



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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- 6.1 Approve the minutes of meeting **0504** with no amendments.

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

## 7 The Annual Parish Assembly

- 7.1 Cllr Palfreeman went through the main points of the meeting and the requests of the parishioners – to invite the safety camera unit to the parish, request for pedestrian crossing or refuge on Higham Rd and a request for a litterbin by the Village Hall.

Cllr Dale noted that a “twin strip” traffic monitor had been installed on the Higham Rd and asked if the results could be obtained from it. The Council agreed to invite the safety camera team to the parish.

## 8 Planning Matters

- 8.1 Previous applications:

The Clerk advised that the ENC Planning committee had approved the plans for the training centre at the disused farm near Chelveston roundabout in Higham Ferrers. The detached garage and store at Top Farm House, Chelveston had been approved by officer delegation.

- 8.2 North Northamptonshire Joint Planning Unit update:

Cllr Palfreeman advised that the NN JPU had appointed consultant to prepare an informal consultation plan with the stakeholders. This was likely to be issued in early June with a six week response deadline, before preferred options were discussed in September/October. A briefing meeting would be held on Mon 13<sup>th</sup> June at Kettering. It would be beneficial if a representative of this Council attended.

Cllrs Dale & Foulger expressed an interest, so the meeting agreed to send Cllr Dale and/or Cllr Foulger to be a representative to the meeting.

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

## 9 Financial Transactions

- 9.1 The following invoices were due for payment – Allianz-Cornhill (Insurance renewal). The meeting resolved to approve this payment and authorised the appropriate cheque to be signed.

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

- 9.2 The Alzheimer’s Society had recently set up a branch in Northants and had request a donation. Cllr Dale asked when the Council usually makes donations (March). It was agreed this application was not appropriate.

- 9.3 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 Dale  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

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- 9.4 The bank statements for the month of April have been received & reconciled. The final interest has been received, along with 50% of the Precept. Total interest for the last FY was £185.61.

<b>The opening balance for the meeting was</b>	<b>£5,310.92</b>
<b>Receipts since the last meeting</b>	
2004.56    NWB                      Interest (Jan-Mar 2005)	£44.40
2005.01    ENC                      Precept (50%)	£2,500.00
<b>Sub-total</b>	<b>£7,855.32</b>
<b>Payments to be made this meeting</b>	
<b>Number    Payee                      Item</b>	<b>Cheque            Amount</b>
2005.06    Allianz-Cornhill            Insurance renewal 2005/6	000549            £303.24
2005.07    M.H.Hunter                    Expenses to 0505	000550            £50.43
<b>Total Expenditure this meeting</b>	<b>£353.67</b>
<b>Closing Balance for this meeting</b>	<b>£7,501.65</b>

- 9.5 The Clerk advised that the S137 allowance had risen from £5:00 to £5:30 per elector as of 1<sup>st</sup> April 2005.
- 9.6 The Clerk advised he would contact the Internal Auditor to confirm he was willing to undertake the audit for the year ending 31<sup>st</sup> March 2005.

## 10 Updates on Projects List

### 10.1 Traffic Calming Measures

The Clerk advised that NCC/Atkins had completed the work they were going to do under last year's funding. Mr Marshall was still waiting for 3 clear days to paint the Kimbolton Rd gateway.

Cllr Wooding highlighted the speeding problems on the Caldecott Rd and through Caldecott. Cllr Palfreeman suggested the police be notified of the list of accidents on the Caldecott Rd over the last 3 years. Cllr Wooding asked about the VMS (Variable Message Signs), as one had recently appeared in Stanwick. Cllr Izzard felt they were very effective.

Cllr Dale suggested investigating the provision of a refuge on the crossing by the Caldecott Rd jct on Higham Rd.

### 10.2 Highways Issues

As requested by residents via Cllr Dale, the Clerk confirmed that new street signs for Hillside with the "No-Through Road" pictogram had been ordered by ENC, though there would be several weeks delay.

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The Clerk advised that re-organisation of NCC Highways meant there was currently no-one in charge of this area. Until the new staff were in place it was unlikely the Council could proceed with anything other than maintenance work.

The Clerk advised the grass cutting contract had been extended to cover the additional 30 mph zones and the contractors had started cutting these areas.

The Clerk reported the *Street Doctor* system appeared to be working –

189482 – fallen tree on the C59 near Newton Bromswold – dealt with same day.

190752 – Three weight limit signs not illuminated – dealt with within 3 days.

