

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of an Ordinary Meeting of the Parish Council

**1<sup>st</sup> December 2003**

#### Meeting Number 0312

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30pm - Monday 1<sup>st</sup> December 2003 in the Chelveston Village Hall.

**Present :-** Councillors :

Cllr A.J.Palfreeman	(Chairman)
Cllr R.A.Meeson	(Vice-Chairman)
Cllr A.R.Dale	
Cllr. M.L.Foulger	
Cllr M.J.Izzard	
Cllr S.E.Stopps	
Cllr M.W.Wooding	

Clerk: Mr. M.H.Hunter

Public: 4 members of the public

#### **1 Open Forum**

Cllr Palfreeman explained that this would last for a maximum of 15 minutes before the meeting started formally. It provides the public with an opportunity to comment on the agenda items. Mr & Mrs Shilham (new *Tanglefoot*) spoke against the application for a garage at 1 Kimbolton Rd, on the grounds that there was no shared access to the property. Mr Jefferies (trustee of 1 Kimbolton Rd) stated there was. Mr Holden (old *Tanglefoot*) spoke to support the Shilhams.

#### **2 Apologies**

2.1 Cllr Palfreeman opened the meeting at 7:45 p.m. and asked for any apologies. None received.

#### **3 Declarations of Interest under Section 50 of the LGA 2000**

3.1 Cllr Foulger declared a personal interest in item 5.3

#### **4 Minutes of Previous Meetings**

The minutes of the Ordinary Meeting **0311 – 10<sup>th</sup> November 2003** had been circulated.

##### **The meeting resolved to:**

4.1 Approve the minutes of meeting **0311** with no alterations.

<b>Proposed by:</b>	Cllr Foulger	<b>Decision:</b>	Unanimous
<b>Seconded by:</b>	Cllr Dale		

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### 5 Planning Matters

- 5.1 **EN/03/01377/FUL – Rear single storey extension at Greenacres, Kimbolton Rd, Chelveston.**

Cllr Palfreeman explained the plans. The Clerk advised he had contacted 4 & 5 Britten Close, *The Granary Barn*, *The Sheilling* and old & new *Tanglefoot* (no objections). The Council agreed not to object to the application and instructed the Clerk to notify ENC accordingly.

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

- 5.2 **EN03/01413/FUL – Erection of External Chimney Stack at 1 Duchy Close, Chelveston.**

Cllr Palfreeman explained the plans. The Clerk advised he had contacted 19 Water Lane (no objection). The Council agreed not to object to the application and instructed the Clerk to notify ENC accordingly.

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

- 5.3 **EN/03/01440/FUL – Extension to bungalow at 1 Kimbolton Rd, Chelveston.**

Cllr Palfreeman explained the plans. The Clerk advised he had contacted 4 & 5 Britten Close, *The Granary Barn*, *The Sheilling* and old & new *Tanglefoot* (with 1 objection). The Clerk advised that the access was a civil matter and not a material consideration for planning purposes. ENC were aware of the disputed access. Highways did not permit direct access onto the Kimbolton Rd.

Cllr Dale commented that this was a difficult decision and proposed the Council make no comment. The Council agreed not to comment to the application and instructed the Clerk to notify ENC accordingly (including highlighting the disputed access).

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

### 6 Financial Transactions

- 6.1 The following expenses were due – Chelveston Village Hall for hire of the Hall during 2003 & Shaw & Sons Ltd for a book (see item 10). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

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

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<b>The opening balance for the meeting was</b>	<b>£11,378.00</b>
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**Receipts since the last meeting**

None

<b>Sub-total</b>	<b>£11,378.00</b>
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### Payments to be made this meeting

Number	Payee	Item	Cheque	Amount
2003.32	Shaw & Sons Ltd.	Book for Clerk	000484	£10.75
2003.33	Chelveston Village Hall	Hire of Village Hall	000485	£114.00
2003.34	M.H.Hunter	Expenses to 0312	000486	£8.39
<b>Total Expenditure this meeting</b>				<b>£133.14</b>

<b>Closing Balance for this meeting</b>	<b>£11,244.86</b>
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6.3 The bank statements for the month of November has not been received & reconciled.

