

# WERRINGTON Neighbourhood Council

..... OVER 40 YEARS SERVING THE RESIDENTS OF WERRINGTON

**FULL COUNCIL MEETING HELD ON MONDAY 10<sup>th</sup> September 2018  
AT WERRINGTON COMMUNITY EDUCATION CENTRE**

## **MINUTES**

PRESENT: Rod Boulton, Martin Greaves, Ivan Hammond, Kay Molyneux, Geoff Smith, Sally Weald, Mick Wheatley,  
WARD COUNCILLORS: Cllr John Fox, Cllr Judy Fox, Cllr Steve Lane  
VISITORS: Eleven Werrington residents  
APOLOGIES FOR ABSENCE: Pauline Fury, Vince Moon, Roger Proudfoot, Sam Smylie, Lawrence Wright  
MEETING OPENED: 7.05pm

### **1. CHAIRMAN**

**1.1 CHAIRMAN'S OPENING REMARKS:** In the absence of Vince Moon, Bill Mercer as Vice-Chair opened the meeting. He welcomed everyone especially visitors to the meeting.

**1.2 APOLOGIES FOR ABSENCE:** Pauline Fury, Vince Moon, Roger Proudfoot, Sam Smylie, Lawrence Wright

Sally advised that as she was a governor at Ken Stimpson Community School, she would only be making a report on the KSCS extension and sports centre as WNC secretary and would not be making any personal views.

### **2. NETWORK RAIL PRESENTATION – David Vernon**

David thanked WNC for the invitation and apologised for not being able to make previous dates.

- i) The Network Rail (NR) work is to make improvements at the Werrington junction crossover by building a dive under. Following the consultation period and the Rail Inquiry last year (at which WNC made representations), approval has now been given to start work.
- ii) Work will now start on 25<sup>th</sup> September with preparation work, clearances, signage etc taking 2-3 months. Main contractor is Morgan Sindell.
- iii) Two new newt ponds have been created off Foxcovert Road.
- iv) Three houses have been purchased using voluntary agreements and will be demolished.
- v) The footpath from Hodgson Avenue is being upgraded to a road with drop bollard to allow access of small digging machinery.
- vi) 'New Hurn Road; will be in operation in New Year. No plans to reopen reconstructed old Lincoln Road bridge to traffic
- vii) Working hours will be 8-6 Weekdays, 8-1 Saturdays, no usual Sunday or evening working. However there will be some extended worked at key periods and residents will be notified in advance by letter drops and Spotlight.
- viii) Completion will be down to weather but expected early 2021
- ix) No current electrification plans for GNG
- x) Leaflets are being distributed with local and national contacts. David can also be contacted via Ward Councillors and WNC
- xi) Loxley Dropins: 14<sup>th</sup> Sept, 12<sup>th</sup> Oct, 7<sup>th</sup> Nov, 7<sup>th</sup> Dec
- xii) Although comments were made about potential for container increase, this is not in the current planning.

David was thanked for attending the meeting and for ensuring that residents are kept informed as to progress.

### **3. MEETING OF WERRINGTON AREA FORM (Prospective Neighbourhood Forum)**

Sally Weald presented three papers: details from the City Council's Designated Area Consultation (seen in Appendix One) a Q&A document from Peterborough City Council about Neighbourhood planning and a working paper (seen in Appendix Two) . She explained:

- How the process moves from designated area, to neighbourhood forum to consultation to neighbourhood plan and community action plan
- How the plan will benefit Werrington
- That the area application has been published and is open for consultation until 10<sup>th</sup> October.

- That the forum will require at least 21 people representing all social groups, areas, ages and ethnicity and that this will be checked by the City Council.

A question was raised about the designated area consultation, advising that it wasn't very clear how to send in comments. Steve Lane advised that links are followed from the Planning Page. Sally said that so far no objections had been received.

A question was asked if a Parish Council was being considered. Sally advised that an unsuccessful lottery application had been applied for to support such a consultation process and so this aspect hadn't been progressed but confirmed that this NP process can also address the need for a Parish Council and determine if the community supports this.

It was agreed for Sally to liaise with the Planning Dept over finding a consultant and will liaise with interested Council members over the membership form and constitution.

It was agreed that the next two meetings will be held at the Education Centre to allow a Werrington Area Forum meeting to be held first:

**MONDAY 8th OCTOBER 2018 and MONDAY 19th NOVEMBER 2018**

#### **4. OPEN FORUM**

There were no questions from the floor from members of the public.

