

Minutes of a Parish Council Meeting
held in the Village Hall, Glebe Avenue, Orton Waterville on
Wednesday, 17 December, 2008.

Present: Mr M Chambers (Chairman) Mrs J Farnham Mr P Froggitt Mr C Long
 Mr G Masters Mr M Rowett Mr M Stone Mrs G Thornley

Members of the Public – none Ward Councillors – none PCSO Matthew Launch

1. APOLOGIES FOR ABSENCE were received from Mrs J Stokes and Mr M Smith.
2. DECLARATION OF INTERESTS –
 - Item 9 – Mr C Long (member of Village Hall Committee)
 - Item 9 – Mrs J Farnham (member of Village Hall Committee)
 - Item 10a – Mr P Froggitt (allotment tenant)
 - Item 10c - Mr M Rowett (allotment tenant)
 - Item 10c – Mr G Masters (allotment tenant)
3. LOCAL POLICING MATTERS – PCSO Matthew Launch reported that there is now a new Sergeant, Paul Nightingale. He also reported that there had been no further anti-social behaviour since the last meeting. He had not heard that the local Hairdressers had been broken into but he agreed to find out about it. As Christmas approaches, he warned that care must be taken not to leave any purchases on view, especially in parked cars. He agreed to look into the problem of parked cars around the Sports Centre. It was also reported that the Chemist at Napier Place was vandalised and graffiti sprayed onto his shutters.
4. MINUTES OF THE MEETING HELD ON 19 NOVEMBER 2008 – Mr Stone proposed and Mr Masters seconded that the minutes be signed as a true and correct record. This was carried.
5. MATTERS ARISING FROM THE MINUTES
 - (a) Freedom of Information Act (*minute 5a*).

To comply with this Act, two documents are required to be kept – (i) a copy of the Model Publication Scheme which should be adopted without modification, and (ii) a completed guide to the information. It was agreed to delete from the list those items that the Parish Council does not hold, and to keep a note of what they are. A working party will then be set up to address the omissions.
 - (b) New Councillors Training (*previous minutes*).

A booklet of suitable courses was circulated. Mrs Stokes had expressed an interest to go on one of these courses. However, as she was absent from the meeting, it was agreed to defer this item.
 - (c) Environment Project (*previous minutes*).

A copy of a confirmation to Mr Russell was received. It was noted that there was a proposal to create a footpath in the treebelt between the Debdale and Stagsden ponds. The Parish Council was not happy with this proposal and it was agreed to instruct Mr Russell not to pursue this.
6. CORRESPONDENCE RECEIVED
 - (a) New Register of Electors – Applications for the new Register were circulated with the agenda. Those returned to the Clerk will be forwarded in bulk. The rest can apply to the Electoral Services Officer individually.
 - (b) Vacancies on the Parish Council – An enquiry was received about the vacancies from Robert Maskill. After enquiring from the City Council, it was confirmed that the Parish Council can co-opt. The Chairman agreed to contact Robert Maskill.
 - (c) Parish Precept – The budget for 2009/10 was discussed and agreed. In light of the proposed capital expenditure, Mr Stone proposed and Mrs Farnham seconded that the precept be raised to £10,000. This was carried. The Capital Expenditure on the layout costs for the cemetery was expected to be around £100,000 and it was understood that a grant of 75% would be repaid by the City Council. A more accurate estimate was requested from a Quantity Surveyor.

7. PROCEDURES

After some discussion on the adopted model Standing Orders, it was agreed to set up a working group to look at supplementary clauses which would relate specifically to the Orton Waterville Parish Council which could to be added as an appendix to the existing Standing Orders. Mrs Thornley proposed and Mrs Farnham seconded that this working group should consist of the Clerk, the Chairman and the Vice Chairman. This was carried.

8. BURIAL GROUND

The Chairman had arranged a site meeting with the Tree Officer from Peterborough City Council to which the Clerk had also been invited to be present. Mr Chambers wanted to know if the whole hedge, adjacent to the public footpath, could be removed and replanted from scratch. Mr Fletcher's reply (that 6 weeks notice has to be given for any works intending to be done on existing trees with a diameter of more than 75mm) was received by email and circulated with the agenda to be discussed at the next meeting. As it had been agreed that Mr Froggitt could negotiate further with the architect on the specifications for tendering, he was advised of what had been said at the meeting. Mr Froggitt informed Mr Wright and Mr Wright wrote to the City Council informing them that it was the Parish Council's intention to grub out the existing hedgerow.

