

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 16 November 2016 at 7:30 pm.

PRESENT:

Mr T Rouse (in the Chair)	Mrs B Fearon	Mrs D Sandles
Mr A Airey	Ms J Howell	Mr M Chambers
Mr R Proudfoot	Mrs J Farnham	Mrs A Brown (Clerk)

Members: 13 Quorum: 5

MEMBERS OF THE PUBLIC – Seven

163/11-16 Apologies for Absence

Apologies were initially received and accepted from Mr C Long (personal), Mrs J Goode (personal), Councillor K Aitken (City Council duties), Councillor J Stokes (City Council duties), and Councillor G Elsey (City Council duties).

164/11-16 Declaration of interests and dispensations

1. Received declarations of interest from councillors on items on the agenda:
 - Ms J Howell - agenda item 183/11-16 item 3, Grant Peterborough Roller Hockey Club.
 - Mr R Proudfoot – agenda item 173/11-16 item 2.
2. Received written requests for dispensations for disclosable pecuniary interests – none.
3. Granted requests for dispensation as appropriate – none.

165/11-16 Public Forum

It was proposed by Mrs Sandles, seconded by Mrs Farnham and **RESOLVED** 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 7.33 pm.

Members of the public raised the following matters:

- The Chairman of Bushfield Bowls Club gave an update on the redevelopment of their clubhouse. Work is on-going but not as quickly as first hoped.
- Supporting information for the Peterborough Roller Hockey Club grant application (agenda item 183/11-16 item 3) was given by the applicant.
- Concerns regarding the safety of Napier Place car park were brought to the attention of the Parish Council. Near misses are a common occurrence in the car park because both openings are used as entrances and exits. A suggestion was given that signage for the directional flow of traffic into the car park could be situated on City Council land rather than the owners of the car park which is The Crown. This will be a future agenda item.
- Supporting information was given regarding correspondence in agenda item 171/11-16 item 3. These issues are City Council issues which the Ward Councillors are already aware of. Safety of children crossing at Lynchwood will be a future agenda item. The resident also asked for the following questions to be asked regarding the survey:
 - Which roads are being surveyed and when?
 - At what times will the survey be done?
 - When will the results be published?
 - What is the trigger point for a Zebra or Pelican crossing to be put in?These will be passed to Highways who will conduct any survey.
- A matter regarding the bus stops on one particular side of Wistow Way was raised. Buses do not stop at the bus stops which are on the nearest side to Ferry Meadows Country Park because of the route that they take. Public is often seen waiting at these stops unaware of this problem. This will be looked into by the Clerk and reported back at a future meeting.
- Reflective strips for bollards on footpath at Lynchwood – this issued was raised at the last meeting and is being dealt with by Councillor Stokes.

The meeting reconvened at 8:10 pm.

166/11-16

Local police matters

Neighbourhood Watch AGM - 26 November 2016 at 9:30 am in the Oundle Road Baptist Church. Anyone can attend.

167/11-16

Ward Councillors

In their absence the following reports were received:

- Councillor Stokes - 'Highways will be putting back up the 'No unloading sign before 7:30am' on Cherry Orton Road.'
- Councillor Elsey – 'Amey have been instructed to make repairs to the fence at Overton Way/Stagsden. There is also some siding back work required there and the tree team have also been instructed.

With regards to the overgrown trees on private property, enforcement to cut back can only be made if they are overhanging a public highway. However, the land owner has a legal right to cut back at the side and back to their boundary line'.

168/11-16

Minutes of previous meeting

In agenda item 142/10-16 the word 'formal' is to be deleted and replaced with 'colloquial'. Subject to this amendment, the minutes of the meeting held on 19 October 2016 were **RESOLVED** as a correct record of the meeting and signed by the Chairman.

