

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

11th December 2006

Meeting Number 0613

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 11th December 2006** in the Chelveston Village Hall.

Present :- Councillors :

Cllr A.R.Dale	(Chairman)
Cllr M.W.Wooding	(Vice-chairman)
Cllr M.L.Foulger	
Cllr M.J.Izzard	
Cllr A.J.Palfreeman	
Cllr S.E.Stopps	

Clerk: Mr. M.H.Hunter

Public: None

Open Forum

Cllr Dale explained that was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started.

1 Apologies

- 1.1 Cllr Dale opened the meeting at 7:30 p.m. and asked for any apologies. Cllr R. Meeson (work commitments), D.Cllr P.Whiting (prior engagement) & C.Cllr D.Lawson (prior engagement). The meeting agreed to accept the apologies.

2 Declarations of Interest under Section 50 of the LGA 2000

- 2.1 Cllr **Foulger** declared a prejudicial interest in item 5.1 (Secretary of Village Hall committee & recipient of expenses).

3 Minutes of Previous Meetings

The minutes of an ordinary meeting of the Parish Council **0612 – 13th November 2006** had been circulated.

The meeting resolved to:

- 3.1 Approve the minutes of meetings **0612** with the no amendments.

Proposed: Cllr Palfreeman Seconded: Cllr Wooding Decision: Unanimous

4 Planning and Licensing Matters

- 4.1 New applications – None.

- 4.2 **Update on previous applications.**

The Clerk advised that EN/06/02155/VAR, the variation of conditions 4 & 5 of EN/87/00605/OUT to allow occupancy of Redwood and associated workshop/stores by

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persons other than the applicant, at Redwood, Raunds Rd, Chelveston, had been permitted by officer delegation.

The licensing panel had accepted the brewery proposed additional conditions for controlling the biker parking at the *Star & Garter* license review.

5 Financial Transactions

- 5.1 The following invoices are due for payment – Powergen (St Lt Power Jul – Oct 06), Village Hall Committee (Hall hire 06), SLCC (subscription 07), Cllr Foulger (autumn newsletter paper) & ABB (St Lt maintenance Oct – Dec 06). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

Proposed: Cllr Wooding Seconded: Stopps Decision: Unanimous

- 5.2 The following grant request had been received – Mr D.Kightley for bulb planting in Caldecott. A supporting invoice had been provided for £65.74.

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

Proposed: Cllr Palfreeman Seconded: Cllr Wooding Decision: Unanimous

- 5.3 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: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

- 5.4 The bank statements for the month of November have been received and reconciled.

- 5.5 The Clerk advised the VAT refund had been received and the s136 grass-cutting grant had been applied for.

- 5.6 The Clerk went through the third quarter budget control sheets and requested the following virements to the budget, which were agreed by the meeting.

Bank Interest	+£20	Repairs: lights/seats	+£32
Subscriptions	-£80	General Exp	+£209
Conf & training	-£60	Verge Maint	+£380
S137	-£25	Hall hire	+£25
Traffic Calming	-£500	Grants	+£65
Reserves	-£1,303	Vat paid	+£1,450

Opening Balance for the meeting £9,931.05

Receipts since last meeting

Number	Sender	Description	Method	Amount
2006.61	HMR&C	Vat refund for 2005/6	BACS	£1,085.68
Total Receipts this meeting				<u>£1,085.68</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2006.62	Powergen	St Lt power (Jul – Oct 06)	000630	£267.14
2006.63	VH Committee	Hall hire 2006	000631	£145.00
2006.64	SLCC	Subscription 2007	000632	£25.00
2006.65	D.Kightley	Grant for bulb plating	000633	£65.74
2006.66	M.L.Foulger	Paper for newsletter	000634	£2.52
2006.67	ABB	St Lt maint (Oct – Dec 06)	000635	£134.73

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2006.68	M.H.Hunter	Expenses to 0613	000636	£43.24
		Total Expenditure this meeting		£683.37
		Closing Balance for this meeting		£10,333.36

6 Updates on Projects List

6.1 Highways Issues

The Clerk advised that as requested, he had issued the cheque to NCC, along with a letter to the Chief Executive. The dips on the B645 near Lancaster Farm have been reported, but assessed as not requiring rectification. A dual strip counter has recently been installed on the C59 between the housing annex and Upper Higham Lane.

