

Minutes of a Meeting of the Parish Council
held in the Village Hall, Glebe Avenue, Orton Waterville on
Wednesday, 21 April 2010.

Present: Mr M Chambers (in the chair) Mrs J Farnham Mr P Froggitt Mr R Hammerton
Mr C Long Mr M Rowett Mr M Smith Mrs J Stokes
Mr M Stone Mrs G Thornley

Members of the Public – one PCSOs – two Ward Councillors – none

1. APOLOGIES FOR ABSENCE – Apologies were received from Mrs G A Thornley.
2. DECLARATION OF INTERESTS – Item 6(a) and 10(a) – Mr P Froggitt (allotment tenant)
Item 6(a) and 10(c) – Mr M Rowett (allotment tenant)
3. LOCAL POLICING MATTERS – PCSOs Josh Coe and Tracy Chestnut reported that there were six PCSOs designated to this area plus two who work permanently in the schools. Through this scheme children are known and problems can be monitored during the school holidays. Graffiti is being monitored and priority is being given to bin fires and mini motos.
4. REPORTS FROM WARD COUNCILLORS – There were none.
5. MINUTES OF THE MEETING HELD ON 17 MARCH 2010 – Mr Stone proposed and Mrs Farnham seconded that the minutes be signed as a true and correct record. This was carried.
6. MATTERS ARISING FROM THE MINUTES
 - (a) (i) Policy on sheds and other structures on allotments (minute 5).

It was agreed that a working group should review the above policy and submit its recommendations at the next meeting. The Chairman, Mr Chambers, Mrs Stokes, Mr Rowett and the Clerk would form this working group. In the mean time it was agreed to allow the request from a new tenant to erect a small shed (4ft x 6ft) as long as it was not on a permanent base and that it was erected on the opposite side to the car park near the boundary fence. Raised beds are allowed.
 - (ii) Policy on bonfires

The following was proposed by Mr Long and seconded by Mrs Farnham as the Parish Council's policy on bonfires.

 - All appropriate materials should be composted and not burnt.
 - Only garden waste grown on your allotment, and on the paths for which you are responsible, may be burnt.
 - All other materials, including material from poultry sheds, must either be composted or removed from the site and disposed of lawfully.
 - Be considerate to others. Bonfires should not be lit when it is obvious that the wind will blow significant amounts of smoke towards nearby properties.
 - Do not set fire to a massive pile of material. Start with a small fire and add further material when the fire is very hot.
 - Fires may not be left unattended or left to smoulder.

This proposal was carried.
 - (b) Village Sign (minute 6c).

This work will be carried out within the next four weeks.
 - (c) Insurance (minute 6d).
 - (i) Mr Froggitt drew up a list from the costs forwarded by Maypine. From this list it was agreed to increase the insurance cover on Street Furniture by £1000, Outside Equipment by £3000, and Gates and Fences by £15,000. Mr Stone proposed and Mr Hammerton seconded that the Insurance Company be asked for a revised Renewal Quotation in line with these additions. This was carried.
 - (ii) Mr Chambers proposed that the reduced insurance premium for entering into a 3 year long-term agreement be accepted. This was seconded by Mrs Stokes and carried.

- (d) Digital Vault (*minute 6g*).
The Parish Council was not able to use this system as a card in another name was not accepted. It was agreed to continue with the present back up system using DVD-RAM.
- (e) Grit/Salt Bins (*minute 6h*).
Confirmation was received that these would be entered onto a data base for assessment at the end of Winter maintenance.
- (f) Neighbourhood Council Planning Meeting (*minute 6i*).
The Chairman reported that the crossing requested on Oundle Road came up on the agenda. Another survey will be done and reported at the next meeting in June.
- (g) Training Courses (*minute 7c*).
Copies of three emails were posted to the Clerk. They were subsequently found in the Spam filter on BTs website. Tina at the CPALC office confirmed that several people have not received emails since her email address was changed to accounts@cpalc.org.uk. Apparently, the word 'accounts' is a key word in many spam filters. Mr Froggitt agreed to bring this up again at the next CPALC meeting. In his report of the last CPALC meeting, Mr Froggitt had brought the matter up with them and they were going to find out why communications were not being received by some people. It was agreed that Mr Froggitt could go on a NALC Training Course on 'Localism in Action'. Mr Froggitt would check the date of the course to see if it was convenient.
- (h) Parking Scheme at Rangefield (*minute 13d*).
The matter was reported to the Highways Department and they are looking into it with Cross Keys Homes. It was agreed to follow this up.
- (i) Lighting (*minute 13b*).
Confirmation was received that the light on column 23 Gostwick will be put on the list for repair. This was noted. It was reported that the previous request for the repair of the light in the alleyway at the back of No. 10 Rangefield has still not been done. Mrs Farnham agreed to check on it.

7. CORRESPONDENCE RECEIVED

- (a) Buckingham Palace Garden Party – Notice was received from CPALC that Mr Cyril Long has been successfully selected to attend the Buckingham Palace Garden Party in June. The Parish Council's congratulations were given to Cyril.
- (b) Anti-Social Behaviour – It was agreed to put the graffiti problem at the shops, reported to the Council by Mr Russell, on the next agenda. Mr Chambers agreed to do a site visit to investigate the extent of the problem. Mr Russell is also keen to organise a litter pick during the week 24 – 30 May.

