



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 3rd September 2020, 7:00 pm

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

Present: Councillors L. Passero (Chair), J. Armstrong, P. Brentor, J Bull, V Bull, G. Casey,
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. The meeting was not recorded.**

None.

469.1 Apologies for absence

Apologies were received and accepted from Cllrs Davis and Fisher (personal).

469.2 Declaration of interests and dispensations

Cllr J Bull – 469.4.

Cllr Casey – 469.19.

469.3 Parish Councillor Vacancy

Mr Paul Skerritt attended the meeting and expressed an interest in joining the Parish Council. It was RESOLVED to co-opt Mr Paul Skerritt onto Orton Longueville Parish Council. Cllr Skerritt signed his Parish Councillor Declaration and joined the Parish Council for the remainder of the meeting.

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

469.4 Local Police matters

Cllr Penniall informed the meeting that he has set up a Neighbourhood Watch Scheme in Medeswell, Orton Malborne.

Cllr J Bull re-joined the meeting.

469.5 Minutes of previous meeting

The minutes of the meeting held on 1st July 2020 were agreed and RESOLVED as a correct record and signed by the Chair.

469.6 Matters arising from the minutes of previous meetings

468.12.1. Empty Wingfield property- Rachel Hughes the Empty Homes Officer has informed the Parish Council that some work has been carried out at the property. She is trying to find out more in terms of future plans and it is hoped that the owner is preparing to sell or let out the property.

469.7 Cricket Club

1. R Harding Landscaping has provided a quotation of £180.00 to supply and plant 4 metres of 5/6 ft. high laurel hedging to fill in the missing gaps in the western fence line. It was RESOLVED that the quotation be accepted.
2. The additional 'No Trespassing' signs have been put up to make them double-sided.
3. The rubble from the entrance bridge repairs has been removed.
4. It appears that the OPCC sign on the letter box is missing. OPCC will look into this.
5. Cllr V Bull has tightened loose screws on the height barrier as it was dropping every time it was being opened. He now holds a gate for the main gate in case emergency access is required to the ground.
6. The old fridge and drinks cabinet is still near the entrance. OPCC will arrange for their removal as soon as possible.
7. OPCC is waiting for the 2nd grant payment from Mick George to pay the remainder of the improvement works invoices. As soon as this is received, OPCC will invoice the Parish Council for their 50% share towards the driveway improvement costs.
8. Some cricket has been played, including training since COVID-19 restrictions have been eased.
9. A lot of work has been done at the ground during the summer and a date is being organised to put the 'wicket to bed' for the winter. **OPCC** will inform the Clerk when a date has been set. This will take place over a 2 day period to allow for social distancing.
10. OPCC asked if the 1st Team is able to continue training during the winter one night a week and on a Saturday morning to maintain their fitness and their mental well-being. This training is in addition to their inside winter training at Nene Park Academy. The Parish Council stated that that the ground can be used every day 8:00 am – 10:00 pm and as such there are no restrictions in the lease to using the ground during the winter months; however this will be confirmed to OPCC by **Cllr J Bull** within 48 hours of the meeting. OPCC stated that they will carry out a full risk assessment before any training takes place and give a copy to the Parish Council. Cllr Penniall commended Lynette Durham (OPCC) for attending a Mental Health Course as this is very important at this moment in time.
11. OPCC stated that their donation to the Foodbank by members had been successful and that the club is thinking of doing this on a regular basis, at least twice a year.
12. Cllr Brentor informed the meeting that he has not yet managed to visit the club to look round. OPCC stated that the club will be open on Saturday if he wanted to attend. Cllr Skerritt was also invited to attend.
13. Peterborough City Council (PCC) has confirmed that the culvert outside the front entrance of the ground is not adopted by them. Cllr V Bull stated that this piece of land is not part of the lease plan and therefore it appears that it is the Parish Councils responsibility to maintain it. It was agreed that the **Clerk** will obtain a quotation from the Parish Council contractor to improve the culvert appearance with top soil and grass seed, and thereafter keep it maintained in a neat and tidy condition, including both sides of the hedge on the front entrance side to the ground. OPCC agreed that the contractor can make use of the spare top soil which it already has and will also provide the grass seed free of charge. It was also agreed that **Cllr V Bull** will spray weed killer on the area in the first instance to prepare the ground.
14. It was agreed that the Parish Council end of year walkabout will take place at the same time as when the 'wicket is put to bed'. This will give councillors the opportunity to meet the Grounds Team. **OPCC** will confirm the date.
15. OPCC has contacted the Fire Service for them to carry out the fire safety check at the club which is now overdue.
16. It was noted by Cllr V Bull that the OPCC Health & Safety folder still needs completing and brining up to date. OPCC are aware of this and are working on it as a matter of priority. This will be reviewed during the Parish Council walkabout.