### 10.3 305<sup>th</sup> BG Memorial

The Clerk had attended a site meeting with BT on 13<sup>th</sup> April and consent for the memorial had finally been received. The next stage was agreement with the adjacent landowners, whom Cllr Dale had spoken to. The Clerk requested the Council authorise the production of drawings, suitable for planning approval, following location agreement with the neighbours.

Cllr Dale undertook to check on local architects.

The meeting agreed to the funding of the drawings, to a limit of £400, following agreement with the adjacent landowners on location.

**Proposed by:** Cllr Izzard

**Seconded by:** Cllr Meeson

**Decision:** Unanimous

### 10.4 Street Lighting

The Clerk advised that grant application to the ENC Community Safety Fund had been successful and two-thirds funding up to £1,300 would be provided. In view of the time elapse between the quote and the grant award, the Clerk had requested the Executive authorise the order for the street lamp from the winning tender (T.James Electrical) under Standing Order 15. This was agreed on 18<sup>th</sup> May 2005. The Council now needed to ratify the action of the Executive.

The meeting resolved to ratify the actions taken by the Executive in placing the order for the Street Lamp.

**Proposed by:** Cllr Stopps

**Seconded by:** Cllr Izzard

**Decision:** Unanimous

### 10.5 Ditches

Cllr Palfreeman had contacted the local farmers again to get the ditch cleared, but this hadn't had any result. Cllr Meeson suggested approaching Mr Peter Smith for a quote to clear the ditch.

### 10.6 E-Government

The Clerk advised for the 30 day period till 8<sup>th</sup> May, 8% of the hits came from the USA & 1% from the Netherlands. Interestingly, tracking one visitor from the DoD Network Information Centre at Fort Meade, Maryland, USA, they looking for a map of RAF Chelveston!

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The Clerk advised that following a visit to the County Records Office, more information had been added to the Church and Pub web-pages.

The Nominet renewal for the parish website (to 19<sup>th</sup> Jan 2007) has been received.

### 11 ROW update – Chelveston Airfield

Cllr Palfreeman advised the NCC ROW & the MOD had run into some problems with the access agreements over the old rights of way, but this was still hoped to be sorted before the sale of the land went through. On the Northants side, the local farmer had agreed to the re-opening of two footpaths and a bridleway to connect Chelveston & Caldecott to the Airfield, with a diversion at the southern end to allow for housing that had been built since the closure. The formal order to re-open the paths had not yet been prepared and signage would have to be installed by ROW.

Cllr Dale noted that farmers Ray Knight and Stuart Carr were both doing excellent jobs in keeping the footpaths through their crops clear and suggest the Council write to thank them. This was agreed.

### 12 Clerk's Continuing Professional Development.

Cllr Palfreeman advised that information relating to this item had been issued with the agenda. Cllr Foulger asked about the ECDL course content.

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

<b>Proposed by:</b>	<b>Cllr Stopps</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Wooding</b>		

### 13 Visits, Training & Courses.

The Clerk advised of the following –

Tues 10<sup>th</sup> May – KGH PPI Forum public mtg @ 19:30 at Corn Market Hall, Kettering.

Weds 11<sup>th</sup> May – ENC annual mtg @ 19:30 at ENC.

Thurs 26<sup>th</sup> May – ENC "Ethics Day" training session @ 10:00 at ENC.

Mon 13<sup>th</sup> June – NN JPU briefing @ 19:00 at Wickstead Park, Kettering.

Thurs 13<sup>th</sup> Oct – NALC AGM @ 19:15 at South Northants DC, Daventry.

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

- 14.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item. Cllr Foulger asked about the correspondence with the police & their involvement with the Council. The Clerk advised this was from the Sector Chief Inspector enquiring if the Council was happy with the level of police participation at Council meetings or if could it be reduced. The Clerk had replied that there had not been any police participation for years, but they would be welcome at the APA (or any other meeting).

<b>Proposed by:</b>	<b>Cllr Messon</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Wooding</b>		

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### 15 Councillor's Reports

The Clerk advised NCC ROW intended to widen the MM8 footpath bridge at the Raunds Rd end to allow machinery access to maintain the path. This field was owned by the Sawyers charity.

The Clerk advised that ENC had put up the flytipping surveillance signs up on the airfield road. Cllr Wooding stated that the flytipping would continue whilst nothing was done about the cause of the problem, namely the restrictions on the NCC waste centre in Rushden. It was agreed to write to Cllr Lawson and suggest the new administration reviewed the policy on the waste centres.

