

ORTON WATERVILLE PARISH COUNCIL

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

Minutes of the Orton Waterville Parish Council Annual meeting held in the Village Hall, Glebe Avenue, Orton Waterville on Wednesday 21 May 2014 at 7:30 pm.

PRESENT: **Mr M Chambers (in the Chair)** **Mr S Warren** **Mrs C Normington**
 Mrs J Goode **Mrs J Farnham** **Mrs D Sandles**
 Mr P Froggitt **Miss S Bellamy** **Mrs B Fearon**
 Mr Hammerton **Mrs A Brown (Clerk)**

Members: 13 Quorum: 5

MEMBERS OF THE PUBLIC – Two Police - None

24/05-14 Election of Chairman and signing of Declaration of Acceptance

Mr Chambers was proposed by Mrs Sandles and seconded by Mrs Farnham. There were no other nominations and the proposal was carried.

25/05-14 Election of Vice Chairman

Mr Froggitt was proposed by Mrs Goode and seconded by Mrs Farnham. There were no further nominations and the proposal was carried.

26/05-14 Apologies for Absence

Apologies were received and accepted from Cllr J Stokes (Civic duty), Mr C Long (personal) and Mr I McLaughlan (personal).

27/05-14 Declaration of Interests and dispensations

1. Received declarations of interest from councillors on items on the agenda – none.
2. Received written requests for dispensations for disclosable pecuniary interests – none.
3. Granted requests for dispensation as appropriate – none.

28/05-14 Public Forum

It was proposed by Mr Froggitt, seconded by Mr Chambers and RESOLVED 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 7.34 pm.

A member of the public was concerned about the condition of the Parish Council allotment boundary which is affecting their boundary fence. They were allowed to state their case.

The meeting was reconvened at 7.52 pm.

29/05-14 Local Police matters

NO PCSO's were present.

30/05-14 Ward Councillors

31/05-14 Appointments confirmed to outside bodies:

- Orton Waterville United Charities – Mrs H Hall
- Parish Councils Liaison Group – Mr P Froggitt (Mrs B Fearon to cover absences)
- CAPALC - Mr P Froggitt (Mrs B Fearon to cover absences)
- Village Hall Management Committee – Mrs J Farnham
- Orton Counselling Service for Young People – Mrs D Sandles
- Neighbourhood Police Panel – Miss S Bellamy

