

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of an Ordinary Meeting of the Parish Council

**13<sup>th</sup> August 2007**

#### Meeting Number 0709

Minutes of an **Ordinary Meeting** of the Parish Council held at **7:30 p.m. - Monday 13<sup>th</sup> August 2007** in the Chelveston Village Hall.

**Present :-** Councillors :

Cllr A.R.Dale	(Chairman)
Cllr M.W.Wooding	(Vice-chairman)
Cllr M.W. Emerson	
Cllr M.L.Foulger	
Cllr G.Harwood MBE	
Cllr M.J.Izzard	
Cllr P.Mommersteeg	

Clerk: Mr. M.H.Hunter

Public: 3 members of the public (none after the adjournment).

#### **Open Forum**

Cllr Dale explained that this 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. None.

#### **2 Declarations of Interest under Section 50 of the LGA 2000**

- 2.1 Cllr Harwood reminded the meeting that any planning comments or decisions made by him at this meeting would not be binding on him at any future ENC meeting, where he would consider the application again with an open mind in light of any new information presented.
- 2.2 Cllr Dale showed the meeting the limited edition plate that had been presented to the Council by the 305<sup>th</sup> BGMA.

#### **3 Minutes of Previous Meetings**

The minutes of the ordinary Parish Council meeting **0708 – 9<sup>th</sup> July 2007** had been circulated.

##### **The meeting resolved to:**

- 3.1 Approve the minutes of meetings **0708** with no amendments.

**Proposed: Cllr Emerson      Seconded: Cllr Harwood      Decision: Unanimous**

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### 4 Planning and Licensing Matters

#### 4.1 EN/07/01238/FUL – erection of stable block behind farm and change of use from farm to menagerie at Manor Farm, Bidwell Lane, Caldecott.

The Cllr Dale explained the plans. The Clerk advised there were objections from both Poplar & Duchy farms and comments from the Beds BHS branch. There was a lengthy debate whilst a number of issues were raised; location of the menage, discharges into the watercourse, cutting down 3 mature trees, damage to roots of mature tree, site of muck heap, toilets, menage fencing, height, angle & location of menage lighting, amount of traffic with existing permission for nursery, state of road surface, vehicle movements on road and lorry & horsebox storage.

Cllr Emerson indicated it was difficult for him to form an opinion as he was not familiar with the location. Cllr Dale proposed the meeting adjourn this item till after a site visit.

The meeting agreed to adjourn the application and instructed the Clerk to contact the applicant accordingly.

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

*The Clerk arranged a site meeting with the applicant for 19:00 on Mon 20<sup>th</sup> August 2007.*

Following the site visit the meeting reconvened to debate the item. Following a lengthy debate, the meeting agreed to object to the application as submitted, owing to a number of errors on the plans as drawn and ambiguities in the application, but to support the proposal in principle, with a the various issues raised above to be dealt with by agreement or condition as appropriate.

The meeting agreed to object to the application and instructed the clerk to notify ENC accordingly.

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

#### 4.2 EN/01362/FUL – Use of land to provide additional parking bays for caravans owned by others at *Gardenfields*, Raunds Rd, Chelveston.

The Cllr Dale explained the plans. The Clerk advised there were no objections from *Fieldview* or *Redwood*. *The Maples* reserved comment. The applicant had recently been granted lawful consent for 6 caravans, which had been on the site for over 10 years. The only issue was the lack of any limit on the number of caravans to be stored on the site.

The meeting agreed to support the application, subject to a limit on the number of caravans to be stored on the site and instructed the clerk to notify ENC accordingly.

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

#### 4.3 Update on previous applications.

The Clerk advised that the CRE 12 month renewal application for the anemometer mast had had been granted, but reduced to 10 months by the planning committee. The lawful consent for 8 residents (inc staff) at *Wildacre* had been approved by officer delegation.