Cllr Foulger reiterated his concerns that the quarterly local community safety meetings had reduced to just 6 meetings in the whole district (change was approx. one year ago).

### Date of Next Meeting:

Optional Meeting of the Council on 13<sup>th</sup> June 2005 at 7:30 p.m. in the Chelveston Village Hall.

Ordinary Meeting of the Council on 11<sup>th</sup> July 2005 at 7:30 p.m. in the Chelveston Village Hall.

The Meeting closed at 8:30 p.m.

**Issued on 10<sup>th</sup> May 2005.**

**Pages 989 – 998 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
<b>2005</b>				
10/01/2005	I-2005-004-MHH	C&CD	Clerks & Councils Direct Jan 2005 Issue 37	Circulated
12/01/2005	I-2005-008-MHH	ENC	Agenda for ENC mtg. on 17th January	Circulated
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
14/03/2005	I-2005-070-MHH	Northants Rural Transport	Rural Rides Vol 1 Issue 2 (February 2005)	File
15/03/2005	I-2005-071-MHH	Police	Police involvement with Parish Council mtgs	Actioned
16/03/2005	I-2005-072-MHH	CAB	Thank you letter	File
16/03/2005	I-2005-073-MHH	ABB	Invoice for St Lighting Maintenance (Jan - Mar 05)	Actioned
16/03/2005	I-2005-074-MHH	CPRE	MKSM sub regional strategy note	File
17/03/2005	I-2005-075-MHH	ENVA	Looking for volunteers to seek out pensioners	File
22/03/2005	I-2005-076-MHH	ENC (Planning)	Planning application for double garage & store at Top Farm, Chelveston	Actioned
22/03/2005	I-2005-077-MHH	ENC (Roger Bradshaw)	Grass cutting extension for new 30 mph zones	Actioned
24/03/2005	I-2005-078-MHH	ENC (Stephen Baker)	County Council Election - Posters for Notice of Election	Actioned
24/03/2005	I-2005-079-MHH	Police	Response to Police involvement letter O-2005-033-MHH	File
24/03/2005	I-2005-080-MHH	NCC (Mark Chant)	Preparing Statement of Community Involvement	File
24/03/2005	I-2005-081-MHH	NCC (Sue Flack)	Street Doctor service	File
26/03/2005	I-2005-082-MHH	Atkins	Highway Service Information 2005	File
26/03/2005	I-2005-083-MHH	ENC	Councillors' Information Circular March 2005	File
26/03/2005	I-2005-084-MHH	ENC (Barbara Ding)	Ethical Framework - Ethics day @ ENC on 26/05/05	File
26/03/2005	I-2005-085-MHH	DEFRA	Quality Parishes & Parish Planning	File
31/03/2005	I-2005-086-MHH	Powergen	Invoice for St Lighting (Jan - Mar 05)	Actioned
02/04/2005	I-2005-087-MHH	NWB	Bank Statements for March 2005	File
06/04/2005	I-2005-088-MHH	ABB	Invoice reminder	File
06/04/2005	I-2005-089-MHH	ENC (Stephen Otterwell)	Pre-consultation draft on Developer Contributions in EN	File
08/04/2005	I-2005-090-MHH	ENC (Stephen Baker)	County Council Election - Posters for Statement of Persons Nominated	Actioned
08/04/2005	I-2005-091-MHH	Allianz-Cornhill	Insurance renewal forms	Actioned
09/04/2005	I-2005-092-MHH	BT	Request for site meeting	WM file
09/04/2005	I-2005-093-MHH	WBC (C.Haybryne)	General Election - Posters for Notice of Election	Actioned
11/04/2005	I-2005-094-MHH	Colemans	Receipt for Newsletter printing	Actioned
13/05/2005	I-2005-095-MHH	ENC (Stephen Baker)	County Council Election - Posters for Notice of Agents	Actioned
14/04/2005	I-2005-096-MHH	NCC	Temporary closure of footpath MM1	File
16/04/2005	I-2005-097-MHH	ENC	Reports of Committees (April 2005)	File
18/04/2005	I-2005-098-MHH	Atkins	Parish Highway Rep scheme - Newsletter April 2005	To MLF
18/04/2005	I-2005-099-MHH	BT	No objection to war memorial	WM File
18/04/2005	I-2005-100-MHH	NACRE	Village survey 2005	Actioned
19/04/2005	I-2005-101-MHH	HLB AV Audit	Local Council Briefing - Spring 2005	File
21/04/2005	I-2005-102-MHH	ENC (Stephen Baker)	County Council Election - Posters for Notice of Poll	Actioned
21/04/2005	I-2005-103-MHH	Alzheimer's Society	Request for funding & information	File
21/04/2005	I-2005-104-MHH	ENC (Robert Austin)	Precept BACS payment advice	File
21/04/2005	I-2005-105-MHH	ENC	Agenda for ENC mtg on 25th April 2005	File
21/04/2005	I-2005-106-MHH	ENC	Minutes of ENC Planning mtg held on 13th April 2005	File
22/04/2005	I-2005-107-MHH	WBC (M.Richardson)	General Election - Posters for Notice of Poll	Actioned
22/04/2005	I-2005-108-MHH	ENC (Louise Cahill)	Award of Community Safety Fund grant	File
22/04/2005	I-2005-109-MHH	Connexions	Newsletter March 2005	File
27/04/2005	I-2005-110-MHH	ENC	Invite to 33rd Annual Meeting of ENC	File
28/04/2005	I-2005-111-MHH	NCC ROW	Map of proposed new footpaths from the airfiled	File
04/05/2005	I-2005-112-MHH	C&CD	Clerks & Councils Direct May 2005 Issue 39	Circulated
04/05/2005	I-2005-113-MHH	ENC (Keith Osborne)	Agenda of meeting on 9th May 2005	Circulated
06/05/2005	I-2005-114-MHH	PPI forum for KGH	Notice of Public Meeting on 10th May 2005	Actioned
06/05/2005	I-2005-115-MHH	NACRE	Thank you letter	File
06/05/2005	I-2005-116-MHH	ENC (Barbara Ding)	Arrangements for Ethics Day on 26th May 2005 @ ENC	File
06/05/2005	I-2005-117-MHH	Home Office	Burial Authority questionnaire	File
07/05/2005	I-2005-118-MHH	NN Joint Planning Unit	Notice of mtg on 13th June at Kettering	Actioned
07/05/2005	I-2005-119-MHH	ENC (Planning)	Planning granted for double garage & store at Top Farm, Chelveston	File
07/05/2005	I-2005-120-MHH	NWB	Bank Statements for April 2005	File
07/05/2005	I-2005-121-MHH	ENC (Diane Hall)	Premises Licence for Star & Garter	Actioned
09/05/2005	I-2005-122-MHH	Nominet.UK	Confirmation of domain name registration renewal	File
09/05/2005	I-2005-123-MHH	NALC	Update issue 1 April - May 2005	Circulated