- 32/05-14 Minutes of previous meeting (circulated)**
The minutes of the Orton Waterville Parish meeting held on 16 April 2014 were unanimously agreed by everyone as a correct record of the meeting and signed by the Chairman.
- 33/05-14 Correspondence received:**
1. Allotment Boundary – A complaint from a local resident regarding their rear boundary which borders Cherry Orton Road allotments was received and discussed. It was agreed by all to visit the resident's garden to look at the boundary from their side and to decide what course of action to take. It was also agreed that the Clerk will write to all allotment tenants who are behind the boundary and ask them to move their belongings away from the fence line. The Clerk will also obtain quotations for the clearance of the boundary side which belongs to the Parish Council.
 2. CAPALC – April bulletin was noted.
 3. Peterborough City Council - Notification of funding for Neighbourhood planning applications was noted.
 4. Local resident – email regarding the welcome 2014/15 precept decrease and praise for the new website was noted.
 5. Cleves Landscaping - Notification has been received that they will cease trading as from 30 May 2014. The Clerk has drawn up a landscape maintenance specification and is inviting contractors to submit tenders for the new contract.
 6. HSBC Bank – Changes being made to the Parish Council savings account were noted.
- 34/05-14 Church Drive Shops area**
A matter of concern was raised that contrary to what was agreed under previous agenda item 120/10-13, the area at the back of Church Drive shops was still in a bad state of repair. It was agreed that the Clerk will write to the shop keepers to remind them of what was agreed at the original meeting.
- 35/05-14 Crossing on Wistow Way near Lynchwood roundabout**
The Clerk informed the meeting that the traffic safety issues on Wistow Way had been raised with Peterborough City Council. The City Council have not yet re-evaluated the site and will contact the Parish Council when this has been done.
- 36/05-14 Play Area Working Party**
Work on the renovation of Wyman Way play area is due to start week commencing 2 June 2014.
- 37/05-14 Dog exercising at Plegan Place play area**
The Clerk has obtained some dog fouling signs from Peterborough City Council which will be put up around the vicinity of the common land at Wyman Way.
- 38/05-14 Entrance into Plegan place play area**
The Clerk presented two quotations for the repair of the play area entrance from The Gannocks. Both included the use of concrete in the repairs. A suggestion was made that perhaps compacted soil was a better alternative to build up and repair the entrance step, which would gently slope onto the field. Any soil which is being dug up from the play area renovations could be used to do this. In the first instance it was agreed to go with this option.
- 39/05-14 Bus shelter on Oundle road**
A matter of concern was raised that someone was living in the bus shelter on Oundle Road opposite the entrance to Cherry Orton Road. The Clerk informed the meeting that the police are aware of this and that Peterborough City Council Homelessness Officer is dealing with the matter.
- 40/05-14 Burial Ground**
1. Health and safety – the Health and Safety report was circulated to the Parish Council. No major issues were found requiring attention.
 2. No other matters of concern were received.
- 41/05-14 Allotments**
1. Gostwick – An update was requested on previous agenda item 191/03-13, where the intention by Peterborough City Council is to return the site to open grassland as instructed by English Heritage because of the Scheduled Ancient Monument on the car park area. The Clerk informed the meeting that no recent updates had been received regarding the matter.
 2. Wyman Way – No matters of concern were raised.
 3. Cherry Orton Road:
 - (a) The Clerk informed the meeting that Peterborough City Council Trees department has been to the allotment site and looked at the willow tree which is overgrowing allotment plots from a private property. They confirmed that the tree is safe and that no action needs to be taken regarding the overgrowing branches. However should any tree works be required in the

future, a planning application would need to be made to Peterborough City Council because the tree is in a conservation area. It was agreed by everyone that the Parish Council will not undertake any tree works at this moment in time. The Clerk will inform the allotment tenant who raised the concerns about the willow tree of the Parish Council's decision.

- (b) No other matters of concern were raised.

42/05-14 Finance & Administration

1. To authorise the following payments:

Cleves Landscaping	Burial ground landscape maintenance	£354.00*
Peterborough Office Supplies	Printer suppliers	£182.83*
P. E. Coles Ltd	Repairs to standpipe at Gostwick	£42.60*
J. Bradley Fencing	Repairs to Gostwick perimeter fencing	£48.00*
RBS Ltd	Accounts package year end check	£120.00*
SLCC	Clerks CiLCA registration	£250.00
Clerk's salary	May Salary	£889.28
Clerk's expenses	Reimbursements	£96.30
Cambridgeshire County Council	Superannuation (May employer & employee contributions)	£357.87
HM Revenue & Customs	Tax and NI (May)	£77.16

*Denotes VAT at 20%

2. To note any income received.

Burial ground	£1,300
Allotments	£1
HSBC bank interest	£0.10

3. (a) The accounts for the year ended 31 March 2014 were circulated and approved.
 (b) The annual return was completed and accounting approved.
 (c) The annual governance statements were reviewed and approved.

Resolved: to accept and approve the above statements.

4. New Bank mandate – Since the last election there have been a number of Parish Councillors resignations and co-options which has reduced the number of cheque signatories. It was proposed that a new mandate be prepared so that every Parish Councillors can be a cheque countersignatory.

Resolved: that a new bank mandate be prepared and approved to include every Parish Councillor. Cheque signatories remain as any two Parish Councillors.

