

**Minutes of the Parish Council meeting held on Thursday, 2nd March 2017 in
Herlington Community Centre, Herlington, Orton Malborne**

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

426.1. Apologies

- Councillors Horton & Howell

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

- No members of the public were present at the start of the meeting.

426.3. Minutes of the last meeting

- These were approved as a true record and duly signed after the following three amendments: (Page 1) **425.4.** Delete '8' and replace with '28'; **425.5.** Delete 'Today' and add 'Telegraph' and add 'be' after 'to'; (Page 2) **425.7.** Delete 'March' and add 'February'.

426.4. Matters arising

(Page 1) **425.6. Community Serve Project**

- The group have held a very successful 'Meat and Eat' Event at the Jigsaw Centre, Herlington. The action group is to improve their marketing of the event to encourage more attendees. It is hoped it will become a welcome social event for the community.

(Page 2) **425.8. Environmental issues**

- Councillor Casey reported that the AMEY contract has been taken up by NORSE, a Norfolk County Council service. There has been no further response regarding matters at Bringhurst and Bardney.

425.4(a) Orton Park Cricket Club

- Mark Durham was present to represent the group. The doors and windows are now installed and the plastering inside is ongoing. The city council have donated paving slabs, which had been removed from Bridge Street, which will complete a patio area. It is hoped that they will be able to furnish the club with some paving blocks also. The group is to apply for a grant to establish the fence in front of the hedging which will be planted in October or November. They are looking at removing three trees to extend the wicket area but will replant trees elsewhere on the site. The group are looking at getting a boundary survey completed. Councillor Bull advised members of the lovely kitchen the group had obtained. There will be a grand opening at the end of the season, possibly around August. The pavilion will be completed before the first 'home' fixture. Plaques will be placed on the wall publicising the supporters of the project.

426.5. Recruitment of New Clerk

- The sub-committee met and approved the advert and application pack which had been drafted by the Clerk. Applications will close on 17th March and so far, the Clerk has sent out sixteen application packs. Three applications have been received to date. Shortlisting will be undertaken on 22nd March with interviews on week commencing 27th March, with appointment of the new Clerk to be ratified at the next parish council meeting in April.

426.6. Adoption of updated policy documents

- The following policy documents were unanimously adopted; Complaints Policy, Data Protection Policy, Equal Opportunities Policy, Financial Regulations, Grievance Policy and Health & Safety Policy. These will be reviewed every two years unless changes in legislation determine otherwise. The Standing Orders will be amended as agreed and circulated again for adoption at the next meeting in April. The Clerk will also circulate a list of parish council assets.

426.7. Community Serve

- The next 'Meet and Eat' event is on 28th March at the Jigsaw centre, Herlington. Pat Carrington, Principle of City College will be in attendance. The aim of the action group is to support the growth of adaptable and sustainable communities. Networks will be established which will leave communities better able to deal with issues such as graffiti and anti-social behaviour.

426.8. Clerk's Report**1. CORRESPONDENCE**

- Forward Plan of key decisions to 20/03/17
- Details of Viridor Community Fund
- Details of Community Defibrillators Awareness Campaign
- Lobby Day 28th March 2017 in Parliament web link received
- CAPALC request to promote DCMS Better broadband and subsidy campaign
- Agenda received for Cross Keys Panel meeting to be held on 8th March at HQ together with minutes of previous meeting.

Meetings to be held in March 2017

1. Adults & Communities Scrutiny Committee	7 th
2. Full Council	8 th
3. Employment Committee	9 th
4. Children & Education Scrutiny Committee	13 th
5. Planning & Environmental Protection Committee	14 th
6. Health Scrutiny Committee	14 th
7. Cambridgeshire Police & Crime Panel	15 th
8. Growth, Environmental & Resources Scrutiny Committee	15 th
9. Licensing Committee	16 th
10. Cabinet	20 th
11. Shadow Cambridgeshire & Peterborough Combined Authority	22 nd
12. Corporate Parenting Committee	22 nd
13. Health & Well-Being Board	23 rd
14. Audit Committee	27 th
15. Parish Council Liaison	29 th

Meetings cancelled:

1. None

Executive decisions taken:

1. Delivery of the Council's Capital Receipts Programme through the sale of Pyramid Centre, North Bretton
2. Housing Renewals Policy
3. Empty Homes Strategy
4. Award of Capital Building Project for Clare Lodge
5. Section 113 Agreement for the Role of Acting 151 Officer for East Cambridgeshire District Council
6. Section 256 Agreement CCG
7. Enter into a Section 75 Agreement with Peterborough Foundation Trust

Outstanding items:

- None

2. PLANNING MATTERS**a) City Council decisions**

- None received

3. FINANCIAL MATTERS**a) Accounts for payment**

Mrs. C Hunt	Clerk's salary February	£289.03
	Expenses – stamps & A3 photocopies for shortlisting form	£16.75
Mrs. C Hunt – (Recruitment budget)	Local Council Guide 10 th Edition for new Clerk	£98.00
HMRC	PAYE Clerk	£72.20
Herlington Community Association	Room Hire	£11.10

Johnston Publishing Ltd – (Recruitment budget)	Advert Clerk vacancy in Peterborough Today	£396.89
Orton Park Cricket Club (Development Fund)	Plastering	£1,700.00
		£2,583.97

426.9. Environmental Issues**a) Reporting of environmental issues at future meeting**

Location	Environmental issue	Reference No. / Action
Basil Pond	Footpath around pond	Councillor Allin and Lee Moore dealing with
Bifield	Bushes removed and yellow box hatching established	Ward Councillors to take up matter

426.10. Reports of Representatives on outside bodies**a) Cross Keys Homes**

- Councillor Winslade reported that the next meeting will be on Wednesday, 8th March at 7:00pm in Headquarters. Victoria Corley is the new Area manager. Fewer residents are attending these meetings. On 22nd April, there will be a walkabout in Bodesway and in Beckingham on 3rd May. Councillor Casey attended an action day in Eldern where some issues picked up have been resolved.

b) Orton Counselling Service for Young Persons

- Councillor Denman attended a meeting on 12th February. Six new students have been taken up since November, with six continuing students (ten females and two male). Five students have completed their sessions during the period, giving a total of 85 counselling sessions since January. Years 9 and 11 make up the highest group taking up sessions. The group has four active counsellors with another wishing to join. There is a waiting list of 16 students – this is due to the group only having one room available for sessions. Funding of £200 has been received from Norwich & Peterborough Building Society.

c) Parish Council Liaison

- Councillor Allin reported that a meeting was held to discuss the city council budget but there was nothing of concern to the parish council. A presentation was given on the budget proposals by the city council.

426.11. For Information**a) Herlington Centre room hire**

- The Clerk will obtain the fees for setting up and taking down of the room for meetings.

b) City Council Budget

- Councillor Casey advised members that the budget consultation process is still open until 7th March.

426.12. Meeting open to the public (comments)

- One member of the public was present who raised issues around safety of a tree outside properties in Eldern and he was advised to report this to the city council. Councillor Bull is dealing with the matter of the vehicle break-ins. The resident was given contact details for the officer at the city council to contact regarding lighting in the area and parking on the estate.

426.13. Parish Council observations on new plans

Councillors Casey & Bull left the room before the commencement of this item.

16/01915	71 Saltmarsh, Orton Goldhay Siting of residential caravan (retrospective)	No observations
17/00220	17 Dry Leys, Orton Longueville First floor and single story front extensions	No observations

Meeting closed: 9:30pm

Date of next meeting: Thursday, 6th April 2017 at 7.30pm in Herlington Community Centre, Orton Malborne