



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 remotely via Zoom on Thursday 4th June 2020, 7:00pm

Members: 11 Quorum: 4 Public: 0 Orton Park Cricket Club (OPCC): 1

Present: Councillors L. Passero (Chair), J. Armstrong, P. Brentor, J Bull, V Bull, G. Casey, S. Davis, A. Fisher, H. Skibsted, and Mrs Brown (Clerk).

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

None.

467.1 Apologies for absence

Apologies were received from Cllr Penniall (Personal).

467.2 Declaration of interests and dispensations

Cllr J Bull – 467.5.

Cllr Casey – 467.21.

467.3 Parish Councillor Co-option Resolution

It was RESOLVED to pass the following motion: *‘That co-opted Councillors during the Covid-19 pandemic shall sign their ‘Declaration of Office’ during the remote meeting and give to the Clerk at the first meeting back after government restrictions have been lifted. The Register of Members’ Interests form shall also be completed and submitted to the Monitoring Officer at Peterborough City Council, either by post or email, within 28 days of co-option. A copy will also be given to the Clerk’.*

467.4 Parish Councillor Vacancy

The vacancy remains open.

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

467.5 Local Police matters

No update from the police was received.

Cllr J Bull re-joined the meeting.

467.6 Minutes of previous meeting

The minutes of the meetings held on 7th May 2020 and 14th May 2020 were agreed and RESOLVED as a correct record and signed by the Chair.

467.7 Matters arising from the minutes of the previous meetings

1. 465.7.1 – Wingfield property update: Rachel Hughes, Empty Homes Officer, has had no response to her stage 1-3 letters via phone or email. It is possible that the owner may have responded by letter but because Rachel is working from home due to Covid-

19 there are some letters that will not have reached her yet. She says she will be collecting mail when she is able to return to the office.

If it is the case that the owner has not written to her then she says it will be time for her to explore which enforcement power she should use to address the problem. Whilst this response is not more positive for the affected residents, Rachel will continue to do what she can in the circumstances.

2. 465.12 - New Parish Council website and Councillor Emails – All councillors are now using their new email addresses.

467.8 Review of grant applications criteria during Covid-19 pandemic

The criteria for awarding grant payments during the current situation was discussed. It was agreed to continue assessing grant applications on their individual merits.

467.9 Botolph Green Residents' Association grant application

The £900.00 funding request received at the last meeting was discussed again.

It was agreed that the following information was required to be able to make a decision at the next meeting in July:

- 3 quotations are required to compare the additional grass cuts.
- Has consideration been given to accepting the quotation which was given by the grass cutting contractor who cuts the grass at the cricket club.
- Has the Association explored the possibility of self-funding the additional grass cuts as a few years ago the Parish Council gave money for rakes to be purchased.

The **Clerk** will request this information from the grant applicant.

467.10 Cricket Club

1. Terrells have informed the Clerk that the lease registration application is still with Land Registry.

2. The Clerk stated that she had reported the fallen over road name sign for 'Church View' near the cricket club entrance to Peterborough City Council and that following response had been received, 'Peterborough City Council have reviewed the issue and it is not deemed to be unsafe at present – No further action'. **Cllr V Bull** stated that the sign needs addressing and agreed to contact the City Council to try and resolve this matter. The **Clerk** will give Cllr V Bull the job reference number.

3. Cllr V Bull attended the recent OPCC committee meeting.

4. The training nets have not yet been reopened for training even though guidance has been issued stating that one to one training and single households can use them. This is going to be reviewed.

5. The new training nets contractor is returning on Saturday to swap the green net to a black net as requested by nearby residents.

6. OPCC asked if the pavilion could be used during the winter months for fundraising. The Parish Council stated that there are no restrictions in the lease for using the pavilion all year round and agreed that OPCC can hold fund raising events during the winter months in the pavilion.

7. OPCC is waiting for the remaining grant money from Mick George which is needed to pay for the driveway improvements.

8. The rubble from the bridge entrance repairs still needs to be removed. The contractor is aware and will do this as soon as they are able to.

9. Cllr Passero stated that for security reasons, the property owner on the left hand side of OPCC needs to put back the 2 fence panels which he removed to provide access for a large delivery. The OPCC Chairman will be asked to approach the resident and ask him to reinstate the 2 fence panels.

9. Cllr J Bull reported that a brick is loose on the left hand side of the entrance bridge. Cllr V Bull stated that at the OPCC committee meeting he had agreed to glue the brick back into place.

