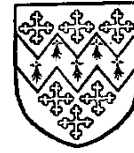




# Orton Longueville Parish Council



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

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**Minutes of the Orton Longueville Parish Council meeting on Thursday 2<sup>nd</sup> September 2021 at 7:00 pm at Herlington Community Centre, Orton Malborne.**

**Present: Councillors P. Skerritt (Chair), J. Armstrong, J. Bull V. Bull, O. Gaye, L. Passero, N. Penniall, H. Skibsted and Mrs Brown (Clerk).**

**Members: 11 Quorum: 4**

**Public: 3 Orton Park Cricket Club (OPCC): 1 Members of the press: 1**

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

None.

**480.1 Apologies for absence**

None.

**480.2 Declaration of interests and dispensations**

Cllr Skibsted and Cllr Gaye – 480.03

Cllr J Bull – 480.6

**480.3 Cambridgeshire Search and Rescue (CamSAR) Grant Request**

CamSAR grant application for £500.00 to help with the purchase of new IT equipment was discussed. CamSAR are surviving with second-hand IT equipment which needs replacing. A registered charity, CamSAR is a specialist team called upon by Police in the search for vulnerable missing people and covers the entire county. Their free of charge service is available 24/7, 365 days a year and manned by fully trained volunteers. No central government funding is received and Parish Councils are approached for funding. It was RESOLVED to award CamSAR the full grant amount of £500.00 towards the purchase of new IT equipment.

**480.4 Family Voice Peterborough**

The application to consider the £1000.00 funding request towards electrical works in the Goldhay Centre was discussed. Family Voice is a registered charity and has many users from within the parish. The installation of additional electrical sockets for the community centre hall, kitchen and offices were identified during the full 5-year EICR inspection. The total cost of the works is £2294.40. Family Voice is seeking a grant of £1000 towards this, and they will pay the remaining cost. Although Family Voice financial accounts seem healthy; the majority of their funds are restricted grants and ring fenced for specific projects.

It was suggested that Family Voice also approaches the neighbouring parish of Orton Waterville for funding towards the works as the centre also serves their residents. In view of this it was RESOLVED to award Family Voice a grant of £500.00 and that Family Voice will apply to Orton Waterville Parish Council for the remaining £500.00. Family

Voice was told to come back to the Parish Council if they are unsuccessful with their Orton Waterville grant application.

**480.5 Co-option of Parish Councillors**

It was announced that Cllr Phil Brentor had resigned from the Parish Council. As a result, there are now 3 councillor vacancies which are being advertised on the noticeboards, website and in the newsletter.

**480.6 Local Police matters**

None.

**480.7 Herlington Community Centre lack of footpath concerns**

The Clerk reported that Cllr Graham Casey had informed her that as a result of the petition submitted to Full Council, Cllr Casey had recently met with Property and Aragon officers to measure up for the footpath who will give him a quotation for the works, for which he is still waiting.

Cllr J Bull stated that it needs to be clarified whether the petition is going to be debated by Full Council or by Cabinet as this makes a difference as how the matter will be dealt with. The **Clerk** will contact Cllr Casey and find this out.

The Clerk reported that she had contacted Paul Robertson at Peterborough City Council (PCC) regarding the matter but had incorrectly stated the Herlington Centre instead of the Children's Centre. The **Clerk** will contact Paul Robertson again and ask if there is anything which the Parish Council can do to help with a footpath being put in at the side of the Children's Centre.

**480.8 Cricket Club**

1. The Parish Council has engaged the services of a PCC solicitor to deal with the OPCC lease registration. The PCC solicitor has advised that it will save time and money to draw up a new lease in the correct format instead of rectifying the lease drawn up by Terrells. For information it was noted that Terrells Solicitors has closed and all their work has been transferred to another legal firm. OPCC will appoint new Trustees. OLPC Trustees are: Cllrs V. Bull, Passero and Skerritt.

2. Works identified in the recent Anglian Water 'Water Regulations Compliance Inspection' report have been completed yet and new deadline is October. Solutions to solve the tap on the square are still being sought.

3. OPCC has received a complaint from a resident that there are long weeds at the back of the car park. This will be dealt with by the grass cutting contractors when they are next on site.

4. There are no planned OPCC committee meetings at the moment.

5. The benches have not yet been completed.

6. OPCC asked if the Parish Council had any objections for another external electrical socket on the other side of the building. A bowling machine has been donated to the club and it would make it easier to use if the building had another external socket. The Parish Council agreed to this request and asked that the external socket also has an on/off switch inside the building so that it can be turned off when the pavilion is closed.

