

Chelveston-cum-Caldecott Parish Council

Northamptonshire

5 Planning Matters

5.1 EN/03/01176/FUL – construction of a rear conservatory at Yew Tree Cottage, Caldecott.

Cllr Meeson explained the plans. The Council agreed not to object to the application and instructed the Clerk to notify ENC accordingly.

Proposed by: Cllr Dale
Seconded by: Cllr Izzard **Decision:** Unanimous

5.2 Update on previous applications

The Clerk advised that the Case Officer had approved the construction of a detached garage at Tanglefoot, under delegated authority.

6 Financial Transactions

6.1 The following expenses were due – Cllr Foulger for the Poppy Wreath (Section 137). The meeting resolved to approve this payment & authorised the appropriate cheque to be signed.

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

6.2 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 Dale
Seconded by: Cllr Foulger **Decision:** Unanimous

The opening balance for the meeting was	£11,384.32
Receipts since the last meeting	
2003.29 NWB Interest (July – September 2003)	£28.14
Sub-total	£11,412.46

Payments to be made this meeting

Number	Payee	Item	Cheque	Amount
2003.30	M.L.Foulger	Poppy Wreath (S137)	000482	£19.00
2003.31	M.H.Hunter	Expenses to 0311	000483	£15.46
Total Expenditure this meeting				£34.46
Closing Balance for this meeting				£11,378.00

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- 6.3 The bank statements for the months of September & October have been received & reconciled.
- 6.4 The Clerk provided copies of the YTD spend & forecast. The grass cutting grant from NCC had been applied for.

7 Updates on Projects List

7.1 Traffic Calming Measures

The Clerk had met with Nick Gore (NCC Highways) to re-examine the Caldecott entrance in light of Cllr Wooding's request. The revised costs would be notified shortly. In a change to the previous year's, we will not receive grant cheque from NCC, but instead a credit for works to be done.

The Traffic order for the 7.5 tonne weight limit between Raunds, Stanwick & Chelveston had been applied for and the siting of the signs agreed.

In view of the fact that the Council may not meet again until January, Cllr Meeson asked that the Clerk be authorised to proceed to ordering the works, once the costs were known and that the Executive be delegated authority to sign the initial payment cheque prior to the next meeting if needed. The meeting so agreed.

Proposed by: Cllr Wooding

Seconded by: Cllr Stopps

Decision: Unanimous

7.2 305th BG Memorial opposite JST

Cllr Foulger reported that the Friends of the 8th Air Force had offered \$3,500 toward the cost of the memorial. The Clerk advised the current of the application for the S144 license and the need for set of proper drawings. It was agreed that Cllr Foulger would contact the 305th BGMA and discuss the memorial with a local architect, the costs to be met by the Council from its allocation this year.

7.3 Flooding in Caldecott

Cllr Foulger confirmed the land was starting to soften up and that the "digging party" volunteers were welcome. Cllr Wooding asked that the mechanical digging of the ditch outside *The Barns* be progressed.

7.4 Bank Account Change

The Clerk advised that he had visited NWB and delivered the new forms and ID's. The new mandate should now be in force.

7.5 Web Site

The Clerk advised that Cllr B.Sauntson had been successful in getting ENC to install a link on the *Rushden On-Line* site. *British Towns & Villages* had also installed a link. Approx. 10% of the hits comes from the US, 2% from Ireland & 1% from Oman.

The Clerk produced a new layout for the *What does the Parish Council do?* page and asked for comments. The Council approved it for publication on the web-site.

7.6 Parish Council Noticeboard by the Village Hall

Cllr Meeson agreed to chase up Roger Leck.

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8 Budget proposals for 2004/5

Cllr Meeson advised the Clerk had included information on this with the agenda and asked the Clerk to explain it.

Predicted year start balance = £4,600

Precept to remain at £5,000,

Other income expected = £1,370

Expenditure on running costs = £5,656 (assuming 4% increase on verge maintenance)

Expenditure on improvement projects = £3,200

Predicted year end balance = £1,614

The meeting agreed to support the budget proposals, with the amended verge maintenance.

Proposed by: Cllr Dale

Seconded by: Cllr Izzard

Decision: Unanimous

9 NCC Area Committee grant application requests for 2004/5

Cllr Meeson advised that the NCC were looking for grant requests for the coming year, to be submitted by 19th December 2003. The Council had done well from previous applications. Cllr Meeson sought the Council's views on applying for further funds or not applying this year. Cllr Dale suggested requesting £1,000 for Water Lane Traffic Calming with £2,500 from the Council's funds next year. The Council instructed the Clerk to apply accordingly.

Proposed by: Cllr Dale

Seconded by: Cllr Foulger

Decision: Unanimous

10 Update on the NCC revised draft of the Northamptonshire Waste Local Plan.

Cllr Meeson advised that the Council's objection to the first draft (that the fridge recovery plant in Upper Higham Lane was missed from the list of sites) was accepted and corrected in the revised draft.