The Environment Agency had withdrawn their objection to the relocation of Duchy Farm, following submission of revised plans for the waste containment. The application was still pending. The applicant asked if the Council would speak in support at the ENC meeting. Cllr Izzard reminded the meeting this application was in Stanwick parish. The Clerk confirmed the Council would not have an automatic right to speak and that it was not current policy to speak in support of applications. Cllr Dale recalled the Council speaking in support of an application in 2000, but it had not done so since. It was agreed that it would not be appropriate for the Council to speak.

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#### 4.4 Update on the *Star & Garter*.

Cllr Dale advised that new managers had reopened the *Star & Garter* on Tuesday 31<sup>st</sup> July. They were keen to run it as community pub and wanted to restart the quiz nights, darts team, etc. Signs had been erected advising customers that they would not be served if they parked in front of the pub. Cllr Harwood advised the downside of preventing passing trade from parking in front meant a loss of revenue. He also confirmed he had arranged for ENC's enforcement officer to ensure the brewery meet their obligations to clear the field at the back (as part of the caravan removal notice) and this would be done next week.

#### 4.5 Review of the planning application paperwork (local requirements).

Cllr Dale advised that the NN JPU were looking to standardise the planning application documents required to be submitted by applicants across NN, in line with recent govt guidelines. Part of the process involved consulting the statutory consultees on what they needed.

The Clerk went through the different application types and highlighted that EIA's had not been proposed and asked, in light of recent developments, if the Council wanted to bring this to the attention of the NN JPU.

The meeting agreed to this and instructed the clerk to notify NN JPU accordingly.

**Proposed: Cllr Dale                      Seconded: Cllr Izzard                      Decision: Unanimous**

## 5 Financial Transactions

- 5.1 The following invoice was due for payment for the war memorial – Hockerill Engraving for the poem plaque. The 305<sup>th</sup> BGMA had agreed reimbursement from the appeal fund. The meeting resolved to approve this payment & authorised the appropriate cheque to be signed.

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

- 5.2 Grant requests had been received from the following – The WI (£295), Older Wiser EN (£10) and Vitalise (unspecified). After debate the meeting resolved to approve the payment of a grant to the WI & authorised the appropriate cheque to be signed.

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

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

- 5.5 The annual audit return was submitted by 27<sup>th</sup> July to the external auditor.

**Opening Balance for the meeting** £1,163.77

#### Receipts since last meeting

Number	Sender	Description	Method	Amount
2007.26	305 <sup>th</sup> BMGA	305 <sup>th</sup> WM donation	100041	£10.00
<b>Total Receipts this meeting</b>				<u><b>£10.00</b></u>

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### Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2007.27	Hockerill Engraving	305 <sup>th</sup> WM – poem plaque	000669	£97.53
2007.28	Chelveston WI	Grant	000670	£295.00
2007.29	M.H.Hunter	Expenses to 0709	000671	£98.14
<b>Total Expenditure this meeting</b>				<b>£490.67</b>
<b>Closing Balance for this meeting</b>				<b>£683.10</b>

## 6 Updates on Projects List

### 6.1 Highways & footways Issues

The Clerk advised of the items reported at the last meeting, Anglian Water had attended the site of the water on the road outside Caldecott with Cllr Foulger and tested it to confirm that it was not treated water. The landowner of Duchy field had been contacted, but advised the hedge management scheme operated through DEFRA meant they were on a 3 year cutting cycle. The Clerk had therefore sent a formal letter, such that the landowner could apply for a derogation letter on safety grounds.

The Clerk advised that one of the illuminated weight limit signs on the jct of the B645 /B663 triangle had been hit. NCC had repaired within 2 days.

The Clerk advised that, following a request from a resident, a sunken kerb had been reported to NCC, who had visited and raised a works order to replace.

Cllr Foulger advised that Margaret Andrews (Atkins) had now received the technicians report, but this had not included the footpaths outside 19 Water Lane. She had therefore visited herself and confirmed the path was in a poor state of repair. The area would be sprayed to kill the weeds and the surface examined.

Cllr Dale proposed Cllr Foulger and he conduct a survey of the paths in the village.

**Proposed: Cllr Dale                      Seconded: Cllr Harwood                      Decision: Unanimous**

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

Cllr Dale showed the new plaque to the meeting and asked for ideas to mount it.

