



## 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 9<sup>th</sup> May 2019 at 7:15pm at Herlington Community Centre, Herlington, Orton Malborne.

Members: 11 Quorum: 5 Public: 10 Orton Park Cricket Club (OPCC): 1

Present: Councillors Passero (Chair), Davis, Okonkowski, Penniall, V Bull, J Bull, Casey, Fisher and Mrs Brown (Clerk).

#### Public question time - Public Bodies (admission to meetings) Act 1960 s1 extended by the LGA 1942 s100

Questions were taken from members of the public. This is not part of the formal meeting of the Council and only the subject matters raised have been noted below:

1. Residents expressed concerns regarding the proposed Gloucester – agenda item 455.11.
2. A residents expressed concerns regarding parking on the village green – agenda item 455.12.
3. A resident asked the process on how to become a Parish Councillor and asked what the Parish Council's view is on environmental policies.
4. The Winyates Pre-school Manager asked the Parish Council for advice on how to deal with members of the public parking in the pre-schools staff allocated parking spaces. Cllr J Bull offered suggestions on how to can deal with this issue.

#### 455.1 Apologies for absence

Apologies were received and accepted from Cllr Airey (personal). Apologies were received from Cllr Denman after the meeting (personal).

#### 455.2 Election of Chair

Nominations were called. Cllr Passero was proposed. There were no further nominations, it was RESOLVED to elect Cllr Passero as Chair.

#### 455.3 Election of Vice Chair

Nominations were called. Cllr Davis was proposed. As there were no further nominations, it was RESOLVED to elect Cllr Davis as Vice Chair.

#### 455.4 Declaration of interests and dispensations

Cllr J Bull – agenda item 455.5.  
Cllr Casey – agenda item 455.21.

#### 455.5 Local Police matters

The Clerk had received the following update from PCSO Sam Wilkinson:

- The bike issue in Hinchcliffe that was mentioned at the last meeting is being looked into. The required evidence is being gathered.

- The young man living at Herlington House causing disturbances has now been evicted which should help lessen the attraction of problems there now.

#### **455.6 Minutes of previous meeting**

The minutes of the meeting held on 4<sup>th</sup> April 2019 were agreed, RESOLVED and signed by the Chair.

#### **455.7 Matters arising from the minutes of the previous meeting**

1. 453.13.3 Freedom of Information request: What are the City Council's Key Performance Indicators are for responding to and dealing with reported issues by members of the public and councillors.

*Reply: 'This is not something that would be guided by contract KPIs, but would instead be a general council wide services issue. For example, Peterborough City Council, (PCC), aim to reply to correspondence within 10 working days of receipt, and if we cannot achieve this we would write and inform when a full reply will be sent.*

*Service areas within PCC have their own service standards, however these are too numerous to list for this response'.*

2. 454.15 James Fisher has confirmed that he will inform the Parish Council of any future works taking place at the pond. In the next month or so, a few volunteers are planning to carry out amphibian surveys (as they have done for the previous few seasons) to check on how the newts, frogs etc. are getting on in the pond this year.

#### **455.8 Parish Councillor Vacancy**

The resignation of Councillor Gavin Elsey was acknowledged. The casual vacancy notice will be displayed on the website and noticeboards. If no election is called by 30<sup>th</sup> May 2019, the vacancy will be filled by co-option.

