

Chelveston-cum-Caldecott Parish Council

Northamptonshire

5 Planning and Licensing Matters

- 5.1 Cllr Wooding advised that the ENC planning committee had approved the application for the temporary anemometer mast and the Clerk had received a letter from the company to confirm the majority of vehicle movements would be routed through the north of the site onto the B645. The chairman of Hargrave conservation society had written to ENC planning to complain about the decision and a copy of his letter was shown to the meeting.
- 5.2 Cllr Wooding advised that the application for Lawful Consent at *Wildacre* had been refused by officer delegation.

6 Financial Transactions

- 6.1 The following invoices were due for payment – NALC (annual subscription), ABB (St Lighting maintenance), Powergen (St Lighting power) and ENC (Grass cutting). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

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

- 6.2 The following grant request had been received. Vitalise, formerly known as the Winged Fellowship (no previous awards). The meeting resolved not to make an award.

- 6.3 Cllr Dale had incurred the expenses with the preparation of the foundations for the memorial and the 305th BGMA had agreed reimbursement from the appeal fund. The meeting resolved to approve this payment & authorised the appropriate cheque to be signed.

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

- 6.4 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 Izzard Seconded by: Cllr Foulger Decision: Unanimous

- 6.5 The bank statements for the month of March have been received and reconciled.

- 6.6 Cllr Foulger (as IFV) brought an item in the NALC *Update* (issue 5 January 2006) to the attention of the Council. The LGA 1972 Part VIII s150(5) requires that two Cllrs shall sign every cheque. By implication, the Clerk, where he/she is the RFO, should also be a signatory. The Council used to follow this approach until the problems that occurred with a previous Clerk. The current SO 7.6 states "three signatories of the Council" without further definition. FR 5.3 states "three members of the Council" which would need amending if the Council chooses to revert back to following the national guidance.

Cllr Dale explained the background relating to the earlier change.

The meeting resolved to propose & second the change to the Financial Regulations and for the motion to stand adjourned till the next meeting (as per SO 1.4).

Proposed by: Cllr Dale Seconded by: Cllr Foulger Decision: Adjourned

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Opening Balance for the meeting £10,759.98

Receipts since last meeting

Number	Sender	Description	Method	Amount
2005.71	8 benefactors	305 th WM donation	100025	£1,185.00
2005.72	Three benefactors	305 th WM donation	100026	£475.00
Total Receipts this meeting				<u>£1,660.00</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2006.01	NALC	Annual subscription	000589	£102.00
2006.02	ABB	St Lt maint (Jan – Mar 06)	000590	£134.73
2006.03	ENC	Grass cutting (Aug/Oct & Mar 06)	000591	£1,611.61
2006.04	Powergen	St Lt power (Jan – Mar 06)	000592	£299.41
2006.05	A.R.Dale	305 th WM expenses	000593	£114.50
2006.06	M.H.Hunter	Expenses to 0604	000594	£29.27
Total Expenditure this meeting				<u>£2,291.52</u>

Closing Balance for this meeting £10,128.46

7 Updates on Projects List

7.1 Highways Issues

The Clerk advised that he had reported a pot hole on the C59 approx. 200 yards east of the Caldecott 30 mph signs to the Street Doctor service (233875) and this had been patched within two days.

7.2 305th BG Memorial

Cllr Dale advised that the foundations had been dug and the steel supports were in place. Cllr Palfreeman had made use of stone excavated from the site and had pledged £100 in return.

The concrete is due to be delivered on Saturday 15th @ 10:30. Steve Abbot Fabrications had collected the mast for refurbishment. The 305th BGMA historian had been in touch about changing one of the colours on the group emblem, which has now been agreed.

ENC has confirmed no Building Regulations are applicable and had approved the external appearance of the memorial. The ET had run another article on reaching £10,000.

Cllr Dale now requested the Council order the stonework (approx. £6,700 + vat). The meeting so agreed and instructed the Clerk to act accordingly.

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

The Clerk requested permission to make contact with the 423rd ABS Cultural Relations Advisor (Penny Ash) as a preliminary to a formal request for a USAF presence at the dedication ceremony. The meeting so agreed.

7.3 Street Lighting

No report.

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7.4 Ditches

No report.

7.5 E-Government

The Clerk advised for the 30 day period till 8th April, 3% of the hits came from Canada & 2% from the USA.

7.6 Standing Orders

The Clerk advised that a draft of the new orders had been passed to the working party.

8 Clean Neighbourhoods and Environment Act 2005 update.

The Clerk advised that most of the provisions of the CNAE Act 2005 came into force on 6th April 2006. The Act provides for a number of powers down to Parish Council level, with regard to litter, dog fouling, graffiti, fly posting, etc. The act allows suitably trained and authorised staff (e.g. PCSO) to issue Fixed Penalty Notices (FPN) and for the Councils to retain the receipts.

