



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 6 Financial Transactions

- 6.1 The following invoice was due for payment – M.L.Foulger (claim for poppy wreath for the Remembrance Service). The meeting resolved to approve this payment & authorised the appropriate cheque to be signed.

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

- 6.2 A grant request for the Star & Garter for fireworks for the village bonfire night had been received (previous year grant £150).

The meeting resolved to approve this grant & authorised the appropriate cheque to be signed.

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

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

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

- 6.4 The bank statements for the months of September & October had been received & reconciled

- 6.5 The Clerk advised he had requested the VAT refund from HMC&R.

<b>The opening balance for the meeting was</b>	<b>£4,803.24</b>
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**Receipts since the last meeting**

2005.30 ENC – Community Safety Fund grant for St Light	£1,300.00
2005.31 ENC – Precept (50%)	£2,500.00
2005.32 NWB – Interest (July – Sept 05)	£45.61
2005.33 HMC&R – VAT refund	£1,142.54
2005.34 USAF – memorial donation	£9.57

<b>Total Receipts this meeting</b>	<b>£4,997.72</b>
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**Payments to be made this meeting**

Number	Payee	Item	Cheque	Amount
2005.35	M.L.Foulger	Poppy wreath	000569	£16.50
2005.36	Star & Garter	Grant for fireworks	000570	£150.00
2005.37	M.H.Hunter	Expenses to 0510	000571	£46.17

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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<b>Total Expenditure this meeting</b>	<b>£212.67</b>
<b>Closing Balance for this meeting</b>	<b>£9,588.29</b>

### 7 Updates on Projects List

#### 7.1 Highways Issues

The Clerk advised the dead lamp on the weight limit sign near *Cornerhouse cottages* had been reported to Street Doctor (215307).

The Clerk advised he had requested the s136 grant for the grass cutting from NCC, with a request for the additional cutting following the extension of the 30 limits to be taken into account.

Cllr Wooding confirmed the *Spire Homes* sign had at last been removed from the Chelveston Roundabout on the A6 by-pass.

#### 7.2 305<sup>th</sup> BG Memorial *Cllr Dale arrived*

Cllr Dale advised that he had not yet finished the revised plans, though he had provided sketches to Bill Donald to take to the recent 305<sup>th</sup> BGMA reunion in Washington. Indications are that the 305<sup>th</sup> BGMA will release a further \$4,000, subject to details of the memorial costs.

Cllr Dale explained his proposed benefactor scheme – Foundation benefactor (£1,000+ donation), Plaque benefactor (£500+ donation) and Block benefactor (£100+ donation). Although his initial target date was 30<sup>th</sup> May 2006, this may have to slip back to 11<sup>th</sup> November.

Mrs Abi Barnett has applied to NCC for a stopping up order for the land at the edge of that needed for the memorial.

The Clerk advised that funds to date totalled £5,602, the latest donations being from a Mrs Heinrich (via the web) in memory of her mother's cousin (Lt Charles Maynard, navigator, 365<sup>th</sup> BS) and ENC Heritage fund (though for this the memorial has to be completed by 31<sup>st</sup> March 2006).

The Clerk requested permission to apply for a heritage grant from the National Lottery's "Awards for All" scheme. The meeting authorised this request.

The Clerk brought along a copy of Bill Donald's new book on the 305<sup>th</sup> BG, called "*John Burn One Zero Five*" (named after the tower & airfield call signs).

#### 7.3 Street Lighting

The Clerk advised that Lamp 32 (nr. *Ashbury*) had finally been repaired. Lamps 35 (adj. Middle Farm Villa) & 37 (jct. of Foot/Water Lane) had been reported to ABB.

In response to a query from the Clerk as to why no invoice had been received, Powergen had replied that faults with their computer system meant they were still unable to bill us at present.

#### 7.4 Ditches

The Clerk advised he had been contacted by a resident of Duchy Close, in connection with ditch on B663 (Raunds Rd) that was overflowing and flooding her stables. She had been

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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advised that this Council had agreed to fund repairs to a blocked pipe. The Clerk had investigated and before formally responding, required a policy decision from the Council.

The Clerk was aware of no correspondence between this Council and any other agency to agree to fund the work. NCC had could find no reports of the flooding, nor could ROW (since footpath MM8 was involved). The Street Doctor service had a report (214233) of "two blocked drains overflowing" on 19<sup>th</sup> October and this had been attended to on Monday 31<sup>st</sup> October. They had no other reports for September or October. Atkins, Anglia Water & the Environment Agency are known to have attended at different times.