11 ENC draft SPG on Residential Garden Extensions.

Cllr Meeson advised that ENC had drafted a Supplementary Planning Guidance (SPG), which if adopted, would affect future planning applications. The SPG sought to stop inappropriate garden extensions (e.g. beyond the line of adjacent properties) and to limit development on those granted for structures (e.g. sheds) which would not otherwise require Planning Consent. Cllr Meeson invited comments, none suggested

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12 Update on the ENC Rural Area Strategy.

Cllr Meeson advised that ENC were conducting a survey of rural areas to determine priorities. The Clerk had corrected a number of mistakes in the draft information on the parish.

13 Request for Council to advise ENC of Code of Conduct allegations to the Standards Board for England.

Cllr Meeson advised that the SBE had received a larger than expected number of allegations (40,000+) and consequently were not able to determine them within the originally set time limits. The effect may be to delegate some determinations down to County & District Monitoring Officers. ENC wanted any allegations to the SBE are copied to the Monitoring Officer, to give prior warning and requested that Councils adopt a local protocol to do so. The easiest way to do this, if the Council so wished, was to include it as a Standing Order when they were next reviewed. Cllr Meeson asked for comments.

Cllr Dale did not think this was necessary, as the parish was a close knit community anyway. The meeting agreed.

14 Caldecott Bulb Planting.

Cllr Meeson advised that Cllr Wooding had donated a quantity of bulbs to be planted along the verges in Caldecott, but required volunteers to undertake the planting. Cllr Wooding suggested by the tree near Bidwell lane, near the old smithy and along the verges. Cllr Dale suggested the new traffic calming gateways. It was suggested this might be combined with the ditch digging party in one day.

15 Dates for 2004 meetings.

The Clerk advised that the change to the monthly format (with the even months being optional) had worked well, with no invoices or deadline exceeded. Accordingly, he had booked dates with the Village Hall secretary for 2004. The list was issued to the Cllrs.

16 Visits, Training & Courses.

The Clerk advised of the following –

Mon 17th Nov: Raunds Community Safety Forum at 19:30 @ Town Hall, Raunds.

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

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

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

18 Councillor's Reports

The Clerk advised he had requested siding out of the footpaths in the NCC maintenance programme for next year.

The Clerk suggested that at the January meeting, the Council may wish to consider contributing to the restoration of the church clock, as the PCC were trying to raise £2,500.

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Cllr Foulger reported on the NALC AGM on 25th October and the NCC Chief Executive's request for invites to visit parishes.

Cllr Foulger reported on the opening of the Millennium Garden on Saturday 8th November, which was attended by 64 people.

Cllr Meeson advised the village fireworks had raised over £450 for the Darsdale Home for the Blind.

Cllr Wooding asked that NCC be contacted regarding progress of works to the tree on the junction of Bidwell Lane.

Date of Next Meeting:

Optional meeting on 1st December 2003 at 7:30 p.m. in the Chelveston Village Hall

Ordinary meeting on 12th January 2004 at 7.30.p.m. in the Chelveston Village Hall, when the Precept for next year would be confirmed.

The Meeting closed at 8:44 p.m.

Issued on 14th November 2003

Pages 838 – 847 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
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Clerk's Incoming Correspondence Log

