

## PARISH COUNCIL LIAISON MEETING

WEDNESDAY 20 DECEMBER 2017

6.30 PM

Bourges/Viersen Room - Town Hall

### AGENDA

Page No

1. **Apologies for Absence**
2. **Minutes of the Meeting Held on 20 September 2017** 3 - 6
3. **Phase 1 Budget Proposals**  
Presented by Marion Kelly, Interim Corporate Director of Resources
4. **Care and Repair, LEAP and the Re-enablement Programme**  
Presented by Russ Carr, Care and Repair Manager
5. **Personal Development**  
Presented by Ian Dewar, CAPALC Cambridgeshire and Peterborough Association of Local Councils.
6. **Date of Next Meeting**  
7 February 2017

#### Emergency Evacuation Procedure – Outside Normal Office Hours

*In the event of the fire alarm sounding all persons should vacate the building by way of the nearest escape route and proceed directly to the assembly point in front of the Cathedral. The duty Beadle will assume overall control during any evacuation, however in the unlikely event the Beadle is unavailable, this responsibility will be assumed by the Committee Chair.*

Chairman: Councillor Irene Walsh

Further information about this meeting can be obtained from Joanna Morley on telephone 01733 452468 or by email – [joanna.morley@peterborough.gov.uk](mailto:joanna.morley@peterborough.gov.uk)



There is an induction hearing loop system available in all meeting rooms. Some of the systems are infra-red operated, if you wish to use this system then please contact Joanna Morley on 01733 452468.

This page is intentionally left blank

**MINUTES OF A MEETING OF THE  
PARISH COUNCIL LIAISON COMMITTEE  
HELD AT 6.30PM ON WEDNESDAY 20 SEPTEMBER 2017  
BOURGES VIERSEN ROOMS, TOWN HALL, PETERBOROUGH**

**MEMBERS PRESENT:**

Councillor Irene Walsh (Chair)	Peterborough City Council
Parish Councillor Margaret Palmer	Barnack Parish Council
Parish Councillor Ian Allin	Orton Longueville Parish Council
Parish Councillor Geoff Smith	Werrington Neighbourhood Council
Parish Councillor Jean Mead	Helpston Parish Council
Parish Councillor Susie Lucas	Bainton and Ashton Parish Council
Parish Councillor Neil Boyce	Castor Parish Council
Parish Councillor Bob Randall	Glington Parish Council
Parish Councillor Denis Batty	Glington Parish Council
Parish Councillor Margaret Long	Thorney Parish Council
Parish Councillor D. V Perkins	Ailsworth Parish Council
Parish Councillor Jason Merrill	Bretton Parish Council
Parish Councillor John Dadge	Northborough Parish Council
Parish Clerk Alison Benfield	Northborough Parish Council

**OFFICERS PRESENT:**

Javaid Khan	Community Cohesion Manager
Cate Harding	Community Capacity Manager
Sylvia Radouani	Parish Council Community Co-ordinator
Joanna Morley	Democratic Services Officer

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Councillor Ann Sylvester and Parish Councillors, Keith Lievesley, Richard Clarke, Joe Dobson, John Bartlett, Sandra Hudspeth, Phil Thompson, Jane Hill, Vince Moon, Martin Greaves, Henry Clark and Harry Brassey

**2. MINUTES OF THE MEETING HELD ON:**

**2.1 5 July 2017**

The minutes of the meeting held on 5 July 2017 were agreed as a true and accurate record.

In relation to actions agreed, Parish Councillors confirmed that they had received the following information:

- The Prevention and Enforcement Services flow chart which detailed the process of dealing with unauthorised encampments from assessment to removal
- The recommendations of the Adults and Communities Scrutiny Committee Task and Finish Group that looked into Emergency stopping Places for Travellers together with the Cabinet's response to those recommendations.
- The Prevention and Enforcement Service officers' mobile numbers.

**3. COHESION WORK IN THE CITY**

The Community Cohesion Manager gave a presentation on the cohesion work that was currently being undertaken in the City, the approach the team was taking, the challenges they

were facing and how they could collaborate with the parishes. Discussion took place around the following points:

- Although many were unaware of the amount and type of cohesion work taking place if it was absent it would be keenly felt.
- Effective dialogue during peaceful times paid huge dividends as it meant that if trouble happened the lines of communication would be open.
- The role of the cohesion team was to be linked in and to link up others.
- Rather than referring to different communities, the team preferred to refer to different segments of one whole community.
- 70% of time was spent establishing contacts and understanding their dynamics.
- The current issues faced by the cohesion team were Modern Day Slavery, Syrian Refugees and Bullying
- The challenges facing cohesion in general were the supply and demand of resources, English language needs, the churn and lack of data and weak neighbourhood links.
- As a City, 70% of the population was classified as white British but of the younger children demographic only 55% were classified as white British.
- The Community Cohesion Manager invited members of the Parish Council Liaison Committee to the next cohesion forum which would be discussing modern day slavery and the exploitation of workers
- The Cohesion team wanted to link up with Parish Councils to tackle loneliness among the elderly, support disabled members of the Community, tackle anti-social behaviour, and tackle hate crime and violent extremism.
- Hate Crimes did not often occur in rural areas but where there were instances of it happening it tended to be about an issue such as learning difficulties rather than race or faith.
- A Disability Partnership Forum had been set up to support disabled members of the Community.
- A visit to Bainton church for the Christmas Carol service was being organised for the Syrian refugees in the City so they could experience an element of life in a rural parish.
- Loneliness was a particular issue in rural areas. Churches were doing a very effective job offering activities and groups to residents but they were not being linked up with other service providers.
- Parish councillors expressed a view that it was particularly difficult to access those members of the community that were experiencing loneliness as they tended to be residents who also suffered from physical disabilities, or who were without a family or as a group were isolated. Lonely residents were a silent group in comparison to the other groups mentioned.
- Nationally, around 10% of those aged 65 or older were classified as chronically lonely, particularly those of a lower socio-economic status
- There was a problem in identifying lonely residents so interest was expressed in setting up a register of vulnerable people. Practical solutions discussed included a tie-in with designated official lines eg. Doctors and health visitors or alternatively having street wardens knocking on doors.
- A good neighbour scheme had been set up in Castor parish working in conjunction with the Council to provide contacts for people who could help with a myriad of problems and a list of services that the Council and other organisations could provide. Castor Parish were setting up a parish surgery on a Saturday to inform people about these services and their availability. Castor was a pilot for this project but it was hoped that a register of all services and their numbers would be circulated and used by all parishes.
- The Cabinet Member for Communities was very supportive of this proposal and endorsed the recent task and finish group that had been set up to look into community involvement in neighbourhood issues such as this.