Cllr Izzard advised that 4 tanker loads had been removed from the inspection covers adjacent to the field entrance. He stated that the tenant farmer of the charity field was not clearing his ditches, which may be contributing to the blockage. Cllr Dale speculated that the pumped sewer pipeline that runs up the Raunds Rd was the cause.

The Clerk reminded the meeting that the Council has powers under *Public Health Act 1936 s260* to deal with offensive ditches. The Clerk required a policy decision as to when the Council should consider using these powers.

The meeting agreed the policy would be that "the Council will only use it's powers under *Public Health Act 1936 s260* to deal with offensive ditches when it is satisfied that all other involved agencies (including the riparian landowners) are either not liable to act, or in the case of the riparian landowners, unable to act due to hardship".

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

Cllr Foulger pointed out that Atkins still had not made contact regarding the quote for the ditch in Caldecott

### 7.5 E-Government

The Clerk advised for the 30 day period till 11<sup>th</sup> September, 21% of the hits came from the USA and 6% form other countries (India, Canada, Spain & Sweden).

The Clerk advised the free link from the *Local Channel* ISP had been set up.

The Clerk advised that he had now completed the second part of the ODPM funded ECDL Course (5 modules) and gained his certificate from the British Computer Society.

The Clerk explained he would be running in the 2006 London Marathon (for the RNLI) and requested permission to add a link to his sponsorship web page.

## 8 Budget for the year ending 31<sup>st</sup> March 2006.

Cllr Palfreeman advised the Clerk had sent out information with the agenda and invited him to explain the proposals.

The Clerk explained that it is proposed to raise the Precept (to £5,500) for the first time in 4 years. Grant income from NCC Highways (grass cutting) is set at £500.

Running costs regularly exceed £5,000/yr due to inflation and increased services (i.e. more grass cutting, extra lighting, CCP rural activity scheme). Previous years have been covered by the reserves, but in July the Council agreed to commit the reserves to the 305<sup>th</sup> BG memorial.

After debate, the Council decided to defer a decision on the budget until the January Precept meeting, as the future progress of the memorial would be clearer then. The Clerk was asked to compile two budgets to cover building in either 2005/6 or 2006/7.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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The Clerk was instructed to apply for permission for a loan for up to £6,000.

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

### 9 Melchbourne & Yelden PC – Environmental issues relating to the World Rubber Tyre co. plant.

Cllr Palfreeman advised that the Clerk of Melchborne & Yelden Parish Council (M&Y PC) had been in contact (having discovered our web-site), with a view to a) improving communications between the two parishes (there being no common forum as they are in different Counties) and b) to ask for this Council's support in approaching ENC with regard to the recent fire and to enquire what steps have been taken to prevent of a further reoccurrence.

Cllr Palfreeman reminded the meeting that the prevailing wind direction meant that Melchbourne & Yelden suffered fallout more than this parish during the fire.

Cllr Wooding felt there were environmental health (EH) issues, since if the fire had happened at night in summer and the wind had been different, the residents would have been woken to find themselves in dense smoke. There had been no information from either EH or the Fire Brigade during or after the fire regarding any hazards.

The meeting agreed to support M&Y PC and contact the ENC Environmental Health officer.

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

### 10 Rights of Way report.

The Clerk (as PPW) advised that work on the routes was almost complete, with some of the finger posts now in place. The routes were still formally closed at this time. BCC ROW had put up a new noticeboard at *the Chequers* list all the walks in Melchbourne and Yelden Parish. The Clerk had asked NCC ROW if the same could be done at *the Star & Garter*.

### 11 Visits, Training & Courses.

The Clerk advised of the following –

Tues 15<sup>th</sup> Nov – EN Area Committee @ 15:00 at Hensman Hall, H/F (Cllr Foulger)

Tues 15<sup>th</sup> Nov – Planning @ 19:00 at SNC, Towcester (£20 – Cllr Foulger)

Fri 18<sup>th</sup> Nov – NN Together summit @ Kettering

Tues 22<sup>nd</sup> Nov – NN JPU community workshop @ 18:00 at Diamond centre

Thurs 24<sup>th</sup> Nov – Alzheimer's Society AGM @ 19:00 at Saxon Hall, Raunds

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

12.1 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

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 13 Councillor's Reports

The Clerk advised that a thank you letter had been received for the donation to the Ellie Logue appeal fun day.

