

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of the Annual Parish Council Meeting

13th May 2002

Meeting Number 0203

Minutes of the **Annual Meeting** of the Parish Council held at 7:30pm - Monday 13th May 2002 in the Village Hall, Chelveston-cum-Caldecott.

Present :- Councillors : Cllr. A.J.Palfreeman (Chairman)
 Cllr. A.R.Dale (Vice Chairman)
 Cllr. M.L.Foulger
 Cllr. M.J.Izzard
 Cllr. P.S.Logue
 Cllr. R.A.Meeson
 Cllr. S.E.Stopps
 Clerk: Mr. M.H.Hunter
 Public: Cllr Richard Gell

1 Open Forum

- 1.1 Cllr Dale explained that this would be a new addition to the standard agenda, lasting for a maximum of 15 minutes, before the meeting formally started. It provided the public an opportunity to comment on the agenda items. It also allowed those Councillors who had an interest in an item (and hence would have to leave the meeting) to express their opinion as a member of the public.

2 Apologies Received

- 2.1 Cllr Dale opened the meeting at 7:32pm and welcomed everyone to the meeting. He asked for any apologies. No apologies had been received, but Cllr Gell advised Cllrs Moore and Saunston were at the Mayor-making ceremony at Higham Ferrers.

3 Election of Chair and Vice-Chair for the 2002 term

- 3.1 Cllr Dale proposed Cllr Palfreeman as Chair, who agreed to stand.

The meeting elected Cllr Palfreeman as the Chair

Proposed by: Cllr Dale
Seconded by: Cllr Meeson
Decision: Unanimous

Cllr Palfreeman signed his declaration of office and chaired the rest of the meeting. Cllr Palfreeman thanked Cllr Dale for his work during the past year.

- 3.2 Cllr Foulger proposed Cllr Dale as Vice-Chair, who agreed to stand.

The meeting elected Cllr Dale as the Vice-Chair

Proposed by: Cllr Foulger
Seconded by: Cllr Palfreeman
Decision: Unanimous

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4 Minutes of Meeting 0202 – 11th March 2002 & the Annual Parish Assembly – 9th April 2002

The minutes of the previous meeting **0202 – 11th March 2002** had been circulated. Cllr Stopps & the Clerk had supplied some corrections.

The meeting resolved to:

- 4.1 Approve the minutes of meeting **0202**

Proposed by: Cllr Palfreeman
Seconded by: Cllr Dale
Decision: Unanimous

The minutes of the Annual Parish Assembly – **9th April 2002** had been circulated.

The meeting resolved to:

- 4.2 Approve the minutes of Annual Parish Assembly

Proposed by: Cllr Palfreeman
Seconded by: Cllr Foulger
Decision: Unanimous

5 Adoption of Standing Orders for the Parish Council

Cllr Palfreeman explained that the draft Standing Orders had been circulated and discussed at the previous meeting and proposed they be adopted without further discussion.

The meeting resolved to:

- 5.1 Adopt the Standing Orders.

Proposed by: Cllr Palfreeman
Seconded by: Cllr Logue
Decision: Unanimous

6 New Code of Conduct for councillors

Cllr Palfreeman explained that the Council needed to formally adopt the new code of conduct, a copy of which had been given to each councillor at the last meeting. Once adopted, each councillor would have to sign the Declaration of Acceptance and, within 28 days, complete a register of interests. The Clerk will forward the original to the ENC Monitoring Officer, with a local copy available for public inspection. Failure to comply would mean the automatic removal of the councillor. Cllr Foulger & the Clerk had attended a training session on 27th March 2002 at ENC, Thrapston.

The meeting resolved to:

- 6.1 Adopt the Code of Conduct.

Proposed by: Cllr Palfreeman
Seconded by: Cllr Izzard
Decision: Unanimous

The councillors then signed their Declarations of Acceptance. The Clerk was instructed to notify the Standards Council and the ENC monitoring officer. The Clerk was instructed to place the appropriate public notice in *Nene Valley News*.

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7 Approve the Clerk's Contract

Cllr Palfreeman explained this had been discussed at the last meeting and each councillor had received a copy of the contract.