#### **ACTIONS AGREED:**

1. The Parish Council Community Co-Ordinator to invite Parish Councillors to forthcoming Cohesion and Diversity Forums.
2. The Community Cohesion Manager to link up with the Parish Councillor from Glinton to identify support services for those with dementia
3. The Parish Council Community Co-Ordinator to contact Adult Social Care to provide a briefing note to clarify what social worker support is offered if an individual is self-funded.
4. The Parish Council Community Co-Ordinator to invite Pat Carrington, Assistant Director Skills and Employment, to a meeting of the Parish Council Liaison Committee to discuss time-banking and how it could be utilised in the Parishes.

#### **4. CO-OPTED MEMBERS' FEEDBACK SESSION**

The Co-opted members for both the Children and Education Scrutiny Committee and the Adults and Communities Scrutiny Committee were unable to attend their meetings and so feedback was not presented at the meeting.

The Growth, Environment and Resources Scrutiny Committee meeting had been rescheduled and took place at the same time as the Parish Council Liaison Meeting. The Co-opted Members would submit their reports from this meeting at a later date.

The Co-opted member for the Health Scrutiny Committee was absent at the meeting but submitted a meeting report which was circulated to all members.

#### **ACTIONS AGREED:**

1. The Democratic Services Officer to circulate to all Parish Council Clerks the link to the Agenda Pack containing the reports presented to each of the Scrutiny committee meetings.
2. The Democratic Services Officer to ensure that hard copies of the Scrutiny committee agenda packs are sent out to co-opted members as soon as possible in advance of the meeting.

#### **5. PARISH LIAISON WORKING GROUP UPDATE**

The Parish Council Community Co-ordinator discussed the upcoming Annual Parish Council Conference and gave the following information:

- The conference would take place on 14 November 2017 at the Alia Business Centre and to date 43 councillors had confirmed their place. The cut-off date for acceptance was 3 November, however Members were asked to respond as soon as possible, preferably before this date.
- There would be a mixture of activities at the Conference including workshops. The Director of Public Health would be talking about health screening programmes and vaccinations
- Peakirk Parish Council would be sharing its knowledge of developing a successful Neighbourhood Plan
- Mike Freeman would be talking about the Community Infrastructure Levy
- The co-opted members of the scrutiny committee would also be invited to talk about their personal experience of the roles and how they had approached the scrutiny process.

## **6. ANY OTHER BUSINESS**

The Chairman asked the Committee members what the most pressing issues for their parishes were and what items they would like the Parish Council Liaison Committee to consider. Comments and discussion took place around the following points:

- The Chair suggested the following topics for possible discussion at future meetings:
  - The Smart City
  - The Disability Forum
  - The Police Enforcement Service
  - Community Serve
  - The Annual Education Report
  - Adult Social Care
- The Parish Councillor from Northborough requested advice and guidance on tapping into additional financial resources that may be available to parishes.
- Rural transport links and the lack of bus routes between villages were identified as an issue.
- Councillors expressed concern about speeding within villages and what was being done to control it.
- Glington Parish had formed a Speedwatch group which had been monitoring traffic in front of schools. The exact same monitoring took place again a month later and resulted in a nearly 50% reduction of offending vehicles.
- Councillors requested information on the Bulky Waste Initiative which the Council was developing. Two initiatives were being trialled; the first consisted of community freighters being located in key areas where there were particular problems with fly-tipping and the second was a scheme which allowed householders to request that oversize items be collected directly from their homes. The results from these trials would be known in approximately three months' time when more information could be provided
- Mental health issues, in particular relating to the young, were another area of interest for Councillors.

### **ACTIONS AGREED:**

1. The Parish Council Community Co-Ordinator to invite Leonie McCarthy from the Peterborough Council for Voluntary Services to a meeting of the Committee to talk about any financial resources and grants that may be available to the Parishes.
2. The Parish Council Community Co-Ordinator to invite Rob Hill and Clair George to report on the Speedwatch initiative and other traffic calming measures.
3. The Parish Council Community Co-Ordinator to invite an officer from the mental health team to speak about depression in all age groups and also mental health issues that particularly affect the young.

## **7. DATE OF NEXT MEETING**

20 December 2017

CHAIRMAN  
6.30PM – 7:50PM