The Clerk advised the National Lottery had now closed the file on the memorial grant.

The Clerk advised that a £10 donation had been received from the 305<sup>th</sup> BGMA with a further £100 donation due to be paid in from Margaret Hawkins.

### 6.3 Street Lighting

Cllr Dale advised that the cost to replace column 11 between 11/15 Duchy Close with a steel column and changing to a 35W SOX lamp would cost £612 (ex-Vat). The meeting agreed to the replacement of the lamp and instructed the Clerk to place the order accordingly.

**Proposed: Cllr Emerson                      Seconded: Cllr Mommersteeg                      Decision: Unanimous**

### 6.4 Ditches

Cllr Foulger advised no further progress. Cllr Izzard raised the issue of landowners on the Raunds Rd cutting their field hedges, but allowing the cuttings to drop back into the ditches, which would increase the likelihood of a blockage.

### 6.5 E-Government

The Clerk advised for the 30 day period ending 11<sup>th</sup> August 2007 of the 1,217 hits, 20.8% came from the US, 1.9% from Europe & 0.9% from other countries.

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*Under SO 1(d), as the business had not been concluded by 21:00, the meeting agreed to adjourn the remainder of the business until 19:30 on Mon 20<sup>th</sup> August 2007.*

### 7 Debate of potential funding suggestions for NCC Cllr Lawson.

As requested by Cllr Dale, the meeting considered suggests for County Cllr Lawson, in regard to the £10k grant from NCC which he had available to spend with the Higham Ferrers Division electorate. Cllr Lawson had indicated he welcomed suggestions from all the parishes in his division. Cllr Emerson suggested Cllr Lawson be asked to fund the replacement lamp 11 in Duchy Close (£612).

The meeting agreed to the suggestion and instructed the Clerk to notify Cllr Lawson accordingly.

**Proposed: Cllr Emerson      Seconded: Cllr Harwood      Decision: Unanimous**

### 8 Review of polling districts, places and stations.

The Clerk advised that ENC were reviewing the polling arrangements. Currently, the Village Hall was used for this parish. It had nearby parking, level access into the polling station and facilities for the polling staff. The residents of *Pretoria Cottages* had the furthest to travel (just under 1 mile). Cllr Izzard confirmed there were no major problems with attendance.

If ENC were minded to close some polling stations, then the electorate of Newton Bromswold (49 electors) could be handled by Chelveston, being closer than the Rushden Bates ward polling station at John Whites golf club.

The meeting agreed to recommend the Village Hall continued to be used for the polling.

**Proposed: Cllr Dale      Seconded: Cllr Harwood      Decision: Unanimous**

### 9 Debate on joining the Community Speed Watch scheme in 2008.

The Clerk advised that the scheme (run by NACRE) has a waiting list, but the Council is provisionally on it, subject to a decision to join. The council is required to give its approval and requires 20% of the electorate to commit to it (i.e. 63 electors). Additionally 10 volunteers will be needed to train & operate the camera gun.

The SCP will agree the sites and provide training. Offenders will receive warning letters. The parish will actually have the camera gun for 3 weeks (not continuous).

Cllr Harwood felt that as the offenders only receive warning letters, it was not worth it. Cllr Emerson felt the speeding problems had reduced, though Cllrs Izzard, Mommersteeg & Wooding disagreed. Cllr Izzard felt there would be problems getting the 10 volunteers and that there would be worries over reprisals.

The meeting agreed not to proceed with the Speed Watch scheme, but instead to press for the SCP and EN South SCT to conduct speed checks.

**Proposed: Cllr Dale      Seconded: Cllr Izzard      Decision: Unanimous**

### 10 Visits, Training & Courses.

The Clerk advised of the following –

Sat 29<sup>th</sup> Sept – ENC Chairman's Charity Barn Dance @ 19:30 in Kings Cliffe hall (£12.50).  
Sat 27<sup>th</sup> Oct – SLCC conference @ Keresley, Coventry (£30+vat one day small parish rate).

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### 11 Rights of Way Report

The Clerk advised that NCC ROW had not yet responded with the ROW mowing cycle. Beds CC had assigned an ROW officer to sort out the Y20 "missing link" to Yelden.