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.
<b>2005</b>						
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
11/02/2005	O-2005-011-MHH	Parish Cllrs	Minutes 0502	Delivered		
14/02/2005	O-2005-012-MHH	ENC (Planning)	Response to Goldcrest planning application	Posted	0502.5.1	I-2005-006-MHH
15/02/2005	O-2005-013-MHH	NALC	CTP CiCLA training course application	Posted	0502.11	
15/02/2005	O-2005-014-MHH	ENC (Louise Cahill)	Application for Community Fund grant for St Light	Posted	0502.7.2	I-2004-319-MHH
16/02/2005	O-2005-015-MHH	NCC (Steven Hollowell)	Response to Airfired ROW consultation	Posted	0502.8	I-2005-017-MHH
16/02/2005	O-2005-016-MHH	ENC (Julie Hawes)	Response to VH Entertainment License request	Posted	0502.9	I-2005-030-MHH
16/02/2005	O-2005-017-MHH	ENC (Planning)	Response to New Farm College, Higham application	Posted	0502.5.1	I-2005-033-MHH
16/02/2005	O-2005-018-MHH	CAB	Response to grant application	Posted	0502.6.1	I-2005-023-MHH
16/02/2005	O-2005-019-MHH	NN Joint Planning Unit	Response to statement of community involvement	Posted	0502.10	I-2005-025-MHH
17/02/2005	O-2005-020-MHH	NTS	Clerk's Bursary application	Posted	0502.11	
20/02/2005	O-2005-021-MHH	NCC (Sharon Fryer)	EN Area committee distribution list update response	Posted		I-2005-038-MHH
20/02/2005	O-2005-022-MHH	Central Networks	Unmetered Supplies Certificate information response	Posted		I-2005-039-MHH
08/03/2005	O-2005-023-MHH	Parish Cllrs	Agenda 0503	Delivered		
14/03/2005	O-2005-024-MHH	Parish Cllrs	Clerk's contract of employment	Delivered	0503.13	
14/03/2005	O-2005-025-MHH	Parish Cllrs	Minutes 0503	Posted		
15/03/2005	O-2005-026-MHH	ENC	Payment of invoice for litter bins	Posted	0503.6.1	I-2005-045-MHH
15/03/2005	O-2005-027-MHH	ENC	Payment of invoice for grass cutting	Posted	0503.6.1	I-2005-055-MHH
15/03/2005	O-2005-028-MHH	Powergen	Payment of invoice for St Lighting power	Posted	0503.6.1	I-2005-069-MHH
15/03/2005	O-2005-029-MHH	NALC	Subscription for 2005	Posted	0503.6.1	I-2005-053-MHH
15/03/2005	O-2005-030-MHH	NALH	Subscription for 2005	Posted	0503.6.1	I-2005-059-MHH
15/03/2005	O-2005-031-MHH	NACRE	Subscription for 2005	Posted	0503.6.1	I-2005-064-MHH
16/03/2005	O-2005-032-MHH	Parish	Spring Newsletter	Delivered	0503.8	
18/03/2005	O-2005-033-MHH	Police (Debbie Farrow)	Police involvement with Parish Council mtgs	Posted		I-2005-071-MHH
22/03/2005	O-2005-034-MHH	ENC (Roger Bradshaw)	Grass cutting extension for new 30 mph zones	Posted		I-2005-077-MHH
23/03/2005	O-2005-035-MHH	Northants SCP	Speaker for APA	Posted	0503.8	
04/04/2005	O-2005-036-MHH	Parish Cllrs	Agenda 0504	Delivered		
04/04/2005	O-2005-037-MHH	Parish Cllrs	Agenda APA 05	Delivered		
08/04/2005	O-2005-038-MHH	Parish Cllrs	Minutes 0504	Delivered		
09/04/2005	O-2005-039-MHH	C.Clr Candidates	Invite to APA	Posted		
11/04/2005	O-2005-040-MHH	ENC (Planning)	Response to Top Farm House planning application	Posted	0504.5.1	I-2005-076-MHH
12/04/2005	O-2005-041-MHH	ABB	Payment of invoice	Posted	0504.6.1	I-2005-073-MHH
14/04/2005	O-2005-042-MHH	Parish Cllrs	Minutes APA 05	Delivered		
18/04/2005	O-2005-043-MHH	T James Electrical	Order for Street Lamp	Posted	Executive	I-2005-034-MHH
19/04/2005	O-2005-044-MHH	NACRE	Village survey	Posted		I-2005-100-MHH
03/05/2005	O-2005-045-MHH	Parish Cllrs	Agenda 0505	Delivered		
09/05/2005	O-2005-046-MHH	Parish Cllrs	Minutes 0505	Delivered		
10/05/2005	O-2005-047-MHH	Cllr D.Lawson	NCC policy on waste sites - request for review	Posted	0505.15	



