

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Parish Council Meeting

19th July 2004

Meeting Number 0408

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30pm - **Monday 19th July 2004** in the Chelveston Village Hall.

Present :- Councillors : Cllr A.J.Palfreeman (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: None

1 Open Forum

None.

2 Apologies

- 2.1 Cllr Palfreeman opened the meeting at 7:30 p.m. and asked for any apologies. Apologies received from Cllr Meeson (holiday). Cllr Palfreeman proposed these be accepted and this was agreed.

3 Declarations of Interest under Section 50 of the LGA 2000

- 3.1 None.

4 Minutes of Previous Meetings

The minutes of the Annual Meeting of the Parish Council **0407 – 7th June 2004** had been circulated.

The meeting resolved to:

- 4.1 Approve the minutes of meeting **0407** with no amendments.

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

5 Planning Matters

- 5.1 **Update on previous applications.**

The Clerk advised that application for 1 Kimbolton Rd (from Nov 2003) was finally going to the ENC planning committee on Weds 21st July, with a recommendation to refuse.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6 Financial Transactions

- 6.1 The following invoices were due for payment – ABB & Powergen (quarterly street lighting). The meeting resolved to approve these payments & authorised the cheques to be signed.

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

The opening balance for the meeting was	£10,575.13
--	-------------------

Receipts since the last meeting

2004.11 NWB (interest Apr – Jun 2004)	£38.63
---------------------------------------	--------

Sub-total	£10,613.76
------------------	-------------------

Payments to be made this meeting

Number	Payee	Item	Cheque	Amount
2004.12	ABB	Street Lt maint (Apr – Jun 2004)	000509	£128.13
2004.13	Powergen	Street Lt power (Apr – Jun 2004)	000510	£267.90
2004.14	M.H.Hunter	Expenses to 0408	000511	£5.78

Total Expenditure this meeting	£401.81
---------------------------------------	----------------

Closing Balance for this meeting	£10,211.95
---	-------------------

- 6.3 The bank statements for the months of May & June have been received & reconciled.
- 6.4 The Clerk had handed out the first quarter forecast sheet and advised on the differences from budget.

7 Updates on Projects List

7.1 Traffic Calming Measures

The Clerk had attended a site meeting with Nick Gore (NCC Highways) & Atkins contractors on Friday (16th) morning to mark out the Kimbolton Rd gateway. The woodwork had been completed by the time of the meeting. The larger 30-mph signs (with yellow surround) had been fitted on the Higham Rd.

NCC Highways had sent a map of the proposed TRO to extend the 30-mph zones on Kimbolton Rd, Caldecott & Bidwell Lane. The Council was asked for comments. Cllr Dale proposed the TRO be endorsed as per the plan.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

The Council agreed to endorse the proposed TRO and instructed the Clerk to inform NCC accordingly.

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

7.2 305th BG Memorial opposite JST

The Clerk was still waiting for the last of the 8 relevant statutory bodies to approve the plans. Cllr Foulger has not yet received costings for erecting the memorial.

7.3 Flooding in Caldecott

Cllr Foulger, Dale & Izzard had agreed to produce a list of places that needed digging for Cllr Meeson. Cllr Izzard had informed Cllr Meeson directly, Cllr Dale advised there were none in the areas he had covered and Cllr Foulger only had the ditch by *The Barns*.

Cllr Wooding highlighted 4 heaps of hedge clippings that had appeared in the ditch in Caldecott Road.

7.4 Web Site

The Clerk advised for the 30 day period till 17th July, 6% of the hits came from the USA & 1% from the EU. The Clerk was still on narrowband due to problems with Wanadoo in changing up to their 512k broadband service.

8 Expansion Survey Results.

Cllr Dale went through the results of the survey, which had an 80% response. It was agreed that this would be issued to every household in the villages. Cllr Palfreeman thanked Cllr Dale for his hard work in producing the results. The Council debated the results and agreed that a copy of the survey and a covering letter to the effect that there was no clear mandate for developing the three aspirational greenfield sites. There would be some support for sympathetic development of brownfield sites. The Clerk was instructed to notify ENC accordingly.

