

Orton Longueville Parish Council



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Minutes of the parish council meeting held on Thursday 27th April 2023 at 19.00 in the Goldhay Centre, Orton Goldhay

Members: 11 Quorum :4 Public: 0 OPCC 1

Present: Councillors N Boyce (Vice Chair), J. Armstrong, D. Brennan, R. Bulkeley, H. Skibsted. Also in attendance, J Haste Interim Clerk and Alison Brown Clerk designate.

Police Officers, Gareth Price and a colleague, were in attendance and stated that it is their intention to re-introduce engagement with the community and attend future meetings, subject to their shift patterns and allocated duties. They recommended that the parish council sign up to e-cops to receive up to date information and alerts. Councillors raised the issue of youths assembling at Herlington and occasional anti-social behaviour

499.1 Apologies for Absence – Cllr. N Penniall sent apologies as away from Peterborough.

499.2 Declarations of Interest and Dispensations – None

499.3 Minutes of Previous meetings. We unanimously **RESOLVED** to approve the minutes of the meeting held on 9th March 2023, and these were signed by the chairman.

Proposed Cllr. H. Skibsted Seconded Cllr. J Armstrong.

499.4 Matters arising from approved minutes (information only & not covered elsewhere on the agenda) – Cllr Skibsted referred to applications for grant and we agreed that it is our practice to invite applicants to attend the parish council meeting at which the grant application is being considered.

499.5 Planning

- a. **23/00364/HHFUL – 448 Oundle Road** – Ground Floor Rear extension – no Objections.
- b. **23/00314/FUL – Franks Automotive Services, 6 Wainman Road** - Construction of single storey rear extension and enclosure of walled yard to provide electric vehicle servicing bays – No Objections.
- c. **23/00272/HHFUL – 1 Mary Armine Road** – Two rear and side extensions, front porch, and application of render and timber cladding. We noted and supported the observations of the Conservation Officer.
- d. **23/00316/OUT - 25 Nansicles Road** - Proposed 3-bedroom chalet bungalow with access, appearance, layout and scale secured and landscaping reserved. We noted the concerns expressed by the neighbour and the lack of information in the application related to vehicular parking and turning within the site. We would require that information to be able to constructively comment
- e. **Planning applications decided since our previous meeting** – We noted that the planning application for a single storey rear extension at 1 The Crescent had been approved, whilst the application to erect a 1.5 storey dwelling on land adjoining 440 Oundle Road had been refused.

499.6 Community Matters.

- a) **Area Maintenance** – Cllr. Brennan, reported that he had been in contact with Officers from the city council / Aragon to determine what work was carried out within the parish and with what frequency. He had also been in touch with NJ Pacey who would want £1000 per day to visit the parish to advise on the work required. Cllr. Brennan informed us that the parish council must determine what work is required at what frequency in order to be able to produce a tender document and seek competitive quotes from contractors able to do the work.
- b) **Oakleigh Park** – The interim Clerk reported that Richard Harding had not carried out any inspections and did not pollard any trees in the park. The Clerk will contact Geoff Rowlett with a view to getting appropriate work carried out. Furthermore, we will ask our qualified tree surveyor to carry out a tree safety inspection and report to a future meeting of this parish council.
- c) **New Parish Notice Boards** - The interim Clerk reported that Richard Harding had taken delivery of the two notice boards and he will be asked to install these as replacements to the existing notice boards at Herlington and Oakleigh Park.
- d) **Parish Council newsletter** – Cllr. Brennan reported on the lack of content being sent to him for a newsletter. A number of suggestions for material were made including advertising the Botolph Green Festival, welcoming Alison Brown back as Clerk and the contribution of this parish to the Parish councils Climate Change conference. Cllr. Brennan asked that those suggestions be written up, converted into content and sent through to him for inclusion in the newsletter.
- e) **20mph restrictions in the village** – The interim Clerk reported that he had been in contact with Thorney Parish Council and that the reply had been very short and unhelpful. We RESOLVED to approve the spend of £2000 to proceed on our own with a Traffic Order to bring about the 20mph restriction in Orton Longueville Village. We asked the Clerk to inform Peterborough City Council as Highway Authority of our request.

499.7 Environmental Matters

- a) **Parish Council Climate Conference 29th March** – Cllrs. Skibsted & Boyce reported on the successful conference and the contribution of this parish council through Cllr. Skibsted.
- b) **Orton Copse** - The developer had provided the results of a survey of residents and drew our attention to two matters beyond the scope of the developer. Residents asked for a fenced off area for dog walkers and extra dog waste bins. We agreed to refer the latter request to the city council to see if additional bins could be provided within their collection contract.
- c) **Other matters raised by Councillors** – None raised at this meeting.

