



Orton Longueville Parish Council



Email: clerk@ortonlongueville-pc.gov.uk

www.ortonlongueville-pc.org.org

Chair Councillor J. Bull

1. Minutes of the parish council meeting held on Thursday 8th December, 2022 at 19.30 in the Goldhay Centre, Orton Goldhay

Members: 11 Quorum :4 Public: 0 OPCC 1

Present: Councillors J Bull (Chair), J. Armstrong, N Boyce, D. Brennan, R. Bulkeley, V. Bull. H. Skibsted (Vice Chair), N Penniall

495.1 Apologies for Absence – Cllr H Skibsted initially offered apologies and arrived during the course of the meeting following conclusion of a prior commitment.

495.2 Declarations of Interest and Dispensations – Cllr. J Bull declared an interest in agenda item 495.6

495.3 Grant Application – Christ Church Silver Tops – In the absence of a representative we considered the submitted grant application on its merits and noted that the club were seeking 50% of the costs Hiring Christ Church Hall for 48 weeks. On the proposal by Cllr. Brennan seconded by Cllr. Armstrong, we approved a grant of £576.

495.4 Minutes of Previous meetings. The minutes of meetings held on 3rd November and 10th November were unanimously approved by all present and duly signed by the chair.

Cllr. Skibsted joined the meeting

495.5 Matters arising from minutes approved - we noted that future meetings will be held in the Goldhay Centre on the second Thursday of each month excluding August and exceptionally on the third Thursday in January 2023.

495.6 Local Police Matters - Nothing to report on this occasion and police representation will be invited to future meetings.

495.7 Cricket Club – OPCC have secured the services of a Solicitor at a fixed cost of £1000 and the process of formalising the lease arrangements between us & the Cricket Club is anticipated to take 2-8 weeks. We were reminded we had previously agreed to fund 50% of the OPCC solicitor's costs.

495.8 Casual Vacancy Notice - we are not aware of any responses to date.

495.9 Resignations of Cllrs J. Bull and V Bull with effect from 31st December –

1. We formally noted these impending resignation as they are leaving the area. These resignations give rise to the need to appoint trustees to OPCC and the appointment of an interim Chair until May 2023. Cllr Skibsted indicated her preference to stand down as Vice Chair.
2. On a resolution by Cllr. Brennan seconded by Cllr Armstrong and by common concurrence of all present, we appointed Cllr. N Penniall as interim Chair and Cllr. N Boyce as vice Chair.
3. PCC trustees Cllrs N Penniall and D Brennan volunteered to become trustees of OPCC, and Cllr V Bull undertook to conduct a handover

Orton Longueville United Charities Cllr. J Armstrong agreed to take this on from Cllr. J Bull.

4. Given the depleted number of Councillors we considered the advice received about grouping with another parish, We considered the prospect to be unlikely to resolve the current dilemma given that the protracted process and uncertain outcome. We considered various possibilities to recruit more councillors. We agreed to consider these matters again in January.

495.10 Recruitment of a permanent Clerk – We agreed to use the parish council magazine, Facebook and our website to seek to recruit a permanent Clerk and to review progress at our next meeting. Cllr. Brennan agreed to review and update the Clerk’s employment contract and terms for consideration at our next meeting.

495.11 Gloucester Centre Redevelopment – Cllr. J Bull referred to a Planning Compliance Complaint made in January 2022 and we asked the interim Clerk to enquire about the current state of enforcement action reference 22/00002/ENFACC. Cllr Skibsted is following up the issues of Vandalism and Graffiti.

495.12 Lengthsman We noted the progress on the appointment of a self employed contractor and the negotiations carried out by Cllr. V Bull. We noted the agreement reached with th city council on the responsibilities of the city council and this parish council and discussed the terms of the contract together with the need to define the expectations of the contactor and monitoring of the arrangements. Cllr. D Brennan agreed to take on the responsibilities undertaken by Cllr. V Bull.