Date of Receipt	Document Number	Correspondent	Description	Action Required
16/05/2003	I-2003-161-MHH	ENC	Agenda for mtg on 20th May 2003	Circulated
04/06/2003	I-2003-173-MHH	ENC	Councillors Info Circular - May 2003	Circulated
09/07/2003	I-2003-209-MHH	C&CD	Clerks & Councils Direct - June 2003	Circulated
24/07/2003	I-2003-229-MHH	ENC	Councillors Info Circular July 2003	Circulated
12/08/2003	I-2003-248-MHH	STOP	STOP agenda, minutes & newsletter	Circulated
28/08/2003	I-2003-266-MHH	HF CS Forum	Minutes of Mtg on 16th July 2003	Circulated
30/08/2003	I-2003-270-MHH	ENC	Councillors Info Circular August 2003	Circulated
13/09/2003	I-2003-275-MHH	NALH	Hindsight magazine No.5 (Sept 2003)	Circulated
13/09/2003	I-2003-276-MHH	C&CD	Clerks & Councils Direct - September 2003	Circulated
25/09/2003	I-2003-291-MHH	Northants VCH Trust	Work of the Victorian County History Trust	Circulated
25/09/2003	I-2003-292-MHH	NACRE	Village Viewpoint (Autumn 2003)	Circulated
01/10/2003	I-2003-304-MHH	STOP	Minutes of September mtg	Circulated
03/10/2003	I-2003-306-MHH	ENC	Councillors Information Circular (Sept 2003)	Circulated
06/10/2003	I-2003-310-MHH	The Volunteer Centre	Posters for mentors for underprivileged children	File
07/10/2003	I-2003-311-MHH	ENC (Keith Osborne)	Agenda for meeting on 13th October	File
07/10/2003	I-2003-312-MHH	ENC (Colin Ray)	Draft SPG on Garden Extensions	File
08/10/2003	I-2003-313-MHH	Star & Garter	Receipt for donation	File
09/10/2003	I-2003-314-MHH	NALC	Update September 2003	File
09/10/2003	I-2003-315-MHH	NWB	Statements for Setember 2003	File
14/10/2003	I-2003-316-MHH	Atkins	Winter service leaflets 2003/4	File
17/10/2003	I-2003-317-MHH	NCC (Richard Reed)	Map of NCC land by ford in Water Lane	File
20/10/2003	I-2003-318-MHH	ENC (Colin Ray)	Area Committee applications by 19th December 2003	Awaiting
20/10/2003	I-2003-319-MHH	NCC (Danny Brennan)	Funding packs for grant applications	File
21/10/2003	I-2003-320-MHH	NCC (David Ward)	Notice of 7.5 tonne limit on B663, Water Lane & Sawyers's Crescent	File
22/10/2003	I-2003-321-MHH	ENC (Planning)	Planning Application for a conservatory at Yew Tree Cottage, Caldecott	Actioned
24/10/2003	I-2003-322-MHH	Raunds CS Forum	Agenda for meeting on 17th November 2003	File
24/10/2003	I-2003-323-MHH	ENC (Terry Begley)	Rural Area Strategy - request for information	Actioned
24/10/2003	I-2003-324-MHH	NCC (Martin Bates)	Revised NCC Waste Plan deposit	Actioned
30/10/2003	I-2003-325-MHH	ENC (Planning)	Planning application granted for garage at Tanglefoot, Chelveston	File
30/10/2003	I-2003-326-MHH	ENC (Barbara Ding)	SBE snowed under with allegations, local protocol to advise ENC MO	Actioned
31/10/2003	I-2003-327-MHH	NCC (Martin Bates)	Erratum sheet to revised Waste plan	File
01/11/2003	I-2003-328-MHH	ENC	Councillors Information Circular (Oct 2003)	File
01/11/2003	I-2003-329-MHH	Royal British Legion	Poppy wreath receipt	Actioned
03/11/2003	I-2003-330-MHH	Gravity Engineering	Stakeboard & BMX traks	File
03/11/2003	I-2003-331-MHH	SMP Playgrounds	Playground equipment	File
06/11/2003	I-2003-332-MHH	NWB	Statements for October 2003	File
08/11/2003	I-2003-333-MHH	C&CD	Clerks & Councils Direct - October 2003	Circulated
08/11/2003	I-2003-334-MHH	ENC (Keith Osborne)	Agenda for ENC mtg on 10th November 2003	Circulated
08/11/2003	I-2003-335-MHH	Raunds CS Forum	Revised posters - change of venue	Actioned
10/11/2003	I-2003-336-MHH	ENC (Barbara Ding)	Cllr Dale ROI returned for correction	Actioned

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
02/10/2003	O-2003-117-MHH	P.Cllrs & D.Cllrs	Minutes of 0310	Delivered		
02/10/2003	O-2003-118-MHH	NCC (Debbie Strong)	Request for grant cheque	Posted		
08/10/2003	O-2003-119-MHH	ABB	Payment of invoice	Posted	0310.7.1	I-2003-299-MHH
08/10/2003	O-2003-120-MHH	Powergen	Payment of invoice	Posted	0310.7.1	I-2003-297-MHH
08/10/2003	O-2003-121-MHH	Atkins (Sheila Gilder)	Claim for grass cutting grant	Posted		
10/10/2003	O-2003-122-MHH	ENC (Vicki Atkinson)	Casual vacancy declaration	Posted	0310.5	I-2003-295-MHH
30/10/2003	O-2003-123-MHH	P.Cllrs & D.Cllrs	Agenda for 0311	Delivered		
31/10/2003	O-2003-124-MHH	ENC (Barbara Ding)	Cllr Dale's Register of Interests	Posted		

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

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A5 Env @ 10p	Copy @ 4p	Punched Pocket @ 3p	Phone Calls	Mileage @ 49.4p/mile	Other
04/10/2003	Budget & Forecast sheets	1				7				
02/10/2003	NCC - Area Ctte grant request	1	19	1		1				
02/10/2003	Local Transport plan workshop								12	
04/10/2003	New Cllr pack	19								
04/10/2003	HF Comm safety forum poster copy					1				
08/10/2003	ABB - payment of invoice		19	1						
08/10/2003	Powergen - payment of invoice		19	1						
08/10/2003	Atkins - grass cutting grant claim	1	19	1		1				
09/10/2003	Minutes 0310 - D.Cllr	9	19			1				
09/10/2003	Minutes 0310 - 7 P.Cllrs & file	9				6	63			
09/10/2003	Child mentor poster copy									1
10/10/2003	ENC - Casual vacancy forms		19	1						1
31/10/2003	Raunds Comm safety forum poster copy									1
31/10/2003	Cllr Dale's ROI to ENC	1	19			1	6			
05/11/2003	Agenda to 3 D.Cllrs	1	38	2			1			
06/11/2003	Agenda to 7 P.Cllrs & file	5		7			35			
TOTALS		£1.88	£1.71	£0.42	£0.80	£4.72	£0.00	£0.00	£5.93	£0.00

TOTAL VALUE = £15.46