The meeting resolved to:

- 7.1 Approve the Clerk's contract

Proposed by: Cllr Izzard
Seconded by: Cllr Stopps
Decision: Unanimous

Cllr Palfreeman & the Clerk signed two copies of the contract (for Council records & Clerk).

8 Planning Matters

- 8.1 **NCC -EN/92/CDN115 – Application for a Certificate of Lawfulness- relating to Land & Buildings at Upper Higham Lane, Rushden (For information only).**

Cllr Palfreeman explained that NCC (as the Waste Management Authority) had notified ENC & the Council of a request to operate a CFC extraction process for fridge's/freezers at the site in Upper Higham Lane. The notification was for information only, since the application will be based on fact, not consultation.

- 8.2 **EN/02/00302/FUL – Single storey rear extension at the old Club House, Foot Lane, Chelveston.**

Cllr Palfreeman described the plans. Cllr Dale advised he had spoken to most of the neighbours and no objections had been raised.

The meeting resolved to send a No Objection letter

Proposed by: Cllr Palfreeman
Seconded by: Cllr Meeson
Decision: Unanimous

- 8.3 **Supplementary Planning Guidance (Parking) – draft consultation document.**

Cllr Foulger raised the issue of the NCC draft consultation document for SPG (parking), which limited new developments to an average of 1.5 car spaces per dwelling (single dwellings rounded up to 2). The meeting decided the lack of public transport and distance to work meant that the guidance was unworkable in the village.

The meeting resolved to send a letter highlighting these issues to NCC

Proposed by: Cllr Palfreeman
Seconded by: Cllr Dale
Decision: Unanimous

9 Financial Transactions

- 9.1 Payments to be made this meeting included Powergen & ABB quarterly invoices, NALC, ACRE & NALH renewals and the insurance premium. The meeting resolved to approve all of these payments and authorise the appropriate cheques to be signed.

Proposed by: Cllr Palfreeman
Seconded by: Cllr Meeson
Decision: Unanimous

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- 9.2 The Clerk's expenses included a training course attended by Cllr Foulger & the Clerk, the purchase of two audit guidance books, the purchase of the current administrative handbook (5th Edition – the old one was the 2nd Edition!). The Clerk had advised Cllr Dale (as Chair) prior to incurring expenditure. A full list of the Clerk's expenses is included in the minutes. The meeting resolved to approve all of these payments and authorise the appropriate cheques to be signed.

Proposed by: Cllr Palfreeman
Seconded by: Cllr Dale
Decision: Unanimous

- 9.3 Chairman's allowance for 2001 Term – Cllr Dale advised that as he had claimed expenses during the year, he was declining the Chairman's allowance of £80.00.

The opening balance for the meeting was	£7,697.21
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Receipts since the last meeting

Number	From	Item	Cheque	Amount
2001.62	NWB	Interest	BACS	£7.22
2002.01	ENC.	Precept	BACS	£5,000.00
Total Receipts				£5,007.22

(This gave an end of year balance for 2001 as £7,704.43)

Payments to be made this meeting

Number	Payee	Item	Cheque	Amount
2002.02	Powergen	St Lighting Energy to 31/03/02	000423	£263.71
2002.02	ABB.	St Lighting Maint to 31/03/02	000424	£118.52
2002.04	NALC	Renewal	000425	£79.00
2002.05	ACRE	Renewal	000426	£30.00
2002.06	NALH	Renewal	000427	£5.00
2002.07	Cornhill Insurance	Renewal	000428	£190.26
2002.08	M.H.Hunter	Expenses to 0203	000429	£136.68
Total Expenditure this meeting				£823.17

Closing Balance for this meeting	£11,881.26
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- 9.4 The bank statements for the months of February & March have been received and reconciled.

10 Discussion of the Annual Parish Assembly

Cllr Palfreeman thanked Cllr Dale for his splendid performance at the APA, which was attended by nearly 30 members of the public, compared to none in the previous year. Cllr Palfreeman explained that the resolutions made at the APA were not binding on the Council, but since they expressed the views of the electorate, they should be considered. The resolutions were:

a) That the Council should investigate further options available (of traffic calming) and arrange to display the options at a meeting for the villagers to attend and debate.