468.8 Gloucester Centre redevelopment

A re-consultation date for the new plan has not yet been given by Peterborough City Council. It was agreed that the **Clerk** will contact the Planning Officer and ask when this

is likely going to be and also for confirmation that all relevant residents will be notified by letter of the consultation.

Savills have confirmed that the Bat Licence will be applied for via Natural England in February/March 2021 ahead of the demolition of the Gloucester Centre which is expected to begin in June 2021.

469.9 Good Neighbours Scheme in Castor

Following a recent presentation by Neil Boyce, Chair of Castor Parish Council, it was agreed that such a scheme would be difficult to implement within the parish due to its size and number of residents and also recruit enough volunteers to help manage it. It was therefore suggested that some initiatives of the scheme could be implemented with the help of the Peterborough City Council Community Connector Jess Kennedy. It was agreed that the **Clerk** arrange an informal meeting with Jess Kennedy and the Parish Council to explore this further.

469.10 Climate Emergency Action Plan

A Climate Change Declaration and Action Plan drafted by Cllr J Bull was discussed. The signed declaration was agreed. All noted that the Action Plan is an advisory plan and currently consists of 7 easy ways for residents to immediately reduce their carbon footprint. It is envisaged that the plan will be evolving and updated as and when necessary. This topic will be a monthly standing agenda item. It was **RESOLVED** to adopt the Climate Change Declaration and Action Plan forthwith. The Clerk will place the declaration and plan on the Parish Council website and noticeboard, and issue a press release to Peterborough Matters and the Peterborough Telegraph.

469.11 Parish Council newsletter/flyer

Cllr Skibsted stated that she had been canvassing residents and found out that many of them do not know that the Parish Council exists. She felt that a regular newsletter would be a good way to make the Parish Council visible to residents. Cllr Brentor agreed to take on the role of Informal Editor to collate articles and prepare the newsletter for publication. It was **RESOLVED** that **Cllr Skibsted** will obtain the printing and distribution costs of the newsletter and circulate to all councillors for agreement before the next meeting. **Cllr Brentor** as Informal Editor will prepare the newsletter with a view to the first issue being ready for distribution in December. The newsletter contents will be approved by all councillors before it is sent for printing. The newsletter will be issued quarterly over a one year trial period. An update will be given at the next meeting.

469.12 Parking issues on village green

1. The Clerk reported that she has not received any update from Highways as to when the white line will be painted to delineate the footpath on The Village.
2. Cllr V Bull reported that he has been unable to obtain a quotation for wooden posts for the Village green from the contractor which was used for the OPCC fence. **Cllr Passero** stated that he would contact the Highways Officer Peter Tebb to arrange a meeting at the village green to discuss the quotations which he had previously provided and work out the best option to deter cars from parking on the green. **Cllr V Bull** and the **Clerk** will also attend this meeting.

469.13 Bulky waste

Aragon Direct Services has cancelled the next collection on 5th September 2020 due to COVID-19 Health and Safety constraints. For future collections it is envisaged that residents will need to stay in their cars until they are able to safely unload them. For this to happen the car park layout needs looking at and safety fencing may be required to control the traffic. **Cllrs V Bull, Passero** and **Skerritt** agreed to look into this and the **Clerk** will obtain for them the refuse collection vehicle dimensions from Aragon Direct Services. The next collection is scheduled for 28th November 2020.

469.14 Environmental Issues

None.

469.15 Reports from representatives on outside bodies

1. Report received from Cllr J Bull, Peterborough Parish Forum meeting report of 21st August 2020:

1. There was a presentation on *Think Communities* by Elaine Matthews, council's Think Communities Area Manager – incorporating the *Neighbourhood Scheme* that Neil Boyce spoke to us about at our meeting on 1 July. In a nutshell *Think Communities* is about:

- Strengthening leadership to drive integration in policy development and service delivery
- Supporting newly arrived migrants to integrate and improve communities' ability to adapt to migration
- Making sure all children and young people are prepared for life in modern Britain and have the opportunity for meaningful social mixing with those from different backgrounds
- Boosting English language skills – which are fundamental to being able to take advantage of the opportunities of living in modern Britain such as getting a job, mixing with people and playing a full part in community life
- Mitigating residential segregation and supporting people to build strong and integrated communities
- Increasing economic opportunity
- Challenging the practices that can hinder integration and equal rights
- Learning what works in building integrated communities and sharing that learning – so important and effective during the Covid-19 lockdown and post Covid-19 recovery.