- 10.** OPCC is donating £35.00 to the Foodbank to help with the current Covid-19 situation. Cllr J Bull stated that OPCC were to be commended for offering this support.
- 11.** OPCC is drafting a letter which is going to be sent to all local residents encouraging them to contact the club by email whenever possible as they now have a Secretary to deal with enquiries.
- 12.** Cllr V Bull asked OPCC if the letterbox had been put on the gate yet. He also asked if a name plate was going to be put on the gate. OPCC stated that they would chase up the relevant person and find this out.

467.11 Parish Council Covid-19 Emergency cash fund grant award

Further to the recent Extra-Ordinary meeting on 14th May 2020, the Clerk reported that a payment of £3,000.00 had been made to Peterborough Foodbank, and a payment of £5,000.00 had been made to Peterborough Council for Voluntary Services (PCVS). A press release regarding the funding has been issued by Peterborough Foodbank. PCVS are yet to issue their press release. The **Clerk** will contact them for an update.

467.12 Gloucester Centre redevelopment

A new masterplan has been issued by Savills but it has not yet been sent out for re-consultation.

It was agreed that the illustrative layout plus masterplan looks better and more well-disposed for current residents with the saving of a few trees but no further attention has been given to traffic on estate roads, reduction in the no. of properties to be built, any in depth rationale for Wainman Road closure, no traffic survey for Royston Avenue etc. etc. It was noted that most of the issues the Parish Council raised in its letter 26 June 2019 with further questions raised in August 2019 to Nick Harding remain active.

It was noted that the application extension remains the end of July and that the Planning and Environmental Protection Committee continue to meet via Zoom with their next meeting being Tuesday 9th June at 1.30pm. It is being presumed that Savills amended application will be submitted in time for the Planning & Environmental Protection Committee meeting in July. The Parish Council agreed to wait until the amended application goes live on the city council's planning portal and send in our further material observations then.

The planning officer has confirmed that the Bat Barn and Bat roosts have been approved and that they are currently reviewing the demolition method statement.

The Clerk has asked the Planning Officer to keep the Parish Council fully informed of events plus critical dates – especially when the final amended application is submitted – along with the date the application will be considered and determined by the Planning & Environmental Protection Committee.

467.13 Parking issues on village green

The Clerk reported that Highways had informed her that the cost to erect posts and rails around the Village Green would cost approximately £6,200.00 plus the daily cost of plant and labour at £450.00 per day. A short oak post option is estimated at cost of £11,000.00 - £16,000.00. It was agreed that the **Clerk** will ask Highways for a firm quotation for the oak posts option and also whether the Parish Council is allowed to carry out the works themselves using their own contractor.

467.14 Parish Council newsletter

Cllr Brentor asked if the Parish Council would consider sending out a regular newsletter to residents to raise the profile of the Parish Council as many residents do not realise that it exists. It was stated that the Orton Oracle has been going for 22 years and that the Parish Council does from time to time place news articles in this publication. It was however noted that the Orton Oracle is not delivered to every house within the parish,

most likely due to the lack of volunteers. It was therefore suggested that the Parish Council may be able to support the Orton Oracle with a grant to help them with the delivery of the publication.

Rather than a newsletter to make residents aware of the Parish Council, Cllr J Bull stated that Castor Parish Council have set up a Good Neighbours Scheme whereby new residents to the parish are provided with local information and contacts. Cllr J Bull suggested that the Chair of Castor Parish Council should be invited to give councillors a presentation on the scheme with a view to setting up a similar scheme with the Parish. It was agreed that the **Clerk** will invite the Chair of Castor Parish Council to give a presentation on their Good Neighbours Scheme before the start of the next meeting.

467.15 Bulky waste collections

The next collection is 5th September 2020.

Orton Waterville Parish Council have also cancelled their collection on 30th May 2020 however it was noted that they are arranging a one off additional black bin collection for their Parish on Saturday 13th June 2020, organised by Ward and Parish Cllr Julie Howell due to the extra rubbish built up from households due to the recent lockdown. It was agreed that the Parish Council should also explore the possibility of arranging a one of additional black bin collection. **Cllrs Casey and Skibsted** were asked to take this forward and to find out the costs of an additional collection including leaflet printing and distribution.

467.16 Environmental Issues

1. Cllr Casey stated that the BMX club has litter picked the field next to their track as litter has built up.
2. Cllr Skibsted reported that she is waiting for the go ahead to restart community litter picks.
3. Graffiti concerns: An email has been received from a local resident regarding graffiti on private property. It was agreed that the **Clerk** will write to the resident explaining the problems surrounding the removal of graffiti from private property.

467.17 Reports from representatives on outside bodies

1. Report received from Cllr J Bull on the Peterborough City Council's Joint Meeting of the Scrutiny Committees held on 20th May 2020 regarding Peterborough City Council's response to Covid-19:

As Peterborough Parishes co-opted member of the Health Scrutiny Committee I attended this meeting. We discussed the current Coronavirus pandemic and the effects it will have both in the immediate and longer term on all the Council's priorities. The impacts are monitored and managed through the council's risk logs and recovery plans. These data sets feed into the annual review of Council strategy.