The s136 agreement for grass cutting for 2007 is due (4 cuts if NCC).

The meeting resolved to continue with the contractor services & instructed the Clerk to respond accordingly.

Proposed: Cllr Foulger Seconded: Cllr Izzard Decision: Unanimous

6.2 305th BG Memorial

Cllr Dale advised of problems with digging out the foundations for the paving and retaining wall. This would require additional effort from the builder and Cllr Dale would contact him accordingly. Work progresses on the B17 vane.

The Clerk advised that the 423rd ABS had been notified of the dedication date and a formal request had been made for the road closure between 13:30 – 15:30.

6.3 Street Lighting

The Clerk advised that ABB had confirmed that the replacement of lamp 11 (between 11/15 Duchy Close) could wait till next spring. The works to lamp 1 (by *Acorn Cottage*, Water Lane) had been carried out.

6.4 Ditches

Cllr Foulger advised no progress with *the Barns* ditch.

Cllr Izzard updated the meeting on the ditch contamination on the B663 (Raunds Rd).

The Clerk confirmed he had asked Environment Agency for an update on the B663 ditch contamination, as requested by Cllr Izzard and they had responded that they were due to formally issue a notice to the party responsible for the contamination.

6.5 E-Government

The Clerk advised for the 30 day period ending 9th December 2006, 21.4% came from the US, 3.6% from Europe & 1.8% from other countries.

7 Budget for 2007/8.

The Clerk (as RFO) went through two possible budget options, both of which involved increasing the Precept, due to the effect of the reduced carry over from 2006/7, the end of the transitional ENC funding arrangements and the additional costs identified (election, lamp 11 replacement and the 305th dedication day).

The meeting resolved to go with budget A & instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Foulger Decision: Unanimous

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8 Meeting Dates for 2007.

The Clerk advised he had booked the second Monday of the month for 2007, and the dates would be added to the minutes. Assuming the elections take place on Thursday 3rd May, the new Cllrs will assume their role on Monday 7th and meet on Monday 14th (Annual meeting).

9 Rights of Way report.

The Clerk (as PPW) advised that as requested by Cllrs Meeson & Izzard, he had included a hand drawn map on the autumn newsletter of the new ROW over the former airfield. Cllr Palfreeman advised that a local farmer was unhappy with horse riders using the footpaths.

10 Visits, Training & Courses.

The Clerk advised of the following –

Tues 30th Jan – EN Community Safety Wider Partnership Event at ENC @ 13:30.

Sat 10th Mar – ENC Chairman's charity masked ball at Wicksteed Park Pavilion.

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: Cllr Dale Seconded: Cllr Palfreeman Decision: Unanimous

12 Councillor's Reports

The Clerk advised Cllr Foulger had requested additional time to make further copies from the "Book of Governors" before it was handed over for depositing at the County Records Office.

The Clerk updated the meeting on the recent NCC – PTC conference held at Sywell.

The Clerk advised that most of the Electoral Administration Act 2006 came into force on 11th September 2006. s17(4) – *not yet in force* – will modify s79(1) LGA 1972 and lower the minimum age for standing for election and holding office in a local authority from 21 to 18.

Cllr Izzard reported several incidents of fly tipping – Bidwell Lane & Water Lane.

Date of Next Meeting:

Ordinary meeting of the Council would be held on 8th January 2007 (Precept meeting) at 7:30 p.m. in the Chelveston Village Hall.

The Meeting closed at 8:35 p.m.

Issued on 12th December 2006.