5. New financial regulations – The new financial regulations were presented to the Parish Council. Mr Froggitt proposed, seconded by Mr Warren and unanimously agreed by everyone to pass the following motion:

"That the regulations contained within the document 'Financial Regulations - March 2010', and subsequent amendments thereto, are rescinded and the regulations contained within the document 'Financial Regulations - May 2014' are adopted as the financial regulations of this council."

Resolved: to accept the motion that the Parish Council adopt and implement the Financial Regulations – May 2014.

43/05-14 Planning matters

1. To comment on new applications as follows:

14/00620/HHFUL	New 1.5m high close board timber fence near to the boundary at 46 Svenskaby, Orton Wistow, Peterborough PE2 6YZ	No objection however the following comment will be submitted to planning: <ul style="list-style-type: none"> As the property is on a bend in the road it appears that a new fence on the proposed boundary line may reduce the visibility line for traffic. Was this consideration taken into account when the existing fence was erected to maintain the visibility?
14/00621/HHFUL	Single storey side extension at 2 Dundee Court, Orton Northgate, Peterborough PE2 6BT	No objection
14/00503/ADV	Replacement of existing signage at Norwich And Peterborough Building Society, Lynch Wood, Peterborough PE2 6WZ	No objection
14/00575/R4FUL	Erection of a new extra care housing development comprising of 54 one and two bedroom apartments with ancillary facilities, car parking, landscaping and a new vehicle access at Land To The North Of Matley Primary School, Matley, Orton Brimbles, Peterborough	No objection however the following comments were agreed for submission to the planning department: <u>Parking and traffic concerns</u> <ul style="list-style-type: none"> 28 allocated parking spaces do not appear sufficient for such a development. Persons

		<p>using the car park will be staff and visitors and residents. It appears that the number of parking spaces is assuming that residents living within the care home will not have their own vehicles which will need parking spaces within the complex.</p> <ul style="list-style-type: none"> • There are already parking and traffic issues in the Matley area in the mornings and afternoons due to the primary school which is within close proximity of the proposed site. This development may lead to even more traffic problems. • Emergency services access may be restricted because of traffic issues highlighted above. <p><u>Character appearance</u></p> <ul style="list-style-type: none"> • The proposed development is a three storey building which is not with keeping of the characteristics of other surrounding buildings.
--	--	---

2. Decisions noted on previous applications.

14/0000456/LBC	1 ½ storey extension to rear of existing listed building at 58 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EQ	Refused
14/00470/FUL	Improvement works to existing footpath crossing by the addition of a raised crossing, surface dressing to the main entrance road to the park, minor internal works including replacement gates at Ham Farm House, Ham Lane, Orton Waterville, Peterborough	Permitted
14/00478/FUL	Replacement of existing pole with a new one (12.5m high) and remove of 1n. existing cabinet and installation of 2no. cabinets at Telecommunications Site Lynchwood, Grass verge opposite Fountains Court PE2 6WY	Permitted
14/00304/HHFUL	Garage conversion and side extension to garage at 41 Fallowfield, Orton Wistow, Peterborough PE2 6UR	Permitted

3. Decisions from the Planning Committee hearing – none.

4. Feedback from recent Planning Customer Forum – none.

44/05-14 Maintenance matters

- Bin at the end of Chisenhale/near Queens Walk has been vandalised.
- Footpath near Mill Crescent leading into the village is overgrown and requires cutting back. The Clerk will report these to Amey.

45/05-14 Future agenda items and announcements

- Appointments to working parties.
- New Standing Orders.
- Speeding traffic concerns on approach to Matley shops coming off Brimbles Way.

Cambridgeshire Police & Crime Commissioner – launch announcement of police contact point at Sainsbury's in Bretton for members of the public on Thursday 22 May between 11:30 am and 1:00 pm. This is a pilot scheme to enable members of the public to raise any issues or concerns with their local policing team as they do their food shopping. If successful the scheme will be rolled out to other Sainsbury's stores and other premises across Cambridgeshire.

46/05-14 Date of next meeting

Wednesday 18th June 2014.