

**MINUTES OF THE PARISH COUNCIL LIAISON MEETING  
HELD AT 6.30PM, ON  
WEDNESDAY, 15 SEPTEMBER 2021  
VIRTUAL MEETING VIA ZOOM**

**Present:**

Cllr David Over	Chair
Parish Cllr Keith Lievesley	Ufford Parish Council
Parish Cllr Dawn Magnus	Eye Parish Council
Parish Cllr Alyson Willans	Thorney Parish Council
Parish Cllr Jason Merrill	Bretton Parish Council
Parish Cllr Neil Boyce	Castor Parish Council and Co-opted Member, Communities Scrutiny Committee
Parish Cllr Michael Chambers	Orton Waterville Parish Council
Parish Councillor Michael Samways	Ailsworth Parish Council and Co-opted Member, Growth Environment and Resources Scrutiny Committee
Elaine Matthews	Think Communities Manager
David Beauchamp	Democratic Services Officer

**1. APOLOGIES FOR ABSENCE**

Apologies were received from Parish Cllr Henry Clark, Peakirk Parish Council and Parish Councillor June Bull, Orton Longueville Parish Council.

**2. MINUTES OF THE PARISH COUNCIL LIAISON MEETING HELD ON 23 FEBRUARY 2021**

The Minutes of the Parish Council Liaison Meeting held on 23 February 2021 were agreed as a true and accurate record.

**3. RURAL CHARTER – REVIEW AND SUGGESTED ALTERATIONS**

The Chair introduced the item and invited comments from attendees on changes needed to the Rural Charter.

The Parish Council Liaison meeting debated the item and in summary, key points raised and responses to questions included:

- Members commented that the Parish Charter and Rural Vision needed to be reviewed by a working group.
- The Parish Charter would be inclusive of both urban and rural parishes.
- It was agreed to set up a working group to review the Parish Charter which would then be brought back for review at the next two meetings of Parish Council Liaison. The Rural Vision would then be discussed at the subsequent two meetings.

## **ACTIONS AGREED**

- It was agreed to set up a working group to review the Parish Charter which would then be brought back for review at the next two meetings of Parish Council Liaison. The Rural Vision would then be discussed at the subsequent two meetings.

## **4. PARISH CONFERENCE – SCOPING FOR THEMES**

The Think Communities Manager introduced this item and made the following points:

- Peterborough Parishes had been invited to attend the 2020 Cambridgeshire Parish Conference which was successfully held online.
- After the 2021 election, a consensus had emerged that Peterborough should have a bespoke Parish Conference.
- The conference would likely be held in January 2022.

The Think Communities Manager invited attendees' suggestions for themes for the parish conference:

- It was agreed that all parishes would bring back ideas for themes for the Parish Conference for discussion at the next Parish Council Liaison meeting. The conference would be inclusive of both urban and rural parishes.
- Members suggested that old Parish Council Liaison agendas could be reviewed to help identify potential themes for the Parish Conference.
- Members commented that the theme should not be Planning as this had been discussed at a recent conference.
- Members suggested the Environment as a possible theme, including flooding.

## **ACTIONS AGREED:**

- It was agreed that all parishes would bring back ideas for themes for the Parish Conference for discussion at the next Parish Council Liaison meeting.

## **5. LIAISON WITH CO-OPTED MEMBERS**

The Parish Council Liaison meeting debated the item and in summary, key points raised and responses to questions included:

- Members commented that there was not always effective liaison between this meeting and the parish councillor co-opted members on Peterborough City Council's Scrutiny Committees.
- Members commented that as the co-opted members were appointed to represent rural areas, it was difficult for them to represent the interests of urban parishes. It was suggested that the Parish Council Liaison meeting could nominate additional representatives to the scrutiny committees to represent the views of urban parishes.
- Members requested that the Democratic Services Officer synchronises agenda items between the scrutiny committees and Parish Council Liaison
- The Chair suggested the following themes for discussion at Parish Council Liaison and onward referral to the Scrutiny Committees as a single item, following discussions with Cate Harding, Co-ordinator, Good Neighbours – Rural Peterborough
  - Transport

- Care and Supporting People
- Environmental Issues.
- Parish Neil Boyce commented that Parish Council Liaison might attract more attendees if it was run independently of Peterborough City Council and proposed that the Good Neighbours – Rural Peterborough took on this responsibility. There was a perception that that parishes had insufficient influence over agenda setting. An additional meeting could be established, meeting fortnightly, to fulfil the role of the old Parish Council Liaison working group. If Parish Council Liaison was to be organised independently, Cllr Over would remain Chair. The Good Neighbours scheme was already contracted by the Council to provide COVID-19 support and had the ability to communicate with all parish councils.
- The Chair expressed support for this proposal as a positive alternative to the current ‘top-down’ model for Parish Council Liaison.
- It was agreed that Cllr Over and Neil Boyce would contact Cate Harding to discuss these proposals in more detail in order to progress them.
- No formal constitutional processes were needed to make amendments to the governance arrangements for Parish Council Liaison. The only reference to the meeting in the City Council’s Constitution was in relation to its responsibility for nominating scrutiny co-opted members.
- It was agreed that the Democratic Services Officer would discuss the proposals with Cllr Steve Allen, Cabinet Member for Housing, Culture and Communities, to seek his approval to proceed and also liaise with the Think Communities Manager and Parish Cllr Neil Boyce regarding the way forward.
- It was agreed that Parish Cllr Neil Boyce would circulate information on the Good Neighbours scheme to Parish Cllr Michael Samways.

#### **ACTIONS AGREED**

- Members requested that the Democratic Services Officer synchronises agenda items between the scrutiny committees and Parish Council Liaison.
- It was agreed that Cllr Over and Neil Boyce would contact Cate Harding to discuss these proposals in more detail in order to progress them.
- It was agreed that the Democratic Services Officer would discuss the proposals with Cllr Steve Allen, Cabinet Member for Housing, Culture and Communities, to seek his approval to proceed and also liaise with the Think Communities Manager and Parish Cllr Neil Boyce regarding the way forward.
- It was agreed that Parish Cllr Neil Boyce would circulate information on the Good Neighbours scheme to Parish Cllr Michael Samways.

#### **PARISH COUNCIL LIAISON WORK PROGRAMME**

6.

There were no comments by members or officers.

#### **DATE OF NEXT MEETING**

7.

1 December 2021

CHAIR

6.30pm – 7.09pm