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

9 Tree Wardens report.

The Clerk (as a NCC Tree Warden) advised that the NCC tree specialist had replied to the Councils queries about the remedial work to the tree on the jct. of Bidwell lane. Further works were to be carried out later in the year after leaf fall.

10 Visits, Training & Courses.

The Clerk advised of the following –

Weds 21st July – ENC Planning Mtg. @ 19:30 at ENC.

Weds 4th Aug – NACRE AGM @ 19:30 at Hunsbury Hill, N'ton.

Sat 23rd Oct – NALC AGM @ 10:30 at Hunsbury Hill, N'ton.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

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

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

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

12 Councillor's Reports

The Clerk advised the ENC Monitoring Officer had written to all Town & Parish Clerks to highlight S101 LGA 1972 on delegated powers, following an investigation by the SBE of a local Cllr who had acted *ultra vires* by acting on his own.

The Clerk advised that Cllrs Dale & Wooding (plus District Cllrs A & B Sauntson) had opted to receive their minutes electronically. Cllr Palfreeman requested his minutes also be sent electronically.

The Clerk advised that ENC, KBC & CBC were looking to form a Local Delivery Vehicle (LDV) for Northern Northamptonshire, in order to obtain funding from the Govt for the infrastructure expansion needed to support the MKSM expansion. A consultation document was on circulation.

Cllrs Dale & Izzard commented on the state of the footway on Raunds Rd near the junction with Sawyers Crescent and requested the Clerk contact Atkins, as this is becoming a safety issue.

Cllr Foulger advised that there had been no progress with the tidying up of Disbrowe Court (earlier action), that Cllr Jimmy James (Mayor of Higham Ferrers Town Council) had asked him if the Council wanted a combined civic service (declined) and that a number of illegal immigrants had wandered through Caldecott on Saturday 17th until collected by the police.

Cllr Dale requested that the local farmers be contacted to secure the access to their fields to prevent unauthorised encampments.

Date of Next Meeting:

Optional Meeting on 2nd August 2004 at 7.30.pm. in the Chelveston Village Hall

Ordinary Meeting on 13th September 2004 at 7.30.pm. in the Chelveston Village Hall.

The Meeting closed at 8:35 p.m.

Issued on 19th July 2004.

