

# 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 19th March 2014 at 7:30 pm.**

**PRESENT:**

<b>Mr M Chambers (in the Chair)</b>	<b>Mr S Warren</b>	<b>Mr R Hammerton</b>
<b>Mrs J Goode</b>	<b>Mrs B Fearon</b>	<b>Mrs D Sandles</b>
<b>Mr P Froggitt</b>	<b>Miss S Bellamy</b>	<b>Mr I McLaughlan (from 7:33) pm</b>
<b>Mr C Long</b>	<b>Mrs A Brown (Clerk)</b>	

**Members: 13 Quorum: 5**

**MEMBERS OF THE PUBLIC – One Police - None**

**223/03-14 Apologies for Absence**

Apologies were received and accepted from Cllr J Stokes (Civic duty). Mrs J Farnham (Personal) gave her apologies to the Clerk after the meeting had ended.

**224/03-14 Declaration of Interests and dispensations**

- 1. To receive declarations of interest from councillors on items on the agenda – none.**
- 2. To receive written requests for dispensations for disclosable pecuniary interests – none.**
- 3. To grant any requests for dispensation as appropriate – none.**

**225/03-14 Public Forum**

It was proposed by Mr Chambers, seconded by Mrs Sandles and by a unanimous vote to close the meeting for a period of time to allow members of the public to participate in a public forum. The meeting closed at 07:31 pm. As no matters were raised the meeting was immediately reconvened.

**226/03-14 Local Police matters**

No PCSO's were present. Miss Bellamy informed the meeting that the next Neighbourhood Police Panel is on 9 April 2014 at the Herlington Centre in Orton Goldhay which she will attend.

**227/03-14 Ward Councillor**

There was no report submitted from Councillor Stokes.

**228/03-14 Minutes of previous meeting (circulated)**

The minutes of the Orton Waterville Parish meeting held on 19 February 2014 were unanimously agreed by everyone as a correct record of the meeting and signed by the Chairman.

**229/03-14 Parish Councillor Vacancy on Orton Wistow Ward**

One application had been received from Mrs Claire Normington. Mr Chambers proposed and Mrs Sandles seconded that she be co-opted onto the Orton Wistow ward. This was carried. Mrs Normington signed her acceptance of office and joined the Parish Council for the remainder of the meeting.

**230/03-14 Clerks update**

- 1. MAGPAS –** As was agreed under agenda item 205/02-14 – 2 a completed grant application has been received. The cheque has been prepared for authorisation under agenda item 241/03-14 Finance & Administration.
- 2. Repairs to Cherry Orton Road allotments access road –** The repairs have now been completed and there are enough left over planings for future repairs. The two invoices relating to the works have been received and the cheques have been prepared for authorisation under agenda items 241/03-14 Finance & Administration.

231/03-14

#### **Correspondence received**

1. **Cambridgeshire Police and Crime Commissioner** – Launch of Mental Health Concordat, a multi-agency mental health agreement was received and noted.
2. **Peterborough City Council** – Notification received that the drop in service provided at Bayard Place for the Duty Planning officer is being replaced with a telephone service effective from 3 March 2014. This was noted.
3. **CTL and Telefonica UK Ltd** – Notification was received of a proposed upgrade to existing telecommunications at Lynchwood. It was unanimously agreed that there were no comments to make on their application.
4. **Mr M Russell** – An email from local resident Mr Russell was received regarding graffiti on the side of one of the shops in the Church Drive, Orton Waterville and on many of the junction boxes in the area. It was agreed that the Clerk will contact Amey to see if they will remove the graffiti from the building. It was generally felt that the condition of the junction boxes is the responsibility of the owners and it would be a difficult task to locate the correct owners of the junction boxes and ask them to deal with them, it was agreed however that Miss Bellamy should raise the issue of graffiti as a matter of priority at the next Police Panel meeting which she will be attending on 9 April 2014.

232/03-14

#### **May Elections**

Peterborough City Council has confirmed that the next Orton Waterville Parish Council elections are due in May 2015. It was therefore agreed by everyone that the printing and delivery of the Parish Councillor leaflets should be put on hold until next year.

233/03-14

#### **Play Area Working Party**

Mrs Goode circulated the final quotations for the refurbishment of the play along with samples of rubber mulch which is being put down to replace the old wetpour. Reservations were raised about the practicality of the rubber mulch. It was agreed to arrange a visit to a play area where the material is already in place before making a final decision on the quotations.

234/03-14

#### **Website**

1. Mr Froggitt asked the Parish Council if website updates could be delegated to himself, Mrs Goode and the Clerk and for them to decide between themselves what is put on rather than having to refer to the whole Parish Council for every item. Any items deemed contentious would still be referred to the Parish Council.

**Resolved: that Mr Froggitt, Mrs Goode and Mrs Brown will update the website as and when required and refer to the Parish Council any items deemed of a contentious nature.**

2. Mr Froggitt asked the Parish Council to agree a budget of £200 per annum to be set aside for website maintenance when necessary without the need for referral to full Parish Council meetings. This was highlighted by the fact that three invoices have come in relating to the setting up of the website although one was part of the initial quotation.