### 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: Cllr Izzard**

**Seconded: Cllr Wooding**

**Decision: Unanimous**

### 13 Councillor's Reports

The Clerk advised Cllr Foulger had requested additional time from September 2006 to make further copies from the "*Book of Governors*" before it was handed over for depositing at the County Records Office. The Clerk would be visiting the Records Office on the 24<sup>th</sup> August to copy the 1801 Inclosure Act records and it would be convenient if it was ready for then.

The Clerk advised the August/September newsletter had been issued to all households in the parish.

The Clerk advised he had been approached by Preserve to maintain their web-site for them. However, as advice received indicated that this could compromise his ability to provide the Council with impartial advice, he had declined.

Cllr Dale advised that his son was currently providing 1 hr/wk community service in the village as part of his bronze Duke of Edinburgh award.

Cllr Dale asked the Council to authorise the Clerk investigate and report back on the charities operating in the parish at the next meeting.

**Proposed: Cllr Dale**

**Seconded: Cllr Izzard**

**Decision: Unanimous**

### Date of Next Meeting:

An Ordinary Meeting of the Council would be held on 17<sup>th</sup> September 2007 in the Chelveston Village Hall.

The meeting closed at 8:25 p.m.

**Issued on 20<sup>th</sup> August 2007.**

**Pages 1242 – 1251 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
<b>2007</b>				
10/07/2007	I-2007-199-MHH	ENC (Vicki Atkinson)	Review of Polling Districts, Places & Stations	Actioned
12/07/2007	I-2007-200-MHH	SLCC (Richard Walden)	Special low day rate for small councils to attend the national conf	Actioned
14/07/2007	I-2007-201-MHH	ENC (Su Davies)	Update on funding sources	File
17/07/2007	I-2007-202-MHH	CCP (A-G Mallory-Starks)	Posters for Arts Meets Environment Festival	Actioned
17/07/2007	I-2007-203-MHH	ENC (Keith Osborne)	Notice of ENC meeting on 23rd July 2007 @ ENC	Circulated
17/07/2007	I-2007-204-MHH	ENC	Reports of Committees (July 2007)	Circulated
18/07/2007	I-2007-205-MHH	ENC Planning	Notice of Planning Committee mtg to hear CRE anemometer renewal	Actioned
18/07/2007	I-2007-206-MHH	NACRE (Natalie Westland)	Introduction of Rural Housing Enabler	File
18/07/2007	I-2007-207-MHH	ENC (Allan Sharpe)	Update on Health Act 2006 - Smoke Free Premises	Circulated
19/07/2007	I-2007-208-MHH	305th BGMA	Thank you letter for memorial service	File
19/07/2007	I-2007-209-MHH	NCC ROW	Waymarker magazine Summer 2007 issue	Circulated
19/07/2007	I-2007-210-MHH	NACRE	Community Speedwatch paperwork	Actioned
19/07/2007	I-2007-211-MHH	ENC	Report on the East Northamptonshire Greenway Project	Circulated
20/07/2007	I-2007-212-MHH	NACRE	Update on EMDA funding for transport projects	File
20/07/2007	I-2007-213-MHH	NACRE	Notice of NACRE AGM on Weds 8th August @ Hunsbury Hill, N'ton	File
21/07/2007	I-2007-214-MHH	Chelveston WI	Grant request for funds regarding the 305th BG memorial day	Actioned
24/07/2007	I-2007-215-MHH	NN JPU	Review of planning application documents - local requirements	Awaiting
24/07/2007	I-2007-216-MHH	NCC VSSU	Newsletter July 2007	Circulated
24/07/2007	I-2007-217-MHH	305th BGMA	Thank you letter, card & £10 donation	WM File
24/07/2007	I-2007-218-MHH	Older Wiser EN	Request for grant funding	Awaiting
29/07/2007	I-2007-219-MHH	SLCC	33rd National conference details	File
29/07/2007	I-2007-220-MHH	Police	Newsletter - issue 4 (July 2007)	Circulated
29/07/2007	I-2007-221-MHH	English Nature	Details of hedgerow scheme	File
30/07/2007	I-2007-222-MHH	NWB	Receipt for 305th BG WM donation (305th BGMA)	File
30/07/2007	I-2007-223-MHH	NWB	Details of interest rates	Bank file
30/07/2007	I-2007-224-MHH	EMDA	EMDA News July 2007	Circulated
01/08/2007	I-2007-225-MHH	AMEY	Seeking views for NCC highways bid	Actioned
02/08/2007	I-2007-226-MHH	Vitalise	Request for grant funding	Awaiting
02/08/2007	I-2007-227-MHH	NCC (Joanne Maddams)	Information on community emergency planning	File
03/08/2007	I-2007-228-MHH	Awards For All	Confirmation of case closed	WM File
04/08/2007	I-2007-229-MHH	NCC (Rachel Evans)	Consultation on NCC 2008 priorities	Circulated
04/08/2007	I-2007-230-MHH	NALC	Survey, Newsletter (issue 2/07), Village Viewpoint & Playfields	Circulated
04/08/2007	I-2007-231-MHH	Hockerill Engraving	Invoice for poem engraving	Actioned
05/08/2007	I-2007-232-MHH	ENC Planning	Lawful Development granted for Wildacre (max 8 persons inc staff)	File
05/08/2007	I-2007-233-MHH	ENC Planning	Planning application granted for CRE anemometer renewal (10 months)	File
05/08/2007	I-2007-234-MHH	ENC (Lorraine Champion)	ENC Chairman's Charity Barn Dance on 29th Sept @ King's Cliffe	File
05/08/2007	I-2007-235-MHH	ENC (Mike Bailey)	Poster for green waste recycling scheme	Actioned
05/08/2007	I-2007-236-MHH	Easyspace	Receipt for ISP renewal	Actioned
07/08/2007	I-2007-237-MHH	NWB	Bank Statements	File
07/08/2007	I-2007-238-MHH	ENC Planning	Planning application for Manor Farm stable block & menarge	Actioned
10/08/2007	I-2007-239-MHH	Alzheimer's Society	Newsletter (July 2007)	Circulated
10/08/2007	I-2007-240-MHH	ENC Planning	Planning application for Gardenfields extra caravan storage	Actioned
10/08/2007	I-2007-241-MHH	Police	Newsletter - issue 5 (August 2007) & Monthly crime statistics	Circulated