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There followed a discussion on traffic calming measures. See 11.2 for information on speed cameras. The meeting decided to set up a working party to consult with the county engineers and report back. Cllrs Dale & Izzard agreed to serve on the working party.

b) That the Village Hall Committee and the School Trustees approach the Charity Commissioner's to combine the function of the two groups, such that the village hall is owned by one charitable trust eligible to receive grant aid.

Cllr Foulger advised this had been tried twice before and failed. Cllr Palfreeman requested they try again. Cllrs Foulger & Logue agreed to contact the relevant parties and report back.

c) That NCC and the Parish Council proceed with the setting up of the (shared taxi) scheme.

The meeting thought this was an excellent idea and instructed the Clerk to contact NCC to proceed with the scheme.

d) That the Parish Council should conduct another village appraisal, especially in the light of the new County Plan (2005-2020) currently being prepared.

Cllr Palfreeman commented on the amount of work that had gone into the last appraisal. Cllr Dale advised he still had all the electronic versions of the documents. The meeting agreed to re-issue the appraisal in the same format, so as to allow comparison between the two. Cllr Dale agreed to prepare this for the next meeting.

e) That the Parish Council should try and clarify the future of RAF Chelveston & the housing annex.

The Clerk reported on correspondence received from Defence Estates. No plans to close the Radio Station, but possible increased commercial income from the rest of the site. If the decision is taken to sell off the housing annex, it will be at market value (50 houses @ approx. £100k each = £5m). The Clerk was instructed to continue to monitor the situation.

11 Updates on Projects List

11.1 New Street signs

The replacement for "St Johns Cottages" has been fitted. The replacement signs for "Duchy Close" are still awaited from ENC.

Disbrowe Court sign (in wrong place) – Cllr Foulger had unsuccessfully tried to contact the NCC Clerk of Works, as it now appeared he had given the wrong location details to Hartwood Developers.

An alternate quote for "Children Ahead" signs for Water Lane and a sign to the Village Hall – Cllr Foulger advised he had received cheaper quotes, but needed to sort out a protocol issue before this could be advanced further.

11.2 Traffic Calming Measures

Cllr Palfreeman advised that the Clerk had been in contact with the Police Camera Safety Unit to explore the options of a fixed installation camera on the Raunds Rd. The government criteria is that that 4 people have to be Killed or Seriously Injured (KSI) by speed related incidents to qualify. If the Council were to fund a camera unit of its own, the Police would oppose planning permission. The Council may request use of the mobile speed cameras operated by the Camera Safety Unit, but these are only available 15% of the time for non-Red Routes.

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11.3 Street Lighting

Cllr Palfreeman advised that Lamp No 20 (Opposite Fieldview, Raunds Rd) was now working, so would not need replacing yet (saving £600).

11.4 Grass Cutting Contract

Cllr Palfreeman advised there had been some problems with the new contract, with some areas not being cut – Hillside splays, in front of Hill House and opposite JST. Cllr Dale advised an invoice had been received from ENC for the first grass cuts, but this had been sent to an old address. Cllr Dale had advised ENC the council would only consider invoices that were correctly submitted to the council.

11.5 Brook cleaning

Cllr Palfreeman advised that the broken grating in the brook near the junction of Water Lane & Sawyers Crescent had been replaced. Cllr Foulger advised that a resident was concerned about pipes emptying into the brook in case these were sewage pipes. The meeting considered this to be unlikely.

11.6 Additional Litter Bins

Cllr Palfreeman advised that the new litterbin near the ford on Water Lane had arrived. Cllr Stopps confirmed she had “christened” it.

11.7 Millennium Footpath

Cllr Palfreeman reported no further progress.

11.8 Village Welcome Pack

Cllr Stopps advised this would be ready for the next meeting. Cllr Dale gave her some information that she may wish to incorporate.

