

Chelveston-cum-Caldecott Parish Council

Northamptonshire

5 Appointment of Councillor Representatives to other bodies

- 5.1 Cllr Palfreeman proposed Cllr Foulger to be the Council Representative to the Village Hall Committee and Cllr Foulger & Mrs Diana Murray to be Trustees of the Sawyers Charity. Cllr Foulger gave a brief explanation of the Charity (£900 pa income from Hospital Field on Raunds Rd to provide aid to four persons, two in Chelveston and two in Raunds).

Proposed by: Cllr Palfreeman
Seconded by: Cllr Stopps **Decision:** Unanimous

6 Co-option of two Councillors

- 6.1 The Clerk advised that only two candidates had applied; Mr Mick Izzard & Mr Robert Thompson. Cllr Stopps proposed Mr Izzard & Mr Thompson be co-opted.

Proposed by: Cllr Stopps
Seconded by: Cllr Meeson **Decision:** Unanimous

Cllr Palfreeman welcomed them on to the Council.

7 Declarations of Interest under Section 50 of the LGA 2000

- 7.1 Cllr Stopps declared a prejudicial interest in item 10.a and a personal interest in item 13.

8 Minutes of Previous Meetings

The minutes of the Ordinary Meeting **0303 – 10th March 2003**,
 Annual Parish Assembly – **7th April 2003**
 Planning Meeting **0304 – 7th April 2003** had been circulated.

The meeting resolved to:

- 8.1 Approve the minutes of meeting **0303** with no alterations.

Proposed by: Cllr Foulger
Seconded by: Cllr Meeson **Decision:** Unanimous

- 8.2 Approve the minutes of the **APA** with no alterations.

Proposed by: Cllr Meeson
Seconded by: Cllr Stopps **Decision:** Unanimous

- 8.3 Approve the minutes of meeting **0304** with no alterations.

Proposed by: Cllr Meeson
Seconded by: Cllr Stopps **Decision:** Unanimous

9 Adjournment for Open Forum

Mr Vega (No. 12 Duchy Close) gave a letter to the Council listing objections to the change of use for No.14 Duchy close. Mr Pannell (No.20) read out a statement listing objections. Mr Logue (No. 16) had sent a letter supporting No. 14.

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Objections included – parking, noise, environment, home teaching (adding to parking), sale of property to another business, increased likelihood of injuries or death through road accident, blocking (through bad parking) of a footpath, removal of a wall contrary to deeds (NB. This was done by a previous occupant who put up a gate instead – now the gate has been removed), conversion of garage to laundry & other use.

Mr Gell thanked the Council for their opening remarks and said he had enjoyed his time as District Councillor and the visits to the parish.

10 Planning Matters

10.1 EN/03/00212/FUL – First floor front extension at Ford Cottage, 47 Water Lane, Chelveston

Cllr Stopps withdrew from the meeting. Cllr Palfreeman explained the plans. The Clerk confirmed the adjacent properties (43 & 45) had no objections. The meeting agreed to support the application and instructed the clerk to notify ENC accordingly.

Proposed by: Cllr Meeson
Seconded by: Cllr Wooding **Decision:** Unanimous

Cllr Stopps returned to the meeting.

10.2 EN/03/00327/OUT – Outline application for residential development at Tanglefoot 1c, Kimbolton Rd, Chelveston.

Cllr Palfreeman explained that this application has been withdrawn on advice to the applicant by the Planning Officer.

10.3 EN/03/00350/FUL – Change of use from C3 (residential unit) to C2 (residential institution) at 14 Duchy Close, Chelveston.

Cllr Palfreeman explained the change of use. Cllr Stopps considered the site inappropriate. Cllr Foulger asked about the C2 definition. The Clerk confirmed that if granted, this would apply to any residential institute operating from No. 14. Cllr Foulger asked if the residents had complained to Environmental Health about the noise – no. He commented that there was already a home at Wildacre on the Raunds Rd.

Cllr Izzard did not consider the parking in Duchy Close to be any worse than other areas. Cllr Wooding considered the noise, especially during the nighttime shift change to be an issue. Cllr Meeson confirmed the children play on the swings, etc in the pub garden and were not any trouble. He also allowed the workers at No.14 to park cars there at nights to reduce the shift change noise. Cllr Thompson was concerned about No.14 expanding.

