Orton Waterville, Peterborough PE2 5EG | |
| 21/00601/FUL | Use of the existing B8 warehouse building to provide a B2/B8 food and drink manufacturing and distribution hub with ancillary office space (Class E(g)), together with internal and external alterations to the existing building, and alterations and additions to the wider site including the provision of a 33Kv substation compound, waste treatment plant area and storage silos at Plot 210 Forli Strada, Alwalton Hill, Peterborough PE7 3HH | No material observations |
| 21/00628/HHFUL | Proposed ground floor and first floor extensions at 57 Church Drive, Orton Waterville, Peterborough PE2 5HH | No material observations |
| 21/00764/LBC | Removal of existing partition in middle hall between training room B and training room C to make a single enlarged room at Second Floor, The Pearl Centre, Lynch Wood, Peterborough PE2 6FZ | No material observations |
| 21/00749/TRE | Pollarding of 5 Lime trees on drive (89/00030/TPO) at Waterville House, 39 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EQ | No material observations |
| 21/00640/FUL | Alterations to various windows on south elevation to include installation of louvres and an aluminium cowl at Telephone Exchange, Lady Lodge Drive, Orton Waterville, Peterborough PE2 5EU | No material observations |

32/05-21

Maintenance

- Many paths in the parish are mud stained following works carried out by City Fibre. Cllr Fearon stated that she has been told that City Fibre does not wash mud from pavements.
 - Bushes are growing out and obstructing the view of pedestrians crossing the service road which leads to the back of the Wistow Way Tesco. The Clerk has had it confirmed by PCC that the bushes are the responsibility of Napier Place Management Company. As Cllr Howell has had dealings with this company in the past, it was agreed to ask her if she can look into the matter.
 - Bushes are growing out onto the path on Oundle Road, not far from the junction of Lady Lodge Drive. The Clerk will report this to PCC.
- Action:** Clerk.

33/05-21

Future agenda items and announcements

Cllr Goode stated that a small group of school children will be attending the next meeting to present their ideas for the clearing of the wooded area at The Gannocks.

34/05-21

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC

It was REOLVED that in accordance with Section 1(2) of the Public Bodies Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting.

35/05-21

Clerks annual review

It was RESOVLED to accept the Clerk's review report which had been carried out by Cllr Farnham and Cllr Rouse.

36/05-21

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC

It was RESOLVED that the confidential business having been concluded, the Press and Public be readmitted to the meeting

37/05-21

Date of next meeting – Wednesday 30th June 2021.

Ward Councillors PCC meetings are clashing with Parish Council meetings. It was agreed that the Clerk will make enquiries to see if the meeting day can be changed again to enable them to attend.

The meeting closed at 20.44 pm.