

ORTON WATERVILLE PARISH COUNCIL

Clerk to the Parish Council: Mrs A Brown
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Minutes of the Orton Waterville Parish Council Annual meeting held in the Village Hall, Glebe Avenue, Orton Waterville on Wednesday 20 July 2016 at 7:30 pm.

PRESENT:

Mr T Rouse (in the Chair)	Mr M Chambers	Mrs J Goode
Mrs D Sandles	Mr A Airey	Cllr J Stokes
Ms J Howell	Mr C Long	Cllr G Elsey
Mrs J Farnham	Mrs A Brown (Clerk)	

Members: 13 Quorum: 5

MEMBERS OF THE PUBLIC – None

83/07-16 Apologies for absence

Apologies were initially received and accepted from Mr R Proudfoot (personal), Cllr K Aitken (personal) and Mrs B Fearon (personal).

84/07-16 Declaration of interests and dispensations

1. Received declarations of interest from councillors on items on the agenda:
Ms J Howell agenda item 93/07-16.
2. Received written requests for dispensations for disclosable pecuniary interests – none.
3. Granted requests for dispensation as appropriate – none.

85/07-16 Public forum

There were no members of the public present.

86/07-16 Local Police matters

The CONNECT Newsletter from the Police & Crime Commissioner had been circulated to everyone prior to the meeting. The newsletter is available to members of the public via eCops.

87/07-16 Ward Councillors

There were no Ward Councillor reports however Mr Rouse informed the meeting that he had reported the recent encroachment by travellers near Chisenhale, Orton Waterville, and that the Council had dealt with the matter swiftly.

88/07-16 Minutes of previous meeting

In those 'Present' Mrs D Sandles and Cllr J Stokes to be deleted because they were absent and Mrs B Fearon recorded as being present at the meeting. Subject to this amendment, the minutes of the meeting held on 15 June 2016 were unanimously agreed and **Resolved** as a correct record of the meeting and signed by the Chairman.

89/07-16 Clerks update

- Parking concerns on Cherry Orton Road which were raised by a local resident last month- Highways are unable to take any immediate action because parked vehicles are not causing obstruction to resident's accesses. It was agreed to take no further action at this moment in time.
- The footpath directly outside St Mary's Church has been repaired.
- Various CAPALC information circulars were circulated to everyone by the Clerk for noting.

90/07-16

Matters arising from public forum at May 2016 meeting

1. Overgrown alley way joining Overton Way and Cherry Orton Road – the path is due to be cleared and Councillor Elsey has authorised a dog waste bin to be installed in the middle of the alley to help address the issues which were originally raised.
2. Willow tree on Overton Way green – this tree is part of a Tree Preservation order and therefore Amey have submitted a planning application to Peterborough City Council for the required works to be authorised.

91/07-16

Correspondence received:

1. **Local Resident** – Parking concerns near Orton Wistow Primary School which occur during school drop off and pick up times were brought to the attention of the Parish Council. New yellow lines in previously affected streets have seen the problems move to other streets. Councillor Stokes informed the meeting that she has been to the area several times to look at the issues raised but did not see any cars blocking resident's drives. Highways have also been out to inspect the area on a number of occasions but could see no visible problems however they will continue to monitor the area and will take action if it is felt necessary. Councillor Stokes said that she herself would monitor the area again in September when schools re-open. Mrs Sandles volunteered to also monitor the situation.
2. **Peterborough City Council** – Green Infrastructure & Biodiversity stakeholder engagement session – Ms Howell and Mr Airey attended the event and gave feedback. Slides from the event have also been circulated to everyone. The main aim of the event was to help the City Council try and prioritise their bio-diversity projects in and around Peterborough.
3. **Local Resident** – Charity bins near Church Drive Shops have again been brought to the attention of the Parish Council. A new charity clothing bin has recently appeared without permission near the Chinese Takeaway on Church Drive, Orton Waterville. The bin is against a resident's boundary fence but on City Council land. The meeting was informed that Councillor Aitken has been dealing with the matter and that she has requested that the bin is removed.
4. **LCPAS** – Public consultation on Devolution to Cambridgeshire and Peterborough was noted. More information on what this means can be found at www.eastangliadevo.co.uk/consultation

92/07-16

Engagement of Mr P Froggitt as a Community Volunteer to assist the Parish Council

Mr Rouse informed the meeting Mr Paul Froggitt would like to assist the Parish Council with council matters even though he was no longer a Parish Councillor. CAPALC encourage this type of assistance from community volunteers however volunteers should only provide unbiased background information and not give any directions or opinions. It was agreed that Mr Froggitts extensive background knowledge on many local matters could be beneficial to the Parish Council when dealing with certain matters.