#### **455.9 Cricket Club**

1. The new fence work started on Tuesday and is going very well.
2. The red folder for fire safety has been completed and handed to Cllr V Bull as he has kindly agreed to complete the final document.
3. Mark Durham has met with Jeff Rowlett to discuss the tree works as identified in the survey. It was found that several other trees also require attention. The Clerk has received a quotation from Jeff Rowlett for the following works: fell the leaning Cherry tree (entrance) fell 1 Crack Willow tree and 2 dying maples (on the rear fence line), chip back in under growth and remove logs - £750.00 + VAT. It was RESOLVED that the tree works are carried out soon as possible as it is a matter of health and safety.
4. Information requested at the previous meeting to review the alcohol licence is yet to be completed as Peter who deals with this has been poorly. OPCC confirmed that they are happy to continue with the present ticket system for alcohol consumption in the pavilion for another season. The Parish Council RESOLVED that OPCC can continue to have the ticket system in place for alcohol for this season. The Clerk will send OPCC an email confirming this.
5. OPCC requested permission to have broadband and a television installed in the pavilion. This is part of a project that the English Cricket Board (ECB)/Cricket East have been promoting to clubs to encourage everyone to get the opportunity to watch the Cricket World Cup. ECB have been working with BT to offer clubs a good deal on installations. A club member has offered to purchase a new television for the pavilion. Cllr J Bull stated that a survey should be carried out in the first instance to establish the costs and the type of technology which will be used for the broadband connection as putting in underground wires may be costly and there may be restrictions in the lease. It was RESOLVED that OPCC can only install broadband in the pavilion if wireless technology is used. OPCC will pay all costs relating to the installation. If it is not possible for a wireless broadband connection in the pavilion, OPCC will present alternative options and what they entail for further consideration by the Parish Council.

6. OPCC is reminding members of public who are seen on the field that they are on private property.

#### **455.10 Appointment of Representatives to outside bodies**

Orton Counselling Service for Young People – Cllr Davis  
Cross Keys Homes – Cllr Okonkowski  
Parish Council Liaison – Cllr J Bull  
OPCC Trustees – Cllrs Passero, V Bull and Airey  
Orton Local Action Group – Cllrs Airey and Penniall  
Police Liaison - Cllr Penniall

#### **455.11 Gloucester Centre redevelopment**

The recent public consultation was attended by a large number of residents. During the earlier public question time, residents voiced their concerns that the amended plans were still unacceptable and that there are alternative options for the site to satisfy the local housing needs. There is now the intention to close off the access road through the industrial estate for the new development and make everyone go through the existing estate roads. This is unacceptable to residents as these roads are already congested with the current amount of traffic. Cllr J Bull offered in her capacity as a Parish Councillor to support and speak on behalf of residents concerning the Gloucester Centre development at the City Council's Planning and Environmental Protection meeting. Cllr J Bull also agreed to write a letter raising all the concerns as a result of the public consultation which will go from the Clerk to Savills and Peterborough City Council's Head of Planning Nick Harding. This was RESOLVED.

#### **455.12 Parking issues on Village Green**

The Clerk reported that Prevention and Enforcement Services are about to consult residents' on a verge and pavement parking scheme to cover an area of The Village from Redwood down to where it becomes Mogswell Lane. The scheme will include the Village Green but not the field outside the care home as this is private land. Consultation will only be open to local residents but the Parish Council will receive a copy of the letter for reference. The scheme will only come into force if a response rate of 40% of properties affected or above is achieved, and that the majority of those properties that have responded are in support of the introduction of a verge and pavement parking ban for their area. The area where the prohibition of parking is to be applied will be signed in accordance with legal requirements and local residents written to. After a 2 week warning period the scheme will be enforced by parking enforcement officers issuing PCNs to offending vehicles. Enforcement officers will check areas where a scheme is in place at random times. In view of this information, the Parish Council will wait for the result of the consultation as this should solve the issue of cars parking on the village green.

#### **455.13 Parish Council Display board for Botolph Green Festival**

The Clerk reported that she has asked for and received photograph from groups which have received funding from the Parish Council. **Cllr Davis** and the **Clerk** will prepare the board with the received material. Cllr V Bull will drop off the display board at the Clerks house prior to the Festival. **Cllr Casey** will again, officially open the Festival. The councillor rota for manning the display board will be agreed at the next meeting

#### **455.14 Green spaces enhancements survey**

No update.