Peterborough City Council's Delivery Plan was led by them, but co-designed with input from a number of partners including the Department of Work and Pensions, Peterborough City 70 College, University Centre Peterborough, COMPAS (representing *Inclusive Cities*) and representatives of voluntary, faith and community sector organisations (including parish councils).

Think Communities is made up of four key themes (ABCD):

- a. Increasing Economic Opportunity
- b. Bringing Communities Together
- c. Young People
- d. English as a Second Language (ESOL)

2. There will be a reminder issued to all parishes (Chairs & Clerks) via CAPALC to get more Councillors and Clerks to respond to the Parish Liaison survey which can be found at <https://forms.gle/x6MfMnygAXFouzZ4A>). Out of the responses to date there is a desire for the Parish Liaison Committee meetings to continue but perhaps being more laser focussed and tailored to a two way dialogue between Peterborough City Council and Parishes.

The next meeting is on 18th September 2020 and any councillor can attend.

2. Reports received from Cllr J Bull, Joint meeting of the Scrutiny Committees 2nd and 22nd July 2020:

2 July 2020: As Peterborough Parishes co-opted member of the Health Scrutiny Committee I attended this meeting. We discussed the current Coronavirus pandemic

and recovery strategies and the effects on the immediate and long-term priorities plus financial implications.

Impacts are monitored and managed through the council's risk logs and recovery plans.

OUTCOMES/IMPACT

To note the Council's response to the current Coronavirus pandemic; the progress made on assessing financial, service and community impact; plus, the Council's initial approach to recovery.

All areas of business were discussed and Scrutiny Committee Members were invited to put questions to Members of the Executive (Cabinet), Chairs of Committees plus senior officers about their decisions and performance, both generally and in relation to particular decisions or projects. Areas of concern, plus actions and recommendations were noted.

ACTIONS & RECOMMENDATIONS

These can be found on YouTube

<https://www.youtube.com/watch?v=vBTQwaGeE2M> (pick up at 2hours 32 mins).

22 July 2020: As Peterborough Parishes co-opted member of the Health Scrutiny Committee I attended this meeting.

OUTCOMES/IMPACT

The council's report provided an update on its ongoing response to the coronavirus pandemic, its work with partners and communities to protect the most vulnerable and its developing work to help Peterborough to recover from this unprecedented emergency.

As at 6th July Peterborough's Covid-19 rate was numerically higher than the 3 national and regional rates, now that both pillar 1 and pillar 2 test results are included. Peterborough was 8th then 11th and now 13th in the national league of coronavirus hotspots. (Since 22 July we were 20th [still an area of concern] but as of 3 August the figures showed a week on week increase and put us up to 19th place in the national ranking.)

Questions were asked of the council's Executive (Cabinet) plus Directors and Heads of Department about test and trace; the Peterborough Hub, Shielding programme, Think Communities (ABCD strategy), Vivacity, Childrens Education, Childrens Services, Adult Social Care (test & trace), Infection Control Fund, Care Homes (including delayed transfer of care), Bereavement Service, Waste, Aragon Direct Services, Highways & Transport, Housing, City Centre Reopening, Recovery Framework, Workforce & Risk Management, Governance plus Finance.

The council's progress was noted and accepted.

ACTIONS & RECOMMENDATIONS

These can be found on YouTube https://www.youtube.com/watch?v=q_55024ACU (pick up at 2hours 43mins)

The next meeting is unknown but the Budget – Tranche 1 meeting is scheduled for 11 November 2020 and Budget – Tranche 2 on 10 February 2021.

Cllr Armstrong left the meeting.

3. Report received from Cllr J Bull, appointed as Co-opted Member on behalf of all the Parish Councils in Peterborough, Health Scrutiny Committee report of 7th July 2020:

Committee discussed the following items:

1. Proposals for the relocation of the Urgent Treatment Centre & GP Out of Hours service in Peterborough.

It was resolved to endorse the proposals for public consultation regarding the relocation of the Urgent Treatment Centre (UTC) from the City Care Centre, Thorpe Road to Peterborough City Hospital after some pertinent questioning and discussions. The final draft to take account of Members points and to go out to consultees. It was noted by Cllr Bull that the draft did not have parish councils as consultees – this will be rectified. The final consultation can be found at <https://www.cambridgeshireandpeterboroughccg.nhs.uk/get-involved/consultations-engagement/utc-consultation/> with the closing date for responses being 30th September. All Parish councillors are invited to respond.