Cllr Palfreeman was concerned as to what would happen to the children if the application were refused. He asked what the options were. The Clerk advised – Support, Object or No comment. If conditions were to be requested, it would be necessary to object to the application in its present form. After further debate, the conditions agreed were;

Parking – that the number of vehicles should be contained on the site and that enforcement action should be taken to vehicles on the highway that blocked access to other properties.

Noise – that the owners take steps to prevent anti-social behaviour by noise (especially during the night).

Numbers – that the number of children does not exceed four.

Class C2 – that the change of use only applied to the present owners and did not extend to any other business.

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The meeting agreed to object to the application as it stood, but would support it if the requested conditions were applied and instructed the clerk to notify ENC accordingly.

Proposed by: Cllr Meeson
Seconded by: Cllr Wooding **Decision:** Unanimous

11 Financial Transactions

- 11.1 A request for donations had been received from the Warwickshire & Northamptonshire Air Ambulance service (no previous payment). Cllr Palfreeman advised there was no central funding, since the ambulance service was not convinced of a need in a populated area such as Northamptonshire. There were also problems with helicopter access to hospitals. The meeting resolved not to donate.

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

- 11.2 The following invoices were due – Allianz-Cornhill Insurance renewal & SLCC updates for the Clerks & RFO's finance manuals. The meeting resolved to approve all of these payments & authorise the appropriate cheques to be signed

Proposed by: Cllr Foulger
Seconded by: Cllr Meeson **Decision:** Unanimous

- 11.3 A full list of the Clerk's expenses was included with the agenda. The meeting resolved to approve all of these payments and authorise the appropriate cheque to be signed.

Proposed by: Cllr Wooding
Seconded by: Cllr Meeson **Decision:** Unanimous

| | |
|--|------------------|
| The opening balance for the meeting was | £6,956.14 |
|--|------------------|

Receipts since the last meeting

| | |
|---|--------|
| 2002.56 Interest (to 31 st March 2003) | £26.19 |
|---|--------|

| | |
|--------------------------|-----------|
| 2003.01 Precept from ENC | £5,000.00 |
|--------------------------|-----------|

| | |
|------------------|------------------|
| Sub-total | £5,026.19 |
|------------------|------------------|

Payments to be made this meeting

| Number | Payee | Item | Cheque | Amount |
|---------|------------------|------------------------|--------|---------|
| 2003.07 | Allianz-Cornhill | Insurance renewal 2003 | 000471 | £236.71 |
| 2003.08 | SLCC | Manual updates | 000472 | £23.98 |
| 2003.09 | M.H.Hunter | Expenses (to 0305) | 000473 | £21.42 |

| | |
|---------------------------------------|----------------|
| Total Expenditure this meeting | £282.11 |
|---------------------------------------|----------------|

| | |
|---|-------------------|
| Closing Balance for this meeting | £11,700.22 |
|---|-------------------|

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11.4 The bank statements for the month of April have been received & reconciled.

12 Updates on Projects List

12.1 Traffic Calming Measures

The Clerk advised that NCC Highways had been re-organised and that Nick Gore now worked for Debbie Strong (Area Manager). She had welcomed the ITMP and asked the Council to confirm funds were available for the B645 (Higham Rd) gating scheme. The Clerk had confirmed matching funding was available, but not until the B663 (Raunds Rd) scheme was completed. This is down to delays with WS Atkins and its sub-contractor.

12.2 Grass Cutting Contract

The Clerk advised NCC had confirmed the invoicing arrangements for the grant (£476.33) in September.

12.3 305th BG Memorial opposite JST

The Clerk advised that NCC had received a request for a stopping up order on part of the land adjacent to 1 The Green. The Parish Council has the power of veto. The Clerk showed a possible layout for the memorial, which allowed the land to be transferred. Cllr Foulger provided a drawing of the memorial. The meeting agreed to proceed with costing up the work. The area adjacent to No 1 is currently bushes & rough ground. It was felt the Council should keep this available until after the memorial was built to ensure there would be enough space, after which it could be transferred with no objection.

The meeting agreed to veto the transfer and instructed the clerk to notify NCC accordingly.

