



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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them not to buy. Cllr Palfreeman suggested the Council write to ENC Planning to support this stance.

The meeting agreed to support the action and instructed the Clerk to inform ENC accordingly.

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

- 4.2 Cllr Palfreeman reminded the Council that it had delegated to the Executive to determine the Listed Building Consent for the barn conversion at Manor Farm, Caldecott (minute 0509.5.1). This had now arrived and had been approved by the Executive.

### 5 Financial Transactions

- 5.1 The following invoice was due for payment – Powergen (St. lighting power), ABB (St. lighting maintenance), Village Hall (hire for 2005), SLCC (fees for 2006) and Cllr Dale (claim for Autumn Newsletter printing expenses). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

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

- 5.2 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 Stopps                      **Decision:** Unanimous

- 5.3 The bank statements for the month of November had been received & reconciled.

- 5.4 The Clerk issued the third quarter budget control statements with the Council. Two line items were overspent and a third was nearly overspent. The Clerk requested the meeting reallocated funds to address this.

|                    |                            |         |
|--------------------|----------------------------|---------|
| General expenses   | £750 increased to £900     | (+£150) |
| Village Hall hire  | £120 increased to £240     | (+£120) |
| Donations & grants | £250 increased to £275     | (+£25)  |
| Audit fee          | £140 reduced to £120       | (-£20)  |
| Vat refund         | £1,000 increased to £1,143 | (+£143) |
| Reserves           | £3,205 reduced to £3,073   | (-£132) |

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

**Opening Balance for the meeting** £9,588.29

#### Receipts since last meeting

| Number                             | Sender | Description | Method | Amount      |
|------------------------------------|--------|-------------|--------|-------------|
| None                               |        |             |        | £Nil        |
| <b>Total Receipts this meeting</b> |        |             |        | <u>£Nil</u> |

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### Payments to be made this meeting

| Number                                | Payee                  | Description                      | Cheque | Amount         |
|---------------------------------------|------------------------|----------------------------------|--------|----------------|
| 2005.38                               | Powergen               | St Lt power (Jul – Sept 05)      | 000572 | £267.14        |
| 2005.39                               | Village Hall Committee | Hire fees for meetings for 2005  | 000573 | £120.00        |
| 2005.40                               | A.R.Dale               | Expenses for newsletter printing | 000574 | £12.72         |
| 2005.41                               | SLCC                   | Fees for 2006                    | 000575 | £30.00         |
| 2005.42                               | ABB                    | St Lt Maintenance (Oct – Dec 05) | 000576 | £128.12        |
| 2005.43                               | M.H.Hunter             | Expenses to 0511                 | 000577 | £54.56         |
| <b>Total Expenditure this meeting</b> |                        |                                  |        | <b>£612.54</b> |

|   |                  |
|---|------------------|
| <b>Closing Balance for this meeting</b> | <b>£8,975.75</b> |
|---|------------------|

## 6 Updates on Projects List

### 6.1 Highways Issues

The Clerk confirmed he had asked for information on signage for the village hall and the Church, as requested at the last meeting.

Atkins had advised a cheque for £532 (up from £481) for the grass cutting grant for 2005 should be with us shortly. The s136 agreement paperwork had arrived for the 2006 season and the Council was asked to decide if it wished to continue using the contractor service or revert back to NCC/Atkins (maintained at 4 cuts)?

Cllrs Dale & Wooding felt the contractor service was vastly superior and value for money.

The meeting agreed to stay with the contractor service and instructed the Clerk to notify NCC accordingly.

**Proposed by:** Cllr Dale

**Seconded by:** Cllr Wooding

**Decision:** Unanimous

### 6.2 305<sup>th</sup> BG Memorial

Cllr Dale advised that he had completed the revised plans, which the Clerk had submitted to ENC. Copies had been sent to the UK & US 305<sup>th</sup> BGMA. The suppliers had been asked to re-quote to the new design.

Cllr Dale would proceed with another newsletter, specifically on the memorial and the public appeal over Christmas.

The Clerk advised that funds to date totalled £5,652, the latest donation being from an ex-pilot from the 1960's who had flown KC-135 tankers with the 305<sup>th</sup> Bomb Wing.

### 6.3 Street Lighting

The Clerk advised that lamps 35 (adj. Middle Farm Villa) & 37 (jct. of Foot/Water Lane) had been repaired.

### 6.4 Ditches

In view of the continued failure of Atkins to respond, The Clerk asked that he be permitted to raise this with the relevant NCC Cabinet member. The meeting agreed.

