



Orton Longueville Parish Council



Clerk: Mrs. A. Brown, 46 Oakdale Avenue, Stanground, Peterborough, PE2 8TA

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Minutes of the Parish Council meeting held on Thursday 13th May 2021, 7:00pm at Herlington Community Centre, Herlington, Orton Malborne.

Members: 11 Quorum: 4 Public: 3 Orton Park Cricket Club (OPCC): 1

Present: Councillors P. Skerritt (Chair), P. Brentor, J. Bull, V. Bull, N. Penniall, H. Skibsted and Mrs Brown (Clerk).

Public question time - Public Bodies (admission to meetings) Act 1960 s1 extended by the LGA 1942 s100

Questions were taken from members of the public. This is not part of the formal meeting of the Council and only the subject matter raised has been noted below:

- Members of the public whose children attend the pre-school at Herlington Community Centre raised health and safety concerns when arriving and departing from the building as there is no designated footpath around the building and cars often speed through this area. It was stated that this concern has been ongoing with Peterborough City Council for several years without any resolution. City Councillor Graham Casey attending the meeting, agreed to look into the matter to try and resolve the issue as a matter of urgency. The Parish Council stated that they would discuss this matter at their next meeting.

477.1 To elect the Chair and sign the Declaration of Acceptance of Office

Nominations were called. Cllr Skerritt was proposed. There were no further nominations, it was RESOLVED to elect Cllr Skerritt as Chair.

477.2 To elect the Vice-Chair and sign the Declaration of Acceptance of Office

Nominations were called. Cllrs J Bull and H Skibsted were proposed. After a casting vote by the Chair, it was RESOLVED to elect Cllr J. Bull as Vice Chair.

477.3 To confirm Parish Councillors have signed a Declaration of Acceptance of Office

Following the uncontested election, members signed their Acceptance of Office returns in the presence of the Clerk.

477.4 Apologies for absence

None.

477.5 Declaration of interests and dispensations

Cllr J Bull – agenda item 477.9.

477.6 To advise Councillors to review and update their Register of Interests

The Clerk reminded councillors to update their Register of Interests if any of their circumstances had changed.

477.7 Co-option of Parish Councillors

Mrs Janet Armstrong and Mr Luigi Passero attended the meeting and expressed an interest in re-joining the Parish Council and were questioned by councillors.

Cllr J. Bull left the meeting.

Cllr J. Bull re-joined the meeting.

It was RESOLVED to co-opt Mrs Janet Armstrong and Mr Luigi Passero onto Orton Longueville Parish Council. Cllrs Armstrong and Passero signed their Parish Councillor Declaration and joined the Parish Council for the remainder of the meeting.

477.8 Appointment of Representatives to outside bodies

- Orton Counselling Service for Young People – Cllrs Brentor and Skibsted.
- Parish Council Liaison – Cllr J. Bull.
- OPCC Trustees – Cllrs V. Bull, Passero and Skerritt.
- Orton Local Action Group – Cllr Armstrong (Cllr Skibsted to confirm that this group is still active).
- Police Liaison – Cllr Penniall.
- Orton Longueville United Charities – Cllrs J. Bull and Penniall.
- Any other outside bodies – None.

Cllr J Bull left the meeting for the next agenda item.

477.9 Local Police matters

A new inspector position has been created for the Southern area of Peterborough. His name is Inspector Oliver Warsop and he can be contacted at:

oliver.warsop@cambs.pnn.police.uk

The Southern area also has a new police sergeant: PS Sam Tucker: He can be contacted at: sam.tucker@cambs.pnn.police.uk

Cllr J Bull re-joined the meeting.

477.10 Cricket Club

1. The Anglian Water 'Water Regulations Compliance Inspection' report carried out at the ground was noted. This type of inspection is carried out periodically. The required works relating to the water feed/taps highlighted in the report will be actioned by OPCC.

2. The Clerk is waiting for the tree survey report to be sent through.

3. OPCC stated that they have spoken with the resident which had gifted them the new trees and shrubs and that they were happy and understanding as to why they were being moved to another part of the ground.

4. There had recently been an incident on social media, blown out of proportion relating to alleged fly tipping near the boundary of the ground. This was dealt with swiftly.