499.8 Reports, Notifications and Correspondence of note (not covered elsewhere on the agenda)

- a) Cllr. Armstrong reported on the Orton Youth Counselling service being very short of Counsellors and a severe risk that some youths will not get the help they so desperately need. We felt it might be appropriate to advertise the youth Counselling service position in the newsletter in a bid to help the service recruit more counsellors, and to ask the service to provide Cllr. Brennan with some wording for inclusion in the next publication.
- b) We noted that the CAPALC monthly Bulletin had been circulated to parish councillors as had the opportunity to take part in “Have your say” in local policing

499.9 Governance matters

- a) **Cricket Club update** – Lynette Durham provided an update from the Cricket Club perspective and it was evident from that report that we need to have an update from the solicitor acting on behalf of the parish council. Cllr. Boyce undertook to contact Christian Firman.

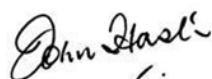
She also informed councillors that the cricket club is seeking a 50% payment towards the installation of water harvesting tanks as advised by Anglian Water and said that an invoice for £750 had been sent to the Parish Council. The Parish Council stated that the cricket club must seek approval for payments from them prior to any works taking place as that is the correct procedure.

- b) **HP Laptop** - The interim Clerk reported that the HP Laptop acquired last May had been collected by HP for return to base repair under warranty. We agreed to defer further consideration of future use of this laptop until our June meeting, assuming that by that time the laptop will have been repaired and returned to us.
- c) **Website and Email addresses.** The Interim Clerk reported that the development version of the new website is now available but that it required a lot of work to load up historical files such as agendas and Minutes, Councillors profiles, pictures of the parish and maps etc. He indicated a willingness to assist the Clerk if desired to speed up the process. We were also made aware that the renewal fee (£150) for the current website is now due. We **RESOLVED** to approve the Payment of £150 to Narkedesign for a further year to provide continuity of a website presence.
Proposed Cllr. Boyce seconded Cllr. Brennan
- d) **Annual Governance & Accountability Return (AGAR) - Annual Governance Statement.** We considered, in turn, each individual point within the statement and **RESOLVED** to instruct the Interim Clerk to provide a positive response in each case; noting that statements about management of Trust Funds do not apply to this parish council
Proposed Cllr. Boyce seconded Cllr. Brennan
- e) **Internal Audit** – We were informed that Mr David Lane, had today completed the Internal Audit and signed and dated the relevant section of the AGAR. The issues caused by the resignation of the former Clerk and two bank signatories had been satisfactorily resolved and our internal controls were now stronger than before because of the changes made to our accounting system and banking arrangements. The Auditor had confirmed that the balances held in Bank accounts at the year-end accorded with the figures stated in the Annual Return.
- f) **Annual Governance & Accountability Return (AGAR) – Accounting Statement** – The interim Clerk as acting responsible Financial Officer had completed the accounting Statement within the annual return. We **RESOLVED** to accept the Accounting Statement as presented to us.
Proposed Cllr. Boyce seconded Cllr. Brennan
- g) **Banking Arrangements** – Alison Brown Confirmed that Unity Trust Bank had contacted her and that she would be an authorised signatory on taking up her duties as Clerk.
- h) **Parish Council Phone** – We re-affirmed our commitment to have a mobile phone dedicated to Parish Council business and for publication on our website. Alison Brown undertook to seek a suitable business contract for an I-phone with a service provider and report back to the next meeting of parish council.
- i) **Receipts and Payments** since the 1st April were reported by the interim Clerk.

Receipts and payments since 1st April 2023
 31st March cleared at Bank
 3rd April - Castor Parish Council - £802.30
 3rd April – R Harding - £417.00
 VAT Reclaimed 13th April (From HMRC) - £2963.93*
 *(paid in to deposit account)

499.10 Pension Arrangements – We noted our legal obligation to provide a pension for Alison Brown on taking up her appointment as Clerk. Alison confirmed that she was already a member of the Local Government pension scheme through her position as Clerk with another parish council and undertook to make the necessary arrangement to have that extended to include her employment with this parish council

499.11 Date of the next meeting – 25th May, 2023 at 7pm The Goldhay centre, 105 Paynels, Orton Goldhay Peterborough PE2 5QP – Agenda to include Botolph Green Festival and the Cricket Club Lease



Interim Clerk & Responsible Financial Officer
 2nd May 2023