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### 6.5 E-Government

The Clerk advised for the 30 day period till 11<sup>th</sup> December, 13% of the hits came from the USA and 2% from other countries (Australia).

## 7 North Northants Joint Planning Unit – Preferred Options for North Northamptonshire consultation.

Cllr Palfreeman advised results of the earlier *Options and Issues* consultation had now been issued as the *Preferred Options* consultation. The July responses from this Council mapped well with the preferred options. In response to fears of towns merging, “green barriers” were planned between the growth towns and nearby smaller towns e.g. Wellingborough/Rushden.

Cllr Palfreeman advised that the NN JPU & Catalyst Corby were considering amalgamation, forming an Urban Regeneration Company (URC), with planning control through the partner agencies. This would appear preferable to the alternative of formation of an Urban Development Corporation (UDC), which would be a statutory body and thus have planning control (as with west Northamptonshire).

## 8 Rights of Way report.

The Clerk (as PPW) advised that the new owner had applied for the new footpaths/bridleways to be diverted around the airfield. NCC ROW was co-ordinating discussions with bodies on both sides of the border.

Cllr Wooding felt strongly that the diversion should not go ahead without good reason. Cllr Palfreeman pointed out it had taken 60+ years to get the footpaths re-opened and they should not be diverted for purely commercial reasons.

## 9 Visits, Training & Courses.

The Clerk advised of the following –

None.

## 10 Approval of Chairman’s & Clerk’s Correspondence Logs

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

|                     |                     |                  |                  |
|---------------------|---------------------|------------------|------------------|
| <b>Proposed by:</b> | <b>Cllr Dale</b>    | <b>Decision:</b> | <b>Unanimous</b> |
| <b>Seconded by:</b> | <b>Cllr Wooding</b> |                  |                  |

## 11 Councillor’s Reports

The Clerk advised that he had not yet received an invoice from the PCC regarding the “Cross of Sorrow” repairs. Cllr Foulger believed an invoice for £190 would be delivered to the Council shortly.

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The Clerk advised he had confirmed the following dates with the Village Hall secretary for 2006, working on the second Monday of the month.

|                      |                            |                      |                       |
|----------------------|----------------------------|----------------------|-----------------------|
| 9 <sup>th</sup> Jan  | 10 <sup>th</sup> Apr (APA) | 10 <sup>th</sup> Jul | 9 <sup>th</sup> Oct   |
| 13 <sup>th</sup> Feb | 8 <sup>th</sup> May (AMPC) | 14 <sup>th</sup> Aug | 13 <sup>th</sup> Nov  |
| 13 <sup>th</sup> Mar | 12 <sup>th</sup> Jun       | 11 <sup>th</sup> Sep | 11 <sup>th</sup> Dec. |

The Clerk advised that Mr Dean, Clerk to Raunds TC, was retiring and the post was being advertised through ENC.

Cllr Foulger advised he had attended the Annual Forum of the Parish Highway Representatives. The main topic was the recent creation of the Community Engineers (NCC staff – ours is Andrew Leighton).

Cllr Wooding asked if it would be possible to obtain the results of the Safety Camera Partnership visit to the parish.

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

Ordinary meeting of the Council on 9<sup>th</sup> January 2006 at 7:30 p.m. in the Chelveston Village Hall, when the Precept will be set.

The Meeting closed at 8:00 p.m.

**Issued on 12<sup>th</sup> December 2005.**

**Pages 1048 – 1056 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 Outgoing Correspondence Log

| Date Sent   | Document Number | Recipients          | Description   | Action Required | Action Minute No. | Related Document No. |
|-------------|-----------------|---------------------|---|-----------------|-------------------|----------------------|
| <b>2005</b> |                 |                     |   |                 |                   |                      |
| 10/11/2005  | O-2005-101-MHH  | Parish Cllrs        | Agenda 0510   | Delivered       |                   |                      |
| 19/11/2005  | O-2005-102-MHH  | Parish Cllrs        | Minutes 0510  | Delivered       |                   |                      |
| 14/11/2005  | O-2005-103-MHH  | Atkins (Lara Ingot) | Request for S136 grant payment for 2005 grass cutting | Posted          |                   |                      |
| 12/11/2005  | O-2005-104-MHH  | Audit Commission    | On-line survey response for NCC CPA questionnaire     | Delivered       |                   |                      |
| 19/11/2005  | O-2005-105-MHH  | ENC (Barbara Ding)  | Register on Interest update                           | Posted          |                   | I-2005-281-MHH       |
| 21/11/2005  | O-2005-106-MHH  | NALC                | Application for public loan permission                | Posted          | 0510.7.3          |                      |
| 04/12/2005  | O-2005-107-MHH  | ENC (Planning)      | Planning application for 305th memorial               | Posted          |                   | I-2005-187-MHH       |
| 06/12/2005  | O-2005-108-MHH  | Parish Cllrs        | Agenda 0511   | Delivered       |                   |                      |
| 08/12/2005  | O-2005-109-MHH  | Parish Cllrs        | Minutes 0511  | Delivered       |                   |                      |
|             |                 |                     |   |                 |                   |                      |
|             |                 |                     |   |                 |                   |                      |
|             |                 |                     |   |                 |                   |                      |
|             |                 |                     |   |                 |                   |                      |
|             |                 |                     |   |                 |                   |                      |