Resolved: that Mr Paul Froggitt is engaged as a Parish Council Community Volunteer for a trial period of six months starting in September 2016 to assist the Parish Council in the following areas: to continue with website updates, sit on the Peterborough City Council Devolution Panel and give feedback from meetings, provide background notes on certain agenda items, assist with the Leisure & Amenities and Finance & General Purpose working party tasks as and when required. All reports and feedback should be informative and unbiased and directed via the Clerk.

93/07-16

Late night music from Showground events

A matter of concern regarding loud music continuing past midnight at a recent showground event was brought before the Parish Council. Councillor Stokes informed the meeting that even though the event had a valid license, it had exceeded its time restrictions. As a consequence she and Councillor Elsey will be meeting with the Manager of the Arena and City Council officers to discuss the matter further to ensure this does not happen again.

94/07-16

Speeding within the Parish

The Clerk informed the meeting that Speedwatch was currently unavailable but that in the meantime the police have offered to carry random speed gun checks at locations suggested by the Parish Council. It was agreed that the checks should be carried out on Goldhay Way, Brimbles Way and Wistow Way.

Drifting is still continuing in the Southgate area and the Police are aware of the problem. They have had many meetings about how to target harden the area but unfortunately it all comes down to the landlord and cost. It is important that all drifting incidents are reported to the Police via 101 or eCops because to date they have not had many reports about this problem.

- 95/07-16 Ortongate noticeboard**
 The Clerk has been unable to obtain a firm quotation from Reef Estates for the cost of the notice board license, only that the costs will be no more than £350. Enquires have also been at the Co-operative Food Store in Ortongate for a Parish Council noticeboard and in principle it has been agreed by the store manager but final approval is required by higher management.
Resolved: to purchase a new Parish Council noticeboard for placement inside the Co-operative Food Store in Ortongate once final approval has been given by the store.
- 96/07-16 Green Infrastructure and Biodiversity stakeholder engagement session at Ferry Meadows**
 Feedback was already given under agenda item 91/07-16-2.
- 97/07-16 Website expansion**
 The Parish Council website ‘What’s on’ page has been updated by Mr Froggitt (website administrator) which now shows local occurring events on a three months rolling basis. Links to any further information regarding the events are also being added.
- 98/07-16 Loose horses on residential streets in Orton Southgate**
 Following on from the query raised at last the meeting, all loose horse incidents should be reported to the police. Any horses must be left loose otherwise the police will not respond immediately.
- 99/07-16 Graffiti concerns within the Parish**
 Graffiti within the Parish was brought to the attention of the Parish Council by a local resident via email. Councillor Elsey informed the meeting that the City Council is aware that this is a major problem not just in the Parish but city wide. Prime graffiti targets are the green Utility company boxes and public property. Unfortunately most of the budget for cleaning graffiti from public places has been used up and other solutions are being sought to address the problem. Graffiti from the green Utility boxes can only be removed with the consent from the company owners which is not straight forward to obtain and has many legal implications. Possible solutions to tackle the problem is for the provision of graffiti boards which the graffiti artists can use because their art work is general respected by other artists. With this in mind, one solution which the City Council is looking into is asking the Utility companies for permission to allow graffiti artists to spray public information messages onto the green boxes e.g. littering, which would look more attractive than just the usual ‘tags’ which are sprayed onto them.

 Mrs Farnham suggested that perhaps the Parish Council could provide some funding towards an underpass within the Parish being specifically prepared and designated for graffiti artists, similar to others that are within the City which may discourage graffiti in other areas. Councillor Elsey agreed to obtain a quotation for this and report back to the Parish Council.
- 100/07-16 Food littering concerns within the Parish**
 The Clerk informed the meeting that she has not been able to find any suitable signs on the internet as agreed at the last meeting but that a local print company Mr Vinyl can print a design onto an aluminium composite board with holes drilled into it enabling it to be cable tied to lamp posts. The cost is £30 per sign.
Resolved: that Ms Howell will design the signs and send to the Clerk for final approve. Two signs with the approved design to be purchased from Mr Vinyl at a cost of £30 per sign.
- 101/07-16 St Mary’s Church funding request for new roof alarm**
 A request for funding from Reverend Sid Bridges towards a new roof alarm was received and discussed. The total cost of the alarm is £5,375.11. The Clerk informed the meeting that the Parish Council has the power to give money towards the church because it has adopted the power of general competence under the Localism Act 2011.
Resolved: to award St Mary’s Church £2,000 towards the new roof alarm on the condition that it demonstrates to try and match fund this amount.
- 102/07-16 Wild meadow/flower areas within the Parish**
 In his absence Mr Proudfoot sent in the following report, “I wrote to James Collingridge, the Amey contract manager at Peterborough City Council on the 18th of June outlining the pilot area on a map that was agreed at the last Parish Council meeting behind Mill Crescent. As of 17th July I had not received a response nor had the area indicated on the map been cut so there is the possibility that the message has got through to Amey. I await a response.