6.4 The Clerk provided copies of the YTD spend & forecast.

## 7 Updates on Projects List

### 7.1 Traffic Calming Measures

The Clerk had spoken to Nick Gore (NCC Highways), who were awaiting prices from Atkins.

### 7.2 305<sup>th</sup> BG Memorial opposite JST

Cllr Foulger reported no progress.

### 7.3 Flooding in Caldecott

Cllr Palfreeman confirmed that a local farmer had been requested to carry out the mechanical digging of the ditch outside *The Barns*. Cllr Dale advised he had visited *Haleworth* at the weekend to check the ground had softened up. Agreed that digging would take place over the next couple of weekends.

*Cllr Dale left the meeting*

### 7.4 Web Site

The Clerk advised that ENC, NCC & Northamptonshire Police have approved the use of their logos on the links page. An e-mail (via the site) had been received from a US serviceman stationed at the housing annex during the 1960's, asking for details of the parish church. For November, 15% of the hits came from the US.

The Clerk advised that the site would be due for renewal next month. The Council would have to decide whether or not to continue with the service.

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### 7.5 Parish Council Noticeboard by the Village Hall

Cllr Meeson will continue to try and make contact with Roger Leck.

### 8 Diversion of footpath MM11 (part) in land adjacent to Church House, Caldecott.

Cllr Palfreeman explained the plan, to divert the footpath round the tennis court. The local Ramblers Association had been notified and had no objections. Cllr Izzard pointed out the tennis court had been there for nearly 20 years now and this route was the one everyone used.

The Council agreed not to object to the proposal and instructed the Clerk to notify NCC accordingly.

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

### 9 EN Area Local Transport Improvement Scheme grant application update

The Clerk confirmed the application had been submitted via ENC, ahead of the 19<sup>th</sup> December deadline. The first sift would be announced in February 2004.

### 10 Purchase of reference book for the Clerk.

Cllr Palfreeman advised that the Clerk wished the Council to fund the purchase of a standard reference book *The Local Council Clerk's Guide* from Shaw & Sons Ltd. The book was recommended by both the SLCC & NALC. Cllr Palfreeman proposed the book be purchased.

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

### 11 Chelveston 2010.

Cllr Palfreeman invited the Clerk to explain his idea. The Clerk commented that the last history of Chelveston was in 1994. Three local historical societies had recently done an excellent history of Ditchford. Since it took 3-4 years to research & publish a good historical survey, 2010 would appear a suitable date to aim for. In view of the problems that a previous local attempt in the late 1990's had encountered, the Clerk proposed that the Irthlingborough & Rushden historical societies be approached to undertake the work. The Council agreed & authorised the Clerk to approach the societies.

### 12 Visits, Training & Courses.

The Clerk advised of the following –  
 None.

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### 13 Approval of Chairman's & Clerk's Correspondence Logs

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

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

### 14 Councillor's Reports

The Clerk had contacted Atkins with regard to the ford & footbridge in Water Lane.

Cllr Foulger had attended a Highways meeting at Northampton. Usual comments on improving service, but little cash. Siding out & road repairs were discussed.

Cllr Foulger had attended the NCC Area Committee at Thrapston, amongst the items were lane markings on the Chown's Mill roundabout (A6/A45), removal of the Red Lion roundabout in Raunds and ENC none participation in the County's Traveller unit.

#### **Date of Next Meeting:**

Ordinary meeting on 12<sup>th</sup> 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 8:25 p.m.

