



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 March 2019 at 7:00 pm at Herlington Community Centre, Herlington, Orton Malborne.

Members: 11 Quorum: 5 Public: 0 Orton Park Cricket Club (OPCC): 1

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

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

No members of the public were present.

453.1 Apologies for absence

Apologies were received and accepted from Cllr Passero (personal) and Cllr Airey (personal).

453.2 Declaration of interests and dispensations

Cllr Casey – 453.16.6 and 453.18.

453.3 Parish Councillor Vacancy

No applications have been received. The Clerk will continue to advertise the vacancy.

453.4 Local Police matters

Cllr Penniall stated that he and another member of the public had met yesterday with the police at the Herlington Centre. He stated that the police will send in crime figures as soon as their new system is in place.

453.5 Minutes of previous meeting

The minutes of the meeting held on 7th February 2019 were agreed, RESOLVED and signed by the Chair as a true record subject to the following amendment:

452.2 add to end of sentence 'for the OPCC fence'.

452.14 change the first sentence to 'Cllrs Irene Walsh, Gavin Elsey and Graham Casey'.

453.6 Matters arising from the minutes of the previous meeting

452.10: Noticeboards within the Parish – These have been ordered and a 50% deposit needs to be paid.

452.11: Litter Innovation Fund – The Parish Council's expression of interest has not been shortlisted to make a full application.

452.13: Litter issues at Thuro Grove – Amey has been in to clear the rubbish. The resident has contacted the Clerk again stating that taxis continue to park in the Grove. The Clerk has asked Cllr Elsey if he can look into this issue. Cllr Elsey stated that the main problem is that the worst offending taxi firms are from Farcet/Yaxley which is within the Huntingdon District Council licensing area which means that licensing in Peterborough cannot stop them. He will however ask the Enforcement team if they can help with the issue.

452.15: Green Spaces enhancements' survey - deferred until the April meeting.

452.16: Cllr J Bull reported that when the large puddle at the entrance to St Botolph Lane dries out it reveals that the flooding problem has been caused by the BT manhole which must be permanently flooded. Additionally, the path levels are all wrong. Julie Smith, Highway Control Team Manager has advised that she is down on the inspection side of the team and that the investigation will take place once one of her inspectors becomes available. Presently they have over 100 live sites to deal with. She has assured Cllr J Bull that the matter will be investigated as soon as possible and that the Parish Council will be kept informed.

453.7 Cricket Club

1. Three contractors were asked for a revised quotation to replace the hot water tank cylinder quotations however only one has been received back. As one of the contractors identified that only the cylinder needs replacing the overall works will now be cheaper therefore it was RESOLVED to accept the quotation for £680.00 + VAT + electrical works as the start of the cricket season is nearly here and having hot water in the pavilion is essential. The cost of the works will be on a 50/50 basis as stated in the lease. The Parish Council will pay for the works and invoice OPCC their 50% share. Cllr Denman abstained from this vote.
2. Following on from agenda item 452.8.2 Cllr V Bull presented an amended quotation which now includes a lockable gate which will allow OPCC to retrieve any balls which go over the fence. It was RESOLVED to accept the revised quotation of £11,844.70 plus VAT for the Twin Guard Security Steel Fencing, Perimeter Clearing and to accept the quotation of £1,872.00 plus VAT to have the heap of soil moved to make room for the fence. It was further RESOLVED that OPCC will not need to contribute to these works. Cllr Denman abstained from these votes.
3. The Clerk reported that the gates access letter has been delivered to residents living on the perimeter of the cricket ground. No responses from residents have yet been received.

453.8 Parking issues on Village Green

The parking issues on the Village Green have improved however some vehicles do still park on the grass. The Clerk stated that Cllr Passero would like the Parish Council to consider placing 'no parking' signs on the village green and has emailed Peter Tebb at Highways for advice on this but has not yet received a reply. Homes England has also confirmed that the Green outside the care home is in the ownership of private individuals. Cllr Elsey offered to contact the Chief Executive of the care home to speak to him about the parking issues and highlight to him the damage which has been caused to the village green by their contractors. The Clerk stated that when she visited the care home with Cllr Passero, the Manager did tell them that the care home would recompense the Parish Council for any damage to the village green. It was agreed that **Cllr Elsey** speaks with the care home Chief Executive.

453.9 Venues for future Parish Council meetings and dates

Holding Parish Council meetings in different venues was discussed. There was some concern that it may cause confusion for members of the public holding meetings elsewhere and may not necessarily attract more members of the public to meetings. Apparently this has been tried by the neighbouring Orton Waterville Parish Council without much success. In view of the discussion, it was agreed to stay at the current venue Parish Council meetings.

453.10 Parish Council Display board for Botolph Green Festival

Cllr Davis reported that the working party consisting of her, Cllr Passero, Cllr Penniall and the Clerk had met to discuss the information to be displayed on the board for the festival. Photographs will be displayed of areas within the parish and groups which the parish council has funded over the past few years. Logo's of organisations would also be displayed if photographs were not permissible under the Data Protection Act. A leaflet for members of the public to take away was also suggested. Cllr Davis

stated that a display board would need to be borrowed for the event. **Cllr V Bull** said that he could possibly borrow a display board from his local church. He also agreed to take any necessary photographs for the board. The **Clerk** will look at putting together a leaflet.