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

12.4 Parish Web site (www.chelveston.org.uk)

The Clerk advised that contrary to the Chairman's comments at the APA, the present web-site is constructed & maintained by the Clerk. Using "Google.com", the leading search engine, the site is listed 8th for "Chelveston" and 1st for "Chelveston-cum-Caldecott", though the latter generates a number of hits to pornographic sites.

The highest scoring site for "Chelveston" is the redundant one of Finn Kay's.

12.5 Shared Taxi service

NCC has confirmed that this service was terminated on 27th April 2003 due to lack of use.

12.6 Bank Account Change

The Clerk reminded the meeting that the previous Council had agreed to change bank accounts, but to delay this until the new Cllrs were in post. A letter to cancel the existing mandate for Mr Dale & Mr Logue was duly countersigned.

The Clerk would contact all Cllrs after the meeting to get the necessary paperwork.

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13 Installing Dog Bins

- 13.1 Cllr Palfreeman advised the local WI had requested the Council provide three dog bins (opposite Hall Farm, Water Lane, near the pumping station, Water Lane & halfway up Higham Hill). The Council can do this under the Highways Act 1980 s180. The Clerk advised these would cost approx. £100 each if ordered and installed by ENC. They would then be emptied under the existing waste management contract provided they were on Highways land. Cllr Izzard queried their effectiveness – if the dog owner were prepared to pick up the dirt he would take it home. If he wasn't going to pick it up, it wouldn't get in the bin anyway.

The meeting resolved to reject the dog bins & instructed the Clerk to inform the WI accordingly.

Proposed by: Cllr Foulger
Seconded by: Cllr Meeson **Decision:** Unanimous

14 Visits, Training & Courses.

The Clerk advised of the following –

Mon 19th May: Raunds Community Safety Forum @ 19:30 at The Hall, Raunds.

Wed 11th June: NALC new Cllr training @ 19:00 – 21:00 at Hunsbury Hill, Northampton.

Mon 14th July: New Cllr Code of Conduct training @ 19:00 at ENC, Thrapston.

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

Cllr Palfreeman 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.

- 15.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item.

Proposed by: Cllr Stopps
Seconded by: Cllr Meeson **Decision:** Unanimous

16 Councillor's Reports

The Clerk reported that the request for a litterbin in Bidwell Lane had been turned down.

The Clerk reported that although the Council was over 100 years old, its records only went back to May 1998. This appeared to be through the rapid turnover of Clerks and subsequent loss of files. The Clerk was currently engaged in a recovery project of old Council records and had so far got back to November 1993.

The Clerk updated the Council on two previous planning applications –

Poplar Farm outline development – Highways unhappy with the plans, all houses must link onto feeder road, which must be up to adoptable standards.

In-fill of ex-quarry in Water Lane – ENC conservation Officer had objected to the plans.

Cllr Foulger advised there was an increase in crime involving breaking into garden sheds in both Raunds & Stanwick. Cllr Foulger urged everyone to securely lock their sheds.

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Date of Next Meeting:

Optional meeting (if required) on 2nd June 2003 at 7.30.pm. in the Chelveston Village Hall.

Ordinary meeting on 14th July 2003 at 7.30.pm. in the Chelveston Village Hall.

The Meeting closed at 8:45 p.m.