Pages 912 – 919 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
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2 0 0 4				
13/03/2004	I-2004-085-MHH	ENC (Terry Begley)	LDF Discussion Papers inc. 3 aspirational sites in Chelveston	Circulated
20/03/2004	I-2004-095-MHH	ENC (Terry Begley)	Village confines and important open spaces	Awaiting
03/04/2004	I-2004-107-MHH	HLB AV Audit	Audit pack for year ending 31st March 2004	Awaiting
19/05/2004	I-2004-150-MHH	Police	Spot fines for anti-social behaviour info	Circulated
29/05/2004	I-2004-166-MHH	NCC (Area Committee)	Agenda for mtg on 8th June 2004	Circulated
08/06/2004	I-2004-169-MHH	NWB	Bank statements for May 2004	File
08/06/2004	I-2004-170-MHH	NALC	Village viewpoint & notices	Circulated
09/06/2004	I-2004-171-MHH	NCC (Terry Glassett)	Changes in ROW staff	File
11/06/2004	I-2004-172-MHH	Police	Information Plus No.1 Summer 2004	Circulated
11/06/2004	I-2004-173-MHH	ENC	Councillors Information Circular May 2004	Circulated
12/06/2004	I-2004-174-MHH	Carers Federation	Posters for PPI forums	Actioned
20/06/2004	I-2004-175-MHH	EM Rural Business	Posters for display	Actioned
24/06/2004	I-2004-176-MHH	Chiltern Hundreds Housing	Posters for display	Actioned
26/06/2004	I-2004-177-MHH	NCC (Philip Gray)	Receipt of Atkins-NCC Highways partnership response	File
29/06/2004	I-2004-178-MHH	ENC (Keith Osborne)	Agenda for mtg on 5th July 2004	File
30/06/2004	I-2004-179-MHH	C&CD	Clerks & Councils Direct - July 2004	Circulated
01/07/2004	I-2004-180-MHH	NCC (David Ward)	Proposed 30 mph extensions	Awaiting
02/07/2004	I-2004-181-MHH	Powergen	Invoice for St Lighting power (Apr - Jun 04)	Awaiting
02/07/2004	I-2004-182-MHH	ENC (M Bowerman)	Agenda for ENC Standards Board mtg on 7th July 2004	Circulated
02/07/2004	I-2004-183-MHH	ENC	Councillors Information Circular June 2004	Circulated
05/07/2004	I-2004-184-MHH	ENC	North Northamptonshire LDV proposals	Awaiting
07/07/2004	I-2004-185-MHH	Carers Federation	Poster for display	Awaiting
08/07/2004	I-2004-186-MHH	ABB	Invoice for St Lighting maintance (Apr - Jun 04)	Awaiting
09/07/2004	I-2004-187-MHH	Alchemy	Info on the local EMDA Alchemy group	File
12/07/2004	I-2004-188-MHH	ENC	Reports of Committees - July 2004	Circulated
12/07/2004	I-2004-189-MHH	ENC (Terry Begley)	Response to SPG on village frameworks	File
12/07/2004	I-2004-190-MHH	CCP	Distraction burglaries in EN	File
12/07/2004	I-2004-191-MHH	ENC (Keith Osborne)	Agenda for mtg on 19th July 2004	Circulated
13/07/2004	I-2004-192-MHH	Chris Marshall	Handyman looking for work	File
13/07/2004	I-2004-193-MHH	Northants CTP	New co-ordinator & questionnaire	Awaiting
13/07/2004	I-2004-194-MHH	NALC	Update - June 2004	Circulated
14/07/2004	I-2004-195-MHH	ENC (Planning)	Committee mtg on 1 Kimbolton Rd on 21st July	File
16/07/2004	I-2004-196-MHH	NWB	Bank statements for June 2004	File
16/07/2004	I-2004-197-MHH	NACRE	AGM agenda & unadited accounts	Circulated
17/07/2004	I-2004-198-MHH	ENC (Barbara Ding)	PTC decision making - recent SBE investigation	File