453.11 **Bulky waste collections**

The next collection is on Saturday 30th March 2019 in the Herlington car park, Orton Malborne, 10.00 am to 12.00 pm. Cllr Penniall stated that he has had no communication back from the charities which he contacted asking them if they would be interested in attending the collection to see if there were any items they could take away and reuse. He stated that he would try again with different charity organisations. It was noted that Orton Waterville Parish Council are having an extra collection on Saturday 20th April 2019 at the Orton Centre.

453.12 **Orton Action Project**

Cllrs Elsey and Casey stated that they attended the recent workshop which they said was more of a gathering information session to tackle community disparity as part of the Integration Strategy. See agenda item 453.14.3 below for more information.

453.13 **Environmental Issues**

1. Increased Traffic noise at Wingfield agenda item 451.17– **Cllr Elsey** stated that he has a meeting with Andy Tatt from Highways in the next few weeks to discuss the issue. Cllr Davis said that she would also like to attend the meeting as residents are going to take up a petition of all those living against the fence for a muffle board to be erected.
2. A property in West Stonebridge has cut down trees and bushes on its boundary and left all the cuttings in the middle of the public footpath. This has been reported to Peterborough City Council.
3. Cllr J Bull asked if anyone knew what Peterborough City Council's Key Performance Indicators (KPI's) were for responding to and dealing with reported issues. It was agreed that the **Clerk** contacts Democratic Services to try and find out this information.

453.14 **Reports from representatives on outside bodies**

1. Orton Counselling Service for Young People: Cllr Denman stated that the last meeting was cancelled and rescheduled for 19th March 2019.
2. Cross Keys Homes: Cllr Okonkowski attended the recent meeting. He stated that Tenant Inspectors are still in training and that Area Panel members are still being sought. Cross Keys Homes are meeting all residents to see what projects they want. Next meeting is on 13th March 2019.
3. Parish Council Liaison: Cllr J Bull attended the recent meeting. She reported that:
 - Peter Carpenter (Acting Corporate Director of Resources) gave a talk on the third tranche of the budget 2019/20 and how it will be a balanced budget using some monies from the reserves but a deficit of £18.4 is predicted for 2020/21 and £20m in 2021/2022.
 - Integration Strategy – Citizens Alliance – Communities Fund
Key points:
 - Members felt that the 'population churn' of people staying in the city for a short period of time needs to be considered.
 - It was noted that schools had data on population 'churn'.
 - It was suggested that the population growth of the city also needs to be taken into account.
 - Improving the accommodation outcomes for residents would help to improve educational results.
 - Public transport was important.
 - There are a large number of challenges but also many things that can be done. Housing was an issue being looked at.
 - £1m has been allocated between now and the end of March 2019 on Integrated Communities work due to procurement rules.

- Ward Councillors and Parish Councillors would be consulted during the process. The Integration Strategy has four themes:
 - Working groups were made up of theme leads and projects leads which will meet monthly to report on progress, risks and issues.
 - Research pieces would be conducted around young people.
 - Work was being done to increase economic opportunities via Jobcentre Plus.
 - Research pieces are to be undertaken into understanding the potential of the workforce and supporting people into work.
- A Peterborough Citizens Alliance would be established.
- Young peoples' perception of integration was important.
- A young peoples' interfaith network was to be developed.
- Research would be funded to understand current (ESOL (English for Speakers of Other Languages)).
- Members mentioned that HMOs can generate more litter and old HMOs are not as well kept, and more non-HMO homes needed to be built. HMO owners who were absent need to be held to account.
- There were over 100 languages spoken in Peterborough.
- The Communities Fund was a pot of money that community groups can bid for and receive grants. These can be used for a wide range of projects, including those related to the arts and nature. It was important to ask communities what they required. Officers were keen to support projects that were ready to expand to bring people together at a community level. Any community group can apply. Guidance, FAQ's and workshop information is provided on the council's website from January 2019.
- The Chair stated that the Integration Strategy was taking place in addition to the Council's existing work strands.
- Parish Councils would be able to apply for funding as they were constituted bodies.
- There are 30 to 40 partners in the Peterborough Together partnership and Parish Councils are included. Cllrs Elsey and Airey attend for Orton Longueville Parish Council.
- Parish Council representatives who sit as co-opted members of the councils 4 scrutiny committees gave their reports.
- Parish Council Liaison Work Programme Review: suggested topics for this year's conference – planning and Integration Strategy.
- Next meeting on 10th April 2019. All Parish Councillors are welcome to attend meetings. It was suggested that the Chair is taken on a rolling basis by Parish Councillors.

