

ORTON WATERVILLE PARISH COUNCIL

Clerk to the Parish Council: Mrs A Brown
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Minutes of the Annual Meeting of Orton Waterville Parish Council held in the Village Hall, Glebe Avenue, Orton Waterville on Wednesday 22nd May 2024 at 7.00 pm.

PRESENT: Councillors J. Farnham, (Chair), C. Hogg, A. Jurs, T. Rouse, S. Swan, R. Rattan, B. Warne and Mrs A. Brown (Clerk).

Members: 13 Quorum: 5 Members of the public: 2 Other PCC Ward Councillor: 0

Public Question Time

Public Bodies (admissions to meetings) Act 1960 s1 extended by the LGA 1972 s100.

Questions were taken from members of the public. This is not part of the formal meeting of the Council and only the subject matter raised has been noted below.

A Wyman Way allotment holder asked for assurance that tenants would not be forced from their allotments following the recent Parish Council's decision not to re-let plots once tenants had left. The Parish Council stated that no tenants would be made to leave Wyman Way allotment site as stated in the minutes of the meeting held on 24th April 2024; agenda item 284/04-24.1.

0524.001 Elect the Chair and sign the Declaration of Acceptance of Office

Nominations were called. Cllr Farnham was proposed. There were no further nominations.
RESOLVED: To elect Cllr Farnham as Chair.

0524.002 Elect the Vice-Chair

Nominations were called. Cllr Rouse was proposed. There were no further nominations.
RESOLVED: To elect Cllr Rouse as Vice Chair.

0524.003 Apologies for absence

Apologies were received and accepted from Cllrs M. Chambers S. Dallimore J. Goode and J. Stevenson. Cllr Dr. D. Sridhar was absent.

0524.004 Declaration of interests and dispensations

Cllr Jurs – agenda item 0524.009, planning application 24/00587/CTR.

0524.005 Advise Councillors to review and update their Register of Interests

The Clerk reminded Councillors to update their Register of Interests if there had been any changes.

0524.006 The General Power of Competence

RESOLVED: That the Parish Council resolves from 22nd May 2024 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.

0524.007 Parish Councillor Vacancy – Goldhay East Ward

One applicant attended the meeting and expressed an interest in joining the Parish Council.

RESOLVED: To co-opt Sophie Grindlay onto Orton Waterville Parish Council. Sophie Grindlay signed her Parish Councillor Declaration and joined the Parish Council for the remainder of the meeting.

0524.008 To confirm appointments to outside bodies:

- Orton Waterville United Charities – Cllr Farnham, Cllr Goode
- Speed Indicator Device monitoring – Cllr Stevenson, Cllr Swan
- Parish Council Liaison Group – Cllr Jurs, Cllr Rattan
- Village Hall Management Committee – Cllr Dallimore
- Orton Counselling Service for Young People – Cllr Swan
- Planning working party – Cllr Farnham, Cllr Jurs, Cllr Rouse, Cllr Swan, Cllr Stevenson when required.

Cllr Hogg, Cllr Grindlay and Cllr Jurs left the meeting.

0524.009

Planning matters

Resolved comments submitted where appropriate on applications:

- 24/00587/CTR: Tree works in a conservation area: Cherry blossom tree (T1) remove lower branches, crown lift with overall crown reduction to reduce size and shape (height to be approx. 3m and width 2m once cut) and 3no. trees (T2, T3 and T4) crown reduction to reduce size and shape (height to be approx. 5m and width 2m per tree) at 8 New Road, Orton Waterville, Peterborough PE2 5EJ
RESOLVED: No material observations.

Cllr Jurs and Cllr Grindlay re-joined the meeting.

- 24/00525/FUL: Temporary change of use from existing car park to commercial car storage (Class B8) – retrospective at Ascot House, Lynch Wood, Peterborough
RESOLVED: To object as there would appear to be a lack of information to enable a full evaluation of this application. Particular references are made to:
 - 1) No traffic impact/ management plan has been submitted. Consideration and allowance should be given to other adjacent retrospective planning applications. (Ref 24/00602/FUL and 24/00603/FUL – both also for car/van/lorry storage).
 - 2) The access route for the HGV road transporters is shared with the residents of Ascot House and is considered dangerous both vehicles and pedestrians.
 - 3) No noise impact assessment has been submitted.
 - 4) The red lined area of the application site boundary does not accord with the land currently being used for vehicle storage.
 - 5) This is out of character for the area comprising prestige office and residential dwellings

The Parish Council also wishes to record its concern that this is one of 3 retrospective planning applications on adjacent sites at Lynch Wood Business Park.

