



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

**MEMBERS PRESENT:**

Councillor David Over (Chairman)  
Councillor Ian Allin, Orton Longueville Parish Council  
Councillor Denis Batty, Glinton Parish Council  
Councillor Marian Browne, Ufford Parish Council  
Councillor Henry Clark, Peakirk Parish Council  
Councillor Andy Goodsell, Eye Parish Council  
Councillor Dorothy Halfhide, Thorney Parish Council  
Councillor David Hedges, Werrington Neighbourhood Council  
Councillor Jane Hill, Deeping Gate Parish Council  
Councillor Keith Lievesley, Ufford Parish Council  
Councillor Olive Leonard, Hampton Parish Council  
Councillor Jason Merrill, Bretton Parish Council  
Councillor Margaret Palmer, Barnack Parish Council  
Councillor Richard Perkins, Ailsworth Parish Council  
Councillor Marion Sharp, Hampton Parish Council  
Councillor Geoff Smith, Werrington Neighbourhood Council  
Councillor Philip Thompson, Deeping Gate Parish Council  
Ian Dewar, Cambridgeshire & Peterborough Association of Local Councils

**OFFICERS PRESENT:**

Adrian Chapman, Service Director Adult Services and Communities  
Lewis Banks, Principal Transport Planning Officer  
Karen S Dunleavy, Democratic Services Officer  
Caroline Hannon, Senior Housing Strategy & Enabling Officer  
Cate Harding, Community Capacity Manager

**1. WELCOME AND APOLOGIES**

Apologies were received from:

Councillor John Bartlett – Thorney Parish Council  
Councillor Harry Brassey – Barnack Parish Council  
Councillor Paul Froggitt - Orton Waterville Parish  
Cllr Gillian Haythornthwaite – Marholm Parish Council

**2. MINUTES OF THE MEETING HELD ON 9 SEPTEMBER 2015**

The minutes of the meeting held on 9 September 2015 were approved as a true and accurate record.

### **3. UPDATE ON RURAL VISION AND PARISH CHARTER**

The Peakirk Parish Councillor delivered this item to the Group:

The following key points were highlighted:

- The Rural Vision and Parish Charter was approved at the Cabinet meeting on 25 November 2015 and officially embedded into the Peterborough City Council (PCC) system;
- The Parish Council Liaison Meeting and the monthly Working Group would update the Action Plan and items to be included would be put forward to a member of the Working Group;
- Urgent items would be dealt with first but a list of future items would also be kept; and
- There would be an update on this item at the next meeting.

Councillor Clarke responded to comments and questions raised by Parish Councillors. In summary responses included:

- There would be benchmarks and sub-project Action Plans for particular activities which were split into multiple tasks; and
- When the status of an item changes or moves, a new issue of the Action Plan would be issued. This might not necessarily be every month but it would be as things progressed.

#### **ACTION AGREED**

**The Group noted.**

### **4. RENEWAL OF HOUSING STRATEGY**

The Senior Housing Strategy & Enabling Officer delivered this item to the Group as an early engagement with rural parishes to enable influence of the future Housing Strategy document:

The following key points were highlighted during discussion:

- PCC's current Housing Strategy would expire this year;
- The Housing Strategy would set out the Council's Housing Priorities and responses.
- The Strategic Housing Market Assessment for Peterborough was last updated in 2015 to take account of the latest Household Projection Forecasts;
- Development targets and requirements on house builders would be set out in the Local Plan;
- The structure of the Housing Strategy document would comprise of a snapshot of key statistics and figures, identification of key priorities and themes which span over various key priorities;
- The following Key Priorities:
  1. Supporting substantial and sustainable growth:
    - The Strategic Housing Market Assessment identified the need for 1000 new homes per year across the Local Authority area;
    - Growth would include the need for mixed and balanced communities and the Housing Strategy will be representative of all groups;
  2. Improving the existing housing stock:

