

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

14th July

Meeting Number 0807

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 14th July 2008** in the Chelveston Village Hall.

Present: - Councillors: Cllr A.R.Dale (Chairman)
Cllr M.W.Wooding (Vice-chairman)
Cllr M.L.Foulger
Cllr P.M.Mommersteeg
Cllr M.J.Izzard

Clerk: Mr. M.H.Hunter

Public: D.Cllr P.Whiting.

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. None.

1 Apologies.

Cllr Dale opened the meeting at 7:30 p.m. and asked for any apologies. Cllrs Emerson (family engagement) & Harwood (ENC meeting). The meeting agreed to accept these apologies.

2 Declarations of Interest under Section 50 of the LGA 2000.

None.

The Clerk reminded Cllrs that the annual renewal of the Register of Interests was due and he would contact each Cllr individually.

3 Minutes of Previous Meeting.

The minutes of the Parish Council meeting **0806 – 9th June 2008** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0806** with the no amendments.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

4 Planning and Licensing Matters.

4.1 New applications.

None.

4.2 Update on previous applications.

CRE had withdrawn its appeal to the first generator application.

The applicants had withdrawn the application for a two storey detached dwelling house at Hall Farm, 14 Water Lane, Chelveston.

ENC's Policy & Resources committee would be discussing the BT plans to withdraw the 31 phone boxes in the district this evening.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6.2 Street Lighting.

The Clerk confirmed that the lamps 7 (opposite 17 Water Lane) and 34 (near Duchy Farm cottages) had been reported as dead. Two landowners had been approached to cut back overhanging trees that were masking street lights.

6.3 Ditches.

No report.

6.4 E-Government.

The Clerk advised for the 30 day period ending 13th July 2008 of the 1,628 hits, 10.40% came from the US, 2.62% from Europe & 1.81% from other countries.

A new page on trees has been added to the admin site, as well as adding the Cllrs new roles. On the history site three charities have been added. A number of requests for the village hall and locations of graves had been received, which were forwarded accordingly.

7 Adoption of the Accounts for the year ending 31st March 2008.

Cllr Dale reminded the meeting that these had been issued with the agendas and were similar to the draft accounts presented at the APA, save for the final interest payment. The Independent Internal Auditor had audited the accounts with no matters raised.

The meeting agreed to adopt the accounts and instructed the Chairman and Clerk to sign accordingly.

Proposed: Cllr Foulger Seconded: Cllr Wooding Decision: Unanimous

8 First Quarter Budget review.

The Clerk went through the accounts and the following virements were agreed;

Balance B/F + £623.77 (actuals)	Clerks salary - £600.50
Insurance - £1.67 (actuals)	Unrestricted Reserves + £93.00

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

9 Report on the Annual ENC – PTC meeting.

In absence of Cllrs Emerson & Harwood, the Clerk updated the meeting from Cllr Emerson's notes.

10 ENC Open Spaces Strategy consultation.

Cllr Dale advised the meeting that ENC was updating its records on Open Space (defined as areas to which the public have access). The existing 4 areas (the Churchyard and 3 roadside verges/splays) were discussed and possible additional sites were debated.

The meeting agreed to propose the additional areas and instructed the Clerk to inform ENC accordingly.

Proposed: Cllr Foulger Seconded: Cllr Mommersteeg Decision: Unanimous

11 Visits, Training & Courses.

Thurs 17th Jul: Northants Emergency Planning at WBC @ 18:30.

Weds 24th Sept: NALC "Off to a flying start" at NACRE @ 18:45 (£29 per Cllr).

The meeting agreed to book a place for Cllr Mommersteeg.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Weds 15th Oct: NCALC AGM (& QPC presentation) at Billing @ 19:30.

Cllrs Dale, Wooding, Foulger & the Clerk would attend, with Cllrs Wooding & Foulger as the voting delegates.

Sat 18th Oct: SLCC National Conference at Wokefield Park, Reading @ tbc (£30) Clerk.

12 Rights of Way Report.

Cllr Izzard confirmed the NCC ROW officer had been to see him in his new role as PPW and provided him with a map of the ROW in the parish.

The Clerk advised that in response to Cllr Izzard's request, BCC ROW had advised that the landowners appeared unwilling to enter into a voluntary dedication. Damage had been caused to the boundary fence on Y20 on the Beds side, leading to cattle escaping into Yelden. The BCC ROW officer was investigating installing a stile.