Issued on 15th May 2003

Pages 787-797 signed under seal as true record

Adrian Palfreeman
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

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

S&P= Supply + Print

| Date | Item | A4 S & P @ 3p | Post pence | DL Env @ 3p | A4 Env @ 10p | Copy @ 3p | Punched Pocket @ 3p | Phone Calls | Mileage @ 49.4p/mile | Other |
|---------------|---|---------------------|---------------|----------------|--------------------|--------------|---------------------------|----------------|----------------------------|--------|
| 08/04/2003 | NCC Highways - support 7.5 tonne limit | 1 | 19 | 1 | | 1 | | | | |
| 10/04/2003 | Nominet - details for web registration | | | | | 2 | | | | |
| 10/04/2003 | ACRE - payment of 2003 fees | | 19 | 1 | | 1 | | | | |
| 10/04/2003 | Powergen - payment of quarterly invoice | | 19 | 1 | | | | | | |
| 10/04/2003 | ABB - payment of quarterly invoice | | 19 | 1 | | | | | | |
| 11/04/2003 | NCC & ENC - Water Lane quarry infill | 2 | 38 | 2 | | 4 | | | | |
| 12/04/2003 | ENC - Shops questionnaire reply | | 19 | 1 | | 2 | | | | |
| 15/04/2003 | APA & 0304 minutes - 3 D.Cllrs | 6 | 57 | 3 | | 12 | | | | |
| 15/04/2003 | APA & 0304 minutes - 7 P.Cllrs & file | 6 | | 7 | | 42 | | | | |
| 02/05/2003 | Highways Agency - 30 mph markings | 1 | 19 | 1 | | 1 | | | | |
| 02/05/2003 | DPA - DHFCS contract info request | 1 | 19 | 1 | | 1 | | | | |
| 03/05/2003 | Wallets (7) | | | | | | | | | 1.40 |
| 03/05/2003 | Labels (100 sheets of 8) | | | | | | | | | 9.95 |
| 05/05/2003 | Cllr's info sheets | 19 | | | | 114 | | | | |
| 06/05/2003 | Agenda 0305 - 3 D.Cllrs | 1 | 38 | 2 | | 2 | | | | |
| 06/05/2003 | Agenda 0305 - 7 P.Cllrs & file | | | 7 | | | | | | |
| TOTALS | | £1.11 | £2.66 | £0.84 | £0.00 | £5.46 | £0.00 | £0.00 | £0.00 | £11.35 |

TOTAL VALUE = £21.42

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Clerk's Outgoing Correspondence Log

| Date Sent | Document Number | Recipients | Description | Action Required | Action Minute No. | Related Document No. |
|-------------|-----------------|---------------------|---|-----------------|-------------------|----------------------|
| 2003 | | | | | | |
| 11/03/2003 | O-2003-039-MHH | P.Cllrs & D.Cllrs | Minutes of Meeting 0303 | Delivered | | |
| 11/03/2003 | O-2003-040-MHH | NALC | Subscription 2003 | Posted | 0303.6.4 | I-2003-072-MHH |
| 11/03/2003 | O-2003-041-MHH | NALH | Subscription 2003 | Posted | 0303.6.4 | I-2003-064-MHH |
| 11/03/2003 | O-2003-042-MHH | ENC (Planning) | Response to outline application at Poplar Farm | Posted | 0303.5.1 | I-2003-056-MHH |
| 14/03/2003 | O-2003-043-MHH | ENC (S.Gibbon) | Response to planning lists | Posted | | I-2003-079-MHH |
| 20/03/2003 | O-2003-044-MHH | NCC (Debbie Strong) | Integrated Traffic Management Plan | Posted | | |
