



Orton Longueville Parish Council



Clerk: Mrs. A. Brown, 46 Oakdale Avenue, Stanground, Peterborough, PE2 8TA

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Minutes of the Annual Parish Council meeting held on Thursday 10th May 2018 at 7:30 pm in Herlington Community Centre, Herlington, Orton Malborne.

Members: 11 Quorum: 5 Members of the public: 11

Present: Councillors Passero (Chair), Allin, Casey, Okonkowski, Airey, Bull, Howell, Horton, Davis, Denman and Mrs Brown (Clerk).

443.1 Apologies for absence

None.

443.2 Election of Chair

Nominations were called for. Having been proposed and seconded Councillor Passero was unanimously elected and duly signed his Declaration of Acceptance of Office.

443.3 Election of Vice Chair

Nominations were called for. Having been proposed and seconded Councillor Davis was unanimously elected and duly signed her Declaration of Acceptance of Office.

443.4 Declaration of interests and dispensations

Cllrs Bull and Casey – agenda item 443.27.

443.5 Parish Councillor vacancy

Four applications were received for the vacancy. All candidates were asked what specific skills they could bring to the Parish Council. A ballot was carried out and with a majority result, Mr Vernon Bull was co-opted onto the Parish Council. Mr Bull duly signed his Declaration of Acceptance of Office and joined the Parish Council for the remainder of the meeting. The Clerk also gave Cllr V. Bull a Members Register of Interest form for completion and return at the next meeting.

443.6 Public Forum

A member of the public raised a matter of concern regarding the stoppage of the number 24 bus along going along Oundle Road between Orton Mere and Bakers Lane. The X4 bus which is replacing the number 24 service, will follow a different route. This means that many residents who rely on the current service, will find it either difficult or impossible to walk to other bus stops which are ¼ of a mile away.

Cllr Bull informed the resident that Ward Councillor Irene Walsh is looking into the matter as she has received numerous concerns regarding this matter. There is difficulty with trying to sort this matter out as Peterborough City Council is not involved with any of the bus services as they are run by a private company.

443.7 Local Police matters

Crime data for the Orton Longueville area – a comparison between the number of crimes reported to the police in March 2017 and 2018:

	March 2017	March 2018
Total crimes recorded	82	61
Total violent crime	23	32
Domestic violence	22	23
Burglary dwelling	2	4
Burglary none dwelling (shed)	1	1
Robbery	1	1
Theft from vehicle	4	2
Criminal damage	18	7
Anti-Social behaviour	3	11

PCSO Simonov had also sent the following report to accompany the figures: 'Overall crimes are falling. The increase in violent crime could mean that we are better in recording crime and people's confidence in the Police is growing when dealing with such crimes. We have seen much more domestic violence from every walk from life coming forward which can only be a good sign'.

443.8 Minutes of previous meeting

The minutes of the meeting held on 5th April 2018 were unanimously agreed, RESOLVED and signed by the Chair subject to the following amendments:

441.8.9 Delete 'Cllr Airey stated that the Parish Council does not want to stop OPCC from having an alcohol licence' and replace with 'Cllr Airey stated that the Parish Council does not want to stop OPCC from being able to hold fundraising events'.

The minutes of the Extra-Ordinary meeting held on 13th April 2018 were unanimously agreed, RESOLVED and signed by the Chair.

443.9 Matters arising from the minutes of the previous meeting

441.3.1 – Cllr Casey reported that he had been to Howland and looked at the fly tipping issue and had reported it to Peterborough City Council.

441.3.2 – Cllr Bull stated that the new waste contract is currently being renewed. She hopes that the new contract will see the contractor collecting all fly tipping and not just the items which have been reported.

441.3.3 – Cllr Casey informed the meeting that he has been to look at the parking problems and stated that this is a longer-term issue to solve. A consultation has been carried out and he is waiting for the result to see what can be done.

441.10 – Cllr Denman asked the meeting how the elderly is going to manage to get their rubbish to the collection point. Cllr Howell informed the meeting that in the parish of Orton Waterville, she has been hiring a van and gone around collecting the bulky items and taking them to the collections points. Prior to the collection date, she leaflets the whole of the parish informing residents that she is providing this service free of charge. Cllr Howell also stated that people need educating about fly tipping. It was agreed to discuss the possibility of the Parish Council providing such a collection service at the next meeting.

