

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Parish Council Meeting

14th February 2005

Meeting Number 0502

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30pm - **Monday 14th February 2005** in the Chelveston Village Hall.

Present :- Councillors : Cllr R.A.Meeson (Chairman of the meeting)
 Cllr A.R.Dale
 Cllr M.L.Foulger
 Cllr M.J.Izzard
 Cllr S.E.Stopps

Clerk: Mr. M.H.Hunter

Public: None

1 Open Forum

None.

2 Apologies

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

3 Declarations of Interest under Section 50 of the LGA 2000

- 3.1 Cllr Foulger declared a prejudicial interest in item 9 (Village Hall Secretary).
 Cllr Izzard declared a prejudicial interest in item 9 (wife is on the Village Hall committee).

4 Minutes of Previous Meetings

The minutes of the Ordinary Meeting of the Parish Council **0501 – 10th January 2005** had been circulated.

The meeting resolved to:

- 4.1 Approve the minutes of meeting **0501** with no amendments.

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

5 Planning Matters

5.1 New Applications

EN/04/02393/FUL – Erection of a conservatory at Goldcrest, St George's Row, Chelveston. Cllr Meeson explained the plans. The Clerk advised that he had contacted residents at 4 St George's Row and *Scaraben*, with no objections.

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The meeting 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

EN/05/00203/CWN – New Farm College, Higham Ferrers. Although this application is outside the parish, the proposal by the Duchy of Lancaster and Moulton College would provide a much-needed training centre for trades and crafts in East Northants. Cllr Meeson suggested the Council should formally write in support of the proposal.

The meeting agreed to support the application in the Higham Ferrers Parish and instructed the Clerk to notify ENC accordingly.

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

5.2 Update on previous applications.

The Clerk advised the garage, ground floor extension and new access drive at 1 Kimbolton Road had been granted by officer delegation.

6 Financial Transactions

- 6.1 A request for a donation had been received from the CAB (last granted £25 in 2003). The meeting resolved to grant £25 and authorised the appropriate cheque to be signed.

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

- 6.2 The Clerk requested funding for a training course, subject to item 11. The meeting resolved to approve this payment & authorised the appropriate cheque to be signed.

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

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

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

The opening balance for the meeting was	£8,331.87
Receipts since the last meeting	
2004.42 NWB Interest (Oct – Dec 2004)	£49.76
Sub-total	£8,381.63

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Payments to be made this meeting

Number	Payee	Item	Cheque	Amount
2004.43	CAB	Grant	000535	£25.00
2004.44	NALC	CTP training scheme	000536	£350.00
2004.45	M.H.Hunter	Expenses to 0502	000537	£38.48
Total Expenditure this meeting				£413.48
Closing Balance for this meeting				£7,968.15

6.4 The bank statements for the month of January have been received & reconciled.

7 Updates on Projects List

7.1 Traffic Calming Measures

Cllr Izzard advised the 30 roundels were now in place on the Raunds Road & Kimbolton Road gateways.

7.2 305th BG Memorial

The Clerk advised correspondence from BT had not produced the required information and he had written to them again.

7.3 Street Lighting

The Clerk advised that the weak bulb in lamp No. 30 opposite Poplar Farm barns had been replaced, as requested by Cllr Wooding. NCC had been informed that the Council intended to use its powers to install the new street lamp on the Higham Rd (Parish Councils Act 1957). Agreement had been reached with ENC regarding VAT. The Clerk would now proceed with the grant application.

7.4 Ditches

Cllr Meeson had contacted the digger driver. Cllr Foulger would show Cllr Meeson which ditches needed clearing.

7.5 E-Government

The Clerk advised for the 30 day period till 12th January, 8% of the hits came from the USA, 1% from Sweden & 1% from Australia.

The Clerk advised that the Freedom of Information Act page had been added to the site, along with the Council's Publication Scheme (adopted 0208.10).

The Clerk had undertaken exam modules 1 & 2 of the ODPM funded ECDL course at ENC.

8 Proposed restoration of Rights of Way over the Airfield.

Cllr Meeson advised the meeting the NCC & BCC ROW were working with Defence Estates to restore the bridleways & footpaths over the old airfield. Cllr Meeson explained only those ROW within the airfield boundary were being considered at this time, not the continuation of the routes over adjacent land. NCC ROW wanted the Councils views on the proposed routes.

The meeting agreed to support the plans and instructed the Clerk to notify NCC accordingly.

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

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9 Chelveston Village Hall – renewal of Community Premises Entertainment License.

Cllr Meeson advised that ENC wanted to know the Council's view of the licence renewal. The meeting agreed to support the application and instructed the Clerk to notify ENC accordingly.