| 21/03/2003 | O-2003-045-MHH | ENC | Revised contract for grass cutting | Posted | | I-2003-083-MHH |
| 22/03/2003 | O-2003-046-MHH | ENC (Colin Ray) | Response to decriminalisation of car parking | Posted | | I-2003-046-MHH |
| 24/03/2003 | O-2003-047-MHH | ENC (Electoral) | Request for Poll cards (if needed) | Posted | 0303.10 | I-2003-058-MHH |
| 31/03/2003 | O-2003-048-MHH | P.Cllrs & D.Cllrs | Agenda for APA & Mtg 0304 | Delivered | | |
| 02/04/2003 | O-2003-049-MHH | NCC | Request for delay in responding to Water Lane infill | Posted | | I-2003-078-MHH |
| 02/04/2003 | O-2003-050-MHH | P.Cllrs & D.Cllrs | Minutes of APA | Delivered | | |
| 02/04/2003 | O-2003-051-MHH | P.Cllrs & D.Cllrs | Minutes of Meeting 0304 | Delivered | | |
| 09/04/2003 | O-2003-052-MHH | NCC Highways | Suppoer of 7.5 tonne limit on B663 | Posted | 0304.4.2 | I-2003-086-MHH |
| 10/04/2003 | O-2003-053-MHH | ACRE | Payment of invoice | Posted | 0304.5.1 | I-2003-076-MHH |
| 10/04/2003 | O-2003-054-MHH | Nominet | Domain registration details | Posted | | I-2003-117-MHH |
| 10/04/2003 | O-2003-055-MHH | Powergen | Payment of invoice | Posted | 0304.5.1 | I-2003-095-MHH |
| 10/04/2003 | O-2003-056-MHH | ABB. | Payment of invoice | Posted | 0304.5.1 | I-2003-094-MHH |
| 10/04/2003 | O-2003-057-MHH | NCC (Phil Watson) | Response to infilling of ex-quarry in Water Lane | Posted | 0304.4.1 | I-2003-078-MHH |
| 12/04/2003 | O-2003-058-MHH | ENC (Claire Keck) | Questionnaire reply | Posted | | I-2003-092-MHH |
| 14/04/2003 | O-2003-059-MHH | NCC (Debbie Strong) | Reply to gating scheme funding | Posted | | I-2003-126-MHH |
| 02/05/2003 | O-2003-060-MHH | Highways Agency | 30 road markings | Posted | | |
| 02/05/2003 | O-2003-061-MHH | DPA | DHFCS contract | Posted | | |
| 05/05/2003 | O-2003-062-MHH | Web-site | Councillor history | Draft | | |
| 05/05/2003 | O-2003-063-MHH | P.Cllrs & D.Cllrs | Agenda for 0305 | Delivered | | |
| 08/05/2003 | O-2003-064-MHH | P.Cllrs & D.Cllrs | Minutes of 0305 | Delivered | | |
| 12/05/2003 | O-2003-065-MHH | NWB | Revoking A.Dale & P.Logue mandate | Posted | 0305.12.6 | |
| 13/05/2003 | O-2003-066-MHH | ENC (Planning) | Response to application at Ford Cottage, Water Lane | Posted | 0305.10.1 | I-2003-122-MHH |
| 13/05/2003 | O-2003-067-MHH | SLCC | Order for finance manual updates | Posted | 0305.11.2 | I-2003-146-MHH |
| 15/05/2003 | O-2003-068-MHH | ENC (Planning) | Response to application at 14 Duchy Close, Chelveston | Posted | 0305.10.3 | I-2003-135-MHH |
| 15/05/2003 | O-2003-069-MHH | Allianz-Cornhill | Insurance renewal fee | Posted | 0305.11.2 | I-2003-133-MHH |
| 15/05/2003 | O-2003-070-MHH | Mrs C.Foulger | Response to WI request about dog bins | Delivered | 0305.13 | I-2003-100-MHH |