#### **455.15 Speedwatch**

A Speedwatch co-ordinator is required to set up sessions. **Cllr Casey** agreed to try and find a volunteer. Orton Waterville Parish Council has asked if the Parish Council would consider jointly purchasing Speedwatch equipment with them. The equipment would be only be used by the two parishes as this will allow more sessions to be run. It was agreed that the costs and specification of the equipment are required before a

decision can be made. The **Clerk** will ask Orton Waterville Parish Council for this information.

#### 455.16 Environmental Issues

None.

#### 455.17 Reports from representatives on outside bodies

None.

#### 455.18 Finance

1. The following payments were authorised:

Mrs A Brown	Salary April 19 (includes 2 additional hours for meetings)	£330.08
Mrs A Brown	Expenses – (stamps, refund of Land Registry fees, use of home as office April 19 and mileage allowance)	£54.82
HMRC	PAYE Clerk April 19	£82.40
Herlington Community Association	Room hire 9 <sup>th</sup> May 2019	£23.00
Badgemaster	Councillor ID badge	£9.83
CAPALC	Affiliation fee and GDPR Membership 2019-20	£1080.56
R Harding & Son Landscaping	Holy Trinity maintenance Apr 19	£367.50
<b>TOTAL</b>		<b>£1925.19</b>

2. Income received:

1 <sup>st</sup> precept instalment	£17,318.13
1 <sup>st</sup> Instalment Parish Burial Grounds	£2259.37
1 <sup>st</sup> precept instalment Parish Recreation Grounds	£1887.50
OPCC 50% contribution to new hot water cylinder	£340.00

3. Annual Governance and Accountability Return for year ending 31 March 2019

a) The effectiveness of the system of internal control was reviewed. The findings were noted that more reserve funds should be earmarked for projects.

(b) The Annual Governance Statement 2018/19 was approved and RESOLVED.

(c) The Accounting Statements were considered by all members present.

(d) The Accounting Statements were approved and RESOLVED for signing by the Chair and Responsible Financial Officer (Clerk).

4. An honorarium of £245.00 was awarded for the Internal Auditor.

5. The Internal Auditor for 2019/20 was confirmed as being Mr Mark Hazlehurst again.

#### 455.19 Correspondence received

1. CAPALC: March 19 bulletin

2. CAPALC: NALC Legal update – Use of Council seal.

3. CAPALC: NALC Star Council Awards 2019.

4. NALC: Chief Executive Bulletins.

5. NALC Policy E-Briefing PC7-19 – Traffic Commissioners.

5. Dementia Friends Information.

6. Cross Keys Homes latest news email.

7. Peterborough Children and Family Healthy Living Survey to support their funding application for the 'Trailblazer programme'.

8. Botolph Green Residents' Association newsletter May 2019.

9. Botolph Green Residents' Association grant Thank You letter.

10. Cambridgeshire & Peterborough Annual Community Get Together 1–23 June 2019.

11. Peterborough City Council: Parish Councillor Co-opted member vacancies.

12. CAPALC: VE Celebrations VE Day 75 – 8<sup>th</sup> May 2020.

13. CAPALC: House of Lords report on the Rural Economy.

14. Cambridgeshire County Council Highways and Street Lighting Surveys.

15. Peterborough City Council: Parish Councillor Code of Conduct/Interests training.

**455.20 For Information**

None.

**455.21 Planning matters**

It was RESOLVED to submit comments where appropriate on applications:

19/00274/HHFUL	Single storey side and rear extension and internal alterations at 9 Latham Avenue, Orton Longueville, Peterborough PE2 7AD	No material considerations
19/00482/HHFUL	Proposed two storey side extension with 1no Dormers to front and rear, and garden wall relocation at 29 Gretton Close, Orton Longueville Peterborough PE2 7WD	No material considerations
19/00695/HHFUL	Two storey side extension and ground floor front and rear extensions at 470 Oundle Road Orton Longueville Peterborough PE2 7DE	No material considerations

**455.22 Date of next meeting** – Thursday 6<sup>th</sup> June 2019.

There being no further business, the meeting closed at 9.25 pm.