The Clerk advised that as part of the Home Office initiative on merging Police forces to achieve a minimum of 4,000+ staff, two options had been submitted for the East Midlands region – merge all 5 forces, or merge Derbyshire and Nottinghamshire and merge Northamptonshire, Leicestershire and Lincolnshire forces. The Home Office has responded requiring one option to be submitted by end November.

The Clerk advised that the Audit Commission was assessing NCC and all service users (including this Council) had been approached to provide on-line feedback. NCC was trying to move from a "Fair" to an "Excellent" rating.

The Clerk advised BT had declined the Council's request for maintenance costs of a K6 (red) kiosk, since the K6 housing does not meet the Ofcom requirements for disabled access, plus the conversion cost from the KX100 to K6 would be in the region of £4,000.

The Clerk updated the meeting on the DEFRA funded study into Parish clusters – SLCC estimate £7,500 is the minimum cost to run a statutory baseline parish rising to £20,000 for the added functions of a Quality parish. The study will look at clusters, group parishes and hub & spoke models currently practised in different parts of the country and recommend best practice to DEFRA & ODPM.

Cllr Izzard advised of rubbish dumped in Bidwell Lane.

Cllr Foulger reported on the NALC AGM. Peter Gould (NCC) was looking for invites to attend meetings.

Cllr Foulger reported on the ENC planning course, referring to issues being driven by the MKSM expansion and the reduction of planning permission validity from 5 to 3 years. Although ENC Planning was providing more on-line information, the local councils would still continue to receive paper copies of the applicant's plans.

Cllr Foulger advised that the Chairman had laid the wreath on behalf of the Council at the remembrance service and raised the issue of the war memorial repairs. He was advised to ask the PCC to send a copy of the invoice to the Clerk in time for the next meeting.

Cllr Foulger asked for an agenda item for the next meeting to consider the provision of signs for the village hall and the church.

### Date of Next Meeting:

Optional meeting of the Council on 12<sup>th</sup> December 2005 at 7:30 p.m. in the Chelveston Village Hall.

The Meeting closed at 8:45 p.m.