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
<b>2007</b>						
10/07/2007	O-2007-076-MHH	Parish Cllrs	Minutes 0708	Delivered		
25/07/2007	O-2007-077-MHH	BDO Stoy Hayward	Annual Audit forms	Posted	0707.7	I-2007-121-MHH
29/07/2007	O-2007-078-MHH	Stuart Carr	Request to cut hedgerow adj B645 Higham Rd	Delivered		
04/08/2007	O-2007-079-MHH	Parish	Parish newsletter - August/September issue	Delivered		
08/08/2007	O-2007-080-MHH	Parish Cllrs	Agenda 0709	Delivered		



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

S&P= Supply + Print

Date	Item	A4 S & P @ 5p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 5p	Phone Calls	Mileage @ 40p/mile	Other
06/07/2007	Orange - ISP broadband									£17.99
08/07/2007	Pre-minutes for Clerk/Chair	5								
10/07/2007	Minutes 0708 - 3 P.Cllrs & File	9			3		27			
12/07/2007	Powergen - payment of invoice		32	1						
12/07/2007	NACRE - payment of fees		32	1			1			
25/07/2007	BDO Stoy Hayward - Audit return	1					5			
29/07/2007	Stuart Carr - Duchy Field hedge	1		1			1			
04/08/2007	Parish newsletter - Aug/Sept (200)									£16.44
05/08/2007	ISP site renewal									£58.09
08/08/2007	Agenda 0709 - 7 P.Cllrs & File	4			7		28			
<b>TOTALS</b>		£1.00	£0.64	£0.18	£0.70	£0.00	£3.10	£0.00	£0.00	£92.52

**TOTAL VALUE = £98.14**