Outcomes/Impact

Peterborough City Council have been keeping the public up to date with the latest situation and this meeting allowed scrutiny members to question Members of the Executive and Senior Officers about their decisions and performance in relation to the city's Covid-19 response. Various questions were asked concerning the council's response to this, along with debating relevant matters in a transparent manner. Areas covered included overall response and civil contingencies; adult social care & commissioning; children's services; education; communities and partnerships; public health; place and economy; customer and digital service; business, commercial and strategic projects; governance and resources, finance, plus the city's covid-19 coordination and response hub.

Peterborough has received an additional £10.9m from central government for Covid-19 funding, but many competing priorities remain. The council's budget prior to the coronavirus pandemic was already strained with deficits projected for year end 2020/2021 through to 2022/23.

Recommendation

All agreed to note the progress made to date in responding to the impact of the Coronavirus.

2. Report received from Cllr J Bull on the Conference for Peterborough Parishes on 15th May 2020:

The aim of the event was to enable Peterborough parishes to support each other in their efforts to help their residents.

Wendi Ogle-Welbourn, PCC Executive Director for People and Communities, updated us on the Peterborough CRG (Community Resilience Group) which has been set up to provide community support.

We also had an opportunity to talk about the experience of virtual meetings, what challenges we face, and whether to hold regular video forums now and in the future – perhaps in place of our Parish Liaison Committee meetings.

The agenda covered:

1. Parish Council Community Support - Mutual Aid Groups.
2. Wendi talking about the Hub and local support initiatives.
3. Virtual Meetings.
4. Challenges (city councillors hold up to date info on those shielding in their respective city council wards).
5. New Video Forum for Peterborough Parishes (say every month in place of Parish Liaison Committee).

3. Orton Counselling Service for Young People – Next meeting 22nd September 2020.

467.18 Finance

1. The following payments authorised:

Mrs A Brown	Clerk's salary May 2020 (incl. 4 additional hour's Extra-Ordinary meeting).	£346.71
Mrs A Brown	Expenses – (stamps, use of home as office May 2020, mileage allowance.)	£28.28
HMRC	PAYE Tax & NI - Clerk May 2020	£91.55
R Harding & Son Landscaping	Holy Trinity maintenance May 2020	£367.50
Orton Waterville PC	Contribution to Zoom subscription June	£5.99
CAPALC	Chairman training	£50.00
Peterborough Foodbank	S137 Grant LGA 1972 (Covid-19 cash grant)	£3000.00
Peterborough Council for Voluntary Service	S137 Grant LGA 1972 (Covid-19 cash grant)	£5000.00
Jeff Rowlett Tree Services	Tree works at OPCC	£3120.00
TOTAL		£12010.03

2. Income received – none.

3. The end of month accounts was noted.

4. Annual Governance and Accountability Return for year ending 31 March 2020:

- a) The effectiveness of the system of internal control was reviewed - there were no findings.
- (b) The Annual Governance Statement 2019/20 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 2020/21 was confirmed as being Mr Mark Hazlehurst again.

467.19 Correspondence received

1. CAPALC Monthly bulletin.
2. CAPALC: Chief Executive bulletin.
3. CAPALC: Councillor training day dates.
4. CAPALC: CAPALC: Press release – Companies House have approved CAPALC's incorporation as a company limited by guarantee.
5. CAPALC & NALC: Coronavirus updates.
6. CAPALC: Drop in Hour' – bi-weekly sessions with CAPALC by remote access.
7. Peterborough City Council: Highlights from the HUB.
8. Peterborough Local Community Resilience Group (CRG)/Hub.
9. Local resident email: Drainage issue in property garden.
10. Caring Together: Small emergency grants for carers of all ages.

467.20 For Information

1. Cllr Passero – Chairmanship training 6th June 2020.
2. Cllrs Armstrong, Fisher and Skibsted - Councillor training 4th July 2020.
3. Cllr J Bull agreed to send the Clerk an etiquette guide on Zoom meetings for dissemination to all councillors.

Cllr Casey left the meeting.

467.21 Planning matters

It was RESOLVED to submit comments where appropriate on applications:

20/00612/HHFUL	First floor rear extension at 11 Royle Close, Orton Longueville, Peterborough PE2 7LN	No material observations
20/00648/HHFUL	Two storey rear extension at 7 Chippenham Mews, Orton Longueville, Peterborough PE2 7ZB	No material observations

467.22 Date of next meeting – Thursday 2nd July 2020.

The meeting closed at 9.06 pm.