#### **5. KEY BUSINESS**

##### **5.1 PLANNING - SIGNIFICANT APPLICATIONS and GENERAL REPORT**

Kay reported on the following

- i) Change of use to Animal Physiotherapy Clinic in Benedict Square
- ii) Two tree applications
- iii) Ken Stimpson Community School application has been approved at committee. Concerns at the meeting raised by WNC include the need to engage with the parking problems including the lack of school parking spaces and the problem of local roads being used for drop off/pick up and parking including adequacy of Staniland Way and the roundabout for the additional traffic and disappointment about the loss of the trees.

Sally advised that there is a parking management plan as part of the requirements but this does not come into effect into the first year of the expansion (WNC had requested to this to be effective immediately). Also the school's transport plan refers to engaging with residents and WNC.

Rod advised that he had been down at the Centre when the school finished and taken photos. He described the state of the car park and busyness of the roads.

Councillors advised that they had received no objections directly. People must share concerns rather than going on facebook. Sally advised that WNC received two objections including the Crowhurst petition. Whilst WNC couldn't fully support all the reasons behind the petition, attention was drawn to it in the WNC objections.

It was noted that the Martin Court pavements are now being addressed.

Sally advised that Brian Howard was offering to come to parish councils to discuss school pressures. It was agreed that with all the consultations and City Council involvement, then WNC are well informed but that Sally would ask if any update could be provided next year.

- iv) Two shop units Werrington Centre objections focussed on the out of keeping design, the infill of an open space creating a barrier, closeness to the neighbouring houses and, most importantly, the potential for antisocial behaviour created by the courtyard effect. The objections at the meeting were also supported by the Ward Councillors, Andy Simmons. This application was rejected by the committee due to the inappropriate design, no improvement to the surroundings and the potential for encouraging antisocial behaviour.

##### **5.2 EDUCATION CENTRE UPDATE:** Geoff said that he had been trying to contact Denham Hughes but hadn't been successful. Nothing more had been heard about the Princes Trust nor the Education Centre, although Sabrina is taking over the Princes Trust project.

#### **6. OFFICER/COMMITTEE REPORTS**

##### **6.1 SECRETARY**

##### **6.1.1 MINUTES - to receive and approve the minutes of FULL COUNCIL meeting held on 23<sup>rd</sup> July 2018**

Sally apologised for omitting Rod Boulton's name from the attendance. These were then approved

as a true record.

### **6.1.2 ANY MATTERS ARISING:**

Sally advised that she and Ivan had not had chance to progress the Doodoo Map. But she had contacted James Collingridge who had said that he was more than happy for WNC to send findings but that prosecution is extremely hard as the enforcement colleagues would need to catch the irresponsible dog owner at the time to take action. He too hoped that recording and people becoming aware that WNC are recording it may make residents think twice. Sally said that she hadn't invited him to come to an immediate future meeting as meetings were quite busy but it was something to keep in mind.

### **6.1.3 REPORT:** Sally had nothing further to report.

## **6.2 HONORARY TREASURER**

Geoff reported on the accounts. A current credit balance of £3,269.79 is held in our main account which when compared with the year-end balance of £3,389.04 suggests that only about £120 has been expended in the current financial year - this is in fact further reduced by some cash-in-hand to about £80. However this isn't the actual case as income of £385 ( up to 13-06-18 ) generated by Crowdfunding together with a further £170 donation organised by Sally from Waitrose, and the Award donation by Cllrs John and Judy Fox, add up to about £695 which is a more realistic level of expenditure. Most of this was spent on the AGM and our insurance premium. Savings have been made by no claims being made by Officers on routine items such as meeting refreshments, car-parking and travel etc. Some secretarial expenses are due and will be paid when the amount is known. Specific allocations of expenditure will be detailed at/after year-end on 31st December. It was noted that the small amount retained in our interest-bearing account of £6.65 had received one pence in interest this year. There was still £66.73 in our Village Sign account with more to be allocated in due course from our general account.

Geoff also reported that a response had been received from the Insurers in response to Roger's questions:

'The council should ensure that a note is kept of all volunteers taken on and that an appropriate risk assessment is in place relevant to each task/activity carried out, adequate training and equipment provided and that all health and safety guidelines are adhered to with records kept. The public liability section of the policy does not exclude diseases such as Leptospirosis. If the council is aware that volunteers or members will be working in areas and are at risk of such a disease we would expect a risk assessment to be undertaken and preventative action taken ie: wearing protective clothing etc.