12 Discussion of ENC Jubilee Grant

Cllr Palfreeman advised that ENC had made a £200 grant available, to be used on a tangible item (i.e. not a street party) during the period 1st April 2002 – 1st October 2002. A suggestion for a new set of wooden gates for the church (to replace those stolen earlier in the year) was turned down as PCC has already made other arrangements. It was then proposed that Melvin Wooding be approached to make a wooden seat or bench for the grass area opposite JST.

Proposed by:	Cllr Palfreeman
Seconded by:	Cllr Dale
Decision:	Unanimous

13 Visits, Training & Courses.

The Clerk advised there were two events open to councillors to attend –
 NCC/W.S.Atkins Highways Dept Open Day at Brixworth Depot on 18th May 2002.
 NALC seminar on “The Audit Regulations” at Hunsbury Hill on 23rd May 2002.

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There was also an invite for the Chair to attend the ENC Annual meeting on 15th May 2002, when Cllr Susan North would be elected Chairman for the 2002 term, however Cllrs Palfreeman & Dale were both otherwise engaged.

14 Councillor's Reports

Cllr Palfreeman advised this replaced "Any Other Business" and followed the same rules - i.e. Councillors could only introduce non-financial items for discussion.

Cllr Foulger advised that a survey of dropped kerbs was not required, as the person concerned had not got an electric wheelchair.

Cllr Izzard commented on the ground surface next to Sawyers Crescent/Raunds Rd where the builder's rubble had been removed. Cllr Dale offered to speak to the owner.

Cllr Izzard reported that the footbridge over the ford had a broken/missing slat. The Clerk to follow up.

Cllr Izzard reported there was a hole in the footpath by the new house being built in Raunds Rd. The Clerk to follow up.

Cllr Izzard advised that the railings on the culvert bridge under the Raunds Rd were in a poor state and needed replacing. The Clerk to follow up.

The Clerk confirmed that, following interview, NCC had appointed the replacement Parish Path Wardens – Susan Farmer & Mark Hunter.

The Clerk advised there had been three incidents of fly tipping (a car and a fridge/freezer on the Newton Rd and household waste on Bidwell Lane). All had been reported to ENC, who had responded fairly quickly.

15 Approval of Chairman's & Clerk's Correspondence Logs

Cllr Dale advised he had no additions to his logs since the last meeting. The Clerk's log was issued to the council prior to the meeting.

The meeting resolved to:

- 15.1 Approve the Council Correspondence Logs and the various actions required to deal with each item.

Proposed by: Cllr Palfreeman

Seconded by: Cllr Dale

Decision: Unanimous

Date of Next Meeting: 8th July 2002 at 7.30.pm. in Chelveston Village Hall.

The Meeting closed at 8:40pm

Issued 21st May 2002

Pages 681 – 691 signed under seal as true record

Adrian Palfreeman
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

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Clerk's Incoming Correspondence Log