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Clerk's Incoming Correspondence Log

| Date of Receipt | Document Number | Correspondent | Description | Action Required |
|-----------------|-----------------|----------------------|---|-----------------|
| 2003 | | | | |
| 15/02/2003 | I-2003-049-MHH | Abbey National | Details of bank accounts | Awaiting |
| 07/03/2003 | I-2003-068-MHH | NCC ROW | Signpost - Spring 2003 | Circulated |
| 14/03/2003 | I-2003-080-MHH | ENC (Robert Austin) | Payment of invoices by BACS | Awaiting |
| 14/03/2003 | I-2003-081-MHH | National Grid | No objection to 305th Memorial | File |
| 19/03/2003 | I-2003-082-MHH | Cynthia Stout | Tri-base annual charity arts & crafts fair posters | Actioned |
| 19/03/2003 | I-2003-083-MHH | ENC | Revised contract for grass cutting | Actioned |
| 20/03/2003 | I-2003-084-MHH | ENC (Planning) | No objection to EN/02/01093/CWN - fence replacement | File |
| 20/03/2003 | I-2003-085-MHH | EME | No objection to 305th Memorial | File |
| 20/03/2003 | I-2003-086-MHH | NCC Highways | Proposal to install 7.5 tonne limit on B663 | Actioned |
| 20/03/2003 | I-2003-087-MHH | NCC | Local Transport plan consultation | Awaiting |
| 21/03/2003 | I-2003-088-MHH | Michael Smith | Copy of letter to ENC regarding 14 Duchy Close | File |
| 22/03/2003 | I-2003-089-MHH | Transco | Response to 305th Memorial | Awaiting |
| 22/03/2003 | I-2003-090-MHH | DEFRA | Quality Parish Council Initiative | File |
| 25/03/2003 | I-2003-091-MHH | HF CS Forum | Agenda for mtg. on 9th April 2003 | File |
| 28/03/2003 | I-2003-092-MHH | ENC (Claire Keck) | Local shop questionnaire | Actioned |
| 28/03/2003 | I-2003-093-MHH | Energis | No objection to 305th Memorial | File |
| 28/03/2003 | I-2003-094-MHH | ABB | Quarterly invoice for St Lighting Maintenance | Actioned |
| 28/03/2003 | I-2003-095-MHH | Powergen | Quarterly invoice for St Lighting power | Actioned |
| 29/03/2003 | I-2003-096-MHH | Armstrong Group | Marquees & Bouncy Castles for hire | File |
| 30/03/2003 | I-2003-097-MHH | Jan Bramah | Copy of letter to NCC regarding Water Lane ex-quarry | File |
| 31/03/2003 | I-2003-098-MHH | ENC (Stephen Baker) | Invite to 31st ENC AGM on 14th May | File |
| 01/04/2003 | I-2003-099-MHH | M.L.Foulger | Invoice for Spring Newsletter printing | Actioned |
| 01/04/2003 | I-2003-100-MHH | CcC WI | Request for dog bins | Actioned |
| 01/04/2003 | I-2003-101-MHH | ENC | Councillors Info Circular (March 2003) | File |
| 01/04/2003 | I-2003-102-MHH | NALC | Update (Feb/Mar 2003) | File |
| 02/04/2003 | I-2003-103-MHH | NCC (Martin Bates) | Northamptonshire Waste Local Plan - Deposit draft | Awaiting |
| 03/04/2003 | I-2003-104-MHH | ENC | Minutes from ENC Standards Board Mtg. on 21st Jan 2003 | File |
| 03/04/2003 | I-2003-105-MHH | ENC (Colin Ray) | Response from ENC - Decriminalisation of Car Parking | File |
| 03/04/2003 | I-2003-106-MHH | ENC (Cherry French) | Response to request for additional litterbin in Bidewell Lane | File |
| 03/04/2003 | I-2003-107-MHH | ENC (Keith Osborne) | Election "Use your Vote" posters | File |
| 03/04/2003 | I-2003-108-MHH | ENC (Vicki Aktinson) | Parish & District Council nomination posters | Actioned |
| 03/04/2003 | I-2003-109-MHH | WVS Atkins | Minutes of B645 flood meeting held on 17th March | File |
| 03/04/2003 | I-2003-110-MHH | ENC (Planning) | Planing application granted for 5 Sawyers Crescent | File |
| 05/04/2003 | I-2003-111-MHH | EMDA | Destination 2010 - New Regional Economic Strategy | File |
| 05/04/2003 | I-2003-112-MHH | NWB | Bank Statements for March 2003 | File |
| 05/04/2003 | I-2003-113-MHH | NCC Area Cmtee | Agenda for mtg on 8th April 2003 | File |
| 05/04/2003 | I-2003-114-MHH | NCC Highways | Proposed stopping up order of land for 1 The Green garden | Actioned |
| 08/04/2003 | I-2003-115-MHH | ENC (Vicki Aktinson) | Poster for Election Agents | Actioned |
| 08/04/2003 | I-2003-116-MHH | ENC (Vicki Aktinson) | Poster for Results of Uncontested Election | Actioned |