- 34% of people in Peterborough currently lived in the most deprived 20% of areas within England and life expectancy in Peterborough was below the national average;
  - A programme of improvements to people's homes would occur to enable them to remain living in their homes safely.
  - Enforcement action in communities and against landlords would be teamed with a Selective Licensing scheme to improve housing conditions;
3. Improving the thermal efficiency of Peterborough homes:
    - PCC wishes to reduce the number of households in fuel poverty and thermal efficiency improvements would be considered in the Housing Strategy;
  4. Supported and specialist housing:
    - The Housing Strategy would consider all housing options and solutions to respond to resident's supportive housing needs;
  5. Council's finance and investment:
    - The finance that was available for the Council to invest in growth and meet housing needs had come from the transfer of housing stock to Cross Keys Homes and former Council Housing tenants exercising their right to buy; and
- The Housing Strategy would not be fully formed for approximately another six months whilst PCC await the Government's Housing Bill consultation but the key priorities were likely to remain the same.

The Senior Housing Strategy & Enabling Officer responded to comments and questions raised by Parish Councillors. In summary responses included:

- The Housing Strategy would be unlikely to profile the individual villages;
- Normally, the Local Plan would not specify the suitability of a particular site for a particular type of housing. Rural Exception Sites would traditionally be for providing affordable housing but Government changes have allowed affordable houses to be built to satisfy local needs. In this case, it could be requested that this would meet the needs of downsizers however you cannot have a Rural Exception Site for market housing;
- A request for smaller houses to be built would be a planning matter and it could be requested that this is included in the Local Plan. When affordable housing is delivered, current policy states that 30% of the dwellings must be affordable housing. PCC could state that there is demand for affordable housing but the Council cannot influence market housing;
- Within the affordable housing sector, the most significant need is for one and two bedroom houses but there had also been a high demand for larger houses in the market sector;
- It cannot be said that there were plans to build more Council houses. Priority five concerns the Council's finance and investment. A motion went to the Sustainable Growth and Environment Capital Scrutiny Committee and as a result a task and finish group was set up to allow Members to influence the Housing Strategy in this area;
- The Whole House Transformation Project would be externally funded and would aim to improve 45 properties in rural areas which were of mains gas. Solar panels would be installed, smart controls, infra-red heating and hot water systems to enable the householder to reduce their energy consumption. This would aim to provide other solutions to mains gas;
- A suggestion could be put forward in the Housing Strategy to encourage Code Four or above housing;

- When sites were allocated, the sites were appraised and policies within the Local Plan were considered. Judgments were then made on what the density was likely to be on each site. The estimated number of dwellings was then stated within the Site Allocations document;
- The purpose of the Housing Strategy would be to state the types of housing needs in greater detail than the Local Plan. Similarly, the market sector could review the Housing Strategy and find build sites to accommodate these needs. The Housing Strategy also covers existing housing and how to make the best use of it; and
- PCC does not have any housing stock. It had all been transferred to Cross Keys Homes.

**The Panel noted the report.**

## **5. RENEWAL OF TRANSPORT PLAN**

The Principal Transport Planning Officer delivered this item to the Group as a substitute for The Head of Peterborough Highway Services.

The following key points were highlighted during discussion:

- The Fourth Local Transport Plan would be valid for a five year period and run from 1 April 2016 to 2021;
- The Fourth Local Transport Plan would be necessary to fulfil housing and job creation growth targets, continue Peterborough's success as the second largest growing city nationally, fulfil the aspiration to become the UK's Environment Capital and to fulfil zero emissions targets;
- Cuts to Government funding and budgetary pressures would create challenges over the next five years;
- The Consultation began in mid-October and finished on 1 December. Six consultation events were held as well as press releases and the publication of a consultation leaflet and questionnaire. Responses to this would be reviewed and the Plan would be drafted;
- A special Scrutiny meeting would be scheduled for January 2016 before the Transport Plan would move on to Cabinet and then to Full Council for full adoption; and
- Each transport policy area would cover the City Centre, outer urban areas and rural areas.