Date of Receipt	Document Number	Correspondent	Description	Action Required
2002				
25/02/2002	I-2002-027-MHH	NCC-Highways	Village Hall & Children playing signs	Awaiting
04/03/2002	I-2002-038-MHH	ENC-Standards	Model code workshop, declaration & register forms	Awaiting
04/03/2002	I-2002-040-MHH	NALH	Hindsight magazine & renewal form	Awaiting
09/03/2002	I-2002-046-MHH	Northants NHS	Joining up Mental Health services in Northants - comments invited	Circulated
14/03/2002	I-2002-047-MHH	ENC-Rachel Booth	Tree Warden scheme - no details	File
14/03/2002	I-2002-048-MHH	SLCC	Asking Councils to review T&C's of Clerks, New audit guide form	File
15/03/2002	I-2002-049-MHH	NALC	NALC/ACRE renewal forms, NVSTG training dates, viewpoint, update	Awaiting
16/03/2002	I-2002-050-MHH	NALC	New Clerk's course receipt & agenda	File
16/03/2002	I-2002-051-MHH	ENC-Barbara Ding	ENC directorate info inc. guide to management structure	File
22/03/2002	I-2002-052-MHH	ENC-Claire Keck	Welland Partnership - Sub-Regional Strategic Partnership status	File
23/03/2002	I-2002-053-MHH	NALC	Planning course receipt	File
25/03/2002	I-2002-054-MHH	NALC	Audit procedure info	File
26/03/2002	I-2002-055-MHH	NWB	Bank statements - Feb 2002	File
26/03/2002	I-2002-056-MHH	NWB	Bank statements - Mar 2002	File
26/03/2002	I-2002-057-MHH	ENWHR	Awareness day	File
26/03/2002	I-2002-058-MHH	M & C Foulger	Details of NCC ROW officer for Parish Path Wardens	File
26/03/2002	I-2002-059-MHH	NCC-Neil Edwards	Approval of funding for traffic calming on Raunds Rd	File
27/03/2002	I-2002-060-MHH	NCC-Fiona Thompson	Reminder letter for waste management questionnaire	File
27/03/2002	I-2002-061-MHH	ENC-comm serv dept	£200 grant available for Golden Jubilee celebrations	Awaiting
28/03/2002	I-2002-062-MHH	ENC	Cllrs Info Circular - Mar 2002	Circulated
30/03/2002	I-2002-063-MHH	Audit Commission	External audit arrangements	Actioned
02/04/2002	I-2002-064-MHH	ABB	Quote for Raunds Rd lamp/column replacement	File
02/04/2002	I-2002-065-MHH	ABB	St Light Maint -----> 31/03/2002	Awaiting
03/04/2002	I-2002-066-MHH	ENC-Barbara Wiggins	Casual User Mileage rate from 01/04/2001	File
04/04/2002	I-2002-067-MHH	ENC-Mark Richards	ENC to supply Duchy Close signs	File
04/04/2002	I-2002-068-MHH	ENC-Barbara Ding	Questionnaire on ENC relationship with PC	File
05/04/2002	I-2002-069-MHH	NCC-Neil Edwards	East Northants Area Committee mtg. 09/04/2002 Agenda	File
05/04/2002	I-2002-070-MHH	NCC-Michelle Mason	NCC/WS Atkins Highways open day at Brixworth on 18th May	Awaiting
09/04/2002	I-2002-071-MHH	DEFRA	Letter from Minister rebuking article in The Times about councils	File
10/04/2002	I-2002-072-MHH	NWB	Bank statements - Mar 2002	File
10/04/2002	I-2002-073-MHH	ACRE-Jacki Shortley	Appointment of Rural Transport Paternership Officer	File
10/04/2002	I-2002-074-MHH	NCC-Nigel Whyte	Survey results on public bus services	File
11/04/2002	I-2002-075-MHH	NCC-David Newman	Application for cert. of lawfulness - Upper Higham Lane	Circulated
11/04/2002	I-2002-076-MHH	CAB	Thank letter & receipt for donation	File
12/04/2002	I-2002-077-MHH	ABB	Reminder for unpaid bill - I/2002/065/MHH	File
12/04/2002	I-2002-078-MHH	Powergen Elec.	Invoice for quarter ending 31st Mr 2002	Awaiting
13/04/2002	I-2002-079-MHH	Aylesbury Mains Ltd	Street lighting & signs supplier	File
13/04/2002	I-2002-080-MHH	ABB	Revised quote for Lamp 20 - Raunds Rd	Awaiting
13/04/2002	I-2002-081-MHH	NALC	Seminar on the new Audit regulations on 23rd May	Awaiting
13/04/2002	I-2002-082-MHH	SMP (Playgrounds)	Price list for playground equipment	File
16/04/2002	I-2002-083-MHH	NCC-Nigel Whyte	E-mail - Shared Taxi scheme	File
17/04/2002	I-2002-084-MHH	Cornhill Insurance	Insurance renewal	Awaiting
18/04/2002	I-2002-085-MHH	Defence Estates	RAF Chelveston	File
18/04/2002	I-2002-086-MHH	ENC - Planning	Single storey rear extension at the Old Club House, Foot Lane	Awaiting
20/04/2002	I-2002-087-MHH	Glasdon	Street furniture catalogue	File
20/04/2002	I-2002-088-MHH	NALC	National Conference - Preston on 14th 16th June 2002	File
22/04/2002	I-2002-089-MHH	ENC	Reports of Committees - 29th April 2002	Circulated
22/04/2002	I-2002-090-MHH	NALC	Update - Issue 3 (April 2002)	Circulated
24/04/2002	I-2002-091-MHH	ENC-Claire Keck	Oundle Farmer's Market Bus Service	File
24/04/2002	I-2002-092-MHH	ENC	Agenda for ENC Mtg on 29th April 2002	Circulated
26/04/2002	I-2002-093-MHH	ENC	Cllrs Info Circular - Apr 2002	Circulated
29/04/2002	I-2002-094-MHH	ENC-Roger Lovesday	Posters for Swingle Stroll & Junior Triathlon	File
02/05/2002	I-2002-095-MHH	ENC-Graham Wise	Invite to 30th Annual Council Mtg on 15th May 2002	Awaiting
03/05/2002	I-2002-096-MHH	Defence Estates	RAF Chelveston	File
04/05/2002	I-2002-097-MHH	NCC - ROW	Signpost - Spring 2002	Circulated
07/05/2002	I-2002-098-MHH	NCC	NCC council plan - summary leaflet	File
07/05/2002	I-2002-099-MHH	HF Com Safety Forum	Minutes of meeting 27th March 2002	Circulated
09/05/2002	I-2002-100-MHH	ENC	Agenda for ENC Mtg on 15th May 2002	Circulated
09/05/2002	I-2002-101-MHH	SLCC	The Clerk - May issue	File
09/05/2002	I-2002-102-MHH	Shaw & Sons	Guide to books, forms, etc	File
10/05/2002	I-2002-103-MHH	NCC-Esther Smith	Supp Planning Guidance - Parking : Notification of consultation draft	Circulated

