

Minutes of a Parish Council Meeting
held in the Village Hall, Glebe Avenue, Orton Waterville on
Wednesday, 19 November, 2008.

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

Members of the Public – none Ward Councillors – none PCSO Amanda Butler

1. APOLOGIES FOR ABSENCE were received from Mrs J Farnham, M Smith, Mrs G Thornley and Cllr S Allen.
2. DECLARATION OF INTERESTS – Item 8 – Mr C Long (member of Village Hall Committee)
 Item 9a – Mr P Froggitt (allotment tenant)
 Item 9c - Mr M Rowett (allotment tenant)
 Item 9c – Mr G Masters (allotment tenant)
3. LOCAL POLICING MATTERS – PCSO Amanda Butler reported that the increased patrolling during action week had been successful. There had been some violence around the shopping parade in Church Drive but the youths had been caught. Sheri Food Stores have installed a new finger print ID system to ensure that no alcohol is sold to underage youths. There has been more car crime and information leaflets were handed out about this.
4. MINUTES OF THE MEETING HELD ON 17 SEPTEMBER 2008 – Subject to typographical amendment, Mr Stone proposed and Mr Rowett 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 6a*).
Having adopted the new generic model of the publication scheme under the Freedom of Information Act, the Clerk was asked to produce a draft list to be approved at the next meeting. This was noted.
 - (b) Development Planning Document (*minute 6b*).
There were several areas in this document which fell within the parish boundaries and were proposed for building development. Members were particularly concerned about the loss of accessible open space especially on further housing development on the Showground without the infrastructure and services to back it up. The Clerk was asked to forward the Parish Council's objections.
6. CORRESPONDENCE RECEIVED
 - (a) Salary Revision – The Clerk's salary was reviewed against the NALC revised scales for 2008/9 for part-time clerks. Mr Masters proposed and Mr Stone seconded that the Clerk's salary should increase to £11.40 per hour in accordance with these scales. This was carried.
7. BURIAL GROUND

A free demonstration was received in respect of a cemeteries software package.

A letter was received from the Architect requesting approval for the choice of litter bin to put in the specification. The committee met and agreed to omit this from the specification for the moment. Enquiries at the City Council were made and the Senior Street Scene Officer agreed that, if the Parish Council were to accept the standard design litter bin, the City Council would install it free of charge and arrange for its regular emptying under the present contract as for the recreation areas. A picture of the bin was shown to the meeting and accepted. The Clerk was asked to confirm the Parish Council's agreement to the offer.

A letter was received from the Architect requesting approval for a tender list. Following a query as to whether these contractors were on the City Council's approved list, the answer came back that 'all the contractors have carried out works on projects within the area and in some cases on behalf of the PCC.' This answer was accepted by the Parish Council and it was agreed that the Clerk should confirm the approval of the tender list.

A letter was received from the Architect requesting approval of the plot numbering. The Bereavement Services Manager had recommended that a path be left between the 2nd and 3rd row of the cremated remains plots. The Parish Council agreed to accept this recommendation and the Clerk was asked to confirm the Parish Council's decision to the Architect.

A number of other drawings, specifications and documents were received which the Clerk passed on to Mr Froggitt for his expert and technical opinion. Mr Froggitt had several queries which he addressed to the architect. Most replies were accepted but the following needed further negotiation:

- The maintenance period for ‘hard’ works was 3 months. Mr Froggitt would have preferred it to be 1 year. It was agreed that Mr Froggitt should pursue this further.
- There was no aftercare of the landscaping after the 3 months defects. It was agreed that Mr Froggitt should pursue this further.
- The wording of the ‘minimizing delay’ clause in the contract was not enough for Mr Froggitt. It was agreed that he should pursue this further.
- Mr Froggitt was not clear as to why there was a provisional sum for the installation of water at the site. Why could it not be priced? It was agreed that he should seek clarification from the Architect.
- Mr Froggitt had some reservations regarding the numbering of the plots. It was agreed that he could discuss this further with the Architect. The numbering is important to the Clerk for administration purposes. It was agreed that she should be included or kept informed.
- The committee had visited various other parish cemeteries to see how their cemeteries were run. It was felt that a notice board would be necessary to display the cemetery rules. The Parish Council accepted the committee’s recommendation and it was agreed to instruct the Architect to include a notice board in the specification.

The committee will have to meet at some point to draft some rules to present to the Council for approval.

8. VILLAGE HALL

It was agreed that the Clerk should notify the Village Hall Management Committee of the resolution which was passed at the last meeting.

9. ALLOTMENTS

- (a) Wyman Way – nothing pending.
- (b) Cherry Orton Road
The Clerk and Mr Froggitt are to meet with the Fencing Contractor to clarify the siting of the work to be quoted for.
- (c) Gostwick
A quotation of £32 per post fitted was received from the Fencing Contractor. As this was within the budget allowed, it was accepted and work will begin at the end of November.

10. FINANCE AND ADMINISTRATION

- (a) The following payments were authorised

BT (phone charges)	£117.74
Bulley Davey (wages service)	£200.00
Anglian Water (Cherry Orton Road allotments)	£86.70
M Russell (pond maintenance)	£40.00
Hopper’s Landscapes (hedge trimming)	£35.00
Scott’s Skips (allotment clearing)	£182.12
British Legion (poppy wreath)	£18.00
HM Revenue & Customs (Tax and NIC)	£100.37
Clerk’s Salary (for November)	£385.90
Expenses (for November)	£20.93

- (b) Income received to date

J Hopper – shed rent	£140.00
M Lodge – shed rent	£100.00
Allotment rents	£60.00
Bank Interest on Treasurer’s Account	£0.66
Bank Interest on Saver Plus Account	£126.18

11. PLANNING MATTERS

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

08/01214/ADV	Signs at Holiday Inn Express, East of England Way	Objection*
07/01566/FUL	Revised construction at Samuel House, Paxton Road	No observations
08/01221/DIS	Discharge of condition at units 1 & 2 Gateway Park	No observations
08/00939/FUL	Shop/PO move to 11 Misterton Court, Ortongate	No observations
08/01347/CTR	Tree work at 7 Debdale, Orton Waterville	No observations
08/01237/FUL	Car parking at Media House, Lynch Wood	No observations
08/01269/FUL	Conservatory at Colebrook, Cherry Orton Road	No observations

* It was agreed to support the objection made that, since there were no other illuminated signs in the area, the introduction of some would be out of keeping in this semi-rural setting.

(b) Decisions on previous applications

08/01087/FUL	Alterations to 6 Linden Gardens, Orton Northgate	Granted
08/00228/FUL	Construction of retail unit with flat above at Matley Centre	Granted

12. WEBSITE/PRESS - There was no change.

13. MAINTENANCE AND OTHER MATTERS

The Clerk was asked to report the following

- (a) The hedge at 3 Cherry Orton Road is overgrowing the footpath.
- (b) The hedge near Notcutts is overgrowing the footpath.

15. ANY OTHER BUSINESS

Mr Froggitt gave a report on the CPALC meeting.

There being no further business the meeting closed at 9.12 pm.