



Orton Longueville Parish Council



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

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

Members: 11 Quorum: 5 Members of the public: 12

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

444.1 Apologies for absence

Apologies were received and accepted from Cllrs Passero (personal) and Casey (personal).

444.2 Declaration of interests and dispensations

Cllr J. Bull – agenda item 444.23

444.3 Public Forum

1. A local resident asked the meeting if it was known who was replacing Hedda Lilley as the new Ortons co-ordinator to carry on her good work and co-ordinate litter picks. The litter picking team had been very successful in the two litter picks that were carried out. The resident has tried to do his bit at Herlington House by reporting rubbish flowing out of a lock up and over flowing wheelie bins and that Peterborough City Council had acted swiftly regarding the lock up and the rubbish was removed. He was also surprised when he approached the Police regarding the Freedom of Information Act as to how many tickets had been issued by PCSO's for dropped litter in the Peterborough area and none had been issued.

Cllr J. Bull stated that the caretaker at the Herlington Complex was Hedda's replacement and is aware of what needs to be done. He will be organising a meeting with the Local Action Group. Cllr J. Bull stated that she will email the resident and another member of the public who was present at the meeting with an update.

2. A representative from Peterborough Cat Rescue charity asked if the Parish Council could help them with the cost of a Peterborough City Council parking permit (£300.00), when they are in the working in the area with their cat trapping equipment. Cllr J. Bull stated that she would contact the City Council and try and help them with this matter.

3. A local resident raised a concern regarding a private garage space in Walgrave which is becoming a fly tipping area and that if it is not cleared, it will encourage more items to be deposited here. Cllr J. Bull stated that Peterborough City Council will deal with the rubbish if there is a health and safety risk or signs of vermin. Cllr J. Bull stated that she can be contacted if the matter needs taking further.

444.4 Local Police matters

Comparison figures supplied by PCSO Simonov between the number of crimes reported to the police in April 2017 and April 2018.

	April 2017	April 2018
Total violent crime	30	27
Domestic violence	23	33
Burglary dwelling	2	3
Burglary none dwelling (shed)	2	2
Robbery	6	1
Theft from vehicle	8	2
Criminal damage	25	18
Anti-social behaviour	35	24
Total crimes recorded	113	75

Cllr J. Bull stated that PCSO's should try and attend Parish Council meetings at least once a quarter and that the figures supplied should contain more information especially as to why the reporting figures have gone up. The Clerk will contact PCSO Simonov regarding these matters.

444.5 Minutes of previous meeting

The minutes of the meeting held on 10th May 2018 were unanimously agreed, RESOLVED and signed by the Chair subject to the following amendments:
 443.6 second paragraph delete 'company's' and replace with 'company'.
 443.24.1 delete 'Clerk's' and replace with 'Clerk'.

444.6 Matters arising from the minutes of the previous meeting

1. 443.6 – Cllr Howell asked for an update on this matter. Cllr J. Bull stated that Peterborough City Council Cabinet member Cllr Peter Hillier is awaiting a response from Stagecoach as to why the stoppages have taken place and whether the other two running bus services could pick up the omitted stops. For information: the bus services run by Northamptonshire County Council have been changed due to lack of funding.
2. 443.9 – Orton Waterville Parish Council are having their next bulky waste collection on Saturday 9th June, 10 am – 12 pm. All councillors are welcome to attend. Bulky waste will be an agenda item at the next meeting as the Clerk omitted this in error from this month's meeting.
3. 443.20.1 – Cllr Denman asked for an update on this matter. Cllr J. Bull stated that the Enforcement Team and police are working on this issue but have not yet sighted any vehicles on pathways even though they are attending the area at various times of the day. A picture obtained by a resident of an incident taking place for evidence purposes cannot be enhanced any further. More evidence/intelligence on occurring incidents is needed before the matter can be pursued further.
4. 443.20.2 – Cllr J. Bull stated that AMEY are working on removing the dumped rubbish. The Enforcement Team are trying to collect evidence from the dumped rubbish to try and prosecute the offenders.

444.7 Malborne Rangers under 7's

£500.00 grant request for assistance towards the set up of a new U7's local football team. The children are from the local community and a loan has been given by the U8's team to help them get started. The team needs to purchase training equipment, kit and other associated items. They have also paid half towards their new coach who is completing their level 1 in coaching. It was RESOLVED to award the full grant amount of £500.00.