**Issued on 18<sup>th</sup> November 2005.**

**Pages 1038 – 1047 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>				
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
20/07/2005	I-2005-191-MHH	NCC (Roy Boulton)	NCC Structure Plan 1996-2016 Annual Monitoring Report	Circulated
23/07/2005	I-2005-197-MHH	NCC (Mark Chant)	Minerals & Waste Dev. Framework - statement of comm involvement	Circulated
11/08/2005	I-2005-224-MHH	NCC (Chris Wragg)	NCC Provisional Local Transport Plan 2006/7 - 2010/11	Circulated
12/08/2005	I-2005-226-MHH	NPA (Paul Reichelt)	Northants Police - Annual Report 2004/5	Circulated
24/08/2005	I-2005-239-MHH	Local Works	Summer 2005 newsletter	Circulated
01/09/2005	I-2005-243-MHH	NCC ROW	Draft ROW improvements plan	Circulated
06/09/2005	I-2005-245-MHH	EN Area Committee	Agenda for meeting on 13th September 2005	Circulated
07/09/2005	I-2005-248-MHH	ENC	Councillors Information Circular August 2005	Circulated
07/09/2005	I-2005-249-MHH	ENC (Keith Osborne)	Agenda for mtg. on 12th September 2005 (inc. Boundary Review)	Circulated
17/09/2005	I-2005-259-MHH	NALH	Hindsight magazine issue 9 (September 2005)	Circulated
17/09/2005	I-2005-260-MHH	ENC (Su Davies)	Community Funding Day on 14th October	Circulated
17/09/2005	I-2005-261-MHH	Rural Trans Partnership	Rural Rides issue 3 August 2005	Circulated
17/09/2005	I-2005-263-MHH	ENC (S.Otterwell)	Guidance on Developer Contributions	Circulated
25/09/2005	I-2005-264-MHH	NCC (Stephen Hollowell)	Response to query on Definitive map & availability	ROW File
26/09/2005	I-2005-265-MHH	ENC	Business Directory	Circulated
26/09/2005	I-2005-266-MHH	NN Joint Planning Unit	Feedback from issues & options consultation	Circulated
26/09/2005	I-2005-267-MHH	Central Networks	Name change	File
26/09/2005	I-2005-268-MHH	NALC	Update Issue 3 (Aug - Sept 2005), Village Viewpoint, AGM notice	Circulated
26/09/2005	I-2005-269-MHH	NCC (Stephen Hollowell)	PPW copy of Definitive map	PPW
27/09/2005	I-2005-270-MHH	BT (Rick Thompson)	Response to K6 kiosk request	File
27/09/2005	I-2005-271-MHH	ENC	Payment advice for second half of Precept (Sept 05)	File
28/09/2005	I-2005-272-MHH	EMDA	EMDA News Issue 23 (Sept 05) and Annual Report	Circulated
30/09/2005	I-2005-273-MHH	ENC (Andra Bowyer)	Design for the Future - Your Aspirations	Circulated
01/10/2005	I-2005-274-MHH	CCP	Sports Club Survey	Actioned
01/10/2005	I-205-275-MHH	ENC	Councillors Information Circular (September 2005)	Circulated
01/10/2005	I-2005-276-MHH	ENC (Planning)	Planning approval for Manor Farm Barn, Bidwell Lane, Caldecott	File
01/10/2005	I-2005-277-MHH	ENC (Planning)	Planning approval for 3 Britten Close, Chelveston	File
03/10/2005	I-2005-278-MHH	Ellie Logue	Thank you letter for funday event	File
04/10/2005	I-2005-279-MHH	ENC	Agenda for ENC mtg. on 10th October 2005	Circulated
05/10/2005	I-2005-280-MHH	PPI Forum	Invite & poster to coming PPI mtgs.	Actioned
06/10/2005	I-2005-281-MHH	ENC (Barbara Ding)	Renewal of Register of Member's Interests	Actioned
07/10/2005	I-2005-282-MHH	ENC (Planning)	Planning approval for 41 Water Lane, Chelveston	File
08/10/2005	I-2005-283-MHH	Rotaract, Rushden	Poster for new members night on 13th Oct	Actioned
08/10/2005	I-2005-284-MHH	OWEN	Invite to October mtg. of Older Wiser EN @ ENC on 20th Oct	Circulated
08/10/2005	I-2005-285-MHH	ENC (Julia Fraser)	Licensing Act 2003 - representations	File
08/10/2005	I-2005-286-MHH	Victim Support	Annual Report for 2003/4	Circulated
17/10/2005	I-2005-287-MHH	North Northants Together	Invite to Delivering Growth: North Northants Summit on 18th Nov	Circulated
19/10/2005	I-2005-288-MHH	NWB	Bank statements for September 2005	File
20/10/2005	I-2005-289-MHH	ENC (Pat Bird)	ECDL part II certificate	Clerk
20/10/2005	I-2005-290-MHH	NN Joint Planning Unit	Invite to community workshop on 22nd November @ Diamond Centre	Circulated
21/10/2005	I-2005-291-MHH	NCC (Peter Gould)	NCC CPA Audit	File
21/10/2005	I-2005-292-MHH	ENC (Lisa Meads)	Heritage grant award	File
21/10/2005	I-2005-293-MHH	Atkins	Winter salting leaflets	Circulated
22/10/2005	I-2005-294-MHH	BCC (R.Koller)	Consultation on draft Statement of Community Involvement	Awaiting
22/10/2005	I-2005-295-MHH	ENC (Mandy Dennis)	Consultation on draft Contaminated Land Strategy	Awaiting
25/10/2005	I-2005-296-MHH	Central Networks	Christmas lights & decorations offer	File
28/10/2005	I-2005-297-MHH	ENC	Councillors Information Circular - October 2005	Circulated
28/10/2005	I-2005-298-MHH	ENC	Reports of Committees - November 2005	Circulated
31/10/2005	I-2005-299-MHH	ENC	FOI information	File
01/11/2005	I-2005-300-MHH	ENC (Keith Osborne)	Agenda for ENC mtg on 7th November 2005	Circulated
01/11/2005	I-2005-301-MHH	HMC&E	VAT refund statement	File
03/11/2005	I-2005-302-MHH	NWB	Bank statements for October 2005	File
03/11/2005	I-2005-303-MHH	ENC (Keith Osborne)	Corrected agenda for ENC mtg on 7th November 2005	Circulated
03/11/2005	I-2005-304-MHH	British Computer Soc	ECDL certificate & log book	Clerk
04/11/2005	I-2005-305-MHH	C&CD	Clerks & Councils Direct Issue 42 October 2005	Circulated
04/11/2005	I-2005-306-MHH	ENC (Keith Osborne)	Additional papers for ENC meeting on 7th November	Circulated
04/11/2005	I-2005-307-MHH	NCC ( Mark Chant)	Consultation on revised Statement of Community Involvement	Circulated
04/11/2005	I-2005-308-MHH	Alzeimer's Society	Notice of AGM on 24th November	Circulated
05/11/2005	I-2005-309-MHH	NALC	Annual Report for 2004/5 from the AGM	Circulated
07/11/2005	I-2005-310-MHH	Powergen	E-mail to advise unable to invoice due to computer problems	File
08/11/2005	I-2005-311-MHH	EN Area Committee	Agenda for meeting on 15th November in Higham Ferrers	Circulated
11/11/2005	I-2005-312-MHH	M.L.Foulger	Receipt for poppy wreath for Remembrance Service	Actioned