I have yet to follow up on the buglife contact that you provided regarding the Cherry Orton meadow. I have made a useful contact with the Princes Trust who can help organise free labour. I will be working with them in Werrington so we will extend our discussions and activity to consider Orton Waterville too. I will report back at the next meeting”.

103/07-16 Parish Council lunch time talk at the Environment Agency

This request was initially raised by Mr Proudfoot, however due to this absence the matter will be discussed at the next meeting.

104/07-16 Open space maintenance contract

The Clerk informed the meeting that Amey have still not been able to provide a cost relating to the termination of their grass cutting contract at The Gannocks which is part of a wider Peterborough City Council contract. The meeting was further informed that Amey also carry out weekly inspections of the play equipment, something which was not considered when the specification for the new contract was drawn up.

Resolved: that in view of the possible Amey contract termination costs and weekly play equipment inspection obligations, the grass cutting at The Gannocks should continue with Amey and that this part is removed from the contract of R. Harding Landscaping which starts on 1st August 2016.

105/07-16 Cemetery

The Clerk informed the meeting that several grassed graves have sunk slightly and that they will be topped up with soil by the maintenance contractor to level them off. It was also agreed that the current cemetery fees raised at the last meeting will be discussed at the forthcoming Leisure & Amenities working party meeting.

106/07-16 Allotments

1. Gostwick – Wood chippings organised by the Clerk were recently dropped off at the site by Amey for tenants to use on their allotment plots. More will be dropped off as and when Amey have some available.
2. Cherry Orton Road -
 - a. a matter of concern was received regarding the poor condition of the access road which has been repaired several times over the last couple of years. It was agreed that a better repair should be carried out to ensure the road lasts longer. It was suggested to the meeting that Mr Froggitt may be able to assist the Council in providing possible repair solutions in his new capacity as Community Volunteer because he has professional knowledge in this area. It was agreed that the Clerk should take this forward with Mr Froggitt.
 - b. other matters of concern:
 - the Clerk informed the meeting that she had reported to Peterborough City Council a large branch which had fallen from a tree within the shelter belt and onto the west boundary fence and had asked for Amey to be called out to clear it away.
 - Wood chippings were requested by the Clerk for the site but Amey were unable to drop these off. Hopefully some will be available in the near future.
 - The meeting was reminded that allotment representatives who attend the next Leisure and Amenities working party meeting on 25 July 2016 will be asked to confirm whether the repairs to the fence line are necessary which was left exposed when Amey recently cut back the tree shelter belt.
3. Wyman Way - no matters of concern were received.

107/07-16 Finance & Administration

1. The following payments were authorised and **resolved**:

Information Commissioner's Office	Data Protection registration renewal	£35.00
J Bradley Fencing	Gate repairs and fitting of noticeboard	£477.60*
Peterborough Office Supplies	Stationery and printer toners x 4	£228.79*
Peterborough Pest Control Service Ltd	12 Month pest control contract at Cherry Orton allotments	£325.00
Anglian Water	Water charges – cemetery	£33.54
Anglian Water	Water charges – Cherry Orton allotments	£18.11
Beebys Limited	Cemetery maintenance - July	£456.00*
Bushfield Bowls Club	S137 Grant LGA 1972	£5000.00
Alwalton Parish Council	Parish Councillor training	£189.00
Glasdon U.K. Limited	Bin liner for The Gannocks	£43.57*
Viking	Hard drive for back-ups & analysis book for plans	£70.78*

Clerk's salary	Salary (July)	£1093.09
Clerk's expenses	Reimbursements (July)	£107.70
Cambridgeshire County Council	Superannuation (July) employer & employee contributions	£476.68
HM Revenue & Customs	Tax and NI (July)	£154.32

*Denotes VAT at 20%

2. Income received

2015/16 Vat refund from HMRC	£4745.95
Allotments	£77.00
Cemetery	£1280.00
Bank interest	£0.34

3. New NALC Clerks salary scales 2016-18 were noted.
4. End of 1st quarter financial reports were noted.
5. The Coop investment is due to mature on 4 September 2016.