444.8 Botolph Green Residents' Association

£2119.98 grant request for the supply of 6 grass bin collections over the summer period. This further grant request application was requested by the Parish Council at the last meeting under agenda item 443.10 as the full amount was not paid. Mr Sharman from the Residents' Association stated that they were in the middle of this season's experiment to suppress the grass following advice received from the

Nene Park Trust and that so far it seemed to be proving successful. The Association is trying to prove to Peterborough City Council that the field is a well-used play area and should fall under the play area grass cutting regime. Cllr J. Bull stated that awarding the full grant request would wipe out the Parish Council's budget for donations. She suggested that City Councillor Cereste, in charge of Open Spaces. Cllr Airey stated that the Association should be approaching other organisations as the Parish Council cannot justify further funding on this as a large amount has already been spent in this area and not in other areas of the Parish. Mr Sharman stated that he had only approached Peterborough City Council who had said that they have no funds available. Cllr Denman stated that Botolph Green is not the only field in the parish which has an issue with long grass and that other groups may follow and ask the Parish council for funding if the full amount is awarded. It was proposed by Cllr Horton and seconded by Cllr Denman that the Parish Council should pay towards one grass bin collection only. A vote was taken with 5 against, 3 in favour and 1 abstention. A counter proposal by Cllr Okonkowski, seconded by Cllr V. Bull, that the Parish Council should pay for 2 grass bin collections. With a vote of 4 in favour, 3 against and 2 abstentions it was RESOLVED that the Parish Council will award a reduced grant amount of £706.66. Cllr J. Bull also agreed to speak with City Councillor Cereste about the issue and see if Peterborough City Council can help with the remainder of the grass bin collections in some way.

It was agreed to discuss allocating more funds to the 'donations' budget at the next meeting.

444.9 Cricket Club

1. There are no additional maintenance works to take place at the ground apart from the normal grass cutting and wicket and pitch maintenance.
2. Prior to the meeting, the club had provided the dates of when they will require Temporary Event Notices (TEN's) at the pavilion. Cllr V. Bull asked the club how their members had received the tickets system. The club stated that it was very well received and that it had worked well and thanked the Parish Council for allowing this system. In view of this, a vote was taken and with 8 in favour and 1 abstention, it was RESOLVED that Orton Park Cricket Club continues a ticket system for alcohol consumption in the pavilion as it is cheaper than continuously applying for TEN's. It was also agreed that should a larger event require a TEN's, then the club will provide the date to the Parish Council for approval first before applying for a TEN's from Peterborough City Council. The club stated that they will require a TEN's for 25th July 2018 as they have an Australian cricket team visiting. It was agreed by the Parish Council the Orton Park Cricket Club can apply for a TEN's for 25th July 2018. This process will be reviewed at the end of the year.
3. The club confirmed that they had received a copy of the draft lease and that they were due to have a meeting with its members next week to discuss it.
4. The club queried the 'break clause' in the draft lease as there was concern that the Sport England funding application specified a no break clause for 10 years. Cllr Airey asked what the ramifications would be if the clause was not there. Cllr J. Bull stated that at the time of the clubs funding application, there was no lease in place and that the Parish Council had unanimously voted for a 2-year break clause in the new lease. Cllr Denman confirmed that the new lease needs to be signed as soon as possible and preferably by the end of July. The club stated that they were also keen to sign off the new lease as soon as possible.

444.10 General Data Protection Regulations

CAPALC have confirmed that the new regulations state that Parish Councils do not require a Data Protection Office but that they must comply with all other regulations.

It was RESOLVED to adopt the following General Data Protection Regulations policies:

1. Information & Data Protection Policy
2. Privacy notice – General
3. Privacy notice – For staff, councillors and role holders
4. Councillor Privacy Notice
5. Email Contact Privacy Notice
6. Social Media and Electronic Communication Policy
7. The Management of Transferable Data Policy
8. Retention and Disposal Policy
9. Retention and Disposal Policy Appendix A
10. Consent to hold data form

444.11 Noticeboards within the Parish

The Clerk reported that she had obtained a quotation for the erection of a new noticeboard. The quotation of £70.00 includes labour and supply of materials. It was agreed that the location of the noticeboard should be in a prominent area in Orton Longueville. The children of Botolph C of E Primary School had previously suggested the village green outside Orton Longueville Care Home. It was agreed that the Clerk visits the locations of the other parish council noticeboards to see if they are still usable. The matter will be discussed further at the next meeting.

444.12 Speedwatch

Cllr Howell reported that Alwalton Parish Council has a Speedwatch group and that it would be possible to share the equipment with them if the Parish Council wanted to set up its own group. She stated that a Co-ordinator would be needed to set up the group. The co-ordinator would liaise with the Area Co-ordinator and police to decide suitable locations where the sessions can take place. Cllr Howell agreed to be the Co-ordinator as she already has this role in Orton Waterville. It was agreed to go ahead with the scheme and advertise for volunteers who will receive training on how to run Speedwatch sessions and record the data which is submitted to the police when someone is driving over the speed limit.

444.13 Digital Connectivity Project for Parishes

Peterborough City Council has provided the Clerk with a new email address and the cost of the Google licence will be £79.00 per annum. Parish Councillor emails can also be provided at a cost of £33.00 per annum. In view of the new General Data Protection Regulations and Transparency Code, it was agreed that councillors should have separate email addresses specifically for Parish Council business set up by Peterborough City Council. Ward Councillors can continue using their Peterborough City Council email address for Parish Council business.

444.14 Environmental Issues

Travellers in Hinchcliffe – Peterborough City Council is dealing with this issue and applying to the magistrates for an eviction notice.

444.15 Reports from representatives on outside bodies

No reports.