443.10 Botolph Residents' Association

Grant request for £2946.49 for the supply of 8 grass bin collections over the summer period and the purchase of rakes for use by Community Payback. John Sharman from the Botolph Residents' Association explained that the field is enjoyed by residents for many purposes but as it is not classified as a recreational area by Peterborough City Council, the grass is not cut as frequently as they would like it to be. He also explained that when the grass cuttings are left on the ground, they eventually break down and return nutrients to the soil and promote grass growth. Removing the cuttings will prevent this from happening and gradually reduce fertility.

Cllr Airey asked the applicant if other funding sources has been explored. John Sharman stated that if this scheme proved successful and reduced grass growth, then other funding sources would be explored. Cllr Bull stated that other funding sources must be looked at as the grant request is virtually 100% of the Parish Councils annual budget for donations.

As the first grass cut is imminent and the next one will take place before the next meeting, it was RESOLVED to grant £826.51 to fund 2 grass bin collections and the purchase of rakes. It was further RESOLVED that a new grant application be submitted by the Association for the remainder of the funds and the matter will be discussed again at the next meeting.

The Chair used his discretion and moved items 443.11, 443.12 and 443.13 to later in the meeting after agenda item 443.26.

443.11 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND THE PUBLIC

It was RESOLVED that in accordance with Section 1(2) of the Public Bodies Admission to Meetings) Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and the Public be excluded from the meeting

443.12 Cricket Club

1. Cllr J. Bull stated that there are 4 amendments which have not been made to the draft lease. It had also come to light that Terrells Solicitors had sent the draft lease to Orton Park Cricket Club (OPCC) without further approval by the Parish Council. The club stated that they had not received any further draft copies of the lease. It was agreed that the Clerk contacts Terrells Solicitors and informs them of the amendments and confirm that they have the correct addresses for OPCC. It was also confirmed by the Parish Council that this will be the final draft.

The Parish Council confirmed to OPCC that the original bequeath document for the cricket ground from the Marquis of Huntley states that alcohol must not be consumed on the premise which is the reason as to why a no alcohol clause must remain in the lease.

Prior to the meeting, OPCC had provided the Parish Council with details of a Club Licence as an alternative to the Premises Licence. It was agreed by the Parish Council that this was a 'watered' down version of what they had previously applied for and was unacceptable.

As agreed by the Parish Council at the meeting on 27th March 2018, OPCC will be permitted to consume alcohol in the pavilion under Temporary Event Notices (TEN's) with a personal licence. The TEN's will be approved monthly at meetings and that this process may be reviewed at a future date if that is deemed beneficial.

OPCC stated that they have a match scheduled for Saturday and had hoped that alcohol would be available afterwards. It was RESOLVED that Orton Park Cricket Club are permitted to consume alcohol in the clubhouse on a ticket basis only. The cost of the ticket is to include an alcoholic drink. This approval relates only to the fixtures between now and the next Parish Council Meeting on 7th June 2018. The Clerk will confirm this in writing to the Chair of OPCC. It was further agreed that this matter will be reviewed at the end of the year.

2. OPCC asked the Parish Council if they should be paying towards the maintenance of the cricket pitch including the cost of the diesel for the mower. Cllr V. Bull stated that the lease states that the Parish Council 50% contributions is only towards the costs of any works for the driveway and boundary which includes all the trees, fences and gates.

3. Cllr J. Bull suggested that as a way forward, surrounding neighbours of OPCC could be canvassed as to whether alcohol should be consumed in the pavilion.

4. A tree survey has been carried out at OPCC. The report has highlighted that trees in the shelter belt at the far end of the field require attention. The Clerk has sent a copy of the report to the Tree Officer at Peterborough City Council.

5. It was agreed by everyone that communications between the Parish Council and OPCC need to be improved to put a plan in place for future councillors and tenants.

443.13 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND THE PUBLIC

It was RESOLVED that the confidential business having been concluded, the Press and Public be readmitted to the meeting.

443.14 Appointment of Representatives to outside bodies

Orton Counselling Service for Young People – Cllr Denman.

Cross Keys Homes – Cllrs Okonkowski and Howell.

Parish Council Liaison – Cllr Allin.

Orton Park Cricket Club Trustees – Cllrs Passero, Davis and Airey.

443.15 Community Serve

No update.

443.16 General Data Protection Regulations

The Clerk reported that she is working on the relevant policy documents and consent forms for adoption at the next meeting.