Pages 1166 – 1173 signed under seal as true record

Adrian Dale
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
2006				
18/07/2006	I-2006-247-MHH	Police	Monthly crime sheets - June 2006	Circulated
14/09/2006	I-2006-306-MHH	NALH	Hindsight magazine Issue 11 September 2006	Circulated
01/11/2006	I-2006-368-MHH	PPI Forum	Agenda for mtg on 21st November @ The Abbey Centre, N'ton	Circulated
02/11/2006	I-2006-371-MHH	ENC	Minutes from Resources Committee (ENC restructuring)	Circulated
02/11/2006	I-2006-372-MHH	NACRE	Rural Rides Vol 2 Issue 5 (October 2006)	Circulated
02/11/2006	I-2006-373-MHH	C&CD	Clerk's & Councils Direct Issue 48 Nov 2006	Circulated
04/11/2006	I-2006-379-MHH	ENC (Lorraine Campion)	Confirmation of ENC chairman booked for 305th WM dedication day	Awaiting
10/11/2006	I-2006-386-MHH	PPI Forum	Agenda for meeting on 14th November at Cornmarket, Kettering	Circulated
13/11/2006	I-2006-391-MHH	NCC	Press release on unitary status review	File
14/11/2006	I-2006-392-MHH	A.W.Fuller groundworks	Quote for 305th WM landscaping	WM File
14/11/2006	I-2006-393-MHH	Powergen	Street Lighting Power invoice (Jul - Oct)	Awaiting
16/11/2006	I-2006-394-MHH	Police	Briefing evening on 28th Nov at Wootton Hall	Actioned
16/11/2006	I-2006-395-MHH	Village Hall Committee	Invoice for hall hire (2006)	Awaiting
16/11/2006	I-2006-396-MHH	ENC (Mick Bowerman)	Agenda for meeting of the ENC Standards Board on 22nd Nov	File
17/11/2006	I-2006-397-MHH	Allianz-Cornhill Insurance	Endorsement for named Cllr cover (75-85)	Insure File
18/11/2006	I-2006-398-MHH	Police	Monthly crime sheets - October 2006	File
23/11/2006	I-2006-399-MHH	Peter Bone MP	Newsletter & poster	Circulated
23/11/2006	I-2006-400-MHH	SLCC	Subscription renewal	Awaiting
24/11/2006	I-2006-401-MHH	EMDA	EMDA News (November 2006)	Circulated
24/11/2006	I-2006-402-MHH	ENC (Robert Austin)	Precept request forms for 2007/8	Awaiting
25/11/2006	I-2006-403-MHH	Preserve	Draft letter to ENC Cllrs ref CRE application	Circulated
25/11/2006	I-2006-404-MHH	NCC (Heather Walters)	Payment chaser (road signs)	Actioned
25/11/2006	I-2006-405-MHH	NCC (Val Kirkham)	Confirmation of receipt of road sign cheque & CE investigating	File
25/11/2006	I-2006-406-MHH	ENC Licensing Unit	Review of Star & Garter license - additional conditions added	File
25/11/2006	I-2006-407-MHH	David Kightley	Grant request for bulb planting in Caldecott	Awaiting
28/11/2006	I-2006-408-MHH	NCC	Country parks & open spaces review	Awaiting
29/11/2006	I-2006-409-MHH	E-On	Unmetered Supplies update request	Awaiting
01/12/2006	I-2006-410-MHH	ENC	Councillors' Information Circular (November 2006)	Circulated
01/12/2006	I-2006-411-MHH	NCC	Connexions magazine Issue 8 (Autumn 2006)	Circulated
04/12/2006	I-2006-412-MHH	NALC	Update Issue 4 October-November 2006	Circulated
05/12/2006	I-2006-413-MHH	PPI Forum	Agenda for meeting on 12th December at the Abbey Centre, N'ton	Circulated