**Issued on 3<sup>rd</sup> December 2003**

**Pages 848 – 856 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
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	File
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
10/11/2003	I-2003-337-MHH	NALC	Update October 2003	File
11/11/2003	I-2003-338-MHH	Shaws	Change of address & service details	File
13/11/2003	I-2003-339-MHH	ENC (Sharon Hadley)	Young peoples issues & Planning Meeting minutes	File
13/11/2003	I-2003-340-MHH	STOP	Agenda & Minutes	File
13/11/2003	I-2003-341-MHH	ENC (Rob Austin)	Precept request	Awaiting
13/11/2003	I-2003-342-MHH	ENC (Planning)	Rear ext to Greenacres, Kimbolton Rd, Chelveston	Actioned
17/11/2003	I-2003-343-MHH	Heartlands NHS PCT	Stakeholder conference on 27th November 2003	File
18/11/2003	I-2003-344-MHH	Atkins (Sheila Gilder)	Confirmation that grass cutting grant will be paid	File
19/11/2003	I-2003-345-MHH	NCC ROW	Plan of proposed diversion for footpath MM11	Actioned
19/11/2003	I-2003-346-MHH	Northants Police	Note on distraction crimes	File
19/11/2003	I-2003-347-MHH	Peterborough NHS	Reminder of Foundation status consultation deadline	File
19/11/2003	I-2003-348-MHH	STOP	Minutes of meeting on 18th November	File
20/11/2003	I-2003-349-MHH	NCC (Area Cmmttee)	Agenda for meeting on 1st December 2003	Circulated
21/11/2003	I-2003-350-MHH	Northants Police	Nominations for Unsung Heroes	File
22/11/2003	I-2003-351-MHH	ENC (Planning)	Application to erect external chimney at 1 Duchy Close, Chelveston	Actioned
24/11/2003	I-2003-352-MHH	ENC (Colin Ray)	Local transport plan reminder	File
25/11/2003	I-2003-353-MHH	VH Committee	Invoice for VH use in 2003	Actioned
27/11/2003	I-2003-354-MHH	ENC (Terrie Watson)	Hate crime campaign poster update	File
27/11/2003	I-2003-355-MHH	NCC (Area Cmmttee)	Updated agenda for mtg on 1st December	Circulated
27/11/2003	I-2003-356-MHH	ENC (Planning)	Application for extension to bungalow at 1 Kimbolton Rd, Chelveston	Actioned
29/11/2003	I-2003-357-MHH	Sovereign Play Eq	Stock clearance flyer	File
29/11/2003	I-2003-358-MHH	ENC (M.Bowerman)	Agenda for Standards Committee mtg on 3rd December 2003	File
29/11/2003	I-2003-359-MHH	N'hants Comm Foundation	Funds for communities & children	File
01/12/2003	I-2003-360-MHH	Mrs M.Shilham	Objection to application at 1 Kimbolton Rd	File
01/12/2003	I-2003-361-MHH	ENC (Planning)	E-mail relating to planning & access at 1 Kimbolton Rd	File

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
07/11/2003	O-2003-125-MHH	P.Cllrs & D.Cllrs	Minutes of 0311	Delivered		
10/11/2003	O-2003-126-MHH	ENC (Planning)	Response to Yew Tree Cottage application	Posted	0311.5.1	I-2003-321-MHH
10/11/2003	O-2003-127-MHH	ENC (Barbara Ding)	Cllr Dale's Register of Interests (corrected)	Posted		I-2003-336-MHH
21/11/2003	O-2003-128-MHH	P.Cllrs & D.Cllrs	Agenda of 0312	Delivered		
22/11/2003	O-2003-129-MHH	EN Area LTI scheme	Grant application for 04/05	Posted	0311.9	I-2003-318-MHH
23/11/2003	O-2003-130-MHH	Parish	Parish Council Newsletter - Autumn 2003	Draft		



**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
10/11/2003	Budget & Forecast sheets	1				7				
10/11/2003	Cllr Dale's ROI to ENC	1	20	1		1				
10/11/2003	ENC Planning - Yew Tree Cottage		20	1						
11/11/2003	STOP Agenda	3								
17/10/2003	Minutes 0311 - D.Cllr		20		1	10				
17/10/2003	Minutes 0311 - 7 P.Cllrs & file	10			7	70				
19/11/2003	STOP Minutes	3								
22/11/2003	EN Area LTI scheme - grant application		20		1	3				
26/11/2003	Agenda 0312 - D.Cllrs	4	40	2		4				
26/11/2003	Agenda 0312 - P.Cllrs & file	4		7		28				
<b>TOTALS</b>		£1.04	£1.20	£0.33	£0.90	£4.92	£0.00	£0.00	£0.00	£0.00

**TOTAL VALUE = £8.39**