169/11-16

Clerks update

1. Parking concerns outside Methodist Church, Orton Waterville – The Clerk provided an update received from the City Council on this matter. There are currently no restrictions that can be enforced, and because there is no obstruction of the road or footway, the Police would not take any action. A vehicle is able to access the grassed verge by the adjoining dropped kerb; therefore there is no illegal crossing of the highway. If a vehicle caused damage to the highway verge, this would need to be a case brought before a magistrate. It is virtually impossible to prove such damage being attributable to a specific driver and any fine imposed by the courts would not justify the resources that would need to be invested by the City Council to bring such a case to court.
2. Ortongate carpark safety – The Clerk gave the following update from the owners on the matter: 'We share your concerns with the car park but having undertaken a number of traffic surveys we are clear in our minds that it is not the white lines (or lack of) that cause confusion, it is the unusual layout of the car park. As such, simply re-painting the white lines is not expected to alleviate your (or our) concerns. This is why the proposals we have, which will be implemented as and when we build the new unit on the car park, seek to completely overhaul the layout of the car park, making it more efficient and safer for all.'
The City Council have also said that they have had no reports of any near misses on the road which is the former bus route between the Environment Agency Office and the car park. However if the Parish Council can explain their concerns in more depth, then they will look to see if anything can be done to improve the matter in the interim period. It was agreed that Roger Proudfoot will write a report with carpark incidents for submission to the City Council.
3. Orton Wistow Under Fives – An update on how the play group spent their Parish Council grant money was received. A parent had also applied for funding through their employer, therefore they pooled the money together and purchased two sheds to store the children outdoor toys and play equipment. A photograph of the new sheds was circulated.
4. Cooperative noticeboard - The Clerk informed the meeting that she will now be ordering an alternative noticeboard because the original one was too big.
5. It was confirmed that the dog bins on Skye Close were put in by the management company which have been engaged by Persimmon Homes to look after the shared car parks and pavements etc. Following initial problems and complaints, they are now being emptied every week.

170/11-16

Update on matters arising from previous meeting

1. Bollards on shared pathways at Lynchwood – There was no update because Councillor Stokes was not present at the meeting.
2. Lighting on Lynchwood shared pathway (Oundle Road) - There was no update because Councillor Stokes and Councillor Elsey were not present at the meeting.
3. Fencing at rear of Overton Way/Stagsden – An update was given in Councillor Elsey's earlier Ward report.
4. Overgrown trees from private property in Orton Waterville - An update was given in Councillor Elsey's earlier Ward report.

171/11-16

Correspondence received:

1. **CAPALC** - Maintenance and repairs to church buildings clarification by NALC was noted. The Clerk has asked CAPALC to clarify the Parish Council position regarding their recent donation to St Mary's Church roof alarm appeal.
2. **CAPALC** – The AGM will take place on 5 December 2016. Representatives from the Parish Council will not be attending. Apologies will be sent by the Clerk.
3. **Local resident** – Concerns regarding road safety at Lynchwood and Dunblane Drive; Street lighting in Orton Southgate and dog bin location were raised. The resident also raised the same matters in the Public Forum. Prior to the meeting, the Clerk had tried to obtain information relating to the queries raised.
 - Safety at Lynchwood – Increased traffic on this road is causing problems for pedestrians to cross this road at peak times. Councillor Stokes has requested that a traffic survey be carried out on this road again. This will be an agenda item at the next meeting.
 - Safety on Dunblane Drive – White 'Give Way' markings on the road can no longer be seen. Traffic has increased at this junction because Amazon is now using the Peterborough Arena as an overflow car park for their delivery vans. Last year Councillor Stokes raised this issue with Highways at Peterborough City Council but because at that time, the roads were not adopted by the City Council, they were unable to do anything. However, the roads have now been adopted and Councillor Stokes has again contacted Highways about this matter.
 - Lighting in Orton Southgate – A large number of lights are not working. Highways have informed the Clerk that they are aware of the issue and are working on it. It was noted that lights should always be reported to the City Council, however if the lamppost is not numbered, then an accurate as possible description of the location should be given and/or the closest lamppost to it which is numbered.
 - Dog bin – this has been put in the wrong location. This will be raised with Councillor Aitken who organised this.
4. **Local resident** – Lack of play facilities in Orton Wistow as a matter of concern was raised. This has been passed to the Leisure and Amenities working party to look into because they are looking at all the play facilities within the parish.
5. **Peterborough City Council** – Update on the devolution process was noted. For further information please see: <https://www.peterborough.gov.uk/news/council/councillors-to-make-final-decision-on-devolution/>

172/11-16

Parish Councillor Guidelines

Ms Howell informed the meeting that she has worked on the document, reducing it in length and replacing the colloquial language with more formal language. She will confer with Mr Froggitt to make sure that her amendments have not affected the accuracy of the document and present it at the next meeting for full council agreement.