13 Approval of Chairman's & Clerk's Correspondence Logs.

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

Proposed: Cllr Dale

Seconded: Cllr Wooding

Decision: Unanimous

14 Councillor's Reports.

The Clerk advised a resident of Raunds Rd was enquiring about the provision of allotments. Cllr Izzard confirmed he had supplied him with contacts of nearby towns and villages.

Cllr Wooding raised an issue with the B645 visibility splay on the Chelveston roundabout on the A6 bypass.

Cllr Foulger queried the tree lopping that had occurred at *Middle Farmhouse*. Cllr Wooding (as the Tree Warden) confirmed that Yew trees needed lopping hard and that they would grow all the better for it.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 15th September 2008 in the Chelveston Village Hall, unless urgent business required an additional meeting.

The meeting closed at 8:22 p.m.

Issued on 17th July 2008.

Pages 1345 – 1352 signed under seal as true record

Adrian Dale
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
2008				
03/04/2008	I/2008/087/MHH	BDO Stoy Hayward	Annual Return form for year ending 31st March 2008	Actioned
09/05/2008	I/2008/120/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 57 May 2008	Circulated
10/06/2008	I/2008/144/MHH	ABB	Quarterly St Lighting maintenance invoice	Actioned
12/06/2008	I/2008/145/MHH	ENC Planning	Date for Public Inquiry into CRE Gen App 1 appeal	File
12/06/2008	I/2008/146/MHH	Planning Inspectorate	CRE Gen App 1 appeal withdrawn	File
12/06/2008	I/2008/147/MHH	ENC (Mick Bowerman)	Mtg of the ENC standards Board on 18th June @ ENC	File
12/06/2008	I/2008/148/MHH	Police	Monthly Crime Statistics	File
13/06/2008	I/2008/149/MHH	ENC (Michael Nartey)	Open Space Strategy	Actioned
13/06/2008	I/2008/150/MHH	ENC Planning	CRE Gen App 2 Application refused	File
16/06/2008	I/2008/151/MHH	ENC (Giovanna Bezzina)	Climate Friendly Communities	File
16/06/2008	I/2008/152/MHH	Raunds TC	Cllr Peter Wathen elected Mayor	File
16/06/2008	I/2008/153/MHH	ABB	Invoice chaser	File
16/06/2008	I/2008/154/MHH	ENC Planning	CRE Gen App 1 appeal withdrawn	File
17/06/2008	I/2008/155/MHH	ENC Planning	Hall Farm application withdrawn	File
19/06/2008	I/2008/156/MHH	ENC (Michael Burton)	RNOTP - notice of schedule of proposed changes	File
25/06/2008	I/2008/157/MHH	ENC (Keith Osborne)	Notice of an ENC meeting on Monday 30th June @ ENC	File
26/06/2008	I/2008/158/MHH	Northants ICAS	Invite to Northants ICAS Open Day @ Tithe Barn, W/Boro	File
30/06/2008	I/2008/159/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 58 July 2008	File
30/06/2008	I/2008/160/MHH	BBC (Martin Tidy)	Consultation on Climate Change SPD	Awaiting
02/07/2008	I/2008/161/MHH	ENC (Mick Bowerman)	Notice of a Standards Board meeting on Wednesday 9th July @ ENC	File
04/07/2008	I/2008/162/MHH	ABB	Invoice chaser	File
08/07/2008	I/2008/163/MHH	BBC (Martin Tidy)	Consultation on Bedford LDF - Allocations & Designations Plan	Awaiting
08/07/2008	I/2008/164/MHH	NWB	Bank Statements	File
11/07/2008	I/2008/165/MHH	ENC	Reports of Committees - July 2008	File
11/07/2008	I/2008/166/MHH	NCC (Zafran Khan)	Highways's communication questionnaire	Actioned
12/07/2008	I/2008/168/MHH	ENC (Barbara Ding)	Register of Interests update for Cllrs	Awaiting
15/07/2008	I/2008/169/MHH	Preserve	Newsletter No.7 (July 2008)	File