495.13 Oakleigh Drive Play Area Bins. Cllr Skibsted requested an additional bin in the play area, outside by the bench on the left entering by Oakleigh Drive. We asked the Clerk to take this up with James Collingridge.

494.1 Co-Option of Parish Councillor – Neil Boyce, Chairman of Castor Parish Council was present and had undertaken some discussions on our behalf with our bank and the city council to address some governance issues arising from the resignation of our former Clerk. Mr Boyce expressed his willingness to continue providing support to the parish council pending filling of further parish council vacancies, and a willingness to be co-opted if that was the wish of the parish council. Mr Boyce left the room to enable discussion of that offer. On a proposal by Cllr. V. Bull, seconded by Cllr. J. Armstrong we unanimously agreed to Co-opt Mr. Boyce with immediate effect.

494.2 Declaration of Acceptance of Office - Cllr. N Boyce signed the declaration in the presence of the Acting Clerk as proper Officer and undertook to complete a register of Interest.

494.3 Governance Matters

- a. **Acting Interim Clerk** – Mr. Haste indicated that he was Clerk to two other parishes within Peterborough and not able to take on a permanent appointment as our Clerk. He expressed a willingness to examine the state of the accounts and other records when they are made available and subject to minimising the short-term requirements would hope to be able to provide interim cover pending recruitment to a permanent post. We agreed that any payment for his services would be via Castor Parish Council and would re-imburse Castor Parish Council on receipt of monthly Invoices.
- b. **Banking Arrangements** – Cllr. N. Boyce outlined discussions he had with our Bank and ascertained that as two of our three authorised signatories were no longer available a fresh mandate is required. The Bank also required copy of the minutes recording the resignation of signatories. We unanimously RESOLVED to appoint Vice Chair, Cllr. H. Skibsted and the Clerk as our two replacement signatories in addition to the existing signatory Cllr. J. Bull.
- c. **Computer access** – Cllr. Boyce reported that Mark Van Kerro of Peterborough City Council had reset the password to enable normal usage to be resumed. Cllr. V. Bull would deliver the laptop and other records to Cllr. Boyce the following day and thereafter make arrangements with Mr Haste to assess the current status of the financial records and Website
- d. **Cricket Club lease negotiations** – We noted the advice of the city council legal officer that advertisements were allowed within the site of the cricket ground outlined in red on a plan. We also agreed that the terms of the lease prohibited hiring out the facilities and that any use not directly cricket related required the prior permission of this parish council. Cllr Boyce undertook to inform the cricket club accordingly.
- e. **Lengthsman** - Cllr. V. Bull informed us that he was acquiring quotes for the equipment required. We also noted that he (Cllr. V. Bull) would be the administrative point of contact with the appointed contractor. The Vice Chair, Cllr. V. Bull and Cllr. Boyce would meet with James Collingridge with the aim of establishing land ownership so that the contractor had clearly defined areas of land within which to work.
- f. **Recruitment of a permanent Clerk** – Our preference would be to appoint a CiLCA qualified Clerk and that will be reflected in the advertisements. We also recognised that there were many Clerk vacancies within Cambridgeshire and agreed that we would advertise the vacancy through CAPALC. In addition, speak to City Council contacts with a view to finding someone not CiLCA qualified but with relevant local government experience. Furthermore, to advertise locally through our newsletter to find someone

with local knowledge and suitable experience and skill set to undertake the role and train for the CiLCA qualification.

494.4 Date Of Next Meeting – We noted that Castor Parish Council also meet on the first Thursday of the month. To avoid the clash of dates with Cllr. N. Boyce and the acting Clerk we agreed to move to the first Tuesday subject to availability of meeting room. Cllr. H. Skibsted undertook to cancel the existing bookings and confirm availability of the Goldhay Centre for the rescheduled meeting and subject to availability confirm Tuesday 6th December for our next ordinary meeting.

The meeting closed at 20.46