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>						
07/09/2005	O-2005-087-MHH	Parish Cllrs	Agenda 0509	Delivered		
10/09/2005	O-2005-088-MHH	Parish Cllrs	Minutes 0509	Delivered		
10/09/2005	O-2005-089-MHH	T James Electrical	Payment of invoice	Posted	0508.6.1	I-2005-217-MHH
13/09/2005	O-2005-090-MHH	ENC (Planning)	Response to 41 Water Lane application	Posted	0509.5.3	I-2005-235-MHH
13/09/2005	O-2005-091-MHH	ENC (Planning)	Response to 3 Britten Close application	Posted	0509.5.2	I-2005-234-MHH
13/09/2005	O-2005-092-MHH	ENC (Planning)	Response to Manor Farm Barn application	Posted	0509.5.1	I-2005-231-MHH
13/09/2005	O-2005-093-MHH	ENC	Payment of invoice	Posted	0509.6.1	I-2005-244-MHH
13/09/2005	O-2005-094-MHH	ABB	Payment of invoice	Posted	0509.6.1	I-2005-246-MHH
13/09/2005	O-2005-095-MHH	BDO Stoy Hayward	Payment of invoice	Posted	0509.6.1	I-2005-242-MHH
15/09/2005	O-2005-096-MHH	The Local Channel	Web site link	Posted	0509.7.5	I-2005-237-MHH
17/09/2005	O-2005-097-MHH	NALC	Planning courses at ENC & SNC for Cllr Foulger	Posted	0509.6.1	
27/09/2005	O-2005-098-MHH	Keith Carr	Letter of support for DEFRA grant	Delivered		
16/10/2005	O-2005-099-MHH	HM Customs & Revenue	VAT refund claim	Posted		
20/10/2005	O-2005-100-MHH	Parish	Autumn Newsletter	Delivered		
10/11/2005	O-2005-101-MHH	Parish Cllrs	Agenda 0510	Delivered		



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

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A4 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 52.7p/mile	Other
07/09/2005	Wanadoo - ISP broadband								£17.99
10/09/2005	Pre-minutes for Chair/Clerk	6				6			
10/09/2005	Budget Control Sheets	1				7			
10/09/2005	T.James - payment of invoice	1	30	1		1			
12/09/2005	Financial Regulations	5							
15/09/2005	Minutes 0509 - 4 P.Cllrs & file	10			4	40			
13/09/2005	ENC Planning - Response to application		30	1					
13/09/2005	ENC Planning - Response to application		30	1					
13/09/2005	ENC Planning - Response to application		30	1					
13/09/2005	ENC - Payment of invoice		30	1					
13/09/2005	ABB - Payment of invoice		30	1					
13/09/2005	BDO Stoy Hayward - Payment of invoice		30	1					
15/09/2005	The Local Channel - web site link		30	1		1			
17/09/2005	NALC - Planning courses		30	1		2			
27/09/2005	Keith Carr - letter of support	1		1		1			
01/10/2005	Audit notification for noticeboards					8			
08/10/2005	Posters - Rotaract & PPI Forum					2			
08/10/2005	Wanadoo - ISP broadband								£17.99
16/10/2005	HMCR - VAT refund claim	1	30		1	2			
10/11/2005	Agenda 0510 - 7 P.Cllrs & file	4		7		28			
10/11/2005	Agenda 0510 - 2 D.Cllrs	2	60	2					
10/11/2005	Budget draft information	2				7			
<b>TOTALS</b>		£1.32	£3.60	£0.57	£0.50	£4.20	£0.00	£0.00	£35.98

**TOTAL VALUE = £46.17**