



Minutes of a meeting of the Parish Council Liaison Meeting held at the Bourges/Viersen Room - Town Hall on 29 March 2017

MEMBERS PRESENT:

Councillors:

Parish Councillor Jane Hill, Deeping Gate
Parish Councillor Philip Thompson, Deeping Gate
Parish Clerk Sandra Hudspeth, Deep Gate Parish Council
Parish Councillor Jean Mead, Helpston Parish Council
Parish Councillor Susie Lucas, Bainton and Ashton Parish Council
Parish Clerk Catherine Franks, Bainton and Ashton Parish Council
Parish Councillor Keith Lievesley, Ufford Parish Council
Parish Councillor Richard Clarke, Wansford Parish Council
Parish Councillor Neil Boyce, Castor Parish Council
Parish Councillor Jason Merrill, Bretton Parish Council
Parish Councillor Geoff Smith, Werrington Neighbourhood Council
Parish Councillor Richard Perkus, Ailsworth Parish Council
Parish Councillor Pamela Blades, Eye Parish Council
Councillor Ann Sylvester, Peterborough City Council
Councillor Irene Walsh, Peterborough City Council (Chairman)

OFFICERS PRESENT:

Sylvia Radouani, Community Capacity Officer
Pippa Turvey, Democratic and Constitutional Services Manager

1. Apologies for Absence

No apologies were received from Councillors.

Apologies were received from Parish Councillors Henry Clark, Dawn Magnus, Sarah Rodger, Marion Sharp, Ian Allin, Vince Moon, and Martin Greaves

The Chairman advised that a change had been made to the agenda. Ian Dewar would provide the meeting with an update on current topical issues. Detective Inspector Rob Hill would provide an update on Neighbourhood Policing within Urban and Rural Areas at a future meeting.

The Chairman suggested that a standing item be added to each Parish Council Liaison meeting agenda, to receive an update from the Parish Council Liaison Working Group. This proposal was welcomed by the meeting.

AGREED ACTION

The Parish Council Liaison meeting agreed that a standing item 'Parish Council Liaison Working Group Update' would be included within the agenda for future meetings.

2. Minutes of the Meeting Held on:

2.1 21 December 2016

The minutes of the meeting held on 21 December 2016 were agreed as a true and accurate record.

In relation to actions agreed, the following key points were raised:

- In relation to Orton Waterville Parish Council taking on management of open space, this was in relation to specific piece of open space. The Parish Council were, however, no longer in a position to take on this management.
- A training session on the Council budget would take place prior to the budget process in 2017 / 2018. Scrutiny Parish Council Co-opted Members would be invited to this event.
- Scrutiny training had been provided for a number of Co-opted Members. A further session would be arranged and opened up to a wider Parish Council audience.
- In relation to the feedback from Scrutiny Committee Co-opted Members, it was suggested that a process be established for members of the Parish Council Liaison meeting to put forward items to the Scrutiny Committees for consideration. The meeting was advised that the Scrutiny Committee work programmes were agreed, ultimately, by the Committee Members. It was suggested, however, that the Scrutiny Committee work programmes could be presented to the Parish Council Liaison meeting for consideration and comment. The Co-opted Members could then feed these comments back to the Scrutiny Committees.
- James Collingridge was to attend the next meeting of the Working Group, where the questions around open space would be discussed.
- Queries around fly-tipping would be raised with Adrian Chapman, with an update to be provided at the next meeting.

AGREED ACTION

The Parish Council Liaison meeting agreed that:

- 1) The Scrutiny Committee Work Programmes would be included within the 'Co-opted Members Feedback Session' item, for comment by the meeting;
- 2) That an update on Flytipping would be provided at the next meeting.

2.2 15 February 2017 – Extraordinary Meeting

The minutes of the extraordinary meeting held on 15 February 2017 were agreed as a true and accurate record, subject to the correction Paul Froggitt from Parish Councillor to Community Volunteer.

3. Co-opted Members' Feedback Session

Councillor Jason Merrill presented feedback from the Health Scrutiny Committee. Discussions, comments and responses were as follows:

- The Parish Councillor Co-opted Member and substitute had received a briefing from Dr Liz Robin, the Director of Public Health, which had proven useful in understanding the NHS and Council obligations.
- It had been suggested to the Committee that a second Co-opted Member be appointed.
- The Committee had welcomed the suggestion of a further independent representative, and would consider the idea for inclusion in their future work programme.
- A report on a consultation to cease IVF services was presented. It was anticipated that 200 would be affected, and a saving on £70,000 could be made. Members did not support the proposals set out in the consultation.
- Information on the consultation could be found on the [Cambridgeshire and Peterborough Clinical Commissioning Group website](#). A public meeting was to take place at the Fleet on 5 May 2017.

- A report on Integrated Healthy Lifestyles was presented, however no consideration had been given to rural areas. It was suggested that rural areas had a role to play in such a scheme. The perception seemed to be that as such areas had a high life expectancy, no action was required, which was not the case.
- At the next meeting the Scrutiny Committee would be considering a consultation about Hearing Aid provision.