173/11-16

Environmental working party

1. The proposed terms of reference were circulated. It was agreed to defer the agreement of this document until next month, when it is hoped more members will be present.
2. Proposals to obtain quotations for Debdale and Town pond improvements were proposed by the working party. It was agreed that the working party should take this forward because at this stage there is no money involved. The working party also proposed to create more wildflower banks in the area and asked everyone to suggest possible locations. Roger Proudfoot will ask Councillor Eley to confirm the seed mix which he should be obtaining for the Parish Council to use on this project.

174/11-16

Peterborough Parish Council Conference 2016

Mrs Fearon and Mr Airey attended the conference and reported that it was an informative day. It was agreed to discuss this further when the notes from the day are made available to everyone.

175/11-16

Post-box for Orton Northgate

Ms Howell asked the meeting if it was possible to obtain a post box for the estate. The Clerk agreed to try and find out.

176/11-16

Parish Council survey

To date, over 30 responses have been received. Unfortunately the survey did not make the November issue of the Oracle and the deadline for the December edition has now passed. The survey has a date sensitive question and responses are therefore required by December. It was **RESOLVED** that the Clerk will contact the Orton Oracle and ask the Editor if they could possibly include the survey in their December issue. If this is not possible, then the previously agreed budget will be used to have the survey printed and delivered to all the households within the parish.

177/11-16

Graffiti within the Parish

The Clerk informed the meeting that she has received several complaints regarding the increase of graffiti within the parish. Various suggestions to deal with this problem were made. A cash reward could be given to anyone who reports a graffiti artist which is subsequently convicted or giving money to Amey, the City Council contractor, to clear up the graffiti. It was agreed to discuss this further at the next meeting when Councillor Elsey is present because this is his area of remit at the City Council.

178/11-16

Tree survey

The report, including recommend tree works was circulated. The Clerk updated the members with information relating to the two tree complaints which were raised under agenda item 122/09-16 and which were looked into by the tree surveyor. The tree causing the complaint for both residents will be cut back as part of the works but not removed because healthy trees are never recommended for removal. It was noted that at some point in the past, this tree has been pollarded which has encouraged its growth.

The resident directly affected by a large tree in, has its roots growing through her lawn and because of its size, causes shading which prevent plants from growing in the garden. The recommended works should improve the condition of the garden and lawn. However there is some doubt as to whether this tree actually belongs to the Parish Council and it may actually lie within the boundary of the residents' property because this matter was raised with the Parish Council several years ago. The Clerk has spoken with Mr Froggitt who was on the Parish Council at the time, and he is under the impression that the boundary line is the middle of the hedge with runs along the back of the houses on this side of The Gannocks. The tree in question is on the nearest side to the property, just behind the property fence, whilst the hedge border is in front of the tree and could imply that the tree belongs to the resident. If this is the case then the Parish Council are happy for the resident to prove that this tree belongs to her by either obtaining a copy of her title plan from Land Registry or if the property is not registered, by showing the plan in her title deeds at the time of the purchase of her house, because as owner of the tree, she would be free to have it cut down and removed.

The other complaint by another resident relating to this same tree which is blocking light and producing shade in their garden during the summer, should also see an improvement, however this will be unclear as to how much improvement there will be until next summer. It was also noted that trees are not normally cut back because they are blocking light into someone's garden.

RESOLVED: that the recommended tree works will be carried out by the Parish Council maintenance contractor and that the Clerk will update the residents who lodged the tree complaints with the information as stated above.

179/11-16

Orton Oracle

It was agreed that the Clerk will place a Parish Council update in the next available edition relating to recently awarded grants and the proposed pond enhancements including the recruitment of volunteers to help with the ponds.