7. OPCC held a fundraiser for a defibrillator which will be sited on the outside of the pavilion and registered to the emergency services.

8. The ditch improvements outside the main gates are still outstanding. It was agreed that if the approved contractor does not complete the works by 10<sup>th</sup> September 2021, Cllr V Bull knows a contractor which may be able to do the required works. It was noted that if OPCC are no longer able to provide the required topsoil and grass seed, the contractor will be asked to supply it. The **Clerk** will deal with this matter.

#### **480.9 Minutes of previous meeting**

The minutes of the meeting held on 1<sup>st</sup> July 2021 were agreed and RESOLVED as a correct record and signed by the Chair.

#### **480.10 Matters arising from the minutes of previous meetings**

**1. 479.9 - Herlington Community Centre lack of footpath concerns** – Last paragraph re: speeding outside the centre. The Clerk was informed that the PCC contacts for this issue are Adam Payton and Paul Fletcher

**2. 479.18 - Purchase of new bins for the parish** – Cllr Skibsted reported that the layby outside Thuro Grove is covered in litter. She will contact James Collingridge at PCC as a City Councillor and ask for a bin to be put in.

**3. 479.24 For information** – As John McHattie had not been able to attend this meeting; the Clerk has invited him to the October meeting.

#### **480.11 Gloucester Centre redevelopment**

Nick Harding, PCC Head of Planning response to the questions which were raised by residents and OLPC reps on the site visit on 4<sup>th</sup> April 2021 was circulated prior to the meeting.

Cllr Skibsted left the meeting.

Residents still have concerns regarding the welfare of bats on the site and the Police Wildlife Officer is continuing to visit the site for any non-compliance.

As instructed by PCC, the developer has put hoarding up to cordon off the site from the public. Cllr J Bull explained that the hoarding is stopping bats from swooping into the bat barn and that the roosts are not being used as they are too close to the parkway which is too noisy for them.

It was agreed that the Parish Council writes to PCC Planning with these concerns. **Cllr Skerritt** agreed to draft the letter. The Police Wildlife Officer and resident representatives will be copied into the correspondence.

Cllr Skibsted re-joined the meeting.

#### **480.12 Good Neighbours Scheme**

**1.** Cllr Skerritt provided the survey response report. Out of 10,000 residents, 29 responses were received (19 via Royal Mail, 9 via the web). Most requests were for help and assistance with household repairs and gardening services which was only 50% matched with volunteers.

**2.** It was reported that Cllrs Skerritt, Bull and the Clerk had attended a meeting with Cate Harding and Neil Boyce to receive an update on the scheme and the cost to join. It was being suggested in the first instance Cate would have the time to act as co-ordinator for the Parish Council if it was decided to join, however the cost of this was still not finalised. It was suggested that Orton Waterville Parish Council may wish to join to share costs. Cate is working on providing the figures for the number of referrals which she is already receiving from the Ortons to try and put together some costing for the Parish Council. It was agreed to wait until the financial information was available before discussing the matter further and deciding whether the scheme is right for the parish.

It was noted that Cate Harding and Neil Boyce will also be meeting Adrian Chapman, PCC Service Director for Adults & Communities to discuss how to develop the scheme to get rural parishes to join.

Cllr Skerritt stated that the Parish Council should contact those which had responded to the survey and informed of this decision. **Cllr Skerritt** agreed to draft a letter which he will circulate to councillors for their comments and approval before sending off.

#### **480.13 Climate Emergency Action Plan**

1. Minutes from the July and August Biodiversity and Green Environment Working Group meetings were circulated prior to the meeting.

Cllr J Bull explained the difference between the 2 options. A 'Licence to cultivate' would allow the Parish Council to plant and create new features whereas a 'written consent' only allows maintaining and replanting an area with no increase of maintenance costs. The Parish Council only want to replant and maintain.

It was noted that Helen McGlashon (Working group member), has placed an order with The Woodland Trust for trees. It is hoped that students from Nene Park Academy will be able to help with the Worseley and Lythemere improvements which have been abandoned by PCC.

The Parish Council is not able to pay constituted bodies and it is being suggested that Family Voice is used to pay groups who wish to improve their areas. The Clerk will find out from CAPALC whether Family Voice will require a separate bank account for this. Aragon may be able to provide gardening supplies however there is a mark-up fee for this service which Cllr J Bull is still trying to find out.