5. A request for permission to hire a disused training room in the pavilion was discussed. The intention is to use the room as a showroom for cricket equipment and clothing which club members and visiting clubs will be able to purchase. It was stated by the Parish Council that there is nothing in the lease which prevents a hire agreement. It was RESOLVED to give OPCC permission to put a hire agreement in place on condition of the following:

- The Parish Council is given details of the insurance that the hirer has in place for the equipment and clothing in the showroom.
- The fire risk assessment to be updated.
- The Parish Council is given a copy of the written hire agreement between OPCC and the hirer.

It was further suggested by the Parish Council that the length of the hire agreement is for 12 months periods as this will allow the club and the hirer to review things on a regular basis.

6. OPCC stated that they will nominate new Trustees when the lease registration has been completed by Land Registry. The Clerk will contact Terrells and/or Land Registry to find out when this is likely to be.

7. Work on the new benches is still on-going although the slabs are now in place.

477.11 Minutes of previous meeting

The minutes of the meeting held on 1st April 2021 were agreed and RESOLVED as a correct record and signed by the Chair.

477.12 Matters arising from the minutes of previous meetings

1. **476.13 Parking issues on village green:** The works to erect the wooden posts are due to take place towards the end of June 2021.

2. **476.14 Bifield Residents' Association Garden:** The lease has reverted back to Peterborough City Council (PCC), which has agreed to continue maintaining the garden.

477.13 Gloucester Centre redevelopment

Answers to the questions raised with Nick Harding, Head of Planning at PCC at the meeting on 6th April 2021 the Gloucester Centre Residents Action Group's (GCRAG) and Cllrs J. Bull and V. Bull have still not been received. The Clerk reported that Nick Harding is currently off on sick leave and that the Planning Officer for the case has been asked to respond in his absence. To progress matters Cllrs J & V Bull had, at the request of the Clerk, sent the substantive list of questions asked at the site visit for the Clerk to forward to the Planning Officer.

477.14 Good Neighbours Scheme

Cllr Skerritt stated that a short survey will be included in the next newsletter and has updated Cate Harding with this information.

477.15 Climate Emergency Action Plan

The Biodiversity and Green Environment Action Plan – to move this forward it was agreed to divide the parish according to each boundary area and that councillors will walk round them to see how much biodiversity and green assets are in the area which can then be actioned. Cllr J. Bull has already made a list of the areas to look at which will help with this. **Cllr Brentor** stated that he has up to date maps of all the boundaries within the parish which he will distribute at the next meeting.

It was agreed that **Cllr Penniall**, as a Director of 'Up The Garden Bath' will ask Dave Poulton if he can come up for proposals to improve an area in Lythemere which was once a cultivated with benches. It was noted that the Rotary Club has been helping 'Up The Garden Bath' with projects.

Cllr Penniall stated that there is an official process to go through to obtain a cultivation licence from PCC for any works to be carried out within the parish and that PCC will still own the land. The agreement is non-transferrable and there are restrictions as to what can and cannot be done on the land.

Moving forward, it was agreed to set up a 'Biodiversity and Environmental Working Group' with Cllrs J. Bull, Penniall and Skibsted to start looking at the action plan. The Orton Longueville Biodiversity and Green Environmental Action Plan will be the Terms of Reference for the working group. A budget for any works will be set at the next meeting. The working group will set up their first meeting as soon as possible.

477.16 Parish Council newsletter

Cllr Skibsted stated that she is now helping Cllr Brentor with the newsletter and will be preparing the next issue. She asked councillors to send her pictures to go with the articles which they had already provided as it was agreed that there should be more pictures and less text in the newsletter. There will also be a 'Welcome' from the new Chair' article in this edition. It was also suggested to include the outgoing Chairs report. Cllr Skibsted stated that someone to deliver the newsletter is still required. The Oracle is not yet being published however **Cllr J. Bull** will contact them to find out if things have changed. The Clerk gave Cllr Skibsted contact details for a delivery person which had previously been used by Orton Waterville Parish Council. **Cllr Skibsted** will contact this person.

477.17 Bulky waste collections at the Herlington Centre

It was agreed that the **Clerk** will book bulky waste collections for 12th June 2021 and 14th August 2021 if these dates are still available. Councillors will be informed when this has been done.