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.
2008						
12/06/2008	O/2008/058/MHH	Parish Cllrs	Minutes 0806	Delivered		
07/06/2008	O/2008/059/MHH	Parish	June/July Newsletter	Delivered		
07/06/2008	O/2008/060/MHH	NWB	Query on overpayment (cheque 0006990)	Posted	0806.5.3	I/2008/140/MHH
10/06/2008	O/2008/061/MHH	ENC Planning	Response to Hall Farm , 14 Water Lane application	Posted	0806.4.1	I/2008/122/MHH
18/06/2008	O/2008/062/MHH	NCC Planning	Update on CRE AD plant objections	Posted	0806.4.2	
26/06/2008	O/2008/063/MHH	BDO Stoy Hayward	Annual Return - explantion of differences	Posted	0806.11	I/2008/087/MHH
07/07/2008	O/2008/064/MHH	Parish Cllrs	Agenda 0807	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2008/2009

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2008.08	09/06/2008	O/2008/058/MHH	M.H.Hunter	Expenses 0806	000702	C	-£51.65	£0.00	-£51.65	£6,268.97	Gen. Admin	0806.5.2	MHH, MLF, PM	LGA 1972 S111
2008.09	10/06/2008	I/2008/164/MHH	NWB	Interest (Apr - Jun 08)	Bank	C	£38.68	£0.00	£38.68	£6,307.65	Interest			
2008.10	14/07/2008	I/2008/144/MHH	ABB	St Lt Maintenance (Apr - Jun 08)	000703		-£128.68	-£22.52	-£151.20	£6,156.45	St Lighting	0807.5.1	MHH, MLF, PM	PCA 1957 S3
2008.11	14/07/2008	O/2008/064/MHH	M.H.Hunter	Expenses 0807	000704		-£72.47	£0.00	-£72.47	£6,083.98	Gen. Admin	0807.5.2	MHH, MLF, PM	LGA 1972 S111
Balance C/F							£0.00	£6,348.69	-£264.71	£6,083.98	£6,083.98			

[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
- RTRA Road Traffic Regulations Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheque 000698 not issued

Category	S137	Amount	VAT	Total
Brought Forward		£4,148.82	£0.00	£4,148.82
Precept		£4,475.00	£0.00	£4,475.00
Bank Interest		£38.68	£0.00	£38.68
Misc. Receipts		£0.00	£0.00	£0.00
305th BG memorial donations		£0.00	£0.00	£0.00
VAT refund		£0.00	£0.00	£0.00
Income		£8,662.50	£0.00	£8,662.50
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£215.88	£0.00	-£215.88
St Lighting		-£128.68	-£22.52	-£151.20
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£1,383.92	-£242.19	-£1,626.11
Elections		£0.00	£0.00	£0.00
Insurance		-£475.33	£0.00	-£475.33
Grants		£0.00	£0.00	£0.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.00	£0.00	-£110.00
Audit		£0.00	£0.00	£0.00
Village Hall		£0.00	£0.00	£0.00
305th BG memorial costs		£0.00	£0.00	£0.00
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00		£0.00	£0.00
Expenditure	£0.00	-£2,313.81	-£264.71	-£2,578.52
Income + Expenditure	£0.00	£6,348.69	-£264.71	£6,083.98

Audit tables	
Brought Forward	£4,148.82
Precept	£4,475.00
Other income	£38.68
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£2,578.52
Balance	£6,083.98
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 S & P @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/06/2008	Orange - ISP broadband									£17.99
08/06/2008	Pre-minutes for Clerk	5								
07/06/2008	NWB - overpayment query	1	34	1			1			
07/06/2008	June/July newsletter (215)	2								£21.50
07/06/2008	Ring binder									£1.99
09/06/2008	Internal Audit fee									£21.99
10/06/2008	ENC - response to application		34	4						
16/06/2008	Minutes 0806 - 3 P.Cllrs & File	9					27			
18/06/2008	NCC Planning objection update	2	34	1			2			
28/06/2008	BDO Stoy Haward - Audit forms	1					5			
08/07/2008	Annual accounts - 7 P.Cllrs & file	4					28			
09/07/2008	Budget Control sheet (Qtr 1)	1					7			
09/07/2008	Agenda 0807 - 7 P.Cllrs & File	4					28			
TOTALS		£1.74	£1.02	£0.36	£0.00	£0.00	£5.88	£0.00	£0.00	£63.47

TOTAL VALUE = £72.47