Councillor Neil Boyce presented feedback from the Adults and Communities Scrutiny Committee. Discussions, comments and responses were as follows:

- The Committee received the recommendations from the Emergency Stopping Places Task and Finish Group. The Group reviewed previous work in relation to emergency stopping places, the draft Local Plan, and the powers available to the local authority.
- Six recommendations were made for Scrutiny to submit to Cabinet, which the Committee endorsed.
- It was noted that following consideration by Cabinet, the recommendations were accepted on the whole, however it was agreed that no new sites would be sought, as none could be identified. The progress of the new protocol would be monitored, with the site in Fengate to be upgraded.
- A copy of the report was sent to Cabinet and could be found on the Council's website and in the following link: [A Review of Emergency Stopping Provision For Gypsies and Travellers Within Peterborough](#), The resolution of Cabinet was also published on the Council's website: [Cabinet Resolution](#).
- The Council's protocol for the removal of unauthorised travellers and gypsies would be circulated.
- The Committee further discussed the review of a second Task and Finish Group into Rough Sleeping. An increase of cases of rough sleeping had been identified recently. The Group acknowledged the work of officers and identified that 'rough weather' protocols only came into action when temperatures were freezing or below for 3 or more days. Following this rough sleepers would be provided with accommodation.
- These recommendations were endorsed by the Committee and submitted to Cabinet, who accepted them for the most part. Additions were made that the recommendations be subject to the availability of funding. It was further noted the investigations into providing a day service would encompass professional aid to move rough sleepers on to an improved situation.
A copy of the report to Cabinet could be found on the Council's website and in the following link, [Management of Rough Sleepers Review](#), as could the resolution of Cabinet, [Cabinet Resolution on Management of Rough Sleepers Review](#).
- Finally, the Committee discussed the Safer Peterborough Partnership Plan. The proposed plan outlined the SPP's priorities following a 2016/2017 survey. The four highest responses were in relation to fly-tipping, anti-social behaviour, road safety, and drugs and alcohol.
- It was noted, however, that the priorities identified did not appear to match these responses. Further work was requested by the Scrutiny Committee to provide clarification on the link between the strategic plan and the operational plan, to return to the Committee.

Councillor Susie Lucas was not in attendance at the most recent Children and Education Scrutiny Committee. Councillor Lucas, however, noted that the key issues for the Committee were the future of school provision from the local authority, and the relationship with the local authority and external providers. The level of grant received by the local authority to support schools was to be decreased. A restructure was to commence shortly, with further information to follow.

Councillor Richard Clarke presented feedback from the Growth, Environment, and Resources Scrutiny Committee. Discussions, comments and responses were as follows:

- The Cabinet Member for City Centre Management, Culture, and Tourism portfolio progress report was presented to the Scrutiny Committee, which outlined items that

were being improved and those to be discontinued.

- Further information was requested from officers on what was considered to be the 'identity' of Peterborough. Comment was made that this should be the area's history, engineering, sport, and diversity.
- It was suggested as a possibility that Jawaid Khan be invited to a future Parish Council Liaison to discuss how any culture tensions were managed in the area through good relationships.
- The report highlighted that a number of important sites of interest were not included within reporting figures as Peterborough did not manage them. Queensgate car park, for example.
- The Scrutiny Committee also considered the Housing Strategy following its consultation period.
- The item discussed by the Committee was the report of the Verge Parking Working Group. The Group consisted of officers and was considered to be mainly urban focused, though the outcomes of verge parking impacted on rural areas.
- It was the suggestion of the Working Group to implement an authority wide traffic regulation order, which would effectively ban all parking on verges and pavements. This would then require implementation for specific places, a mechanism for which was being looked into. Following a long discussion it was considered that the Working Group had some further investigation to undertake.

The meeting discussed the circulation of Cabinet decisions, and it was agreed that Scrutiny Committee Co-opted Members would be included in the distribution list. Further discussion was had on the dates for prospective meetings, and it was agreed that the draft 2017/2018 Schedule of Meetings would be provided at the next meeting.

AGREED ACTION

The Parish Council Liaison meeting agreed that:

1. The Council's protocol for the removal of unauthorised travellers and gypsies would be circulated;
2. The Scrutiny Committee Co-opted Members would be included in the distribution list for Cabinet decisions; and
3. The draft 2017/2018 Schedule of Meetings would be presented at the next meeting.

4. Current Topical Issues

Ian Dewar, Communities Parish and Local Councils (CPALC), presented the report which updated the meeting on a number of topical issues that may be of relevance and interest to Parish Councils.

Discussions, comments and responses were as follows:

- CPALC had been receiving a high level of requests for support. The meeting was advised that Council Clerks were the proper officer, and should be consulted in the first instance.
- Queries had been raised around the gifting of funds to local churches. It was confirmed that such provisions were still within the remit of principal authorities. Town or Parish Council's could, however, give money to local churches for the maintenance of the church clock.
- Some suggestions had been made around Parish and Town Councils putting money towards schools, however this was, again, in the remit of the principal authority. Parish and Town Councils could, however, provide support to parent/teacher groups.
- It was further noted that Parish and Town Councils did not have any power to charge rent for car parking.
- A consultation has been sent out on the Members' Agreement. This had been sent

for feedback from individuals Councillors. The final document would require consideration by the Council.

- A motion to extend the current contracts for staff to all staff, not just the clerks, had been agreed. This would only affect new employees.
- Affiliation fees would be due at some point following the 3 April 2017, with a 3 month grace period.
- Independent financial advice was being sought to clarify pension rights.
- It was suggested that Parish and Town Councils look to introduce Volunteering Policies if they did not already have such in place. Clerks may need to discuss the implications of this with insurers.
- It was noted that the payscales for 2017 / 2018 were to be published shortly. Council had a responsibility to ensure that their Clerks were on the correct scale and that a 1% increase was implemented. Assistance on this was available from helpdesk@calpac.co.uk or 01480375629.
- Comment was made on the success of 'Transparency Day', with more than fourteen Councils represented. Following the verbal agreement of a consortium bid for the transparency fund, funding was available for Parish Councils to apply for essential services, to help the work of the Council become more transparent. Further information could be found at www.nelc.gov.uk.

CHAIRMAN

6.30PM – 7.56PM