477.18 Purchase of new bins for the parish

Paul Robertson, PCC, has informed the Clerk that the cost to purchase and install a bin is £361.75 and £364.12 to empty it each year. This is the cost per bin regardless of how many are purchased. If it is decided to go ahead, Paul needs to know where the bins would be located in case there are any issues with the location. It was agreed to ask if a bin can be installed in the lay-by at Thuro Grove and that a Parish Council logo put onto it. The **Clerk** will report back at the next meeting. Cllr Skibsted stated that she has been asked for additional dog bins in the parish. It was agreed to consider this at a later date.

477.19 Speedwatch

Orton Waterville Parish Council is looking to restart the scheme and has asked the Parish Council if it is still interested in sharing the cost of the equipment which was previously quoted as being 50% of £2795.00. It was agreed to defer this item until at least September as the last time that Speedwatch was being considered not enough volunteers came forward.

477.20 Community Gardening Scheme

This item was discussed as part of the earlier agenda item 477.15.

477.21 Environmental Issues

A rat infestation has occurred in Benyon Grove which appears to have been caused by renovation works at Malborne House – although Herlington has a similar problem with its bins and fly tipping, as builders and food waste is being dumped and not taken away. As this is private land, PCC will not remove the rubbish. As **City Councillor Graham Casey** was present at the meeting, he was asked by the Parish Council to take on this reoccurring issue and to try and resolve it.

477.22 Reports from representatives on outside bodies

1. Parish Council Liaison meeting 6th April 2021 – Cllr J. Bull reported that it was an agenda setting meeting. The topic for the Autumn Annual Conference will be the environment and the date is yet to be finalised. Speakers for next meeting on 21st April 2021 were agreed which was subsequently cancelled due to lack of speakers.

2. CAPALC Peterborough Parish Council Forum meeting 16th April 2021 – Cllr J. Bull attended the meeting and reported that CAPALC are looking at issues affecting Parish Councils and to make them aware of the training which they have on offer, this includes, Code of Conduct and Compliance, finance and update courses for Clerks and councillors.

Pat Carrington gave a presentation on Peterborough Culture & Peterborough City College initiatives following the breaking up of Vivacity by PCC which has given them services to run.

3. No other reports.

477.23 Finance

1. To following payments were authorised:

Came & Company	Parish Council insurance renewal 2021/22	£2052.40
Herlington Community Centre	May room hire	£25.00
Mrs A Brown	Clerk's salary April 2021	£402.10
Mrs A Brown	Expenses – (Use of home as office Apr 2021, mileage allowance)	£35.00
HMRC	PAYE Tax & NI - Clerk April 2021	£100.40
R Harding & Son Landscaping	Holy Trinity maintenance April 2021	£367.50
Rialtas Business Solutions Ltd	Accounts software annual support and maintenance	£148.80
CAPALC	Code of Conduct Training (Clerk)	£20.00
TOTAL		£3151.20

2. Income received:

PCC -1st instalment precept	£17,380.00
PCC - 1st instalment precept Burial Grounds	£2145.00
PCC - 1st instalment precept Recreation grounds	£1946.00
PCC – Covid-19 Grant	£500.00

3. End of month accounts was noted.

4. Annual Governance and Accountability Return for year ending 31 March 2021

a) The effectiveness of the system of internal control was reviewed - there were no findings.

(b) The Annual Governance Statement 2020/21 was approved and RESOLVED.

(c) The Accounting Statements were considered by all members present.

(d) The Accounting Statements were approved and RESOLVED for signing by the Chair and Responsible Financial Officer (Clerk).

5. It was RESOLVED to award an honorarium of £245.00 for the Internal Auditor.

6. The Internal Auditor for 2021/22 was confirmed as being Mr Mark Hazlehurst again.

477.24 Correspondence received

1. CAPALC: Bulletins

2. CAPALC & NALC: Coronavirus updates

3. Peterborough City Council: Highlights from the HUB and Communities updates

4. CAPALC: Online event – Planning and Power

5. CAPALC: New End of Year Audit Service

6. CAPALC: Virtual Meeting - High Court Verdict

7. Peterborough City Council: Local List Project – List of Heritage Assets in Peterborough

8. Peterborough City Council Scrutiny Committee: Parish Councillor Co-opted member vacancies

9. Arthritis Action: Free online arthritis event 12th and 19th May at 11.00 am

10. Events, Coffee Mornings and Events in May organised by Family Voice

11. Local resident email: Road surface issue and pothole on junction of Oundle Road/The Village. The Clerk has reported this to Highways. Repairs are due to be carried out in the next week. Cllr Skibsted asked for the contact details of the resident.

