

## PARISH COUNCIL LIAISON MEETING

**WEDNESDAY 16 DECEMBER 2015**  
**6.30 PM**

**Bourges/Viersen Room - Town Hall**

### AGENDA

	Page No
1. Apologies for Absence	
2. Minutes of the Meeting Held on 9 September 2015	3 - 6
3. Update on Rural Vision and Parish Charter	
4. Renewal of Housing Strategy	
Caroline Hannon - Senior Housing Strategy & Enabling Officer	
5. Renewal of Transport Plan	
Andy Tatt - Head of Peterborough Highway Services	
<a href="https://www.peterborough.gov.uk/council/strategies-policies-and-plans/local-transport-plan/">https://www.peterborough.gov.uk/council/strategies-policies-and-plans/local-transport-plan/</a>	
6. PCC Budget Presentation	
7. Date of the Next Meeting	
16 March 2016	



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Committee Members:

Councillors: D Over

Further information about this meeting can be obtained from Karen Dunleavy on telephone 01733 452233 or by email – [karen.dunleavy@peterborough.gov.uk](mailto:karen.dunleavy@peterborough.gov.uk)

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**MINUTES OF A MEETING OF THE PARISH COUNCIL LIAISON  
HELD IN THE BOURGES/VIERSEN AT THE TOWN HALL, PETERBOROUGH ON  
9 SEPTEMBER 2015**

**MEMBERS PRESENT:**

Councillor David Over (Chairman)  
Councillor John Brooks, Thorney Parish Council  
Councillor John Bartlett, Thorney Parish Council  
Councillor Henry Clark, Peakirk Parish Council  
Councillor John Haste, Glinton Parish Council – Clerk  
Councillor Dennis Batty, Glinton Parish Council  
Councillor Paul Froggitt, Orton Waterville Parish Council  
Councillor Joe Dobson, Helpston Parish Council  
Councillor Jason Merrill, Bretton Parish Council  
Councillor Ian Allin, Orton Longueville Parish Council  
Councillor Olive Leonard, Hampton Parish Council  
Councillor Marion Sharp, Hampton Parish Council  
Councillor Henry Clark, Peakirk Parish Council

**OFFICERS PRESENT:**

Cate Harding, Community Capacity Manager  
Richard Godfrey, Assistant Director for Digital Peterborough  
Ray Hooke, Performance and Information Analyst  
Sheila O'Brien, Opportunity Peterborough  
Dania Castagliuolo, Democratic Services Officer

**1. WELCOME AND APOLOGIES**

Apologies were received from:

Councillor Andy Goodsells, Eye Parish Council  
Sarah Rodger, Castor Parish Council  
Councillor Terri Star, Hampton Parish Council  
Councillor Jane Hill, Deeping Gate Parish Council  
Councillor Phillip Thompson, Deeping Gate Parish Council  
Councillor Richard Perkins, Ailsworth Parish Council

**2. MINUTES OF THE MEETING HELD ON 25 MARCH 2015**

The minutes of the meeting held on 8 July 2015 were approved as a true and accurate record.

The Chairman advised the Group that item 5 would be discussed first on the agenda.

### **3. Item 5. Proposals to Support the Digital Connection of Parish Councils & Community Facilities across the City**

Richard Godfrey and Ray Hooke introduced this item to the Group.

The following questions and comments were raised:

- There would be a common home page, including a map of Parishes in the city. If any Parishes already had their own websites, then a link to their website would be available from the common homepage.
- There was a small workshop where all of the ideas were pushed together and digital champions would go away with the ideas and design a model.
- Parishes would be in support of this model as this could assist with the increased workload parishes had gained since the introduction of the Transparency Code.
- For the programme to work, parish clerks would need to work on a collaborative exercise with digital champions.
- The Peterborough City Council website was not easy to navigate around and Parishes would not like this to happen with a common homepage for Parishes.
- Costs for the service would be minimalized as much as possible. Digital Champions offered their services free of charge.
- If parishes needed any assistance with the website, they would need to call Peterborough City Council.
- The model would share all Parish's agendas, minutes and planning applications.

#### **ACTION AGREED**

The Group noted the proposals.

### **4. Item 3. Village Envelopes**

Gemma Wildman delivered a PowerPoint presentation on the Peterborough Local Plan

The following key points were highlighted:

- The new plan would run until 2026.
- The first public consultation on the first draft of the document would commence in January 2016.
- The Core Strategy would present most of the changes.
- The Preliminary Draft of the plan would be available in January 2016.
- A further draft would be produced in July 2016.
- A proposed submission would be available in February 2017 and a submission to Government would take place in May 2017.
- An independent examination would be carried out in September 2017.
- An inspector's report which contained recommendations would be available in December 2017.
- The Plan would be adopted in February 2018.
- The plan would include:
  - The overall vision for Peterborough;
  - The Broad Locations and distribution of growth, and
  - Preferred Policies.
- Sites would not be consulted on, all sites would be assessed and the preferred sites would be included in the draft version in July 2016.
- All Parishes would be sent the consultation.
- The Local Plan would review all village envelopes.

- Changes to village boundaries would be suggested in January 2016. All changes would be assessed and proposed changes would be consulted on as part of the Draft Local Plan. An evidence report would be prepared to support any decisions.
- Changes could also be made through a Neighbourhood Plan, they must be consulted on and fully justified. The village boundary could not be reduced.
- If affordable housing was required then a site could be released outside of a village envelope to accommodate the affordable housing, providing there were no risks, such as floods.
- The existing plan would be valid until 2016 and any planning permission requests which had not been granted would be revisited. The number of housing allowed on the exception sites would depend on need.
- The Council would be using existing evidence for urban extensions, unless new evidence was produced.

#### **ACTION AGREED**

The Group noted the presentation.

#### **5. Item 4. Introduction to the Rural Peterborough and Rutland LEADR Programme**

Councillor Henry Clark, Member of the Local Action Group (LAG) delivered a PowerPoint Presentation to the Group which introduced them to the LEADER Programme and gave an overview of who was eligible to apply for LEADER funding and how to make an application.

The following key points were highlighted during discussion:

- A tenant would be able to apply for LEADER funding, as long as they had permission from the owner of the property.
- The programme was open to small start-up businesses if they could prove that they would be able to employ a member of staff for 30 hours or more.
- The aim was to make funds available for smaller organisations.
- The grant for the programme was £1m and this was limited to rural areas.
- DEFRA or the managing authority for the UK would award the funding.

#### **ACTION AGREED**

The Group noted the presentation on the LEADR Programme.

#### **6. Recommendation from the scrutiny commission for rural communities**

Cate Harding advised the Group that the following recommendation had been made at the Scrutiny Commission for Rural Communities meeting on 13 July 2015:

- The Commission recommends to the Parish Council Liaison that the group encourages Parish Councils to invite the Head of Community and Safety Services to their Parishes to give a presentation on the safety schemes available to help keep rural communities safe.

#### **7. Future Agenda Items**

The Group made the following suggestions for future agenda items:

- Flooding (Current Situation)

#### **8. DATE OF NEXT MEETING**

The Chairman advised the group that the next meeting was to be held on Wednesday, 16 December 2015 at 6.30pm, in the Bourges/Viersen Room at the Town Hall.

CHAIRMAN  
6:30pm – 7:50 pm