Since the parish is relatively incident free compared to (say) Raunds or Higham Ferrers, the Clerk suggested the Council wait to see how the District and larger towns implement the Act before deciding which of the powers to implement (if any).

9 Rights of Way report.

The Clerk (as PPW) advised that the long awaited diversion for MM11 to go around the tennis court of *Church House* was likely to come into force in the next month.

10 Visits, Training & Courses.

The Clerk advised of the following –

Tues 25th April – CPRE planning day at Cranford Hall @ 18:30 (£26).

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 Meeson Seconded by: Cllr Stopps Decision: Unanimous

12 Councillor's Reports

The Clerk advised that the incoming High Sheriff of Northamptonshire (Sir David O'Dowd) was looking for suitable projects involving young people and local communities for funding from the High Sheriff's Initiative fund. Grants up to £500 were available.

The Clerk intended to issue the Spring Newsletter ahead of the May meeting and asked for any articles the Cllrs wished including.

The Clerk reminded the Cllrs this was the last meeting of the third year and any Cllr wishing to stand or re-stand for the positions of Chairman, Vice-Chairman, Independent Financial

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Verifier or Council Representative to the Village Hall committee were asked to let him know before the Annual Meeting of the Council.

The Clerk advised that Cllr Palfreeman had again opted to forgo his Chairman's allowance (without precedent).

Cllr Foulger raised the issue of flooding on Joe's/High Lane again.

Cllr Meeson reported the bridge and path around the ford were overgrown.

Cllr Stopps asked about the number of caravans behind the pub. Cllr Meeson replied that two were his own and up to 10 mobile caravans were permitted by virtue of being a registered site with the Caravan Club and the Camping & Caravaning Club. He advised the Brewery were applying for permission for the storage of static caravans, as a site at Thrapston had recently closed.

Date of Next Meeting:

The Annual Parish Assembly, to be followed by the Annual Meeting of the Council, would be held on 8th May 2006 at 7:30 p.m. in the Chelveston Village Hall.

The Annual Meeting of the Council would follow.

The Meeting closed at 8:25 p.m.

Issued on 10th April 2006.

Pages 1086 – 1094 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
2006				
13/03/2006	I-2006-095-MHH	Federal Estates Ltd	Revised ROW diversions over the airfield	WM File
14/03/2006	I-2006-096-MHH	NALC	Subscription fee and Update issue 6 (March 2006)	Actioned
14/03/2006	I-2006-097-MHH	Northants CTP	Training Programme for 2006	Circulated
14/03/2006	I-2006-098-MHH	Vitalise	Grant request	File
14/03/2006	I-2006-099-MHH	Clearquest	Litter picking service	File
14/03/2006	I-2006-100-MHH	NCC (Eric Wright)	Reduction in mobile library service	File
17/03/2006	I-2006-101-MHH	Ian White	Donation to 305th WM	WM File
17/03/2006	I-2006-102-MHH	CCP (Roger Lovesay)	Poster for display	Actioned
17/03/2006	I-2006-103-MHH	ABB	Invoice for St Lighting maintenance (Jan - Mar 06)	Actioned
21/03/2006	I-2006-104-MHH	ENC Planning	Anemometer application to go to planning committee on 29th March	File
21/03/2006	I-2006-105-MHH	NWB	Receipt for three donations to 305th WM	File
22/03/2006	I-2006-106-MHH	ENC (Tasmin Dennis)	Notification that ENC will not object to hedgerow removal	File
22/03/2006	I-2006-107-MHH	NCC (Paul Rushton)	NCC - Draft Medium Term Plan 2006-2010	Circulated
23/03/2006	I-2006-108-MHH	Older Wiser EN	Agenda for meeting on 6th April 2006 @ ENC	Circulated
24/03/2006	I-2006-109-MHH	N'ths Comm Foundation	High Sherrif's Initiative fund (grants to £500 for communities/youth)	File
25/03/2006	I-2006-110-MHH	ENC Planning	Confirmation of receipt of letter O-2007-027-MHH	File
25/03/2006	I-2006-111-MHH	Two Shires Ambulance PPI	Results of consultation & PPI response to Dept of Health	File
27/03/2006	I-2006-112-MHH	CAB (Pat Endicott)	Thank you letter for grant	File
27/03/2006	I-2006-113-MHH	ENC (J.Stanhope)	Invoice for grass cutting (Aug-Oct 05 & Mar 06)	Actioned
29/03/2006	I-2006-114-MHH	NACRE	End of Rural Transport Partnership	Circulated
31/03/2006	I-2006-115-MHH	NACRE	Village viewpoint Spring 2006 & funding leaflets	Circulated
01/04/2006	I-2006-116-MHH	ENC (Rob Austin)	Payment advice for 305th WM Heritage grant	File
01/04/2006	I-2006-117-MHH	BDO Stoy Hayward	Annual Return paperwork for year ending 31st March 2006	Awaiting
01/04/2006	I-2006-118-MHH	John Brotherton	Copy of letter to ENC Planning ref Airfield anemometer mast	File
03/04/2006	I-2006-119-MHH	CCP (Lauren Swift)	Poster for display	Awaiting
03/04/2006	I-2006-120-MHH	DEFRA	Clean Neighbourhoods & Environment Act 2005	File
03/04/2006	I-2006-121-MHH	ENC	Councillors Information Circular March 2006	Circulated
03/04/2006	I-2006-122-MHH	NWB	Receipt for two donations to 305th WM	File
04/04/2006	I-2006-123-MHH	NWB	Bank statements	File
05/04/2006	I-2006-124-MHH	Powergen	Invoice for Street Lighting power (Jan - Mar 06)	Actioned
05/04/2006	I-2006-125-MHH	ENC Planning	Approval of 305th WM external appearance	WM File
05/04/2006	I-2006-126-MHH	Glyn Mound	Info on woodcarving products	File
06/04/2006	I-2006-127-MHH	ENC (Mick Bowerman)	Agenda for meeting of ENC Standards Board on 12th April	Circulated
06/04/2006	I-2006-128-MHH	Allianz-Cornhill Insurance	Renewal documents for 2006	Awaiting
07/04/2006	I-2006-129-MHH	BCC	Consultation on Statement of Community Involvement - draft	File
07/04/2006	I-2006-130-MHH	Rotary Club (Rushden)	Enquiry as to grant to WM	WM File
08/04/2006	I-2006-131-MHH	ENC Planning	Planning application approved for anemometer	File
08/04/2006	I-2006-132-MHH	ENC Planning	Lawful Development Consent refused at Wildarce, Raunds Rd	File
08/04/2006	I-2006-133-MHH	ABB	Change of address from 1st May 2006	File
08/04/2006	I-2006-134-MHH	Cheiv' Renewable Energy	Using northern site access to B645 for construction traffic	File