444.16 Peterborough City Council meetings

- 7th June @ 7.00 pm CANCELLED - Licensing Committee
- 11th June @ 2.00 pm Cabinet
- 12th June @ 1.30 pm Planning and Environmental Protection Committee
- 18th June @ 6.00 pm Budget, Joint Meeting of the Scrutiny Committees
- 21st June @ 7.00 pm Employment Committee
- 2nd July @ 7.00 pm Health Scrutiny Committee
- 3rd July @ 1.30 pm Planning and Environmental Protection Committee

4th July @ 7.00 pm Growth, Environment and Resources Scrutiny Committee

5th July @ 7.00 pm Licensing Committee

444.17 Finance

1. The following payments were authorised:

Mrs A Brown	Clerk's salary May 18	£296.90
Mrs A Brown	Expenses – stamps, copier paper, envelopes	£12.67
HMRC	PAYE Clerk May 18	£74.20
Herlington Community Association	Room hire June 18	£11.10
Orton Waterville Parish Council	25% payment towards coloured printer cartridges	£24.71
Came & Company	Insurance premium 2018/19	£1,716.24
R Harding & Son Landscaping	Holy Trinity maintenance May 18	£367.50
CAPALC	Affiliation fee 2018/19	£937.76
Mark Hazlehurst	Internal Auditor fee 2017/18	£245.00
TOTAL		£3686.08

2. Income received – none.

444.18 Correspondence received and noted:

1. Cambridgeshire and Peterborough Minerals and Waste Local Plan Preliminary Draft Consultation 16 May 2018 – 26 June 2018.
2. Peterborough City Council: Local Authority Trading Company launch possibility
3. Care Network Cambridgeshire.
4. The Green Backyard and Red 7 Productions screening of Ai Weiwei's documentary on the global refugee crisis on 19th June 2018 at 7.00 pm.
5. Highways England: Major maintenance on A14(M) northbound at Alconbury Interchange 8 June 2018 – 7 July 2018.
6. Peterborough Highways Services: Proposed parking restrictions to be introduced in Edenfield, Orton Longueville.
7. Peterborough Highways Services: Proposed parking restrictions to be introduced in Dry Leys, Orton Longueville.
8. Peterborough Highways Services: Proposed parking restrictions to be introduced in Oakleigh Drive, Orton Longueville.
9. Peterborough Parish Conference 15th November 2018.
10. Peterborough City Council: Integrated Communities Strategy Consultation.
11. Peterborough City Council: Prevention and Enforcement Service litter picking initiatives to reduce littering and fly tipping across the city.
12. Peterborough City Council: National Democracy week. Event in the Town Hall on Tuesday 3rd July 2018 5-8 pm.
13. CAPALC: Share the Vision, Shape the Future, Friday 29th June 2018.

444.19 For Information

Cllr Airey reported that Orton Waterville Parish Council is considering paying for a regular half page in the Orton Oracle and wanted to know if the Parish Council would be interested in supporting the idea and paying for the other half of the page. It was agreed to discuss this further at the next meeting.

444.20 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.

444.21 Clerks review

Cllr Davis gave feedback on the Clerk's recent review. It was RESOLVED to recompense the Clerk for the 24 additional hours which she has worked over the past year relating to all the extra-ordinary meetings. It was also agreed to pay the Clerk mileage expenses for additional visits to the parish and expenses towards home office use. The Clerk will find out the payments permitted by HMRC and report back at the next meeting.

444.22 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.

444.23 Planning matters

Observations on new applications:

18/00485/HHFUL	Single storey flat roof extension to rear at 31 Rothwell Way, Orton Longueville, Peterborough PE2 7WE	No observations
18/00805/REM	Reserved matters approval relating to access, appearance, landscaping, layout and scale, for the erection of a distribution building with access, car parking and landscaping on Plot 400, pursuant to planning permission 16/01644/WCPP at Plot 400 (previously Plot 7), Forli Strada, Peterborough	No observations
18/00822/HHFUL	Side and single storey flat roof extension and garage conversion at 17 West Stonebridge, Orton Malborne, Peterborough PE2 5LU	No observations
18/00829/HHFUL	Garage conversion, installation of a new external ramp to the front, and internal and external alterations at 29 Catherine Close, Orton Longueville, Peterborough Pe2 7FD	No observations
18/00867/FUL	New dwelling to the rear of 1 Engaine and creation of new vehicular access for the existing dwelling at 1 Engaine, Orton Longueville, Peterborough PE2 7QA	Comment to be submitted to Planning: The Parish Council is concerned at the potential impact on the local heritage in a conservation area. The building to be demolished could be constituted as a heritage building.
18/00947/HHFUL	Proposed 2 storey rear extension at 545 Oundle Road, Orton Longueville, Peterborough PE2 7DH	No observations
18/1006/FUL	Construction of three timber wildlife viewing platforms at Ferry Meadows Country Park, Ham Lane, Orton Waterville, Peterborough	No observations

444.24 Date of next meeting – Thursday 5th July 2018.

There being no further business, the meeting closed at 10.01 pm.