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2004						
07/01/2004	O-2004-001-MHH	Parish Cllrs	Agenda 0401	Delivered		
18/01/2004	O-2004-002-MHH	Parish Cllrs	Minutes 0401	Delivered		
13/01/2004	O-2004-003-MHH	NALC	Clerk AQA portfolio training day registration	Posted		I-2004-016-MHH
13/01/2004	O-2004-004-MHH	Atkins (Sheila Gilder)	Grass cutting arrangements for 2004	Posted		I-2004-012-MHH
13/01/2004	O-2004-005-MHH	ENC (Rob Austin)	Precept request	Posted	0401.8	I-2003-341-MHH
13/01/2004	O-2004-006-MHH	Powergeb	Payment of invoice	Posted	0401.6.1	I-2004-004-MHH
13/01/2004	O-2004-007-MHH	SLCC	Payment of invoice	Posted	0401.6.1	I-2003-380-MHH
13/01/2004	O-2004-008-MHH	ENC	Payment of invoice	Posted	0401.6.1	I-2003-379-MHH
13/01/2004	O-2004-009-MHH	ENC	Payment of invoice	Posted	0401.6.1	I-2003-366-MHH
13/01/2004	O-2004-010-MHH	ABB	Payment of invoice	Posted	0401.6.1	I-2003-376-MHH
14/01/2004	O-2004-011-MHH	EME	Unmetered Supplies certificate confirmation	Posted		I-2004-019-MHH
15/01/2004	O-2004-012-MHH	NCC (John Neilson)	Correction of address	Posted		I-2004-020-MHH
17/01/2004	O-2004-013-MHH	CCP	Details of Village Hall	Posted	0401.11	I-2003-386-MHH
18/01/2004	O-2004-014-MHH	ENC (Beth Gordon)	Comments on Christmas & New Year Waste service	Posted	0401.13	
22/01/2004	O-2004-015-MHH	R&D History Society	Chelveston 2010 project	Posted	0401.17	
22/01/2004	O-2004-016-MHH	NCC (Debbie Strong)	Correction to minor works bid	Posted		I-2004-027-MHH
26/01/2004	O-2004-017-MHH	ENC (Gerri Smith)	Conservation response	Posted	0401.10	I-2003-370-MHH
28/01/2004	O-2004-018-MHH	Parish Cllrs	Agenda 0402	Delivered		
02/02/2004	O-2004-019-MHH	Chelveston PCC	Remittance form	Delivered		
03/02/2004	O-2004-020-MHH	Parish Cllrs	Minutes 0402	Delivered		
05/02/2004	O-2004-021-MHH	ENC (Planning)	Response to Hill House planning application	Posted	0402.5	I-2004-032-MHH
13/02/2004	O-2004-022-MHH	CCP	Arts questionnaire	Posted		I-2004-031-MHH
19/02/2004	O-2004-023-MHH	W/boro Tax Office	Notification of secondary employment	Posted		
27/02/2004	O-2004-024-MHH	NCC (Debbie Strong)	Details of footways - Bidwell & Water Lane	Posted		I-2004-056-MHH
29/02/2004	O-2004-025-MHH	Parish Cllrs	Agenda 0403	Delivered		
29/02/2004	O-2004-026-MHH	Parish Cllrs	Complaints Procedure	Actioned	0403.9	
05/03/2004	O-2004-027-MHH	Parish Cllrs	Minutes 0403	Delivered		
09/03/2004	O-2004-028-MHH	ACRE	Subscription 2004	Posted	0403.6.1	I-2004-075-MHH
09/03/2004	O-2004-029-MHH	NALH	Subscription 2004	Posted	0403.6.1	I-2004-059-MHH
09/03/2004	O-2004-030-MHH	NALC	Subscription 2004	Posted	0403.6.1	I-2004-053-MHH
09/03/2004	O-2004-031-MHH	ENC (Amy White)	Village Hall Entertainment Licence renewal	Posted	0403.8	I-2004-038-MHH
09/03/2004	O-2004-032-MHH	NCC (Simon Warner)	Request for copy of Structure plan monitoring report	Posted		I-2004-074-MHH
15/03/2004	O-2004-033-MHH	Parish Cllrs	Agenda 0404	Delivered		
19/03/2004	O-2004-034-MHH	Parish Cllrs	Minutes 0404	Delivered		
22/03/2004	O-2004-035-MHH	Parish Cllrs	Agenda APA	Delivered		
23/03/2004	O-2004-036-MHH	ENC (Planning)	Response to 5 Britten Close application	Posted	0404.4	I-2004-081-MHH
10/04/2004	O-2004-037-MHH	Villagers	Spring 2004 newsletter	Delivered		