**Resolved: to allocate a budget of £200 per annum for additional minor works on website maintenance that may be essential during the year and to pay two additional invoices to Secure Fast Hosting Ltd and one invoice to 2buy1click Ltd under agenda item 241/03-14 Finance & Administration as part of the initial set up of the new website.**

235/03-14

#### **Entrance to Plegan place play area**

The Clerk informed the meeting that she is waiting for Peterborough City Council to confirm whose responsibility it is to carry out the repairs to the entrance area. Quotations for the repairs will be sought if it is Parish Council responsibility.

236/03-14

#### **Local Government Boundary Commission**

Mr Froggitt circulated a suggested response to be submitted to the Local Government Boundary Commission regarding the consultation on new ward boundaries in Peterborough. It was unanimously agreed to submit these comments on behalf of the Parish Council.

237/03-14

#### **Parking issues at Orton Wistow shops**

A meeting has taken place with Parish Council representatives and Peterborough City Council regarding the matters of concern which were raised under agenda item 214/02-14 a and b at last month's meeting. Peterborough City Council have confirmed that the double yellow lines on Wistow Way near Tesco will be extended further to prevent inconsiderate parking, however there is very little which can be done to stop the Tesco delivery lorries parking over the footpath. For action to be taken, the delivery lorries would need to be caught on camera by the surveillance car. There was no further information regarding the purchase of Napier Place car park by the shop owners.

238/03-14

**Provision of an additional litter bin on New Road footpath.**

Peterborough City Council have confirmed that if the Parish Council pay for the purchase and installation of the new bin at the end of New Road footpath near Bushfield Ormiston Academy, then they will cover the annual maintenance costs. Concerns were raised that an additional bin may still not alleviate the litter problem but it was felt by some that a bin in the area may encourage people to use it.

**Resolved: to pay £365.00 for the purchase and installation of a new bin at the end of New Road footpath near Bushfield Ormiston Academy with Peterborough City Council covering the annual maintenance costs.**

239/03-14

**Burial Ground**

No matters of concern were received.

240/03-14

**Allotments**

1. **Gostwick** – The water is due to be turned back on at the end of the week.
2. **Cherry Orton Road** - The water is due to be turned back on at the end of the week. A concern was raised that the gate is starting to rot away at the bottom and that there is a problem with the bottom bolt. The Clerk will ask the local handyman to take a look at it in the first instance.
3. **Wyman Way**
  - a. A concern was raised regarding the general maintenance of one of the plots on the site. It was agreed that the Clerk will write to the allotment tenant with the concerns raised.
  - b. Mr Froggitt will turn the water back on later this week.

241/03-14

**Finance & Administration****1. To agree and authorise the following payments:**

Cleves Landscaping	Burial ground landscape maintenance	£273.00*
MAGPAS	LGA 1971 s137 Grant	£500.00
Evergreen Gardening Services	General repairs to Cherry Orton allotment access road	£420.00*
PGR Recycling Ltd	Tarmac planings for Cherry Orton allotment access road	£180.00*
Clerk's salary	Salary - March	£824.21
Clerks expenses	Reimbursements	£61.50
Cambridgeshire County Council	Superannuation (Mar employer & employee contributions)	£331.20
HM Revenue & Customs ( <i>for Mar</i> )	Tax and NI	£111.58
Secure Fast Hosting Ltd	WordPress Superfast Hosting with cpanel	£144.00*
Secure Fast Hosting Ltd	Website domain renewal	£12.00*
2buy1click Ltd	Additional required website set up work	£185.76*

\*Denotes VAT at 20%

**2. To note any income received**

Allotment rent	£40.00
SLCC – refund of overpaid subscription 2013/14	£17.00
HSBC Bank interest	£0.09
The Cooperative Bank investment interest	£474.19

3. **3. Clerks pay review** – The Clerk left the room whilst the Clerks annual pay review was brought before the Parish Council.

**Resolved: to award the Clerk an annual pay award from point 24 to point 26 as stated on the NALC pay scale.**

242/03-14

**Planning matters****1. To comment on new applications**

14/00269/HHFUL	Proposed single storey double garage with demolition of existing single storey garage at 11 Aboyne Avenue, Orton Waterville, Peterborough PE2 5ET	No objection
14003014/HHFUL	Garage conversion and side extension to garage at 41 Fallowfield, Orton Wistow, Peterborough PE2 6UR	No objection

**2. To note decisions on previous applications**

13/01205/FUL	Change of use to car wash together with temporary portacabin at Ortongate Shopping Centre Car Park, Bushfield, Orton Goldhay, Peterborough	Permitted
13/01926/FUL	Change of use to Martial Arts Centre – D2 at 3 Milnyard Square, Orton Southgate, Peterborough PE2 6GX	Permitted

3. **To note decision from the Planning Committee hearing** – none.

**243/03-14**

**Maintenance matters**

No matters were raised which required action by the clerk.

**244/03-14**

**Future agenda items and announcements**

Concerns about dogs not being on a lead at Plegan Place play area. Working party will meet to discuss implications of the abolishment of the two signature rule on cheques and the new recommended Financial Regulations.

**245/03-14**

**Date of next meeting**

Wednesday 16th April 2014.

This will be preceded by the Annual Parish Meeting which will start at 7:00 pm.