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

10 North Northamptonshire Joint Planning Unit – draft statement of community involvement & response.

Cllr Meeson advised that the Borough Councils of Wellingborough, Kettering, Corby and the District Council of East Northants were forming a joint planning unit as part of the Local Delivery Vehicle (LDV) for the forthcoming housing expansion. The draft statement of community involvement was a consultation document on how the JPU would consult various bodies. The Clerk was concerned the PTC consultation time was down to 3 weeks, which could cause problems for those Councils that meet monthly. The Clerk, if the Council agreed, wished to respond to the document highlighting the change from ENC's policy and the consequent reduction in community involvement it entailed. Cllrs Dale & Foulger expressed concern about the move to centralisation by stealth.

The meeting agreed to the Clerk's request and instructed the Clerk to notify ENC accordingly.

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

11 Certificate in Local Council Administration – Northamptonshire County Training Partnership courses and the Clerk's bursary scheme (Countryside Agency)

The Clerk advised that County Training Partnership (CTP) was finally underway and starting to offer training courses. A seven-session course (one session running from 14:30 – 18:30 per month) was being arranged to assist Clerks through the CiLCA process. The cost was £350, but a bursary was available from the Countryside Agency for £200. The Council has previously funded the Clerks CiLCA registration.

The meeting agreed to approve the request and instructed the Clerk to act accordingly.

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

12 Visits, Training & Courses.

The Clerk advised of the following –

Tues 15th Feb – Patient & Public Involvement Forum at Guildhall, N'ton @ 18:00.

Weds 16th Feb – Parish highway reps mtg. at Thrapston TIC @ 18:30 (Cllr Foulger).

Mon 21st Feb – Code of Conduct, Standards, etc Corn Market Hall, Kettering @ 19:00 (£20).

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Thurs 24th Feb – Social exclusion conference at NACRE @ 19:00

Sat 23rd April – Higham Ferrers Mayor's charity ball at Wicksteed Park @ 19:00 (£22.50)

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 Izzard		
Seconded by:	Cllr Stopps	Decision:	Unanimous

14 Councillor's Reports

The Clerk advised that the ODPM has authorised Clerks to PTC (& the Chairman in their absence) to be qualified persons under s36 of the Freedom of Information Act 2000. A s36 exemption covers information that, if disclosed, would inhibit the free and frank provision of advice, the free & frank exchange of views for the purposes of deliberation or the effective conduct of public affairs.

The Clerk advised that correspondence had been received from Michael Smith of the PCC, who thanked the Council for their offer and has advised that two quotes will be obtained for undertaking repairs to the War Memorial in the churchyard.

The Clerk advised that the Clean Neighbourhoods & Environment Bill had been introduced in Parliament on 7th December 2004. If enacted, it will provide powers for PTC for issue fixed penalty notices to litter, dog control, graffiti and fly posting.

Cllr Izzard suggested a litter pick this weekend before the grass cutting started.

Cllr Stopps commented on the increased amounts of litter down Water Lane.

Cllr Foulger had spotted a Cory Litter Picker at work in Chelveston!

Cllr Foulger (as Highways Rep) advised that Atkins were restructuring again and that they were only concentrating on road repairs that were safety issues. A new call centre would be opened later this year to replace "Clarence".

Date of Next Meeting:

Ordinary Meeting on 14th March 2005 at 7.30.p.m. in the Chelveston Village Hall.

The Meeting closed at 8:10 p.m.

Issued on 14th February 2005.