- 24/00613/HHFUL: Proposed demolition of existing conservatory and erection of single storey rear extension and insertion of window to side elevation at 16 Overton Way Orton Waterville, Peterborough PE2 5HF
RESOLVED: No material observations.
- 24/00621/WCPP: Variation of conditions C2 (plans), C4 (archaeological), C8 (floorspace), C9 (substation), C12 (Boundary treatment details), C14 (bird nest boxes), C16 (cycle parking), C17 (parking), C18 (EV charging points) and C20 (external materials) pursuant to planning permission reference 22/01140/FUL at Plot 302B, Waterworth Road, Alwalton Hill, Peterborough
RESOLVED: No material observations.
- 24/00603/FUL: Temporary change of use of land for car parking (sui generis) - (retrospective) At Land Adjacent To Ascot House, Lynch Wood, Lynch Wood Business Park, Peterborough PE2 6DF
RESOLVED: To object as there would appear to be a lack of information to enable a full evaluation of this application. Particular references are made to:
 - 1) No traffic impact/ management plan has been submitted. Consideration and allowance should be given to other adjacent retrospective planning applications. (Ref 24/00525/FUL and 24/00602/FUL – both also for car/van/lorry storage).
 - 2) No noise impact assessment has been submitted.
 - 3) This is out of character for the area comprising prestige office and residential dwellings.
 - 4) The application form has a number of misleading statements:
 - a) The date stated for when work or change of use was completed is stated as 14/1/24. Works commenced stripping the site and placing of a stone sub base in November 2023. Vehicle storage commenced in December 2023.
 - b) The site's Existing use is defined as "Historic Commercial use". The land until November 2023 has been waste land for many years. Please ask the applicant to provide evidence of any Historic Commercial use.

- c) The question is asked “Does the proposed development require any materials to be used externally? The response given is “No”. Stone sub base material has been laid. See point 5) below.
- d) No response given for surface water disposal.

5) Due to consideration should be given to the recommendation made by the PCC Wildlife Officer’s report dated 22/1/24 for planning Ref 22/01793/FUL stating “No development shall take place (including demolition, ground works, vegetation clearance) until a construction environmental management plan (CEMP: Biodiversity) has been submitted to and approved in writing by the local planning authority.” This statement was omitted from the PCC Planning Case Officer’s report at the planning Committee meeting held 20/02/24. It should be considered now.

The Parish Council also wishes to record its concern that this is one of 3 retrospective planning applications on adjacent sites at Lynch Wood Business Park.

- 24/000602/FUL: Temporary change of use of land for storage and distribution of motor vehicles (sui generis) – Retrospective at Land Adjacent To Pearl Building, Lynch Wood, Lynch Wood Business Park, Peterborough PE” 6DF
RESOLVED: There would appear to be a lack of information to enable a full evaluation of this application. Particular references are made to:

1) No traffic impact/ management plan has been submitted. Consideration and allowance should be given to other adjacent retrospective planning applications. (Ref 24/00525/FUL and 24/00603/FUL – both also for car/van/lorry storage).

2) No noise impact assessment has been submitted.

3) This is out of character for the area comprising prestige office and residential dwellings.

4) The application form is misleading in that the date stated for when work or change of use was completed is stated as 1/3/24. Vehicle storage commenced in 2023, the exact date unknown.

The Parish Council also wishes to record its concern that this is one of 3 retrospective planning applications on adjacent sites at Lynch Wood Business Park.

0524.010

Local police matters

PC Williams and PC Gedney from the Southern Neighbourhood team attended the meeting and gave a verbal update on their priorities. Nuisance motorbikes are still an issue as the police are unable to pin down the issue to any specific area. Bike registrations and visual descriptions of riders are needed and more incidents need reporting by members of the public to help gather intelligence. There also appears to be a spike in attempted vehicle break-ins.

0524.011

Ward Councillor reports

Cllr Stevenson submitted the following report. Please note Cllr Stevenson has had COVID for the past week which has reduced her ability to participate in some council activities.

Local elections

There were city council elections on 2nd May 2024. The make-up of the council is now as follows: The council now has a minority Labour administration and Cllr Dennis Jones is the leader.