2. The proposals of the Biodiversity and Green Environment Working Group were agreed as follows:

1. Assign areas of the parish for councillors to investigate areas for improvement - Cllr Penniall has overlaid the parish boundary on Google Maps and divided the parish into 7 coloured areas. As improvements are made to areas, Cllr Penniall will be able to add this data to the map. It was agreed that all councillors will email Cllr Penniall which area boundaries they would prefer to walk and will allocate accordingly. Cllr Skibsted asked if a checklist could be created for councillors to know what to look out for. It was stated that the action plan has suggested improvement ideas.
2. Licences to Cultivate or Written Consents options – Not required.
3. Payment of funds to un-constituted bodies carrying out green improvements – to be further discussed at a later date when the Clerk has confirmed whether Family Voice requires a separate bank account.
4. Purchase of hedgehog houses for locating within the parish – Cllr Penniall stated that he needs to find out if the homes being made by Hampton Hand Craft are suitable for hedgehogs. It was agreed to wait and see if any responses are received to the newsletter article suggesting locations.
5. Purchase of bird boxes for locating within the parish - It was agreed to wait and see if any responses are received to the newsletter article suggesting locations.
6. Creation of new wildlife meadows within the parish - . It was agreed to wait and see if any responses are received to the newsletter article suggesting locations.

3. It was noted that no work has yet been carried out on the Energy and Transport matrices. Many councillors stated they do not currently have the time to work on these action plans therefore it was agreed to defer these until 22/23 when more councillors have joined the Parish Council. Councillors were all asked to look at the Co-Benefits of OLPC's Climate Emergency Action Plans.

4. The next work group meeting is on 20<sup>th</sup> October 2021. Tony Cook from PECT has been invited to attend.

#### **480.14 Malborne House redevelopment**

Cllr J Bull gave an update on the recent meeting which she had with residents, PCC Enforcement and Highways regarding the change of use of Malborne House and parking matters outside Herlington Centre. It was agreed that the **Clerk** will forward Cllr J Bull's

report of the meeting to Ward Cllr Graham Casey to follow up the matters which were agreed and liaise with residents. If he is unable to do this, it was suggested that Ward Cllr Irene Walsh may be able to take this on.

#### **480.15 Parish Council newsletter**

The next issue has been printed and will be distributed by 13<sup>th</sup> September 2021. The delivery person has been asked to inform Cllr Skibsted every time a polling district has been completed. Cllr Skibsted asked councillors to spot check that leaflets have been delivered.

Cllr Skibsted asked for another councillor to help her with the newsletter. Cllr Skerritt agreed to help and it was agreed that all articles should be sent to both of them. The deadline for the next issue is 15<sup>th</sup> October 2021 with delivery in early December 2021. More articles with photographs are being asked for.

Cllr V Bull left the meeting.

#### **480.16 Bulky waste collections at the Herlington Centre**

The Clerk stated that the National Association of Local Councils (NALC) has confirmed that Parish Councils do not have any specific powers to provide bulky waste collections unless it they have adopted the General Power of Competence (GPC). As Orton Longueville Parish Council does not currently have GPC, it is not able to provide any further bulky waste collections. The **Clerk** will however make further enquiries with Cambridgeshire and Peterborough Association of Local Councils (CAPALC) to see if there any other options available.

The Clerk reported that PCC told her that they not yet have a date set for their free bulky waste collection service. The **Clerk** was asked to email City Councillor Nigel Simons for an update as to when the service is likely to start.

Cllr V Bull re-joined the meeting.

#### **480.17 Community Project**

Cllr Armstrong reported that she had attended a community café run by a Parish Council in Milton Keynes which is very well attended and appreciated by local residents. A charity supplies them with a consignment of food and a low paid membership allows residents to access the food. Cllr Armstrong suggested that the Parish Council may wish to look into such a scheme. Cllr J Bull stated that this sounds similar to the 'Meet and Eat' scheme which was run by the Orton Action Group which is no longer running. It was agreed that **Cllr Armstrong** will contact the new Community Connector John McHattie and ask if this is something which he could be involved in as this this type of scheme is part of his role.

#### **480.18 Environmental Issues**

PCC pest control has been seen in Lythemere looking for the bees/wasp nest (reported at last meeting under agenda item 479.20.1).

#### **480.19 Reports from representatives on outside bodies**

1. Adults and Health Scrutiny Committee report 13<sup>th</sup> July 2021 – Meeting attended by Cllr J Bull reappointed as co-optee for rural parish councils:

<https://democracy.peterborough.gov.uk/ieListDocuments.aspx?CId=738&MId=4625&Ver=4>

2. Children and Education Scrutiny Committee report 15<sup>th</sup> July 2021 – Meeting attended by Cllr J Bull who is now the substantive co-optee for these meetings after Cllr Goode from Orton Waterville withdrew:

<https://democracy.peterborough.gov.uk/documents/g4630/Printed%20minutes%2015th-Jul-2021%2019.00%20Children%20and%20Education%20Scrutiny%20Committee.pdf?T=1>

3. Local Children and Young People meeting 15<sup>th</sup> August 2021 – Cllr J Bull reported that the meeting discussed fostering and pushing foster caring in our localities.