453.15 Finance

1. The following payments were authorised:

Mrs A Brown	Clerk's salary February 19 plus 3 additional hours for meetings	£326.41
Mrs A Brown	Expenses (stamps, copier paper, envelopes, use of home as office February 19 and mileage allowance)	£39.07
HMRC	PAYE Clerk February 19	£81.80
Herlington Community Association	Room hire March 19	£11.10
R Harding & Son Landscaping	Holy Trinity maintenance February 19	£367.50
The Parish Noticeboard Company	2 x new parish noticeboards 50% deposit	£453.00
Enterprise Managed Services Ltd	Bulky waste collections August 18 & December 18	£1887.65
Orton Waterville Parish Council	Black printer cartridge	£4.16
TOTAL		£3170.69

2. Income received – none.

3. The end of month accounts was noted.

4. Electronic transfer payments: the Clerk reported that she now has all the ID's for herself and the cheque countersignatures (Cllrs Passero, Davis and Casey) to make payments electronically however, to do this, everyone needs to telephone the bank individually to activate their security token. The Clerk has done this for herself however there is an issue for the others to do this in the fact that they need the Clerk's telephone banking access code and they will need to answer questions about the account to get through security clearance. The payment system is a normal business account in the fact that only one person needs to logon and make the payment. In view of this, it was RESOLVED that only the Clerk will have access to electronic banking and make payments, only after they have been authorised at the meeting by the Parish council and signed off on a sheet listing all payments. Any large payments can still be made by cheque. The **Clerk** will amend the Financial Regulations to reflect payments being made in this way and present them at the next meeting for adoption.

5. The Clerk asked if the Parish Council would consider purchasing an accounting software package called Alpha Accounts from Rialtas Business Solutions. The accounts are currently recorded on an excel spreadsheet which was set up by the Clerk's predecessor. Sometimes the Clerk finds issues with the spreadsheet when trying to balance the accounts. The Alpha Accounts package allows reports to be run off and produces the figures ready for the end of year accounts and VAT return, it also looks more professional. The initial set up cost is £346.00 with an on-going Annual Support and Maintenance for one user at a cost of £121.00. It was RESOLVED to purchase the Alpha Accounts software package from Rialtas Business Solutions at the initial set up cost of £346.00 and an on-gong Annual Support Maintenance cost for one user at a cost of £121.00.

453.16 Correspondence received and circulated

1. CAPALC: February 19 bulletin.
2. CAPALC: Making tax digital.
3. CAPALC: Ministry of Housing and Communities Local Government (MHCLG) consultation.
4. NALC: Chief Executive Bulletin's.
5. NALC: Funding and grants Bulletin.
6. Herlington Community Association: Notification of centre hire rate increase. As from April 2019 room hire for Parish Council meetings will be £11.50 per hour.
7. Parish Conference 2018 elevation feedback.

453.17 For Information

1. Cllr Denman asked if there was an update on councillor email addresses which are being set up by Peterborough City Council. Cllr Casey stated that he is under the impression that the City Council is looking to go back to Office 365 which could be causing the delay.
2. Cllr Denman asked if the Clerk can produce a laminated councillor contact list for her. The **Clerk** agreed to do this.
3. Due to local elections, the May meeting will now take place on 9th May 2019. Cllr J Bull and Cllr V Bull gave their advance apologies for this meeting.
4. It was agreed that the **Clerk** asks Homes England for an update on the proposed Gloucester Centre development publication.

453.18 Planning matters

It was RESOLVED to submit comments where appropriate submitted on applications:

19/00045/HHFUL	Erection of fence to the front boundary (retrospective) at 72 Goodacre, Orton Goldhay, Peterborough PE2 5LZ	No material observations.
19/00176/REM	Reserved matters approval relating to access, appearance, landscaping, layout and scale for the erection of a B8 warehouse unit on Plot 112,	No material observations.

	pursuant to planning permission 09/01369/OUT varied under 16/01644/WCPP at Plot 112 Land To The East Of Alwalton Hill Fletton Parkway	
19/00179/HHFUL	Single storey side extension at 38 Catherine Close, Orton Longueville, Peterborough PE2 7FD	No material observations.
19/00274/HHFUL	Single storey side and rear extension and internal alterations at 9 Latham Avenue, Orton Longueville, Peterborough PE2 7AD	Comments to be submitted to PCC: <ul style="list-style-type: none"> • The proposed extension is overbearing and should not exceed the neighbour's property. • The garage should not have an elevated roof which is higher than the bungalow roof and extension. This is an invasion of the neighbour's privacy as they will be overlooked and cause overshadowing.
18/01745/FUL	Revised application: Submission of updated Tree Report and relocation of bin store re: Proposed erection of two detached four bedroom dwelling at 490 Oundle Road, Orton Longueville, Peterborough PE2	Comment to be submitted to PCC: The loss of trees will facilitate the prospective further development of this site which is already in a high density area which will cause additional Health and Safety issues for the egress and ingress of additional vehicles of this development.

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

This item was not required as there were no members of the public present.

453.20 Clerks annual review

Cllr Davis reported that she and Cllr Passero had carried out the Clerk's Annual Review and read out the report.

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

This item was not required as there were no members of the public present.

453.22 Date of next meeting – Thursday 4th April 2019.

There being no further business, the meeting closed at 9.10 pm