There are:

- Labour councillors - 19.
- Peterborough First 14
- Conservative 11
- Liberal Democrat 8
- Green 4
- Independent 4

Cllr Kirsty Knight was returned in Orton Waterville ward as an independent to serve alongside Cllr Nicola Day (Green) and Cllr Julie Stevenson (independent).

Peterborough Mayor

The Mayor of Peterborough is now Cllr Marco Cereste (Conservative). His deputy is Cllr Wayne Fitzgerald (Conservative).

Neighbourhood police

Issues of concern include someone riding an electric scooter at speed on the pavement and attempted thefts from cars in Orton Southgate. Residents are reminded not to leave valuables unattended in their cars.

Showground development

While there is no progress as yet on the planning applications, residents continue to contribute comments to the council's planning portal, most of them negative and highly critical of the loss of Peterborough Speedway and other popular leisure events.

The Clerk had circulated Cllr Day's report to all councillors prior to the meeting.

0524.012 Minutes of previous meeting

RESOLVED: That the minutes of the Orton Waterville Parish Council meeting held on 24th April 2024 were agreed as a correct record of the meeting and signed by the Chair.

0524.013 Clerk's update

Peterborough City Council (PCC), has informed the Parish Council that the Asset of Community Value nomination for the speedway track will be determined by 20th July 2024.

0524.014 Correspondence to note if of relevance

None.

0524.015 The Gannocks

The Clerk reported that the damaged dummy CCTV camera and light had been removed.

0524.016 Bulky waste collections

It was reported to the Parish Council that residents had commented on social media that there had been an issue at the last bulky waste collection and a Councillor had verbally abused Cross Keys Staff. Those councillors who attended the bulky waste confirmed that they were unaware of any incident occurring. The social media comments also stated Cross Keys Homes were no longer going to provide the service.

Following lengthy discussions, and in light of what had been said on social media, and the Parish Council has no written or verbal agreement with Cross Keys Homes regarding the collections as we believe these are organised and co-ordinated by Independent Ward Councillor Knight, we should look for an alternative provision.

Prior to Cross Keys Homes attending the bulky waste we previously used to provide a collection service. The Parish Council could look to reverting to this system as the collection is then fully paid for and organised by the Parish Council.

RESOLVED: That the Chair will write to the Chief Executive of Cross Keys Homes to investigate and resolve the matter.

Peterborough City Council's monitoring officer will also be informed that an incident occurred as this involved Cllr Knight and it was during the Pre- election period of sensitivity for May 2nd elections which she was a candidate.

Parish Council to resume and pay for a collection service from parish residents on the day of the bulky waste.

Cllr Hogg re-joined the meeting.

0524.017 Parish Lengthsperson

No update.