4. No other reports.

#### 480.20 Finance

1. The following payments were authorised:

Adrian Kisby	Newsletter delivery (August)	£129.73
R Harding & Son Landscaping	Holy Trinity maintenance July 2021	£367.50
Campus Graphics	Newsletter printing	£267.00
Market Ready	AO boundary maps printing	£94.80
Market Ready	A3 boundary maps printing	£13.20
Information Commissioner's Office	Annual Data Protection renewal	£35.00
Peterborough Limited	Bulky waste collection June 2021	£818.50
Mrs A Brown	Clerk's salary August 2021 (incl. 10 hours for additional meetings)	£670.00
Mrs A Brown	Expenses (Use of home as office Aug 2021, stationery, mileage allowance)	£55.43
HMRC	PAYE Tax & NI - Clerk August 2021	£134.00
CAPALC	Social Media Training – Cllr Skerritt & Armstrong	£90.00
PKF Littlejohn LLP	External auditor fee	£240.00
R Harding & Son Landscaping	Holy Trinity maintenance August 2021	£367.50
Herlington Community Centre	Room hire for Parish Council meeting	£50.00
<b>TOTAL</b>		<b>£3332.66</b>

2. Income received – HMRC VAT refund 2020/21 - £1673.71.

Cllr Passero left the meeting.

3. End of month accounts was noted.

4. The conclusion of audit for year ended 31st March 2021 has been returned from the External Auditor. It was noted that the External Auditor has raised an 'Except for matters' to be taken into account when the accounts are done next year. The conclusion notice will be placed on the website.

Cllr Passero re-joined the meeting.

#### 480.21 Correspondence received

1. CAPALC: Bulletins & update.

2. Cambridgeshire & Peterborough Combined Authority: The Combined Authority Update: Issue.

3. Peterborough City: Cambridgeshire and Peterborough Minerals and Waste Local Plan adopted 28 July 2021 by Cambridgeshire County Council and Peterborough City Council.

4. Peterborough City Council: Councillor Code of Conduct Training 23 September 2021.

5. CAPALC Annual Conference: 17 September 2021.

#### 480.22 For Information

None.

#### 480.23 Planning matters

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

21/01272/CTR	Proposal: Fell 14 elm trees, fell 3 sycamores and one ash, crown lift 3 trees, deadwood one oak, fell 4 young trees (one hazel, 2 ash and 1 elm) at	Comments to PCC Planning: No material observations.
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	Orton Longueville Woods, Peterborough	
21/01016/FUL	Construction of new three-bedroom bungalow at Land R/o 500 Oundle Road, Orton Longueville, Peterborough PE2 7DF	Comments to PCC Planning: The Parish Council agrees with the Environmental Health, Tree and Wildlife Officer comments.
21/01064/HHFUL	Single storey side extension at 70 Saltmarsh, Orton Malborne, Peterborough PE2 5NL	Comments to PCC Planning: Orton Longueville Parish Council requires reassurance that the resident of the neighbouring property at no. 71 Saltmarsh has been notified of this planning application and is agreeable to it.
21/01303/WCPP	Variation of condition C3 (materials) to render extension of planning permission 20/00648/HHFUL at 7 Chippenham Mews, Orton Longueville, Peterborough PE2 7ZB	Comments to PCC Planning: <ul style="list-style-type: none"> <li>• The rendering should be the same colour to match the existing rendering.</li> <li>• It is noted that the neighbour's observations state that the south facing window should be obscured glazing.</li> </ul>
21/01327/CTR	Tree works: Ash (red) tree - Fell Sycamore (blue) reduce lower branches over road facing north east. approx. 12 by a maximum of 2.5m. Reduce lower branches towards house by 2 metres max. Including hyperextended limb growing towards house at 526 Oundle Road, Orton Longueville, Peterborough PE2 7DF	Comments to PCC Planning: Replace the Ash tree which is being felled.

**480.24 Date of next meeting** – Thursday 7<sup>th</sup> October 2021. Cllrs P Skerritt, J Bull and V Bull gave their apologies for the next meeting. Cllr Skibsted to Chair the meeting.

The meeting closed at 9.56 pm.