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2002						
12/03/2002	O-2002-010-MHH	7 P.Cllrs & 3 D.Cllrs	Draft minutes for 0202	Delivered		
13/03/2002	O-2002-011-MHH	Powergen	Payment	Posted	0202.8.3	I-2002-001-MHH
13/03/2002	O-2002-012-MHH	CAB	Donation	Posted	0202.8.2	I-2002-008-MHH
13/03/2002	O-2002-013-MHH	Audit Commission	Audit Fees 2000	Posted	0202.8.3	I-2002-013-ARD
13/03/2002	O-2002-014-MHH	M.L.Foulger	Risdene Press - Newsletter printing expenses	Delivered	0202.8.4	I-2002-041-MHH
14/03/2002	O-2002-015-MHH	ENC (Planning)	No Objection Letter - 5 Disbrowe Court	Posted	0202.7.1	I-2002-031-MHH
15/03/2002	O-2002-016-MHH	NALC	Registration for Planning Course (MLF & MHH)	Posted	0202.10.1	I-2002-018-MHH
17/03/2002	O-2002-017-MHH	7 P.Cllrs	Clerks contract	Delivered	0202.11	
17/03/2002	O-2002-018-MHH	ENC-Julia Fraser	Approval of renewal of Village Hall entertainment Licence	Posted	0202.5.1	I-2002-035-MHH
17/03/2002	O-2002-019-MHH	7 P.Cllrs	Code of Conduct	Delivered	0202.4.1	
17/03/2002	O-2002-020-MHH	ABB	Order to replace Lamp 5 (19 Hillside)	Posted	0202.9.3.1	I-2002-034-MHH
17/03/2002	O-2002-021-MHH	ENC-Cherry French	Additional Litter Bin in Water Lane	Posted	0202.9.6	
23/03/2002	O-2002-022-MHH	ENC-Richard Hankins	Request for cost of replacing Duchy Close signs	Posted	0202.12	
31/03/2002	O-2002-023-MHH	NCC-Nick Wedgbrow	Nominations for Parish Path Wardens	Posted	0202.12	
03/04/2002	O-2002-024-MHH	ABB	Query replacement for Lamp 20 (Raunds Rd)	Posted		I-2002-064-MHH
04/04/2002	O-2002-025-MHH	NALC	Order for 2 audit guidance books	Posted		
10/04/2002	O-2002-026-MHH	7 P.Cllrs & 3 D.Cllrs	Minutes of APA	Delivered		
10/04/2002	O-2002-027-MHH	ENC-Cherry French	Additional Litter Bin in Water Lane	Posted	0202.9.6	O-2002-021-MHH
12/04/2002	O-2002-028-MHH	NCC-Nigel White	Shared Taxi service	Posted		O-2002-026-MHH
13/04/2002	O-2002-029-MHH	ABB	Reminder of payment process	Posted		I-2002-077-MHH
13/04/2002	O-2002-030-MHH	Defence Estates	Future of RAF Chelveston & Housing Annex	Posted		
23/04/2002	O-2002-031-MHH	7 P.Cllrs & 3 D.Cllrs	Agenda for 0203 on 13/05/02	Delivered		
26/04/2002	O-2002-032-MHH	Audit Commission	Notification of correct address	E-Mailed		I-2002-063-MHH
29/04/2002	O-2002-033-MHH	ENC-Colin Ray	Land near 1, The Green	Posted		
08/05/2002	O-2002-034-MHH	7 P.Cllrs & 3 D.Cllrs	Draft Minutes of 0203	Draft		