443.17 Noticeboards within the Parish

The Clerk circulated 2 examples of noticeboards with costings. It was suggested that siting the noticeboard outside Holy Trinity church on the Parish Councils registered village green may be a better place than on the green outside the care home in Orton Longueville as there is more footfall that way. It was agreed that the Clerk finds out how much it will cost to put up the noticeboard and reports back at the next meeting.

443.18 Speedwatch

A Speedwatch scheme was suggested for the parish. Cllr Howell asked if there was an appetite for such a scheme as she is the co-ordinator for Orton Waterville Parish Council who share the equipment with another Speedwatch team on the other side of town, however this can sometimes be problematic. Cllr Howell explained how the scheme works and that it has a positive impact on residents and affects driver behaviour. If the Parish Council decided to set up a scheme, it could possibly buy the equipment with Orton Waterville Parish Council. Training for volunteers is run by the Speedwatch area co-ordination Paul Cole. It was agreed that Cllr Howell finds out the cost of the equipment for further discussion at the next meeting.

443.19 CAPALC Membership

The Clerk circulated a leaflet outlining the benefits of re-joining CAPALC at a cost of £937.76. The Clerk stated that the services offered by CAPALC have improved over the past year and that the membership fee includes an affiliation fee to the National Association of Local Councils who produce Legal Notices and model policy documents. With a vote of 10 in favour and one against, it was RESOLVED to try the service again and re-join CAPALC for one year.

443.20 Environmental Issues

1. Cars driving on footpath in Bringhurst – Cllr Denman asked Cllr Casey if he had received any reports of cars driving on the footpaths as it was dangerous for mothers

and children who walk this route to school. Cllr J. Bull stated that she had already reported the matter to the Enforcement Team.

2. Rubbish in the alleyway at the back of 52 Winyates – Cllr Davis stated that this has been there for 2 years even though it has been reported by a resident. Cllr Casey will deal with this issue and asked Cllr Davis to obtain the reference number from the resident which they would have been given when they reported it.

443.21 Reports from representatives on outside bodies

1. Orton Counselling Service for Young People

Cllr Denman reported that:

- The Service started 2018 with 3 counsellors in place seeing 9 students in the first week.
- January to April 72 counselling sessions. 12 Students completed counselling. The highest year for counselling requests for this period was Yr. 9.
- The main problem was anxiety/stress at school.
- The waiting list has continued to increase to 10 students by the end of April.
- One counsellor has taken a break due to work commitments leaving 5 awaiting her return. This leaves only 2 counsellors. A volunteer counsellor has been interviewed and will start on 1st May and are waiting to interview another prospective counsellor who first needs to attend a Child Protection Course.
- Policies from Ormiston Bushfield Academy that cover the Service have been updated and displayed in the counselling room.
- Mileage for counsellors' travelling per journey has been increased from 20 to 25 miles. £10 per journey instead of £8.
- Orton Longueville Parish Council have been thanked for their kind donation to this service.
- There is another charity based in the school called Bush. This is more family orientated and they take on the children which the Service cannot deal with.
- The next meeting is on 11th September 2018.

2. Cross Keys Homes

Cllr Okonkowski reported that:

- They are trying to get projects organised and people to help.
- Walkabouts are going to restart soon. Cllr J. Bull stated that a choice needs to be given for the timings of these.

Cllr Allin asked if it was known how many homes Cross Keys Home owned within the parish. Cllr Okonkowski stated that he would try and find out.

443.22 Peterborough City Council meetings

9th May @ 1.30 pm Licensing Act 2003 Sub-Committee.

21st May @ 6.30 pm Annual Council Mayor Making, Council.

21st May @ 7.45 pm Annual Council, Council.

31st May @ 10.00 am Health and Wellbeing Board.

443.23 Finance

1. The following payments were authorised:

Mrs A Brown	Clerk's salary April 18	£296.90
Mrs A Brown	Expenses – stamps	£4.02
HMRC	PAYE Clerk April 18	£74.20
Herlington Community Association	Room hire 13 th April and 10 th May 18	£22.20
Orton Park Cricket Club	50% payment towards tree survey	£225.00
AON Insurance	Additional premium for policy adjustment	£180.61
R Harding & Son Landscaping	Holy Trinity maintenance Apr 18	£367.50
Botolph Residents' Association	LGA 1972 S137 Grant – Festival	£2000.00
Botolph Residents' Association	LGA 1972 S137 Grant – Grass cutting and rakes	£826.51