Resolved: to re-invest for a further six months because the funds are not required immediately required but are accessible at all times in the need arises.

108/07-16 Planning matters

1. Comments on new applications as follows:

16/01169/CTR	Fell Sycamore tree to ground level at Land to rear of 22 Denmark Drive, Orton Waterville, Peterborough PE2 5HN	No objection
16/01181/ADV	2 no. non-illuminated fascia signs at Amazon, Southgate Way, Orton Southgate, Peterborough PE2 6YG	No objection
16/00189/ADV	2 x non-illuminated free standing signs and 1 x illuminated pan sign fitted to building at The Leprosy Mission, Goldhay Way, Orton Goldhay, Peterborough PE2 5GZ	No objection
16/01175/REM	Reserved matters approval relating to access, car parking, service areas and landscaping for construction of a distribution unit of 13875 sq m pursuant to 15/01673/WCP at Land at Alwalton Hill, East of The A1 and South of Fletton Parkway, Peterborough	No objection
16/01220/HHFUL	Two storey extensions to front and rear at 36 Chandlers, Orton Brimbles, Peterborough PE2 5YW	Comment to be submitted to Peterborough City Council as follows: •There are concerns regarding the reduced parking provisions at the property due to the proposed alternations to the property because it may lead to traffic congestion in the residential street on which the property is situated.
16/00773/FUL	Construction of two storey dwelling and creation of access at Land Adjacent to 555 Oundle Road, Orton Waterville, Peterborough PE2 5UX (amendments made to original application)	No objection
16/01028/LBC	Porch to the rear of the property at 5 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EF.	No objection

2. Decisions noted on previous applications:

16/00834/HHFUL	Demolition of existing garage, workshop and utility room and erection of two storey side and single storey front, side and rear extensions at 47 Church Drive, Orton Waterville Peterborough PE2 5HH	Permitted
16/00836/OUT	Construction of two dwellings with all matters reserved at Land Adjacent to 1 Peterhead Close, Orton Southgate, Peterborough PE2 6ST	Withdrawn
16/00851/REM	Reserved matters application relating to the access, appearance, landscaping, layout and scale for the erection of a B8 Storage and Distribution Warehouse Unit with ancillary office and associated parking on plot 111 pursuant to planning permission 16/00408/WCPP and outline planning permission reference 09/01369/OUT at Part of Plot E111 Land To The East Of Alwalton Hill, Fletton Parkway, Peterborough	Permitted

16/000901/FUL	Installation of Solar Shade 'sails' adjacent to Café at Visitor Centre And Café, Ferry Meadows Country Park, Ham Lane, Orton Waterville, Peterborough	Permitted
16/00981/FUL	Demolition of existing buildings and erection of a new building for mixed use (B1, B2 and B8 – business, general industry and storage) at Midas Centre, Newcombe Way, Orton Southgate, Peterborough PE2 6SE	Permitted
16/01128/CTR	Fell mature Ash Tree at Land adjacent of 2 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EF	Permitted

3. Decisions from the Planning Committee hearing – none.
4. Feedback from the recent Customer Planning Forum and presentation slides were circulated and noted.

109/07-16

Maintenance matters requiring action:

- Damaged wall in Riseholme, Orton Goldhay.
- Footpath between Debdale and Ortongate Centre is overgrown and requires cutting back.
- Graffiti in Dundee Court and Skye Close, Orton Northgate – this area is still unadopted by the City Council and as such is the responsibility of the developer.

110/07-16

Future agenda items and announcements

Announcements:

- Mr Chambers to attend the Parish Liaison meeting on 27 July 2016 in the Town Hall.
- Orton Waterville Village Hall AGM takes place on 27 July 2016 at 7:30 pm. Mrs Sandles will attend in place of Mr Rouse.
- Leisure and Amenities working party next meets on 25 July 2016.
- Finance and General Purposes working party next meets on 21 September 2016 at 6:30 pm.

Agenda items: motion to formally approve location of the skate park.

111/07-16

Date of next meeting

Wednesday 21 September 2016 as there is no meeting in August.

There being no further business, the meeting closed at 9:23 pm.