**Chelveston-cum-Caldecott Parish Council
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 3p	Post pence	DL Env @ 2.5p	Copy @ 3p	Punched Pocket @ 3p	Fone Calls @ 5p	Mileage @ 49.1p/mile	Other
05/03/2002	Agenda to P.Cllrs (1+11 pages of correspondence)	12			84				
05/03/2002	Agenda to D.Cllrs	1	57		2				
05/03/2002	Standing Orders to P.Cllrs	11			77				
13/03/2002	Powergen payment	1	19	1	1				
13/03/2002	CAB donation	1	19	1	1				
13/03/2002	Audit Commission (fees 2000)	1	19	1	1				
13/03/2002	M.L.Foulger - Newsletter printing remittance	1							
14/03/2002	ENC (Planning) - No objection letter		19	1	1				
15/03/2002	NALC - Planning training course (MLF & MHH)		27	1					£20.00
17/03/2002	ENC (Julia Fraser) - No objection letter	1	19	1	1				
17/03/2002	ABB - Order to replace Lamp 5	1	19	1	1				
17/03/2002	ENC (Cherry French) - Litter bin in Water Lane	1	19	1	1				
18/03/2002	Minutes to D.Cllrs (12 pages)	12	57		24				
18/03/2002	Minutes to P.Cllrs (12+4 pages)	16			112				
20/03/2002	NALC - New Clerk's course (Hunsbury Hill)							46	
23/03/2002	ENC (Richard Hankins) - Duchy Close signs	1	19	1	1				
26/03/2002	NALC - Planning training course (MLF & MHH)							12	
27/03/2002	ENC - Code of conduct course (MLF & MHH)							12	
29/03/2002	Agenda for APA (Village Hall noticeboard)	1			1				
31/03/2002	NCC (Nick Wedgbrow) - Path warden nomination	1	19	1	1				
01/04/2002	Agenda to D.Cllrs	1	57	3	2				
03/04/2002	ABB - Query lamp 20	1	19	1	1				
04/04/2002	NALC - order 2x audit guidance books		19	1					£19.90
07/04/2002	The Book Corner - Local Council Admin book								£42.00
10/04/2002	ENC (Cherry French) - Litter bin in Water Lane	1	27	1	1				
12/04/2002	NCC (Nigel Whyte) - Shared Taxi Service	1	19	1	1				
13/04/2002	ABB (Phil Purkis) - payment process	1	19	1	1				
13/04/2002	Defence Estates - Future of RAF Chelveston	1	19	1	1				
17/04/2002	APA minutes to P.Cllrs	4			20				
17/04/2002	APA minutes to D.Cllrs	4	57		8				
29/04/2002	ENC(Colin Ray) - Identification of Land	1	19	1	1				
08/05/2002	Agenda to D.Cllrs	1	57	3	2				
08/05/2002	Agenda to P.Cllrs (1+3 pages)	4			24				
	TOTALS	£2.46	£6.24	£0.58	£11.13	£0.00	£0.00	£34.37	£81.90

TOTAL VALUE = £136.68