180/11-16

Website

As from January 2017, any website not starting with HTTPS will be deemed as not secure by Google. There is a risk that this may scare visitors away from such sites. The parish council website does not currently have this certification. HTTPS Setup can be purchased at a one-off cost of £280 + vat. The Clerk informed the meeting that Mrs Goode and Mr Froggitt are currently looking into this, therefore it was agreed to defer this until the next meeting.

181/11-16

Cemetery

1. As recommended in the recent Cemetery Risk Assessment, the following motion to amend the Orton Waterville Lawn Cemetery regulations was proposed, *'add new clause 9.21 The placement on burial or cremated remains plots or elsewhere within the burial ground of glass, china, pottery or other easily breakable containers, memorials or mementoes is not permitted. If such are found the Council will remove them' and re-number clauses 9.21 and 9.22 as clauses 9.22 and 9.23 respectively.'*

RESOLVED: to amend the Parish Council Lawn Cemetery Regulations as proposed above.

2. A leak at the cemetery tap has been fixed by the maintenance contractor.

182/11-16

Allotments

1. Gostwick – There are still a couple of vacant plots which are currently being advertised in the Orton Oracle.
2. Cherry Orton Road – A tree requiring works has been reported to the Clerk. The tree is within the conservation area; therefore the Clerk will submit a tree works application to the City Council prior to any works being carried.
3. Wyman Way – An underground leak was found on the T-junction of the pipe leading to the allotment tap. This has now been fixed by the maintenance contractor.

1. To authorise the following Cheque (C) and Electronic (E) payments:

Anglian Water	Cemetery water charges	£211.14	C
Anglian Water	Gostwick allotment water charges	£146.42	C
Anglian Water	Cherry Orton allotment water charges	£104.89	E
R Harding & Son Landscaping	Cemetery maintenance – November and other works	£595.00	C
Secure Fast Hosting Ltd	WordPress Hosting 2016/17	£144.00*	E
Caroline Hall	Tree survey	£350.00	E
Main Event	Parish Council Noticeboard for Cooperative Store	£125.00*	E
Peterborough City Council	2016/17 Maintenance of Wyman Way field	£2239.20	E
Clerk's salary	Salary (Nov)	£1068.86	C
Clerk's expenses	Reimbursements (Nov)	£69.60	C
Cambridgeshire County Council	Superannuation (Nov) employer & employee contributions	£462.94	E
HM Revenue & Customs	Tax and NI (Nov)	£142.60	C

*Denotes VAT at 20%

2. Received income noted:

Allotment rent	£88.00
Cemetery	£2400.00
HSBC bank interest	£0.20

3. Grant applications – the following requests for funding were considered:

- Orton Counselling Service for Young People – £1,000 for the next financial year to continue providing counselling support for young people who attend Ormiston Bushfield Academy.
RESOLVED: to award £1,000.00 to Orton Counselling Service for Young People. Grant will be paid in April 2017.
- Peterborough Roller Hockey Club – £2,000.00 to purchase tracksuits for all the roller hockey teams, which will be worn on match days only. The children who play this sport mainly live within the Ortons. This will give the children extra confidence when they turn up to play because they will all arrive dressed the same, which is not the case at the moment. A full explanation of the reasons as to why the tracksuits are an important part of the match was explained in the earlier public forum. The Parish logo can also be put onto the tracksuits. The amount requested was also discussed because the grant policy states that only a maximum sum of £500.00 can be awarded and any remaining monies, put in the budget for the next financial year. The Clerk will confirm if this rule can be relaxed on this occasion because the full amount is needed to purchase the tracksuits all in one go.
RESOLVED: to award the full amount of £2,000.00 to Peterborough Roller Hockey Club in this financial year, after confirmation at the next meeting from the Clerk that this is acceptable in view of the grants policy. The tracksuits are to be purchased on the condition that they will always remain the property of the club and will only be worn on match days. When a member leaves Peterborough Roller Hockey Club, their tracksuit must be returned back to the club for new members. Tracksuits will also have the logo of the Parish Council on them as sponsors.
- Key Sports (Peterborough) CIC – £1440.00 to continue the after schools sports club at Ormiston Meadows Academy. The Clerk informed the meeting that the club is currently being run free by Mr Quinney at Key Sports because even though the previous Parish Council funding had run out for the club, the children at the school enjoyed it so much that Mr Quinney agreed to continue the club free of charge this term. It was noted that any grants cannot be awarded retrospectively.
Resolved: to award a grant of £500.00 for the after school club at Ormiston Meadows Academy to continue from January 2017. Any further funding must be requested again on a new application.