| 09/04/2003 | I-2003-117-MHH | Nominet | Domain name registration certificate | Actioned |
| 09/04/2003 | I-2003-118-MHH | Mr David Pannell | Complaint about 14 Duchy Close | File |
| 10/04/2003 | I-2003-119-MHH | ENC (Planning) | Outline Planning Application for dwelling at Tangelfoot, Kimbolton Rd | File |
| 10/04/2003 | I-2003-120-MHH | ABB | Statement of account | File |
| 10/04/2003 | I-2003-121-MHH | Shaw & Sons | Catalogue on Burial registers | File |
| 12/04/2003 | I-2003-122-MHH | ENC (Planning) | Planning Application for front first floor ext. to 47 Water Lane | Actioned |
| 12/04/2003 | I-2003-123-MHH | ENC (Barbara Ding) | Register of Interest forms for incoming Cllrs | Awaiting |
| 12/04/2003 | I-2003-124-MHH | CAB | Parish magazine info request | File |
| 12/04/2003 | I-2003-125-MHH | ENC (Ben Stacey) | Update on replacing EN local Plan | File |
| 14/04/2003 | I-2003-126-MHH | NCC (Debbie Strong) | Receipt of ITMP & request confirmation of funds for B645 gates | Actioned |
| 14/04/2003 | I-2003-127-MHH | NALC | New audit regs & playing field info | File |
| 15/04/2003 | I-2003-128-MHH | Mr Sam Kirkpatrick | Stanwick road race details on 21st April | File |
| 18/04/2003 | I-2003-129-MHH | DPA web-site | Award of Defence High Frequency Communications Service | File |
| 19/04/2003 | I-2003-130-MHH | Raunds CS Forum | Agenda & posters for mtg on 19th May 2003 | File |
| 19/04/2003 | I-2003-131-MHH | NCC - ROW | CROW Act 2000 - formation of LAF (Local Access Forum) | File |
| 19/04/2003 | I-2003-132-MHH | ENC (Vicki Aktinson) | Notification of Poll poster for ENC Higham Ferrers ward | Actioned |
| 19/04/2003 | I-2003-133-MHH | Allianz Cornhill Ins | Insurance renewal forms | Actioned |
| 23/04/2003 | I-2003-134-MHH | P.Stinchcombe MP | Letter from Dr Moonie MP (MOD Minister) on RAF Chelveston | File |
| 24/04/2003 | I-2003-135-MHH | ENC (Planning) | Planning Application for change of use C3 to C2 for 14 Duchy Close | Actioned |
| 24/04/2003 | I-2003-136-MHH | ENC | Councillors Info Circular (April 2003) | Circulated |
| 24/04/2003 | I-2003-137-MHH | NCC (N.Turk) | Directory of Youth Groups & Services | File |
| 24/04/2003 | I-2003-138-MHH | NCC (Sheila Gilder) | Grass cutting grant details | File |
| 24/04/2003 | I-2003-139-MHH | ENC | Agenda for mtg on 28th April 2003 | File |
| 30/04/2003 | I-2003-140-MHH | NCC (Mathew Berry) | NCC Structure Plan - Monitoring Report available | File |
| 30/04/2003 | I-2003-141-MHH | EN Track | Community Transport Directory | File |
| 02/05/2003 | I-2003-142-MHH | C&CD | Clerks & Councils Direct - May 2003 | File |
| 02/05/2003 | I-2003-143-MHH | ENC | Councillors Info Circular - April 2003 | File |
| 02/05/2003 | I-2003-144-MHH | NCC (Nigel Whyte) | Withdrawal of shared taxi service | File |
| 05/05/2003 | I-2003-145-MHH | ENC (Karen Williams) | EN Tourism sub-group Mtg on 29th May 2003 | File |
| 05/05/2003 | I-2003-146-MHH | SLCC | Update ordering form for "Practitioners' Guide" | Actioned |
| 06/05/2003 | I-2003-147-MHH | Nat Air Ambulance | Request for funds | Actioned |
| 07/05/2003 | I-2003-148-MHH | HF CS Forum | Minutes of Mtg. on 9th April 2003 | File |
| 09/05/2003 | I-2003-149-MHH | ENC (Keith Osborne) | Agenda for ENC mtg on 14th May 2003 | File |
| 09/05/2003 | I-2003-150-MHH | Welland Partnership | Rushden on-line services | File |
| 09/05/2003 | I-2003-151-MHH | ENC (Planning) | Highways response to Poplar Farm development | File |
| 10/05/2003 | I-2003-152-MHH | ENC (Planning) | Withdrawal of Tanglefoot application | File |
| 11/05/2003 | I-2003-153-MHH | NWB | Bank Statements for April 2003 | File |
| 12/05/2003 | I-2003-154-MHH | ENC (Rachel Booth) | Conservation Officer comments on Water Lane Quarry in-fill | File |
| 12/05/2003 | I-2003-155-MHH | ENC (Planning) | E-mail regarding Code C2 designation | File |
| 12/05/2003 | I-2003-156-MHH | P.Logue | Letter supporting 14 Duchy Close | File |
| 12/05/2003 | I-2003-157-MHH | E.Vega | Letter objecting to 14 Duchy Close | File |
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