

**RURAL NORTH NEIGHBOURHOOD COMMITTEE  
(AREA NORTH AND WEST 1)**

**MINUTES OF THE MEETING HELD 1 MARCH 2012, 7.00 pm  
AT ATHUR MELLOWS VILLAGE COLLEGE, PETERBOROUGH**

**Members Present:**

Bainton	Councillor Over
Glinton and Wittering	Councillor Holdich and Lamb
Northborough	Councillor Hiller
Newborough	Councillor Harrington (Vice Chairman)

**Co-opted Members Present:**

Eye Parish Council	Councillor Rob Butterwick
Peakirk Parish Council	Councillor Henry Clark
Thorney Parish Council	Councillor John Bartlett
Northborough Parish Council	Councillors Carol Fuller and Margaret Sleet
Newborough Parish Council	Councillor William Cave
Bainton and Ashton Parish Council	
Deeping Gate Parish Council	Councillor Jane Hill
Helpston Parish Council	Councillor Joe Dobson
Ufford Parish Council	Councillor Marian Brown
Wansford Parish Council	Councillor Richard Clarke

**Officers Present:**

Julie Rivett	Neighbourhood Manager, PCC
Laura Almond	Assistant Neighbourhood Manger, North and West
Cherry Lester	Locality Manager, PCC
Megan Harvey	Media Officer, PCC
Karen S Dunleavy	Governance Officer

**Also in Attendance:**

Richard Oldfield	Director of Enterprise Peterborough
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**Others Present:**

Five members of the public attended, including representatives of the Eye Community Centre.

ITEM	DISCUSSION AND ACTIONS	ACTION
1. Apologies for Absence	Apologies were received from Councillors Dobbs and Sanders.  Apologies were also received from Parish Councillors Andy Totten, David Buddle, Dennis Batty and Michael Holmes.	
2. Declarations of Interest	There were no declarations of interest.	
3. Minutes from the Previous	The minutes of the meeting held on 15 December 2011 were approved as a true and accurate record.	

Meeting		
4. Open Session	<p>Attendees of the meeting were given the opportunity to ask questions and raise issues affecting the areas in which they lived. These included:</p> <p><u>Eye Open Spaces Group</u></p> <p>The Eye Open Space Group requested that the Neighbourhood Committee consider providing money for the dog foul clearing scheme in Eye. The Neighbourhood Manger advised that funding would not be met by the Neighbourhood Committee's budget as it was not capitol expenditure; however, funding may be available through the Community Leadership fund and the Group would need to apply for a grant by contacting Members for rural areas.</p> <p><b>Action Agreed:</b></p> <p>It was agree that the Director of Enterprise Peterborough would contact Thorney Parish Council to arrange a walk around the village in order to review current services provided.</p>	
5. Updates on Matters of Interest Relevant to the Committee	<p><b>a) Community Action Planning</b></p> <p>The Committee received a presentation from the Neighbourhood Manger regarding the Community Action Planning (CAPs), Neighbourhood Plans and an introduction to the Statement of Community Involvement.</p> <p>In addition the Neighbourhood Manager advised the Committee that the new Community Action Plans was to be published at the beginning of April 2012. The statement of Community Involvement was due to go to scrutiny committee in March and would then be published for further consultation</p> <p>The Neighbourhood Manger advised the Committee that the packs, which provided further details about and examples of other action plans, would be available to take away at the end of the meeting.</p> <p>The following key points were highlighted:</p> <ul style="list-style-type: none"> <li>• Strategic Planning across the City;</li> <li>• Village and parish involvement;</li> <li>• Current consultation that was underway at Parish Councils;</li> <li>• Alignment with the Localism Agenda;</li> <li>• Statement of Community Involvement – Planning;</li> <li>• Linking up with the Housing Strategy;</li> <li>• The Scrutiny Committees involvement;</li> <li>• Detail on how services were delivered;</li> <li>• Village design statements;</li> <li>• Considerations for the future;</li> <li>• Demographic information that should be included to develop plans;</li> <li>• Partners such as Police and Health to have an input; and</li> <li>• Parish Council Action plans would feed into each Community Action Plan</li> </ul>	

Comments and responses to questions were as follows:

- Neighbourhood Committees would own their CAPs and would be dynamic to rural areas working alongside strategic priorities;
- Parish Councils would feed into the development process of Community Action Plans and would take joint ownership with Neighbourhood Committees;
- Village Design Statements, vision statements and local and parish plans would feed into each CAPs and the detail included in each plan would need to be effective for each Parish.
- Parish Councils were to send any changes that they required to the CAPs document in order for the Neighbourhoods Team to incorporate them before its launch in April;
- Electric versions of the pack were available;
- The strategic plan would need to capture the individual needs of all areas of the city. Partners such as Greater Peterborough Partnership, Enterprise Peterborough, Police and the Health Authority, would also be involved in developing each CAPs;
- It was felt that support would needed to be provided to Parish Councils in order to contribute to the CAP for their areas;
- There was a dedicated analyst specialist working within the Neighbourhoods Team that would be available to provide advice on data analysis to Parish Councils;
- The Neighbourhood Team and Planning Team was working on the requirements following the Government's launch of the Localism Act; and
- Newborough Parish Council had already begun to work towards developing a Neighbourhood Plan under the Localism Act and that it was expected that their local planning procedure would take up to two years to develop and implement and involved a substantial amount of work

An issue had been raised regarding traffic calming issues in Eye village.

**Action Agreed:**

It was agreed that the data regarding traffic calming issues for Eye village would sent to Councillor Hiller. Councillor Hiller would raise the Eye village traffic issues within the appropriate departments of Peterborough City Council.

**b) Agenda Planning**

The Committee discussed the Work Programme for the Rural and Neighbourhood Committee. The Neighbourhood Manager advised Parish Councils and members of the public that the Work Programme items should be submitted in writing to the Neighbourhoods Team.

The Parish Councillor for Peakirk updated the Committee on the recent attendance of the Association of Local Councils meeting.

Key points within the update included:

	<ul style="list-style-type: none"> <li>• Neighbourhood Planning;</li> <li>• Community infrastructure levy;</li> <li>• Implications of Localism;</li> <li>• Adequate services for rural areas including transport;</li> <li>• How Parish Councils provide input to the Transport Strategy;</li> <li>• Service Level Agreement with Cambridgeshire County Council for footpaths; and</li> <li>• Following grants from Peterborough City Council being cut, Parish Councils were in a position to consider how the shortfall would be met.</li> </ul> <p>Action point : It was agreed that the Neighbourhood Manager would circulate the Work Programme template to Parish Councils.</p>	
6. Next Meeting	Next meeting was to be agreed at the Annual Council Meeting in May 2012.	

**The meeting closed at 8.07 pm**

<b>Item</b>	<b>Action</b>	<b>Responsible</b>	<b>By When</b>
Item 4 Open Session	The Director of Enterprise Peterborough would contact Thorney Parish Council to arrange a walk around the village in order to review current services provided.	Richard Oldfield – Enterprise Peterborough	2 March 2012
Item 5 Updates on Matters of Interest Relevant to the Committee	The data regarding traffic calming issues for Eye village would be sent to Councillor Hiller. Councillor Hiller would raise the Eye village traffic issues within the relevant departments of Peterborough City Council.	Eye Parish Council/Councillor Hiller	Next meeting
Item 5 Updates on Matters of Interest Relevant to the Committee	The Neighbourhood Manager would circulate the Work Programme template around to Parish Councils.	Julie Rivett	Next meeting