Pages 966 – 974 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
2005				
07/01/2005	I-2005-001-MHH	ENC (Mrs D.Beard)	Travel token scheme forms for 2005/6	File
07/01/2005	I-2005-002-MHH	NWB	Bank Statements for December 2004	File
08/01/2005	I-2005-003-MHH	ENC	Reports of Committees (January 2005) & job advert	File
10/01/2005	I-2005-004-MHH	C&CD	Clerks & Councils Direct Jan 2005 Issue 37	Circulated
10/01/2005	I-2005-005-MHH	ODPM	Preserving green spaces	File
11/01/2005	I-2005-006-MHH	ENC (Planning)	Application for conservatory at Goldcrest, Sawyers Cres, Chelveston	Actioned
11/01/2005	I-2005-007-MHH	PPI Forum (R.Heaver)	Offer of PPI forum session in Parish	File
12/01/2005	I-2005-008-MHH	ENC	Agenda for ENC mtg. on 17th January	Circulated
14/01/2005	I-2005-009-MHH	ODPM	Appointment of Qualified Persons for s36 FOI Act 2000	File
14/01/2005	I-2005-010-MHH	NN Joint Planning Unit	Notification of set-up & request for contact details	File
19/01/2005	I-2005-011-MHH	NACRE	Calor Village of the Year competition	File
20/01/2005	I-2005-012-MHH	ENC	Minutes of P&L committee mtg. on 12th January	Circulated
20/01/2005	I-2005-013-MHH	ENC	Representation on outside body report - Rockingham Forest HA	Circulated
20/01/2005	I-2005-014-MHH	BT	305th works response	WM File
21/01/2005	I-2005-015-MHH	ENC (Planning)	Application granted for 1 Kimbolton Rd, Chelveston	File
21/01/2005	I-2005-016-MHH	EN Housing	Change of name to Spire Homes on 24th Jan 2005	File
21/01/2005	I-2005-017-MHH	NCC ROW	Proposed ROW over the ex-airfield site	Actioned
22/01/2005	I-2005-018-MHH	PCC (Michael Smith)	PCC obtaining quote for repairs to War Memorial	File
29/01/2005	I-2005-019-MHH	Police	Request for monitoring of Home Beat deliveries	File
29/01/2005	I-2005-020-MHH	NACRE	Social Exclusion Conference on 24th Feb 2005	File
29/01/2005	I-2005-021-MHH	Atkins	Parish Highway Rep scheme - request for venues for 2005	To MLF
29/01/2005	I-2005-022-MHH	EMDA	EMDA News issue 21 Feb 2005	File
29/01/2005	I-2005-023-MHH	CAB	Annual report & request for donation	Actioned
31/01/2005	I-2005-024-MHH	ENC (Roger Bradshaw)	Grass cutting costs (est.) for 2005	File
01/02/2005	I-2005-025-MHH	NN Joint Planning Unit	Draft statement of community involvement	Actioned
01/02/2005	I-2005-026-MHH	NCC (Michael Bates)	Proposed modifications to the NCC waste local plan	File
02/02/2005	I-2005-027-MHH	ENC	Councillors' Information Circular Jan 2005	File
03/02/2005	I-2005-028-MHH	NWB	Bank Statements for January 2005	File
03/02/2005	I-2005-029-MHH	HFTC	Invite to Mayor's St George's day ball	File
07/02/2005	I-2005-030-MHH	ENC (Julie Hawes)	VH Community Premises Entertainment Licence renewal	Actioned
08/02/2005	I-2005-031-MHH	PPI Forum (S.Benfield)	Agenda for mtg. on 15th Feb 2005	File
09/02/2005	I-2005-032-MHH	ODPM	Two discussion documents on local neighbourhoods	Circulated
09/02/2005	I-2005-033-MHH	ENC (Planning)	Notice of Proposed Development at New Farm, Higham Ferrers	Actioned
09/02/2005	I-2005-034-MHH	T James Electrical	Quote for Street Lamp	Awaiting
10/02/2005	I-2005-035-MHH	DEFRA	HMG have introduced the Clean Neighbourhoods & Environment Bill	File

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2 0 0 5						
06/01/2005	O-2005-001-MHH	Parish Cllrs	Agenda 0501	Delivered		
08/01/2005	O-2005-002-MHH	Parish Cllrs	Minutes 0501	Delivered		
11/01/2005	O-2005-003-MHH	ENC (Rob Austin)	Precept request for 2005/6	Posted	0501.8	I-2004-281-MHH
11/01/2005	O-2005-004-MHH	Christian Marshall	Order for painting of Kimbolton Rd gateway	Posted	0501.9	I-2004-343-MHH
11/01/2005	O-2005-005-MHH	SLCC	Subscription for 2005	Posted	0501.6.1	I-2004-337-MHH
15/01/2005	O-2005-006-MHH	NCC (Jennifer Lewis)	ROW survey	Posted		I-2004-328-MHH
15/01/2005	O-2005-007-MHH	NN Joint Planning Unit	Contact details	Posted		I-2005-010-MHH
02/02/2005	O-2005-008-MHH	NWB	Chaser for O/2004/115/MHH	Posted		O-2004-115-MHH
08/02/2005	O-2005-009-MHH	Parish Cllrs	Agenda 0502	Delivered		
09/02/2005	O-2005-010-MHH	BT	Further chaser on 305th BG memorial	Posted		I-2005-014-MHH

**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
09/01/2005	Pre-minutes for Chair/Clerk	6				6			
09/01/2005	Wanadoo - ISP broadband								£17.99
11/01/2005	Minutes 0501 - 4 P.Cllrs & file	10			4	40			
11/01/2005	Minutes 0501 - D.Cllr	10	28		1				
11/01/2005	ENC - Precept request		28	1		1			
11/01/2005	C.Marshall - gateway painting order	1	28	1		1			
11/01/2005	SLCC - subscription 2005		28	1					
15/01/2005	NCC - ROW survey			1		6			
15/01/2005	Concessionary Travel poster					1			
15/01/2005	NN Joint Planning Unit - contact details					1			
31/01/2005	ENC - grass cutting request		28		1				
31/01/2005	ENC - ECDL module 1 exam							12	
02/02/2005	NWB - chaser letter	1	28	1		1			
09/02/2005	BT - Chaser letter	1	28	1		1			
09/02/2005	Agenda 0502 - 7 P.Cllrs & file	4		7		28			
09/02/2005	Agenda 0502 - 2 D.Cllrs	4	28	2		4			
11/02/2005	ENC - ECDL module 2 exam							12	
TOTALS		£1.48	£2.24	£0.45	£0.60	£3.60	£0.00	£12.12	£17.99

TOTAL VALUE = £38.48