2. NHS England and NHS Improvement - East of England response to Covid-19 and the delivery of NHS Dental Services in Peterborough. Two Urgent Dental Care centres were put in place in Peterborough as a response to the initial restrictions. There were 55 referrals made. During this period NHS England and NHS Improvement – East of England did not receive any complaints from dental patients in Peterborough - nor were they made aware that any complaints were made to any other relevant authority.

All Dental Practices with an NHS contract were expected during the initial restrictions to offer advice, analgesics, and antibiotics (3As) to any patients who presented to them in need of urgent dental care. Further to the latest publication from the Office of the Chief Dental Officer, all dental practices were able re-open from 8 June 2020, providing they met the safety standards set by Public Health England and NHS England and Improvement. It was accepted that there is a backlog but that urgent cases will be seen first. See YouTube:

<https://www.youtube.com/watch?v=aXJA75dqXbE>

The next meeting is at 7pm on 21 September 2020.

Cllr Armstrong re-joined the meeting.

4. No other reports.

469.16 Finance

1. The following payments were authorised:

Mrs A Brown	Clerk's salary July 2020	£391.50
Mrs A Brown	Expenses – (stamps, use of home as office July 2020, mileage allowance)	£76.00
HMRC	PAYE Tax & NI - Clerk July 2020	£79.92
Mrs A Brown	Clerk's salary August 2020 (incl new pay scale back payments to April 2020)	£409.60
Mrs A Brown	Expenses – (stamps, use of home as office August 2020, mileage allowance)	£32.78
HMRC	PAYE Tax & NI - Clerk August 2020	£139.35
R Harding & Son Landscaping	Holy Trinity maintenance July 2020	£367.50
R Harding & Son Landscaping	Holy Trinity maintenance August 2020	£367.50
Orton Waterville PC	Contribution to Zoom subscription	£5.99

	July/Aug 2020	
Orton Waterville PC	Contribution to Zoom subscription Aug/Sept 2020	£5.99
Family Voice	S137 Grant LGA 1972	£1,000.00
PKF Littlejohn LLP	External Auditor service 2019/2020	£360.00
Information Commissioner's Office	Data Protection renewal - Direct Debit	£35.00
Badgemaster Ltd	Councillor ID badges x 2	£16.12
Signs Express	6 No Trespassing Signs for OPCC	£487.81
TOTAL		£3775.06

2. Income received – HMRC VAT refund - £5716.33.

3. The end of month accounts was noted.

4. The conclusion of audit for year ended 31st March 2020 has been returned from the External Auditor. The External Auditor has raised no matters. The conclusion notice has been placed on the website. A copy will also be placed on the The Village noticeboard.

469.17 Correspondence received

1. CAPALC Bulletins.

2. CAPALC: Chief Executive Bulletins.

3. CAPALC & NALC: Coronavirus updates.

4. NALC: National Salary Award. New pay scales for Clerks and other employees with effect from 1st April 2020 – noted.

5. Peterborough City Council: Proposal to re-implement a 3 year Public Spaces Protection Order for the gating of an alley way in Goodacre, Orton Goldhay. It was confirmed that the Parish Council supports the proposal.

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

7. Peterborough City Council: Consultation on the Licensing Act 2003 Statement of Licensing Policy, Cumulative Impact Policy and Assessment. Consultation runs from 19 August to 14 October 2020.

8. Cross Keys Homes Newsletter.

469.18 For Information

1. The clerk stated that the Community Infrastructure Levy (CIL) report for the year ended 31 March 2020 has been submitted to Peterborough City Council. A copy of the report has also been placed on the website.

2. Litter picks are restarting in Herlington and Goldhay in conjunction with Peterborough City Council and Family Voice:

- Herlington Centre – 1st Saturday of the month. Meet outside the community centre.
- Orton Goldhay – 3rd Saturday of the month. Meet outside the Goldhay Centre.

Cllr Casey left the meeting.

469.19 Planning matters

To resolve to submit comments where appropriate on applications

20/01001/HHFUL	Single storey rear extension at 24A The Village, Orton Longueville, Peterborough PE2 7DP	Comment to be submitted to PCC Planning: The Parish Council agree to the planning proposal on the condition that matching materials are used as the property is in a conservation area.
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469.20 Date of next meeting – Thursday 1st October 2020.

The meeting closed at 9:25 pm.