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2005/2006

| Transact. Number   | Date       | Document Number | Payee/Sender          | Description                   | Chq.No. | S137 | Amount       | VAT              | Total           | Running Balance  | Category         | Authorising Minute | Signatories   | Power          |
|--------------------|------------|-----------------|-----------------------|-------------------------------|---------|------|--------------|------------------|-----------------|------------------|------------------|--------------------|---------------|----------------|
| 2005.21            | 08/08/2005 |                 | USAF & Mr & Mrs Baker | 305 BG memorial donation      | 100012  | C    | £131.00      | £0.00            | £131.00         | £6,915.46        | 305 Donations    |                    |               | LGA 1972 S139  |
| 2005.22            | 13/08/2005 |                 | USAF                  | 305 BG memorial donation      | 100013  | C    | £2.00        | £0.00            | £2.00           | £6,917.46        | 305 Donations    |                    |               | LGA 1972 S139  |
| 2005.23            | 12/09/2005 | I/2005/242/MHH  | BDO Stoy Hayward LLP  | External Audit fee            | 000562  | C    | -£120.00     | -£21.00          | -£141.00        | £6,776.46        | Gen. Admin       | 0509.6.1           | MLF, ARD, RAM | LGA 1972 S111  |
| 2005.24            | 12/09/2005 | I/2005/233/MHH  | Village Hall          | Hire for Rural Comm Programme | 000563  | C    | -£120.00     | £0.00            | -£120.00        | £6,656.46        | Hall             | 0509.6.1           | AJP, ARD, RAM | LGA 1972 S145  |
| 2005.25            | 12/09/2005 | I/2005/244/MHH  | ENC                   | Grass cutting (Apr - Jul 05)  | 000564  | C    | -£1,255.03   | -£219.63         | -£1,474.66      | £5,181.80        | Grass Cutting    | 0509.6.1           | MLF, ARD, RAM | HA 1980 S96    |
| 2005.26            | 12/09/2005 | O/2005/097/MHH  | NALC                  | Two planning courses for MLF  | 000565  | C    | -£40.00      | £0.00            | -£40.00         | £5,141.80        | Gen. Admin       | 0509.6.1           | MLF, ARD, RAM | LGA 1972 S111  |
| 2005.27            | 12/09/2005 | I/2005/238/MHH  | Mrs S.E.Stopps        | Grant to village Funday       | 000566  | C    | -£125.00     | £0.00            | -£125.00        | £5,016.80        | Misc. Expenses   | 0509.6.2           | MLF, ARD, RAM | LGA 1972 S145  |
| 2005.28            | 12/09/2005 | I/2005/246/MHH  | ABB                   | St Lt Maint (Jul - Sept 05)   | 000567  | ABB  | -£109.04     | -£19.08          | -£128.12        | £4,888.68        | St Lighting      | 0509.6.1           | MLF, ARD, RAM | PCA 1957 S3    |
| 2005.29            | 12/09/2005 | O/2005/088/MHH  | M.H.Hunter            | Expenses 0509                 | 000568  | C    | -£85.44      | £0.00            | -£85.44         | £4,803.24        | Gen. Admin       | 0509.6.3           | MLF, ARD, RAM | LGA 1972 S111  |
| 2005.30            | 13/09/2005 | I/2005/253/MHH  | ENC                   | Community Safety Fund         | BACS    | C    | £1,300.00    | £0.00            | £1,300.00       | £6,103.24        | Misc. Receipts   |                    |               | LGA 1972 S139  |
| 2005.31            | 27/09/2005 | I/2005/271/MHH  | ENC                   | PRECEPT (50%)                 | BACS    | C    | £2,500.00    | £0.00            | £2,500.00       | £8,603.24        | Precept          |                    |               | LGFA 1992 S41  |