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2006						
13/03/2006	O-2006-022-MHH	Parish Cllrs	Minutes for meeting 0603	Delivered		
14/03/2006	O-2006-023-MHH	W.T.Drage	Payment of invoice	Posted	0603.5.3	I-2006-091-MHH
14/03/2006	O-2006-024-MHH	NALH	Payment of invoice	Posted	0603.5.1	I-2006-086-MHH
14/03/2006	O-2006-025-MHH	CAB (Pat Endicott)	Grant award	Posted	0603.5.2	I-2006-077-MHH
15/03/2006	O-2006-026-MHH	ENC (Lisa Meads)	Invoice for Heritage grant award	Posted	0602.6.2	
18/03/2006	O-2006-027-MHH	ENC (Terry Watson)	Planning status of caravan site at the Star & Garter	Posted	0603.13	
18/03/2006	O-2006-028-MHH	Two Shires Ambulance PPI	Response to consultation	Posted	0602.7	I-2006-047-MHH
21/03/2006	O-2006-029-MHH	David Wykes	Details of APA dates	Posted	0603.9	
25/03/2006	O-2006-030-MHH	ENC (Su Davies)	Request to check lottery grant forms	Posted		
27/03/2006	O-2006-031-MHH	Mr & Mrs P.Brown	Return of invalid 305th WM donation cheque	Posted		
03/04/2006	O-2006-032-MHH	Parish Cllrs	Agenda for meeting 0604	Delivered		
03/04/2006	O-2006-033-MHH	Parish	Spring Newsletter	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	C5 Env @ 6p	A4 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 52.7p/mile	Other
06/03/2006	Wanadoo - ISP broadband									£17.99
11/03/2006	Pre-minutes for Chair/Clerk	5						5		
11/03/2006	ENC (Lisa Meads) - grant claim	1	30	1				5		
14/03/2006	Minutes 0603 - 4 P.Cllrs & file	11				4		44		
14/03/2006	W.T.Drage - payment of invoice		30	1				1		
14/03/2006	NALH - payment of invoice		30	1						
14/03/2006	CAB - Grant award	1	30	1				1		
15/03/2006	ENC (Lisa Meads) - invoice	1	30	1				1		
18/03/2006	WM Site notices	4								
18/03/2006	ENC (T.Watson) - Caravan query	1	30	1				1		
18/03/2006	Ambulance PPI - response to split	1	30	1				1		
21/03/2006	D.Wykes - APM & Consultation day	1	30	1				1		
25/03/2006	ENC (Su Davies) - AFA form for checking	1	30	1				1		
27/03/2006	P.Brown - returning invalid cheque	1	60	2				1		
28/03/2006	Awards for All - grant application	15	60			1				
03/04/2006	CNAE Act 2005 info download	2								
05/04/2006	Agenda 0604 - 7 P.Cllrs & file	4		7				28		
05/04/2006	Agenda 0604 - 2 D.Cllrs	1	64	2				1		
TOTALS		£2.00	£4.54	£0.60	£0.00	£0.50	£3.64	£0.00	£0.00	£17.99

TOTAL VALUE = £29.27