

**Minutes of the Parish Council Meeting held on Thursday, 4th February 2016 in
Herlington Community Centre, Herlington, Orton Malborne**

Present: Councillors: Casey, Davis, Winslade, Denman, Passero, Okonkowski & Mrs Hunt (Clerk)

414.1. Apologies

- Councillor Allin

414.2. Meeting open to the public (matters to be discussed at a future meeting)

- The Benyon Grove residents present were advised of the action plan and matters that were to be carried out. City Councillor Nigel North was present at the meeting and raised an issue with an overgrowing tree on the Oakleigh Drive playarea invading a resident's home. He will deal with this matter now he has permission from the parish council. Shrubbery along the footpath between Herlington and Stonebridge (along Malborne Way) is encroaching on to the footpath an making the area dangerous to pedestrians, especially at night. Councillor Casey will report this.

414.3. Minutes of the last meeting

- These were approved as a true record and duly signed after the following two amendments: **413.2.** Delete 'Clayton' and add 'Lythemere'; **413.10.** Delete 'Case' and add 'Casey'.

414.4. Matters arising

(Page 1) **413.2. Meeting open to the public (matters to be raised at a future meeting)**

- A comprehensive inter agency meeting was held on 22nd February and an action plan was put together with all parties having identified actions to complete. A letter has been circulated to all residents. The Clerk handed members a copy of both items. AMEY have flagged the area in Lythemere relating to the positioning of the bins to ensure wheelchair and pushchair access.

413.5. Precept 2016/17

- Councillor Casey has received further details regarding a Lengsthman scheme to be discussed when setting the budget.

413.6. Orton Park Cricket Club

- The letter of support from the parish council has been forwarded to the club. The Clerk has looked at the application against the feedback document and the application is now very good and meets the criteria raised in the feedback. It was agreed that another meeting of the Sportsfield Management Committee will be agreed for March at the next parish council meeting.

(Page 2) **413.7. Clerk's report 3. FINANCIAL MATTERS**

- The Clerk has started the process of moving the bank accounts to Barclays Bank. Papers will be circulated to members for completion.

(Page 3) **413.10. For information (a) Phoenix New School**

- Councillor Casey reported that the official opening will take place on 8th February. There will be a small number of guests in attendance as it is a special educational needs school. Councillor Casey is to invite Councillor Allin to represent the parish council.

414.5. Precept 2016/17

- Members discussed the budget and precept and unanimously set the following budget whilst keeping the precept as last year. It was agreed to appoint a Lengsthman to help with providing extra grounds maintenance for the parish. He will be employed through AMEY. It was unanimously agreed not to provide funding towards PCSO overtime as members felt the hours of cover to be provided would not be economically worthwhile for the parish which covers a substantial area. It was agreed that there are sufficient reserves to cover all other expenditure with money unspent from previous financial years.

| <u>Budget Heading</u> | <u>Budget allocated</u> |
|------------------------------|--------------------------------|
| Administration | £10,000 |
| Donations | £ 2,000 |
| Church | £ 650 |
| Sponsored Playgroup Places | £ 1,200 |
| Grounds Maintenance | £ 4,500 |
| OCSYP | £ 1,500 |
| Oakleigh Drive Playarea | £ 1,000 |
| Orton Park Cricket Club | £ 1,000 |
| Botolph Green Festival | £ 1,500 |
| Lengsthman | £23,000 |
| Budget Total | £46,350 |
| Taken from Reserves | £ 8,950 |
| Precept 2016/17 | £37,400 |

414.6. Clerk's Report

1. CORRESPONDENCE

- Cambridgeshire ACRE news digest
- Forward Plan of key decisions to 21/03/16
- Heritage 'e' bulletin
- Eastern Angles Newsletter
- PECT newsletter
- Public consultation on Local Plan started 15th January – draft sets out key issues facing Peterborough
- Planning Forum – future dates: 14th March, 15th July & 30th November in the Town Hall
- Documents received relating to Parish Liaison meeting
- Flood Warden Training – details forwarded to Councillor Allin
- Copy of questionnaire relating to Parish Council Conference received

Meetings to be held February 2016

| | |
|---|------------------------------------|
| 1. Budget | 3 rd & 10 th |
| 2. Cambridgeshire Police & Crime Panel | 3 rd |
| 3. Employment Committee | 4 th |
| 4. Cabinet | 8 th & 29 th |
| 5. Audit Committee | 8 th |
| 6. Planning & environmental Protection Committee | 9 th & 23 rd |
| 7. Parish Council Liaison | 9 th |
| 8. Joint meeting of Scrutiny Committees & Commissions | 10 th |
| 9. Licensing Committee | 11 th |
| 10. Employment Committee | 23 rd |

Meetings cancelled:

- Licensing Committee – 11th

Executive decisions taken:

1. Extension of contract with Providers on the Homecare framework

Outstanding items:

- None

2. PLANNING MATTERS

a) City Council decisions

- There were none

3. FINANCIAL MATTERS

a) Accounts for payment

| | | |
|----------------------------------|------------------------|------------------|
| Mrs C Hunt | Clerk's salary January | £286.25 |
| | Expenses – stamps | £15.12 |
| | Storage trays | £31.98 |
| HMRC | PAYE Clerk | £71.40 |
| Herlington Community Association | Room Hire | £10.50 |
| Peterborough City Council | Grounds Maintenance | £4,305.60 |
| | | £4,720.85 |

414.7. Environmental issues

a) Reporting of environmental issues at future meetings

| Location | Environmental issue | Reference No. / Action |
|-----------------------|---------------------|------------------------|
| Sellars Grange - rear | Fly tipping | Councillor Okonkowski |

Councillors have all reported various items of fly tipping.

414.8. Reports of Representatives on outside bodies

a) Cross Keys Homes

- Councillor Winslade attended the meeting held last night. Reports and photographs of some of the completed projects were handed out. Potential projects from the list will be discussed at a future date. Walkabouts are to be carried out: 13th April – Hinchcliffe; 8th June – Wildlake. The next meeting will be held on 3rd March

b) Orton Counselling Service for Young Persons

- Councillor Denman reported that the next meeting will be held on 9th February.

414.9. For Information

a) 'Clean for the Queen'

- Councillor Davis had been approached by Mike Russell in this respect asking help to organise something for the parish. Members agreed that this was a good idea and Councillor Davis will contact Roy Clark to help with making it a community event. She will report back at the next meeting.

414.10. Meeting open to the public (comments)

- There were none.

414.11. Parish Council observations on new plans

Councillors Okonkowski and Casey were not present during the discussion of planning applications.

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Change of use to D1 (substance misuse service) - Crime Reduction Initiative

No observations

15/02078/ADV
Orton meadows Golf Course, Ham Lane, Orton Waterville
14 x non-illuminate fascia signs on verge (part retrospective)
No observations

Meeting closed: 9.30pm

Date of next meeting: Thursday, 3rd March 2016 at 7.30pm in Herlington Community Centre, Orton Malborne