| 2005.32            | 30/09/2005 | I/2005/288/MHH  | NWB                   | Interest (Jul - Sep 05)       | Bank    | C    | £45.61       | £0.00            | £45.61          | £8,648.85        | Interest         |                    |               |                |
| 2005.33            | 28/10/2005 | I/2005/301/MHH  | HMC&E                 | VAT refund                    | BACS    | C    | £1,142.54    | £0.00            | £1,142.54       | £9,791.39        | Vat              |                    |               | C&E notice 749 |
| 2005.34            | 10/11/2005 |                 | USAF                  | 305 BG memorial donation      | 100014  | C    | £9.57        | £0.00            | £9.57           | £9,800.96        | 305 Donations    |                    |               | LGA 1972 S139  |
| 2005.35            | 14/11/2005 | I/2005/312/MHH  | M.L.Foulger           | Poppy wreath                  | 000569  | C    | -£16.50      | £0.00            | -£16.50         | £9,784.46        | Misc. Expenses   | 0510.6.1           | MWW, SES, MJI | LGA 1972 S111  |
| 2005.36            | 14/11/2005 | I/2005/315/MHH  | Star & Garter         | Grant for village fireworks   | 000570  | C    | -£150.00     | £0.00            | -£150.00        | £9,634.46        | Misc. Expenses   | 0510.6.2           | MWW, SES, MJI | LGA 1972 S145  |
| 2005.37            | 14/11/2005 | O/2005/101/MHH  | M.H.Hunter            | Expenses 0510                 | 000571  | C    | -£46.17      | £0.00            | -£46.17         | £9,588.29        | Gen. Admin       | 0510.6.3           | MWW, SES, MJI | LGA 1972 S111  |
| 2005.38            | 12/12/2005 | I/2005/330/MHH  | Powergen              | St Lt Power (Jul - Sept 05)   | 000572  | C    | -£227.35     | -£39.79          | -£267.14        | £9,321.15        | St Lighting      | 0511.5.1           | MWW, SES, MJI | PCA 1957 S3    |
| 2005.39            | 12/12/2005 | I/2005/331/MHH  | Village Hall          | Hire for Council mtgs 2005    | 000573  | C    | -£120.00     | £0.00            | -£120.00        | £9,201.15        | Hall             | 0511.5.1           | MWW, SES, MJI | LGA 1972 S111  |
| 2005.40            | 12/12/2005 | I/2005/332/MHH  | A.R.Dale              | Expenses for newsletter       | 000574  | C    | -£12.72      | £0.00            | -£12.72         | £9,188.43        | Misc. Expenses   | 0511.5.1           | MWW, SES, MJI | LGA 1972 S142  |
| 2005.41            | 12/12/2005 | I/2005/333/MHH  | SLCC                  | Annual fees for 2006          | 000575  | C    | -£30.00      | £0.00            | -£30.00         | £9,158.43        | Misc. Expenses   | 0511.5.1           | MWW, SES, MJI | LGA 1972 S143  |
| 2005.42            | 12/12/2005 | I/2005/334/MHH  | ABB                   | St Lt Maint (Oct - Dec 05)    | 000576  | C    | -£109.04     | -£19.08          | -£128.12        | £9,030.31        | St Lighting      | 0511.5.1           | MWW, SES, MJI | PCA 1957 S3    |
| 2005.43            | 12/12/2005 | O/2005/109/MHH  | M.H.Hunter            | Expenses 0511                 | 000577  | C    | -£54.56      | £0.00            | -£54.56         | £8,975.75        | Gen. Admin       | 0511.5.2           | MWW, SES, MJI | LGA 1972 S111  |
| <b>Balance C/F</b> |            |                 |                       |                               |         |      | <b>£0.00</b> | <b>£3,813.98</b> | <b>-£779.85</b> | <b>£8,975.75</b> | <b>£8,975.75</b> |                    |               |                |

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- C&E Customs & Excise
- HA Highways Act
- LA Litter Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- PCA Parish Councils Act