TOTAL	£3996.94
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2. Income received - none.
3. The National Pay Award for Clerks as from April 2018 was noted. The Clerk's pay will be reviewed at the next meeting in a closed session.
4. Annual Governance and Accountability Return for year ended 31 March 2018
 - (a) The effectiveness of the system of internal was reviewed. The findings were noted at the last meeting under agenda item 441.16.4 and have been addressed as follows:
 - VAT had not been claimed for many years. This has now been addressed.
 - The risk assessment has been updated.
 - The Parish Council should consider earmarking large reserves to a specific project. It was RESOLVED to earmark £24,000 towards a lengthsmen for the parish.
 - Asset Register has been updated with values and the additions of the registered Village Greens; VG11 outside Holy Trinity Church, and VG12 outside care home, Orton Longueville.
 - (b) The Annual Governance statement 2017/18 was approved and RESOLVED.
 - (c) The Accounting Statements were considered by all members.
 - (d) The Accounting Statements were approved and RESOLVED for signing by the Chair and Responsible Financial Officer (Clerk).

443.24 Correspondence received

1. Peterborough City Council: The Clerk has been provided with a new email address: clerk@ortonlongueville-pc.gov.uk Councillors will also be provided with new email addresses for Parish Council business.
2. Peterborough City Council: Parish Councillor Co-opted members vacancies for the Scrutiny Committees' any councillor wishing to sit on one of the committees must send their completed form directly to Sylvia Radouani by 28th May 2018.
3. Pride in Our Carers Awards Peterborough 2018 – Nominations required.
4. Peterborough Faith and Food Festival – 12th May in Cathedral Square.
5. Artists' Open Garden Day: Quaker Meeting House, 21 Thorpe Road on 19th May 10am - 4pm.
6. Safer Together Event – City Learning Centre, Williamson Avenue PE3 6BA on 17th July 2018 6pm – 8pm.
7. Vivacity: 'Peterborough Treasures' project and Peterborough Heritage Festival June 16th - 17th, showcasing Peterborough Migrants Heritage.
8. CP Learning Trust – Charity Trustee Opportunities.
9. Cross Keys Homes: Minutes from Area Panel meeting 11th April 2018 and agenda for meeting on 9th May 2018.
10. Highways England: Major maintenance on A1(M) junction 17 – junction 16 southbound 11th May – 8th June 2018.
11. Highways England: Major maintenance on A14(M) northbound at Alconbury Interchange 8 June – 7 July 2018.
12. Orton Counselling Service for Young People: Thank you letter for recent donation
13. Peterborough BMX Club: Track to be updated and resurfaced to make the track safer and will be enjoyed all year round.
14. Local resident: Flooded subway opposite the Gloucester Centre – Cllr Casey has already dealt with this issue.
15. The Police and Crime Commissioner newsletter: May 2018.
16. Local resident: Stoppage of no. 24 bus – This matter was raised in the earlier Public Forum.

443.25 For Information

1. Cllr Allin stated that he will be getting in touch with James Fisher, the Wildlife Officer at Peterborough City Council to discuss the management of Basil Pond.
2. Cllr Airey stated the Orton Waterville Parish Council are looking into producing a Neighbourhood Plan and perhaps it could be a joint venture with the Parish Council.

443.26 Future meeting dates

With a vote of 6 for, 3 against and 1 abstention, it was RESOLVED to continue with a meeting in August.

443.27 Planning matters

Observations on new applications

18/00551/HHFUL	Proposed rear extension at 41 Grettton Close, Orton Longueville, Peterborough PE2 7WD	No observations
18/00559/HHFUL	Two storey rear extension and garage to side with room in the roof space at 21 The Village, Orton Longueville, Peterborough Pe2 7DP	No observations
18/00668/REM	Approval of access, appearance, landscaping, layout and scale for development of a Regional Distribution Centre (Use Class B8 with ancillary offices), with access, car parking, servicing, landscaping and other associated works pursuant to planning permission 16/01643/WCPP (a variation of 15/01763/WCPP and 14/00072/OUT) at Plot 320 Land At Alwalton Hill East Of The A1 And South Of Fletton Parkway Peterborough	No observations
18/00671/HHFUL	Proposed rear single storey extension and part conversion of garage into gym at 9 Rothwell Way, Orton Longueville, Peterborough PE2 7WE	No observations
18/00694/HHFUL	Proposed single storey rear extension and attic conversion at 4 Hillward Close, Orton Longueville, Peterborough PE2 7AB	No observations

443.28 Date of next meeting – Thursday 7th June 2018.

There being no further business the meeting closed at 10.40 pm.