**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
06/04/2005	Wanadoo - ISP broadband								£17.99
08/04/2005	Pre-minutes for Chair/Clerk	2				2			
09/04/2005	Inivite letters to NCC candidates to APA	1	90	3		3			
11/04/2005	ENC Planning - response to application		30	1					
12/04/2005	ABB - Payment of invoice		30	1					
13/04/2005	CiLCA course part 1 @ NALC, N'ton							46	
18/04/2005	Pre-minutes for Chair/Clerk	2				2			
18/04/2005	Draft accounts for APA	1				40			
18/04/2005	T James - Order for St Lamp	1	30	1		1			
19/04/2005	NACRE survey					7			
20/04/2005	Minutes 0504 - 4 P.Cllrs & file	4				16			
20/04/2005	Minutes 0504 - D.Cllr	4							
20/04/2005	Minutes APA05 - 4 P.Cllrs & file	2			4	8			
20/04/2005	Minutes APA05 - D.Cllr	2	30		1				
03/05/2005	Agenda 0505 - 7 P.Cllrs & file	5		7		35			
03/05/2005	Agenda 0505 - 2 D.Cllrs	1	56	2		1			
<b>TOTALS</b>		<b>£1.00</b>	<b>£2.66</b>	<b>£0.45</b>	<b>£0.50</b>	<b>£4.60</b>	<b>£0.00</b>	<b>£23.23</b>	<b>£17.99</b>

**TOTAL VALUE = £50.43**