

CASTOR PARISH COUNCIL



MINUTES

PARISH COUNCIL MEETING - Wednesday 2nd September 2009 in Castor village hall, 8pm

Present: Councillors: John Taylor (Chair), Richard Anker, William Baxter, Tracey Blackmore, Brain Goode, John Howard, Jayne Mann, PCC¹ Councillors Diane Lamb and John Holdich, plus 9 members of the public

Before the meeting started, the chairman invited anyone to speak from the floor, explaining that once proceedings reached agenda item 5 planning, he would close the meeting prior to each item in order that public representation could be made.

**ACTION/
NOTES**

09/73. APOLOGIES FOR ABSENCE:

Cllrs Andy Martin (unavoidable work commitment) and Andy Smith (holiday) Both apologies accepted

09/74. MINUTES OF THE MEETING AND THE ANNUAL MEETING OF THE COUNCIL HELD ON THE 1ST JULY 2009 AS PREVIOUSLY CIRCULATED

Some alterations to the minutes were made, namely deletion of the word 'statutory' in item 09/70c and the specific details of the post height as well, plus the date of signature.

09/75. DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA

Cllr Tracey Blackmore, item 5a (planning 10 Peterborough Rd, as a neighbour consulted directly by the planning authority.

09/76. REQUESTS FOR REARRANGEMENT OF AGENDA ORDER, IN URGENT CIRCUMSTANCES.

None

09/77. PLANNING:

- a) 09/00692/FUL 10 Peterborough Road Castor Peterborough PE5 7AX Single detached dwelling. Cllr Tracey Blackmore left the room The chairman closed the meeting to allow for public representation and reopened the meeting after all participants had an opportunity to speak. **RESOLVED** – *No objection. A comment would be made to the planning authority recommending that a clause be included in the planning permission stating that the two poplar trees closest to house number 8 should not be removed*
- b) 09/00755/FUL 8 High Street Castor Peterborough PE5 7BB - Construction of one four-bed and one two-bed dwelling. The chairman closed the meeting to allow for public representation and reopened the meeting after all participants had an opportunity to speak. **RESOLVED** – *No objection. A comment would be made to the planning authority reiterating the point that the wall shown on the plan dividing the development plot from the grounds of number 10 Stocks Hill is an ancient wall and within the curtilage of a grade II listed building and must not allowed to be damaged at any time by the planting of trees*
- c) 09/00905/FUL Plot To Rear Of 35 Peterborough Road Castor Peterborough PE5 7AX New Construction of pair of semi-detached three-bed dwellings. **RESOLVED** – *No objection*

*Interest –
Cllr T
Blackmore
09/75- 753*

09/78. FINANCIAL MATTERS:

- a) **RESOLVED** *That the following accounts be approved for payment:*

Cheque Date	Cheque	Description	Payee	VAT	Gross £
2 Sept 09	000714	Clerk's salary bal 2 months & office admin	S Rodger	2.42	349.10
2 Sept 09	000715	Fixing of cycle track safety sign at Tweentown	I Sheldon		69.28
2 Sept 09	000716	Cycle track safety sign for Tweentown	Peterborough Engraving & City Signs	13.20	101.20

Chairman's Initials:

2 Sept 09	000717	Purchase & installation of 2.4m cone climber & safety surfacing, location allotment lane playground	Peterborough City Council	812.25	6,227.25
2 Sept 09	000706	Top soil for cycle track	S Cable		300.00
			TOTAL		7,046.83

- b) Accounts to date received, noting the receipts and standing order for the clerk's salary. A misunderstanding about the clerk's budgeted salary was clarified and the clerk undertook to calculate the ratios of various types of budgeted expenditure against income sources *Clerk*
- c) **To agree new standing order for Clerk's salary, noting that there is to be no deduction of PAYE due to revised tax coding. RESOLVED** – *To amend the standing order instructions held by the bank to pay the clerk in accordance with HMRC PAYE arrangements.* It was noted that the clerk's tax coding means that no deductions are made from the salary paid by Castor Parish Council and that this was all in accordance with instructions issued by HMRC and that tax arrangements are in order.
- d) **Insurance:** An offer from Came & Co for cover from Aviva had been received for £300.81 which was 13.4% more competitive than the renewal quote from the existing brokers, but Aviva comprised more comprehensive cover. **RESOLVED** *to accept the offer via Came & Co for insurance cover from Aviva and furthermore the Council would take up the option of a 3 year agreement, to take advantage of an additional discount of 5% (on an indexed linked increased premium)*

09/79. MATTERS ARISING FROM PREVIOUS MEETING ON 1ST JULY 2009 NOT DEALT WITH ELSEWHERE ON THE AGENDA:

- Overhanging branches at allotment lane** – The occupier of the property in question had made attempts to remove the vegetation impeding passage along the footpath and was in discussion with regard to having the undesirable trees removed and a form of fencing instead. Cllr Richard Anker undertook to pursue the matter with the people involved *Cllr R Anker*
- Overhanging hedgerow on old A47/top of Loves Hill** – An order had been issued to Milton Estates to cut back the vegetation overhanging from their land and PCC¹ highways department had made arrangements to include the parts of the verge that were their responsibility into the cutting contract. It was reported the work may have been completed.