A meeting was subsequently held between Mr Wright and Mr Froggitt at which the Clerk was present. After certain clarifications, a full set of tender documents were produced for the approval of the Parish Council. It was confirmed that the contractors on the tender list had been contacted and were all willing to tender. After some discussion about the financing of the project, Mr Wright recommended that an estimate be requested from a Quantity Surveyor. He was asked to contact a Quantity Surveyor on the Council's behalf to enquire how much he would charge. The quotation for such a service was £150 and, as this was below the limit set for emergencies and the matter was urgent, the Clerk (having consulted with two other parish councillors) accepted the quotation.

The approval of the tender documents was then discussed. It was agreed that due to the limited finances, the tender documents should go out minus the planting as this could be done at a later stage, if necessary. It was also agreed that it was not necessary to have a bond clause in the contract as payments will be staged.

9. VILLAGE HALL

A reply was received from the Management Committee stating that the arrangement will read that:

The Parish Council, as the Holding Trustee, will take ultimate responsibility for the cost of repair and maintenance of the building and land, but will require the Village Hall Management Committee, as the Management Trustees, to order and pay for such items as it is able."

This was noted and accepted.

10. ALLOTMENTS

(a) Wyman Way – nothing pending.

(b) Cherry Orton Road

The Clerk and Mr Froggitt met with the Fencing Contractor to clarify the siting of the work but no quotation had yet been received. While meeting with the Contractor, it was noted that a neighbouring landowner had deposited various materials on parish council land designated for the allotment car park. The Clerk had written to him requesting him to remove them. It was also noted that the City Council had still not removed the fallen tree that was touching one of the sheds.

(c) Gostwick

The fencing between the allotments has now been restrung.

11. FINANCE AND ADMINISTRATION

(a) The following payments were authorised

J Bradley (fencing contractor)	£1876.80
Bulley Davey (outstanding amount for wages service)	£35.00
PDG Architects (interim fee)	£2644.76
Stafford Infrastructure Engineering (Engineer's specification)	£2079.05
HM Revenue & Customs (Tax and NIC)	£104.30
Clerk's Salary (for December)	£395.20
Expenses (for December)	£30.59

(b) Income received to date

J Hopper – shed rent	£140.00
M Lodge – shed rent	£100.00
Bank Interest on Saver Plus Account	£71.59

12. PLANNING MATTERS

(a) New applications since last month – No new applications were received.

08/01219/ADV	Signs at Ortongate	No objection
08/01381/ADV	V-board on Oundle Road, Orton Northgate	Objection*
08/01335/ADV	Sign at Orton Filling Station, Orton Goldhay	No objection
08/01277/FUL	Teller machine at 27 Ortongate	No objection
08/01290/FUL	Industrial units in Accent Park, Bakewell Road	No objection
08/01421/FUL	Extension at 2 Earlswood, Orton Brimbles	No objection
08/01339/R3OUT	Development at land at Matley, Orton Brimbles	Objection**
08/01315/NTEL	Erection of mast in Brimbles Way, Orton Brimbles	Objection***

* It was agreed to object on the grounds that this would have an adverse impact on the visual amenity of the area.

** The Parish Council was concerned that the vehicular access and regress from this development would be on the part of Matley road leading up to the school entrance.

*** It was agreed to object to yet another mast on Brimbles Way, as a proliferation of masts would have a detrimental impact on the visual amenity of the area.

(b) Decisions on previous applications

08/00939/FUL	New shopfronts at 11 Misterton Court, Ortongate	Granted
08/00940/ADV	Signs at 11 Misterton Court, Ortongate	Granted
08/00936/FUL	Extension at 68 Cherry Orton Road, Orton Waterville	Granted
08/01347/CTR	Tree work at 7 Debdale, Orton Waterville	Granted

13. WEBSITE/PRESS – It was agreed to defer this item.

14. MAINTENANCE AND OTHER MATTERS

The Clerk was asked to report the following:

(a) The glass has been broken again at the Village Hall Notice board and the Napier Place Notice board needs raising. Mr Kirk has been asked to quote for this work.

(b) A seat on Brimbles Way, between Beverstone and Matley, is still missing.

15. ANY OTHER BUSINESS

It was pointed out that 2 councillors qualify for the Buckingham Palace Garden Party and it was asked that enquiries about this be made.

Mr Froggitt brought to the attention of the Parish Council the communication received regarding the Sustainable Communities Act. It was agreed to urge our ward councillors to support the use of this Act.

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