13/04/2004	O-2004-038-MHH	Parish Cllrs	Agenda 0405	Delivered		
20/04/2004	O-2004-039-MHH	Parish Cllrs	Minutes APA	Delivered		
20/04/2004	O-2004-040-MHH	Parish Cllrs	Minutes 0405	Delivered		
20/04/2004	O-2004-041-MHH	ENC (Planning)	Response to 6 Hillside application	Posted	0405.5.1	I-2004-097-MHH
21/04/2004	O-2004-042-MHH	ENC (F Gonzalez)	Payment of uncharged VAT in 2001-2003	Posted	0405.6.1	I-2004-087-MHH
21/04/2004	O-2004-043-MHH	Powergen	Payment for St Lighting power (Jan - Mar 04)	Posted	0405.6.1	I-2004-104-MHH
21/04/2004	O-2004-044-MHH	ABB	Payment for St Lighting Maint (Jan - Mar 04)	Posted	0405.6.1	I-2004-084-MHH
22/04/2004	O-2004-045-MHH	Mr Jim Hill	Appointment as internal auditor	Posted	0405.7	
23/04/2004	O-2004-046-MHH	ENC (Planning)	Response to amendment to 6 Hillside application	Posted		I-2004-126-MHH
28/04/2004	O-2004-047-MHH	ENC (Beth Gordon)	Response to St cleaning questionnaire	Posted		I-2004-103-MHH
01/05/2004	O-2004-048-MHH	Parish Cllrs	Agenda 0406	Delivered		
01/05/2004	O-2004-049-MHH	Transco	305th memorial drawings	Posted		
01/05/2004	O-2004-050-MHH	BT	305th memorial drawings	Posted		
01/05/2004	O-2004-051-MHH	Geodesys	305th memorial drawings	Posted		
01/05/2004	O-2004-052-MHH	EME	305th memorial drawings	Posted		
11/05/2004	O-2004-053-MHH	Parish Cllrs	Minutes 0406	Delivered		
11/05/2004	O-2004-054-MHH	ENC (Planning)	Response to 41 Water Lane application	Posted	0406.8.1	I-2004-119-MHH
13/05/2004	O-2004-055-MHH	ENC	Payment for grass cutting (Oct 03 - Mar 04)	Posted	0406.9.1	I-2004-128-MHH
13/05/2004	O-2004-056-MHH	Allianz Cornhill Ins	Payment of insurance renewal	Posted	0406.9.1	I-2004-115-MHH
13/05/2004	O-2004-057-MHH	ENC (Barbara Ding)	Annual ROI forms	Posted	0406.13	I-2004-138-MHH
14/05/2004	O-2004-058-MHH	ENC (Terry Begley)	Village Confines response	Posted	0406.12.1	I-2004-095-MHH
14/05/2004	O-2004-059-MHH	William Donald	Payment for 305th BG drawings	Posted	0406.9.1	I-2004-131-MHH
24/05/2004	O-2004-060-MHH	Peter Townley	Welland Transport questionnaire	Posted		I-2004-153-MHH
30/05/2004	O-2004-061-MHH	The Carers Federation	Request for posters	Posted		I-2004-164-MHH
30/05/2004	O-2004-062-MHH	Chair of Newton Bromswold	Notes from ENC/PTC mtg on 26th May 2004	Posted		
01/06/2004	O-2004-063-MHH	Parish Cllrs	Agenda 0407	Delivered		
09/06/2004	O-2004-064-MHH	Parish Cllrs	Minutes 0407	Delivered		
22/06/2004	O-2004-065-MHH	NCC (Philip Gray)	Comments on Atkins partnership	Posted	0407.10	I-2004-162-MHH
30/06/2004	O-2004-066-MHH	NCC (James Bolitho)	Tree Warden questionnaire	Posted		I-2004-154-MHH
02/07/2004	O-2004-067-MHH	HLB AV Audit	Audit response	Draft	0407.8	I-2004-107-MHH
14/07/2004	O-2004-068-MHH	Parish Cllrs	Agenda 0408	Delivered		
19/07/2004	O-2004-069-MHH	Parish Cllrs	Minutes 0408	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	Phone Calls	Mileage @ 50.5p/mile	Other
09/06/2004	Minutes 0407 - 5 P.Cllrs & File	8			5	40			
09/06/2004	Minutes 0407 - D.Cllr	8	28		1				
22/06/2004	NCC - Atkins review	1	28	1		1			
30/06/2004	NCC - Tree Warden questionnaire					2			
14/07/2004	Agenda 0408 - 7 P.Cllrs & file	4		7		28			
14/07/2004	Agenda 0408 - 2 D.Cllrs	1	56	2		1			
TOTALS		£0.88	£1.12	£0.30	£0.60	£2.88	£0.00	£0.00	£0.00

TOTAL VALUE = £5.78