If any stall holders come along to a council run event without insurance to cover their stall and the items they are selling, then in the event of a claim and the council found negligent, a claim could be brought against the council. Please note we are not aware of any council events.

To confirm, there is no cover on the policy for animal and insect bites and stings.

In regards to council volunteers or members sustaining an injury whilst volunteering, a claimant will only be successful if negligence is proven on the council's part.

We can only advise that risk assessments for any activities/job roles/land/assets/property, events etc must be in place.'

## **6.3 PRESS & P.R. including SPOTLIGHT Website**

Sally said that the deadline was imminent and that she would be sending in about the planning and Neighbourhood Plan. Sam is putting together a plan for future PR.

## **6.4 ENVIRONMENT GROUP:**

### **6.4.1 REPORT**

In the absence of Roger, Sally advised that Rivercare events would be happening again shortly. Unfortunately the bid to get funding from Greggs for The Paddocks was unsuccessful but a similar bid had been sent to Central Co-operative Society.

### **6.4.2 DOG FOULING PROJECT:**

Ivan said he had previously stencilled 244 times but things have been quieter. In the past week two stencils had been done. The Doodoo Map is being progressed.

**7. WARD COUNCILLOR REPORTS**

Judy Fox reported: Flytipping working group will be meeting.

John Fox reported:

Three tonne weight limit sign missing on Canterbury Road

Underpass from Papyrus Road has been cut back after a complaint but pavement was damaged whilst doing so.

Conifers have gone from Pippistrelle Court

Rough sleepers on woods have been rehoused.

Overgrown lights in Cuckoos Hollow have been reported.

A meeting is being held by Vivacity for those affected by the daytime closure of the gym.

All three Councillors were thanked for their support and input. Steve Lane's thoughtful articles were complimented. John Fox continued to emphasise that residents should be emailing Councillors rather than putting on Facebook.

**9. REPRESENTATIVES and GROUP REPORTS**

**9.1 COMMUNITY LIAISON:** Nothing to report

**9.2 COMMUNITY POLICING:** No crime figures as PSCO Martha Hurley has been on holiday. La Nothing further to discuss in the absence of Lawrence.

**9.3 PARISH COUNCIL LIAISON MEETINGS:**

Sally apologised for not sending out the overheads from the last meeting and will do so shortly.

Martin confirmed that he was attending the next meeting on 19<sup>th</sup> Sept. Geoff and Vince had sent apologies.

**9.4 WERRINGTON COMMUNITY ASSOCIATION:**

Kay advised that the WCA was meeting the following evening

**9.5 OTHER MEETING(S):** None advised

**10. ANY OTHER RELEVANT BUSINESS**

**10.1 NEXT MEETINGS:** Monday 8<sup>th</sup> October 2018 at The Education Centre.

**10.2 OTHER MATTERS:** None

**MEETING CLOSE:** 9.05pm.

## **APPENDIX ONE APPLICATION TO DESIGNATE WERRINGTON NEIGHBOURHOOD AREA**

EXTRACT FROM PETERBOROUGH CITY COUNCIL'S WEBSITE - RESIDENTS PUBLISHED ON 29 AUG 2018

Residents are being asked to comment on an application to designate Werrington as a neighbourhood area which would enable the local community to play a greater part in planning for the future of the area.

Peterborough City Council has received the application from Werrington Area Forum, which is the first stage in putting together a neighbourhood development plan or neighbourhood development order.

The area proposed largely covers Werrington village and Werrington ward in its entirety and extends into part of Gunthorpe. The southern boundary runs from Gunthorpe Road, between Fulbridge Road/Aster Drive and Blackdown Garth, Werrington Brook, the public footpath between Barons Court and Ambleside Gardens and the northern boundary of Campbell Drive playing fields.

Local communities are permitted to guide development within their local area through this plan or order under the Localism Act 2011.

A neighbourhood plan can establish general planning policies for the development and use of land in a neighbourhood, including where additional new homes and offices should be built and what they should look like. Local communities are permitted to guide development within their local area through this plan or order under the Localism Act 2011.