Cheque 000554 not used

| Category                    | S137 | Amount            | VAT               | Total             |
|-----------------------------|------|-------------------|-------------------|-------------------|
| Brought Forward             |      | £5,941.62         | £0.00             | £5,941.62         |
| Precept                     |      | £5,000.00         | £0.00             | £5,000.00         |
| Bank Interest               |      | £84.80            | £0.00             | £84.80            |
| Misc. Receipts              |      | £1,300.00         | £0.00             | £1,300.00         |
| 305th BG memorial donations |      | £2,564.49         | £0.00             | £2,564.49         |
| VAT refund                  |      | £1,142.54         | £0.00             | £1,142.54         |
| <b>Income</b>               |      | <b>£16,033.45</b> | <b>£0.00</b>      | <b>£16,033.45</b> |
| Clerk's Salary              |      | £0.00             | £0.00             | £0.00             |
| Gen. Admin                  |      | -£916.28          | -£21.00           | -£937.28          |
| St Lighting                 |      | -£1,118.21        | -£195.69          | -£1,313.90        |
| St Lighting repairs         |      | £0.00             | £0.00             | £0.00             |
| St Lighting (new)           |      | -£1,950.00        | -£341.25          | -£2,291.25        |
| Grass Cutting               |      | -£1,255.03        | -£219.63          | -£1,474.66        |
| Traffic Calming             |      | £0.00             | £0.00             | £0.00             |
| Grounds Maintenance         |      | -£135.00          | £0.00             | -£135.00          |
| Village Hall                |      | -£240.00          | £0.00             | -£240.00          |
| 305th BG memorial costs     |      | -£302.50          | £0.00             | -£302.50          |
| Misc. Expenses              |      | -£360.83          | -£2.28            | -£363.11          |
| S137                        |      | £0.00             | £0.00             | £0.00             |
| <b>Expenditure</b>          |      | <b>£0.00</b>      | <b>-£6,277.85</b> | <b>-£7,057.70</b> |
| <b>Income + Expenditure</b> |      | <b>£0.00</b>      | <b>£9,755.60</b>  | <b>£8,975.75</b>  |

| Audit tables      |           |
|-------------------|-----------|
| Brought Forward   | £5,941.62 |
| Precept           | £5,000.00 |
| Other income      | £5,091.83 |
| Wages             | £0.00     |
| Loan interest     | £0.00     |
| Other Expenditure | £7,057.70 |
| Balance           | £8,975.75 |
| Bank books        | #         |
| Assets            | £0.00     |
| Borrowing         | £0.00     |

# = check bank statements to reconcile with balance

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

S&P= Supply + Print

| Date          | Item                                     | A4<br>S & P<br>@ 4p | Post<br>pence | DL Env<br>@ 3p | A4<br>Env<br>@ 10p | Copy<br>@ 4p | Phone<br>Calls | Mileage<br>@<br>52.7p/mile | Other  |
|---------------|--|---------------------|---------------|----------------|--------------------|--------------|----------------|----------------------------|--------|
| 07/11/2005    | Wanadoo - ISP broadband                  |                     |               |                |                    |              |                |                            | £17.99 |
| 12/11/2005    | Ring binders (2)                         |                     |               |                |                    |              |                |                            | £3.98  |
| 12/11/2005    | Pre-minutes for Chair/Clerk              | 6                   |               |                |                    | 6            |                |                            |        |
| 13/11/2005    | Register of Interest updates - file copy |                     |               |                |                    | 4            |                |                            |        |
| 14/11/2005    | Atkins - Grass cutting grant request     | 1                   | 30            | 1              |                    | 1            |                |                            |        |
| 16/11/2005    | CiLCA course part 7 @ NALC, N'ton        |                     |               |                |                    |              |                | 46                         |        |
| 19/11/2005    | Minutes 0510 - 4 P.Cllrs & file          | 10                  |               |                | 4                  | 40           |                |                            |        |
| 19/11/2005    | ENC - Register of Interest updates       | 1                   | 30            |                | 1                  | 1            |                |                            |        |
| 24/11/2005    | NALC - Application for loan approval     | 4                   | 30            | 1              |                    | 4            |                |                            |        |
| 04/12/2005    | ENC Planning - memorial application      | 11                  |               |                | 1                  | 25           |                |                            |        |
| 06/12/2005    | Agenda 0511 - 7 P.Cllrs & file           | 4                   |               | 7              |                    | 28           |                |                            |        |
| 06/12/2005    | Agenda 0511 - 2 D.Cllrs                  | 1                   | 60            | 2              |                    | 1            |                |                            |        |
| <b>TOTALS</b> |  | £1.52               | £1.50         | £0.33          | £0.60              | £4.40        | £0.00          | £24.24                     | £21.97 |

**TOTAL VALUE = £54.56**