The Principal Transport Planning Officer responded to comments and questions raised by Parish Councillors. In summary responses included:

- It was believed that every Parish Council had been contacted as part of the consultation. The Transport Plan would look to address issues from a strategic point of view but the consultation leaflet allowed people to raise individual queries. These have been fed into the strategy as wider issues;
- Network Rail issues have put back a reconsideration of level crossing closures into Control Period six. This would be likely to occur between 2019 and 2024. Within the Fourth Local Transport Plan, the Council's position supports the proposed closure of the level crossings provided that the appropriate mitigation would be installed;
- Within the Fourth Local Transport Plan, it would be publicised that PCC want ultra-low emissions, alternative fuels or electric vehicles and always be aware of partnership opportunities and funding availability;

- As bus services are operated by commercial companies, the service that they run was at their discretion;
- The figure of 20,000 new jobs for the 25,000 new homes that were needed would take into account children and non-working age population; and
- Only Stagecoach services 20, 21 and 22 were Council funded. All other services were run on a commercial service. PCC and Stagecoach had a voluntary partnership arrangement which part-funds the evening and weekend City services. Despite this, there was not the contractual force to insist upon low emission vehicles. The Council would not prohibit another commercial company running a complete bus service.

The Group noted the report

## 6. PCC BUDGET PRESENTATION

The Service Director Adult Services and Communities introduced Phase 1 of the budget proposals for 2016/17. Full council on 17 December 2015 would debate the Phase 1 proposals and any comments, questions or concerns would be noted and incorporated into a supplementary report.

The budget proposals were made up of two phases and only the Phase 1 proposals were discussed.

The following key points were highlighted during discussion:

- The gap for 2016/17 was approximately £19.6 million and this would rise to approximately £40 million in the next few years as further cuts were factored in;
- The Phase 1 Budget Proposals concerned £12.1 million worth of savings, the Phase 2 Budget Proposals concerned £7.5 million worth of savings;
- The Phase 2 papers would be published between 08 February 2016 and 09 March 2016;
- The People and Communities Directorate:
  - Would make large savings by giving people more information and advice to reduce the need for escalated and complex services. This had been aimed to save £1.6 million in 2016/17;
  - 25% of social workers in Children's Services were being employed as agency staff. There were 22 alternatively qualified workers, such as youth workers, housing specialists and family workers, which had been engaged to reduce expensive agency costs. This would save the Council approximately £500,000;
  - Fostering and Adoption services may be contracted out to a voluntary agency and health services and social workers may be integrated into a single service;
  - School Improvement Service services for academies;
- The Resources Directorate:
  - Business rates growth had brought in approximately £500,000 in revenue;
  - Council tax growth, expanded house growth, new home bonuses and the solar panels project had increased the Council's revenue stream;
  - The Future Delivery of Property aimed to enter into a joint venture with a subsidiary of Norfolk County Council to deliver property functions;
  - Capital debt and interest payments were proposed to be paid back over 42 years instead of 25 years;
- Peterborough and Cambridgeshire had moved to a shared a coronial service;

- Internal changes had occurred to the Workforce Development Training and Occupational Health Services; and
- Adjustments to National Insurance forecasts due to pension legislation changes.

The Service Director Adult Services and Communities responded to comments and questions raised by Parish Councillors. In summary responses included:

- PCC were committed to supporting care providers deal with the impact of the living wage and recognised the importance of the care market. The pension queries raised by Parish Councillors would be noted for consideration in preparation of the phase 2 budget process.
- It was recommended that the new Interim Assistant Director of Education would be invited to a future Parish Liaison meeting to discuss the School Organisation Plan and the future of school places specifically in relation to the Rural area.
- It was anticipated that growth and regeneration was a topic for consideration in Phase 2 of the Council's budget setting process. This question would be raised with the accountancy team for clarification; and
- It was recognised how difficult it had been for Parish Councils to forward plan given that PCC reviewed their budget on a year to year basis despite there being a 10 year medium term financial strategy set and approved in March annually. Parish Councillors' comments would be fed into the budget setting process and highlight that there had been a need for a more effective budget setting process for Parish Councils with the possibility of developing a three year forward look for Parish Councils.

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

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

CHAIRMAN  
6:30pm – 8.21pm