Once a neighbourhood plan has been approved, the city council is legally bound to give weight to it when deciding planning applications.

Residents can submit comments on the application from Wednesday 29 August until 11.59pm on Wednesday 10 October 2018.

Full details of the application, including a map of the proposed area and how to take part in the consultation can be found on the [Neighbourhood plans page](#).

## APPENDIX TWO

### PROSPECTIVE WERRINGTON AREA NEIGHBOURHOOD FORUM (WAF) WORKING PAPER

**INTRODUCTION:** A neighbourhood plan (NP) is a framework drawn up by a local community for how its area can develop and grow. NPs can vary widely in what they cover, but essentially they are about how land is used and related economic, social and environmental matters. These can include issues such as housing, employment, heritage including open spaces, and transport. The local plan has to go through several stages of discussion and consultation with those who will be affected by it, not only residents but also businesses, workers, students and those who just visit the area. It then has to be subject to independent examination and a local referendum. If supported by a majority of voters, it becomes part of the Council's Local Development Plan. This legal basis gives a Neighbourhood Plans far more weight than some other local planning documents, and it forms part of the rules which guide the local authority when it has to decide on planning applications.

A Neighbourhood Plan can only be produced by a Parish Council or Neighbourhood Forum (NF). For Werrington Neighbourhood Council to develop a Plan, a Neighbourhood Forum has to be formed with a 'designated area'.

**CURRENT SITUATION:** Werrington Neighbourhood Council sees that a Neighbourhood Plan is important for the village especially to prevent over-development of the village and protection of its green spaces. Its intention is to use the Consultation opportunities to engage residents in a wide consultation that will lead to a Neighbourhood Plan, a Community Action Plan and to inform and take views about a future Parish Council. There is a three year programme of funding to assist with the development of a Neighbourhood Plan allowing the consultancy involvement, production of the questionnaires, Community engagement and the production of final Neighbourhood Plan. The National Lottery has also given support to Neighbourhood Planning and Community Consultations in the past.

WNC has agreed to proceed with a Neighbourhood Forum. A prospective Neighbourhood Forum has been formed formally stated as Werrington Area Forum (Neighbourhood Forum) but known as Werrington Area Forum (WAF). An application has been made for a designated area based on the traditional boundaries of Werrington.

#### UPDATE:

1. The formal proposal for WAF designated area is out for consultation for 6 weeks ending on 10<sup>th</sup> October.
2. Assuming this goes through OK, the next step is to immediately put in an application for a formal Neighbourhood Forum demonstrate to City Council that the prospective forum has a viable Forum membership of at least 21 people covering different areas, age groups, ethnicity, mixture of business and residents. If the prospective forum doesn't have this number/spread then a case needs to demonstrate that attempts have been made for this engagement.
3. Alongside this the Community Consultation needs to be developed. The funding application needs to be developed for both the locality application (initial consultancy fees) and longer term National Lottery funding (for the Community Questionnaire).
4. This needs to be moved along as year 1 of the funding programme ends on 31<sup>st</sup> March 2019.
5. A constitution needs to be thought about. Whilst guidance says that a NF constitution can sit alongside another community groups constitution, the government's Locality team says that this is the best way forward and the services of PCVS have been offered to support this.
6. The Neighbourhood Forum need only meet a handful of times a year. Examples online are between 2 and 4 time – one of which is the AGM. The main business and the driver of the Neighbourhood Plan is the Management Group/Steering Committee and taking a sample online this comprises of between 3 and 15 people.

#### PROPOSED NEXT STEPS:

1. Membership recruitment is immediately proceeded with via facebook and Spotlight. See draft application form. Emphaise business and young involvement
2. Decide when to hold the first and second meeting of WAF. **1st meeting:** As initial membership is likely to be WNC membership, can this be at the start of the October meeting? Otherwise it will be need to be close to. Promoted via Spotlight and facebook. First agenda will be to approve City Council's application to form a Neighbourhood Forum and maybe constitution . **2nd Meeting:** When?
3. IN the meanwhile, Strategy/Local Council Group meets or communicates via email to draft a constitution and consider funding applications. To be presented to be above NF meeting
4. Once constitution is decided then this can be sent to PCVS to see if can be incorporated in WNC's current constitution. If not consider pros and cons of standalone organisation.
5. Liaise with Peterborough City Council over potential consultants who can support initial consultation document and develop budget for this initial work in Year one funding.