8. BURIAL GROUND

- (a) Some quotations have now been received from Bereavement Services. It was agreed that some comparisons were needed. It was agreed to ask the Co-op Funeral Directors if they were able to provide grave diggers and take the responsibility of ensuring that the work is done according to the Parish Council's rules and regulations. It was also agreed to obtain a quotation from Safety Management Services for the annual Health & Safety risk assessment checks.
- (b) The Contracts for the Landscaping work and the Maintenance agreement were received. It was confirmed that they had been checked by our Agent, Mr Derek Wright. Mr Froggitt proposed and Mrs Farnham seconded that they be signed by the Chairman on behalf of the Parish Council and witnessed by the Clerk in accordance with general practice. This was carried.
- (c) The Contractors had begun work on the boundary hedge in accordance with Planning Consent. A complaint was received from a resident that a perfectly good elm had been cut down. On consulting with the Architect, it was discovered that no breach had been committed. In fact, one elm and one ash are to be left even though planning permission to replace the whole hedgerow had been received.
- (d) Mr Froggitt proposed that the Parish Council amends the numbering of Clause 7.2 in the Cemetery Regulations to 7.2(a), and to add Clause 7.2(b) to read "All cremated remains plots are to be dug to a plan area of 460mm x 360mm and to a depth of 750mm to accommodate, if required, space for remains for two persons." This was seconded by Mr Hammerton and carried.

9. STORAGE SHEDS

The electricity box on the outside of the outhouse at 48 Cherry Orton Road has now been removed by Eon.

The former tenant of the storage unit did not wait for the Council's cheque, as agreed at the last meeting, but paid his allotment rent in full. The overpayment of the storage unit now requires full reimbursement. This was agreed.

This item can now be removed from the agenda.

10. ALLOTMENTS

- (a) Wyman Way – Five allotments are occupied on this site by three tenants. Mr Froggitt agreed to find out more about rejuvenating old allotments.
- (b) Cherry Orton Road – The new allotments have been successfully divided and all the allotments have now been taken on this site. Unfortunately, one cheque bounced incurring bank charges of £8. The Clerk had unsuccessfully tried to contact the tenant and it was agreed that he had forfeited his tenancy by breaking the contract. Another tenant, who had given notice to surrender his allotment, informed the Clerk that he was unable to work out his notice. He had paid his rent at the beginning of the year and asked if some of it could be refunded pro rata. It was agreed that, since the allotment was able to be re-let immediately, the payment could be refunded in full. The water has been turned on again after the winter shut down.
- (c) Gostwick – All the rents for the allotments have been received. The boundary fence has been repaired and the water turned on after the winter shut down. A very high water bill has been received but the Clerk was assured by Anglian Water that it was an actual reading. All the previous readings had been estimated and nothing was paid for a whole year. Mr Rowett agreed to check the meter in future each time an estimated bill is received.

11. FINANCE AND ADMINISTRATION – The notice of Audit has been received and a notice to electors has been displayed on the notice board. The year-end accounts have been produced but the internal auditor has been stuck at an airport in China due to the volcanic ash cloud. It is hoped he will examine the accounts as soon as he is able to get back to the UK.

(a)	<u>The following payments were authorised</u>	
	J Hopper (overpayment of shed rent)	£140.00
	M Russell (pond maintenance)	£40.00
	CPALC (annual subscription)	£622.44
	Acqua Main (plumbing services)	£100.00
	J Bradley (fencing)	£1,404.12
	D Pellecchia (rent refund)	£24.00
	Anglian Water (Gostwick allotments)	£289.69
	Anglian Water (Cherry Orton Road allotments)	£22.05
	Peterborough City Council (annual recharges)	£1,257.94
	P J Thory (demolition contract)	13,821.53
	HM Revenue & Customs (Tax and NIC)	£101.23
	Clerk's Salary (for April)	£395.20
	Expenses	£30.30
(b)	<u>Income received to date</u>	
	Bank Interest	£1.21

12. PLANNING MATTERS

(a) New applications since last month

10/00213/FUL	Extension at 7 Shearwater, Orton Wistow	No objection
10/00245/FUL	Extension at 28 Cherryfields, Orton Waterville	No objection

(b) Decisions on previous applications

10/00069/FUL	Extension at 18 Sevenacres, Orton Brimbles	Granted
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13. MAINTENANCE AND OTHER MATTERS – The following maintenance matters were raised:

- (a) The public footpath running through the shelterbelt from Cherry Orton Road to brimbles way has two large potholes which are trip hazards. It was agreed to report this to the City Council.
- (b) There is a hole in the footpath at the beginning of Chisenhale. Mr Hammerton agreed to report this on line.
- (c) It was agreed to request that a litter bin and dog bin be mounted on a lamppost in Gostwick along the stretch of road where the allotments are.
- (d) It was reported that a bus stops for an excessively long time at the Wistow Way/Linnet bus stop at peak rush hour times. This has caused a build-up of traffic which is a potential danger. It was agreed to request that the bus does not stop for a tea break, or to catch up with the timetable, or any other such reason, other than at a stop on a bus route where it will not affect other traffic.

14. ANY OTHER BUSINESS –Mr Froggitt reported on the Future Jobs Scheme and agreed to look further into the position of a general maintenance and handyman.

There being no further business the meeting closed at 10.05 pm.