- 0524.018** **New footway between Linden Gardens and pedestrian crossing on Oundle Road**
The Clerk reported that Highways had come back with queries relating to Cllr Swan's 2 proposals for a footway from Linden Gardens to the pedestrian crossing.
RESOLVED: That Cllr Swan will draft a response to Highways to progress the talks and agree a specification so that quotations can be obtained to ascertain whether it is feasible for the Parish Council to fund the construction of the footway.
- 0524.019** **Condition of Debdale Pond**
Improvements to Debdale pond Town pond were discussed. It was stated that the PCC Wildlife Officer should be approached to provide advice on producing a plan. It was suggested that Nene Park Trust could be approached as they have volunteers that may want to help with the ponds. It was further suggested that councillors could go into Bushfield Ormiston Academy and give a talk on the ponds to students to help get the local community involved.
RESOLVED: That Cllr Grindlay and Cllr Jurs will work on a plan to improve the pond areas and that Cllr Swan will assist. Cllr Farnham will ask Bushfield Ormiston Academy if they would consider councillors giving a talk on pond improvements in the parish.
- 0524.020** **Speed Indicator Device**
The Speed Indicator Device is up and running at its first location on Lady Lodge Drive. Unfortunately several residents are not happy with the proposed location of the sign on Cherry Orton Road being near their property, therefore Cllr Swan and the Clerk will be meeting with Highways to see if the sign can be moved further up the road. The device will be periodically moved to a location on Church Drive and Cherry Orton Road by Cllr Stevenson and Cllr Swan. The Clerk asked the Parish Council if it would consider reimbursing Cllr Stevenson the electricity costs for charging the batteries.
RESOLVED: That Orton Waterville Parish Council will reimburse Cllr Stevenson the electricity costs incurred for charging the device batteries on production of her electricity invoice.
- 0524.021** **St Mary's churchyard wall repairs**
The Clerk reported that she has found another contractor to provide a quotation for the wall repairs as the previous contractors are not responding to her emails.
- 0524.022** **Councillor emails**
The Clerk advised that councillors should all have separate email addresses, preferably .gov. However, as some councillors have issues with the current provider of the emails and are not able to use their specific councillor email, the Clerk had obtained a quotation from ASKit for the provision of setting up new emails via Microsoft Office 365 including a new website. This would allow all councillors to have access to a 'shared' folder where documents could be dropped in. ASKit would carry out all website updates and manages the email addresses. Only the Clerk has a .gov email which is currently provided by PCC, however at the time that it was set up, the intention was for PCC to set up email addresses for councillors as well. With this in mind, Cllr Hogg stated that he could make enquires at PCC IT department to find out if this would be possible.
RESOLVED: That Cllr Hogg will contact Peterborough City Council IT department and ask if they are able to provide councillor emails for Orton Waterville Parish Council.
- 0524.023** **Reports from outside bodies**
Village Hall Committee – It was noted that the Clerk had obtained a free portrait of HRH King Charles III and given it to Cllr Rouse to ask the committee to display it in the hall.
- 0524.024** **Allotments**
 1. Consider and resolve bridge specifications for access onto Cherry Orton allotments – no update.
 2. The Clerk reported that:
 - The asbestos sheets had been removed from Cherry Orton allotments by Safe Environment.
 - A lock had been purchased for the new gate in the Cherry Orton allotments boundary fence.
 - Cherry Orton and Gostwick allotments plots have all been taken.
- 0524.025** **Cemetery**
 1. The purchase of additional sanctums for cremated remains was discussed. Advantages and disadvantages were identified for the different sizes which could be purchased.
RESOLVED: That councillors will look at other local cemeteries to see what sanctums they have and report back at the next meeting where a decision will be made on which type to purchase.
 2. No other matters.

0524.026

Finance & Administration

1. RESOLVED: To approve the following payments of expenditure:

| | | |
|-------------------------------|--|----------|
| HSBC | April 2024 bank account charges | £10.00 |
| Peterborough Limited | Lengthsperson service – May 2024 | £2978.92 |
| Safe Environment | Disposal of asbestos sheets at Cherry Orton allotments | £330.00 |
| Columbaria | Sanctum plaque – Hall | £123.60 |
| Mark Hazlehurst | Internal Audit service 2024 | £450.00 |
| Screwfix | Padlocks for allotments gates | £59.18 |
| Wave | Water charges Cherry Orton allotments | £36.72 |
| CAPALC | Planning webinars x 4 – Cllr Swan | £180.00 |
| CAPALC | Freedom of Information training – Clerk | £35.00 |
| Kerrison Gardens | Parish Landscape maintenance - May | £1065.00 |
| Mrs A Brown | Payroll May 2024 inc. expenses | £1952.18 |
| Cambridgeshire County Council | Pension (employee/employer contribution) May 2024 | £ 605.85 |
| HM Revenue & Customs | PAYE May 2024 | £575.52 |

2. Income received

| | |
|-------------------------------------|-----------|
| PCC – Community Infrastructure Levy | £28162.92 |
| Allotment rent | £30.00 |
| HSBC Bank interest | £62.28 |

3. RESOLVED: The end of month accounts and bank reconciliations were approved.

4. Annual Governance and Accountability Return for year ending 31 March 2024

- (a) The effectiveness of the system of internal control was reviewed and considered satisfactory.
- (b) The Annual Governance Statement 2023/24 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. RESOLVED: That Mr Mark Hazlehurst was confirmed again as the Internal Auditor for 2024/25.

0524.027

Maintenance

Pothole in the road outside the village hall entrance. The Clerk will report this online to PCC.

0524.028

Future agenda items and announcements

Agenda items:

- Orton Counselling Service for Young People
- Nene Part Trust – improvement of communications
- AEPG – improvement of communications

Working planning meeting Monday 24th June 2024.

0524.029

Date of next meeting – Wednesday 26th June 2024.

The meeting closed at 9:14 pm.