4. A draft budget for 2017/18 was circulated and discussed including the precept. Further future project ideas were requested. The final proposal of the budget and precept for 2017/18 to be agreed at the next meeting.

5. The Clerk asked the full Council if a Parish Council bank debit card can be applied for. There was recently a problem in trying to set up an account with Survey Monkey because the Clerk did not have a debit card for the bank account. It was **RESOLVED** that the Clerk applies for a debit card for the Parish Council bank account.

184/11-16 Planning matters**1. Comments on new applications as follows:**

16/02024/HHFUL	Dormer windows to front and construction of a detached garage at 17 Everingham, Orton Brimbles, Peterborough PE2 5XP	No objection
16/02033/HHFUL	41 Brackenwood, Orton Wistow, Peterborough PE2 6YP	No objection

2. Decisions noted previous applications:

15/00981/FUL	New cowl for top of the flue- retrospective at 42 Church Drive, Orton Waterville, Peterborough PE2 5HE	Permitted
16/01444/HHFUL	Single storey rear extension at 4 Speyside Court, Orton Southgate, Peterborough PE2 6SN	Permitted
16/01572/HHFUL	Single storey side extension to garage with pitch roof at 1 St Marys Drive, Orton Waterville, Peterborough PE2 5HG	Permitted
16/01706/TRE	TPO35/1989 T4 Oak – remove first lower branch at 3 Gleneagles, Orton Waterville, Peterborough PE2 5UZ	Permitted
16/01734/HHFUL	Proposed single storey rear extension at 57 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EH	Permitted
16/01763/FUL	Erection of new office and storage space at Rear of Accent Park, Bakewell Road, Orton Southgate, Peterborough PE2 6XS	Permitted
16/01816/TRE	TPO35/1989 T7 Oak – Crown lift to 5.6 metres at Notcutts Garden Centre, Ham Lane, Orton Waterville, Peterborough PE2 5UU	Permitted
16/01831/CTR	T1 and T3-Lelandi Cypress-Thin crown T2 and T5-Crab Apple-Thin crown T4-Elder-Fell T6-Elder-Lift crown at 1 Cherry Orton Road, Orton Waterville, Peterborough PE2 5EF	Permitted

3. Decisions from the Planning Committee hearing – none.**185/11-16 Maintenance matters**

Public are parking on the verges near The Rookery to avoid paying the car park charges at Ferry Meadows Country Park. The Clerk will inform Highways at Peterborough City Council.

186/11-16 Future agenda items and announcements

Announcements:

- Ms Howell and Mr Proudfoot attended the recent Peterborough Nature Partnership meeting. Both will continue to attend further meetings because there are future green infrastructure projects planned which may affect the Parish.
- Planning Customer Forum at the Town Hall, 30 November 2016 at 11:30 am. Mrs Sandles will attend.
- There has been a PCSO's allocation change in Peterborough although the Parish Council have not received any notification from the police about this.
- Scrutiny Commission for Rural Communities meeting 28 November 2016 at 7:00 pm. Parish Councillors are invited to attend to give their views on the proposed arrangements for the scrutiny of rural issues and the co-option on to the new scrutiny committees of a rural Parish Councillors.
- The December meeting will be preceded with a presentation at 7:00 pm by Richard Taylor, Police Support Volunteer with information on the new CCTV/ANPR van.

Agenda items:

- 20 mph Speed limit on Ham Lane, Orton Waterville.
- Damaged 'green' on Cherry Orton Road.

187/11-16 Date of next meeting - Wednesday 21 December 2016