09/80. OFFICIAL ANNOUNCEMENTS, NOTICES OR REPORTS:

- The Chairman - None
- The Clerk requested approval to attend a training course. This was approved at a maximum of £12.50. A request for one week holiday was granted. She advised that she was attending a CiLCA course and the Council approved payment of petrol expenses. A brief discussion ensued regarding the Council's obligations under its ambitions to obtain quality status to provide direct communication with the public and that it is required to have its own website. The clerk was asked to investigate the matter *Clerk*
- Councillors reports:
 - Parish Council Liaison (PCL) – there was nothing to report from the July meeting as Andy Martin was not in attendance at this meeting. The next PCL was scheduled for 23rd September and would be reported at the October PC meeting
 - Rural Neighbourhood Panel Meeting (Rural policing) - Richard Anker attended the meeting in August to represent the village, in particular on the matter of speeding. The police do have the resources to carry out speed assessments in specific locations, but expanded on '[Speedwatch](#)' community speeding prevention initiative. After some discussion, it was agreed that an article would be included in the parish magazine and the matter reviewed at the November PC meeting *Clerk*
 - Rural Working Group (GPP²) There was not a great deal to report from the meeting, which had been called specifically to address the allocation of the proposed 350 additional housing units in the 8 Peterborough rural villages. The partnership has no authority to allocate the sites, especially in such an early stage of the planning process.

09/81. UPDATED PROGRESS REPORT OAK POSTS: The Chairman reported that he had been in discussion with the contractors and they would carry out the work as soon as they were able

09/82. PLAYGROUND ON ALLOTMENT LANE: There was nothing to discuss

09/83. TWEENTOWN: There was nothing to discuss

09/84. ALLOTMENTS

- Update on new allotment area – This would be discussed when Andy Smith was next at a meeting
- Water installation – Cllr Richard Anker updated the meeting on the progress that he and other councillor-allotment holders had made with this project. It was expected that the rest of the work could be carried out during September. The Council expressed disappointment that the creation of a working party had not come to fruition due to lack of input from allotment holders
- Playgroup – The siting of the playhouse was in hand
- New tenancy agreements will be sent out before the next meeting and a short meeting to be held before the October meeting to which the allotment holders will be invited to pay their money and bring up any matters of concern.
- The matter of trees on the allotments was discussed. The clerk was instructed to serve official notice on the allotment holder who had been asked to remove trees already. The exact detail of the allotment with an apple tree growing on it would be ascertained in order that it becomes known that it must be removed.

09/85. FARMERS CROSS – The project is finally nearing realisation and it is planned that the construction will begin imminently. A grant of £500 has been pledged by PCC¹ and the church has fundraised most of the remainder of the money. It was **RESOLVED** that:

- *The project would be underwritten by the Parish Council in order that it could commence without the full funding being in place – the short fall is approximately £1350*
- *The Parish Council will pay for the plaque detailing the farming families and other inscription at a cost not exceeding £300 (quoted at £273)*
- *As the memorial is to be on Parish Council land, it will automatically be insured on the Council's policy*

09/86. TENDER INVITATIONS FOR PARISH COUNCIL OWNED LAND – Sealed tenders to lease land were opened and it was **RESOLVED** that the following tenders be accepted: FerryField-£20, Plot 26-£20, Oldfield Recreation ground £300, Field Gardens, 71/84 Splash Lane £385, 42/43a & 61/70 Splash Lane £365.00

09/87. NENE PARK TRUST – The proposed agenda for the meeting the following morning had been circulated. There were no additional points for discussion. Cllrs John Taylor and William Baxter attending to represent the Parish Council

09/88. STANDING ORDERS AND FINANCIAL REGULATIONS – Draft policy documents had been circulated in advance and were formed from model published examples. It was **RESOLVED** that *Standing Orders and Financial Regulations as circulated be adopted.*

09/89. CORRESPONDENCE:

- Request for information on buildings of local importance
- Note from Cricket Club thanking the Parish Council for donation
- Car Park Passes – interested councillors to advise the clerk of car details

09/90. FUTURE AGENDA ITEMS / AOB TO BE CARRIED FORWARD:

- Christmas tree – agree budget
- Woodlands
- Village hall
- Parish Liaison

DATE OF NEXT MEETING: 7TH OCTOBER 2009

APPROVED BY CASTOR PARISH COUNCIL

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Signature of Chairman of approving meeting:	Date: 7th October 2009

¹ PCC = Peterborough City Council

² GPP = Greater Peterborough Partnership