05/12/2006	I-2006-414-MHH	M.L.Foulger	Invoice for Newsletter paper	Awaiting
05/12/2006	I-2006-415-MHH	NWB	Bank statements	File
06/12/2006	I-2006-416-MHH	Atkins (Lara Inglott)	Grass-cutting - S136 agreement for 2007	Awaiting
07/12/2006	I-2006-417-MHH	ENC (Mike Bailey)	Northants waste strategy consultation	Circulated
07/12/2006	I-2006-418-MHH	NACRE	Village Viewpoint Winter 2006	Circulated
08/12/2006	I-2006-419-MHH	ENC (Lorraine Campion)	Invite to Charity Masked Ball @ Wicksteads on 10th March 2007	Awaiting
09/12/2006	I-2006-420-MHH	ENC (Terrie Watson)	Invite to EN Community Safety Wider Partnership mtg on 30th Jan	Awaiting
09/12/2006	I-2006-421-MHH	ABB	Invoice for St Lt maintenance (Oct - Dec 2006)	Awaiting
09/12/2006	I-2006-422-MHH	ENC (Elaine McStein)	Consultation in progress for Street Closure order for 305th WM	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						
13/11/2006	O-2006-110-MHH	Parish Cllrs	Minutes of meeting 0612	Delivered		
11/11/2006	O-2006-111-MHH	A.R.Dale	Remittance Advice	Delivered	0612.5.2	
13/11/2006	O-2006-112-MHH	ENC Licensing Unit	Additional comments based brewery solicitor's letter	Posted	0612.4.2.1	I-2006-389-MHH
14/11/2006	O-2006-113-MHH	ENC Planning	Response to Redwood variation application	Posted	0612.4.1	I-2006-383-MHH
15/11/2006	O-2006-114-MHH	A.W.Fuller groundworks	Order for WM landscaping	Posted	0612.6.2	I-2006-392-MHH
16/11/2006	O-2006-115-MHH	ABB	Order to replace lamp 1	Posted	0612.6.3	I-2006-381-MHH
17/11/2006	O-2006-116-MHH	NCC (Peter Gould)	Payment of invoice & letter to CE	Posted	0612.6.1	I-2006-325-MHH
20/11/2006	O-2006-117-MHH	Parish	Autumn Newsletter	Delivered		
25/11/2006	O-2006-118-MHH	CCP	Rural community programme 2007 response	Posted	0612.12	I-2006-347-MHH
06/12/2006	O-2006-119-MHH	Parish Cllrs	Agenda 0613	Delivered		
05/12/2006	O-2006-120-MHH	Penny Ash, 423rd ABS	Dedication day details	Posted		
06/12/2006	O-2006-121-MHH	Atkins (Lara Inglott)	Grass cutting S136 grant application	Posted		

**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 @ 40p/mile	Other
06/11/2006	Orange - ISP broadband									£17.99
11/11/2006	Pre-minutes for Clerk	5								
16/11/2006	Minutes 0612 - 4 P.Cllrs & File	10			4		40			
13/11/2006	ENC Licensing - letter re brewery proposal	1	32	1			1			
14/11/2006	ENC Planning - response to application		32	1						
15/11/2006	Fuller groundworks - landscaping order	1	32	1			1			
16/11/2006	ABB - lamp 1 head replacement order	1	32	1			1			
17/11/2006	NCC - Payment of invoice	1	32	1			1			
19/11/2006	Meeting Dates 2007	1					7			
25/11/2006	CCP - Rural programme response	1					1			
28/11/2006	NCC - PTC conference @ Sywell								36	
02/12/2006	Ring Binder (2)									£3.98
01/12/2006	Penny Ash, 423rd ABS - Dedication day	2	32	1			1			
06/12/2006	Agenda 0613 - 7 P.Cllrs & File	4		7			28			
TOTALS		£1.08	£1.92	£0.39	£0.24	£0.00	£3.24	£0.00	£14.40	£21.97

TOTAL VALUE = £43.24