12. Peterborough City Council: Parish Councillor Code of Conduct and Register of Interests training session 10th June 2021 – councillors to inform the Clerk if they wish to attend.

477.25 For Information

1. Cllr Skibsted informed the meeting that litter picks are resuming. 5th June 2021 at the Goldhay Centre and 19th June 2021 at Herlington Community Centre. All residents are invited to help and all equipment is provided. The Clerk will put up notices in the noticeboards.
2. Cllr Armstrong reported that the Clerk's Magazine had an article outlining the tweaks to planning law. Cllr J. Bull asked if this could be emailed to everyone.
3. Cllr V. Bull reminded councillors that Parish Council email addresses should be used for any correspondence.

Cllr Skibsted left the meeting.

477.26 Planning matters

It was RESOLVED to submit comments to Planning where appropriate on applications:

21/00277/HHFUL	Re-Consultation: Demolition of existing outbuilding and erection of single storey outbuilding at 3 Church View, The Village, Orton Longueville, Peterborough PE2 7DW	Comment to be submitted to Planning Dept: - The Parish Council has no objection as long as the new build is no higher than the existing building.
21/00413/HHFUL	Single storey rear extension at 2 Thornleigh Drive, Orton Longueville, Peterborough PE2 7AJ	No material observations.
21/00423/HHFUL	Single storey rear extension at 3 Redwood, Orton Longueville, Peterborough PE2 7DU	No material observations.
21/00441/HHFUL	Construction of rear conservatory at 9 Robert Rayner Close, Orton Longueville, Peterborough PE2 7AY	No material observations.
21/00453/OUT	Erection of two storey dwelling with basement with matters of appearance and landscape reserved at 33 The Village, Orton Longueville, Peterborough PE2 7DP	Comment to be submitted to Planning Dept: Previously made material observations on the withdrawn planning application 21/00012/OUT still remain on this new application: - The proposed basement is bigger than the footprint of the building. - If approval is given to remove the mature Leyland Cypress and Deodar Cedar with a substantial root system, neighbouring properties may be affected by this and incur some sort of damage.
21/00499/CTR	Pollard trees and remove over-hanging trunks on tree in garden at 23 The Village, Orton Longueville, Peterborough PE2 7DP	No material observations.
21/00504/HHFUL	Proposed pitched roof over single storey rear element at Highfields,	No material observations.

	516 Oundle Road, Orton Longueville, Peterborough PE2 7DJ	
21/00569/HHFUL	Conversion of garage to habitable space at 1A The Village, Orton Longueville, Peterborough PE2 7DN	No material observations.
21/00578/WCPP	Variation of condition C2 (approved plans), C7 (vehicle access), C8 (access, turning, parking) and C9 (visibility) for car port, pursuant to planning permission reference 18/01474/FUL at 405 Oundle Road, Orton Longueville, Peterborough PE2 7DA	No material observations.
21/00626/CTR	Sycamore (T1) – fell at 2B The Village, Orton Longueville, Peterborough PE2 7DN	No material observations.
21/00642/HHFUL	Single storey side extension, alterations and relocation of garden wall at 29 Gretton Close, Orton Longueville, Peterborough PE2 7WD	Comment to be submitted to Planning Dept: - The Parish Council commends that a new tree be planted to replace felled one.
21/00687/CTR	Various tree works at 23 The Village, Orton Longueville, Peterborough PE2 7DP	No material observations.
21/00680/CTR	T1 Irish Yew - Reduce to 2m in height at Holy Trinity Church, The Village, Orton Longueville, Peterborough PE2 7DN	No material observations.

477.27 Clerk's appraisal

It was noted that the Clerk's review had been carried out by Cllr Passero and former Cllr Davis.

477.28 Date of next meeting – Thursday 3rd June 2021.

Cllr Skibsted re-joined the meeting.

The meeting closed at 21.52.