

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

15<sup>th</sup> September 2008

#### Meeting Number 0809

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 15<sup>th</sup> September 2008** 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 P.M.Mommersteeg  
Cllr M.J.Izzard

Clerk: Mr. M.H.Hunter

Public: D.Cllr P.Whiting & 1 member of the public.

#### **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. Cllr Harwood (ENC meeting). The meeting agreed to accept this apology.

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

None.

The Clerk confirmed all the Cllrs had renewed their Register of Interests and the ENC Monitoring Officer had been notified accordingly.

#### **3 Notification of Executive Action (SO 83).**

The Clerk advised that renewal of the Council's web-site had become due since the last full meeting in July. Having consulted with the Chairman, Vice-Chairman and IFV, the Clerk had renewed the service and claimed as expenses under SO 83.

The Clerk advised that the NCC Officer's report for the CRE biomass application had referred to an issue that did not appear to have been consulted on. Having consulted with the Chairman, Vice-Chairman and IFV, the Clerk had formally requested the application be deferred pending consultation under SO 83.

#### **4 Minutes of Previous Meetings.**

The minutes of the Parish Council meeting **0807 – 14<sup>th</sup> July 2008** and the Planning meeting **0808 - 4<sup>th</sup> August 2008** had been circulated.

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

Approve the minutes of meetings **0807 and 0808** with the no amendments.

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

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### 5 Planning and Licensing Matters.

**5.1 NCC MWDF – Locations for Waste Development Supplementary Preferred Options consultation.**

Cllr Dale advised that NCC were consulting on an additional Preferred Option site (Kettering - south of A14) and 21 general industrial areas. The rationale for identifying the industrial areas on an OS base plan was to give greater clarity to what the MWDF Core Strategy says about locating facilities on industrial areas and therefore to give an 'in principle' support at these locations.

The Clerk had prepared a response for the Council's consideration.

The meeting agreed to the draft response and instructed the Clerk to act accordingly.

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

**5.2 Update on any previously considered application.**

The revised application for a two storey detached dwelling house at Hall Farm, 14 Water Lane, Chelveston had been approved by officer delegation.

The CRE AD plant application would be heard on Tuesday 16<sup>th</sup> September, starting at 10:00. Cllr Dale was registered to speak to the Development Committee meeting.

The independent inspector hearings on the Rural North, Oundle & Thrapston Plan will start on Tuesday 7<sup>th</sup> October and are scheduled to last for 2 weeks.

### 6 Financial Transactions.

6.1 The following invoices were due for payment – E-On Energy Services (St Lighting maintenance (Jul - Sept 08)) and ENC (Grass cutting (Apr – Jul 08)). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

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

6.2 A full list of the Clerk's expenses was included with the agenda. The meeting resolved to approve the payment & authorised the appropriate cheque to be signed.

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

6.3 The bank statements for the months of July and August had been received & reconciled.

<b>Opening Balance for the meeting</b>	<b>£6,083.98</b>
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**Receipts since last meeting**

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

**Payments to be made this meeting**

Number	Payee	Description	Cheque	Amount
2008.12	E-On Energy	St Lt Maint (Jul - Sept 08)	000705	£151.20
2008.13	ENC	Grass cutting (Apr – Jul 08)	000706	£1,669.17
2008.14	M.H.Hunter	Expenses to 0809	000707	£206.45
<b>Total Expenditure this meeting</b>				<b>£2,026.82</b>

<b>Closing Balance for this meeting</b>	<b>£4,057.16</b>
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### 7 Updates on Projects List.

#### 7.1 Highways & footways Issues.

Cllr Dale advised that there were on-going issues with the bi-monthly cut of the footpath along Duchy Close to Hillside. He intended to propose the Council increase this to monthly cutting when the contract was review next year.

The Clerk confirmed he had received a purchase order from NCC for the S136 grass cutting grant (as required by NCC's new supplier payment software).

#### 7.2 Street Lighting.

Cllr Dale reported that E-On UK had bought ABB's highway lighting business. The new company would be called E-On Energy Services Ltd.

NCC had asked for a report and publicity details of the Cllr Empowerment grant from C.Cllr Derek Lawson MBE. This had been provided.

Cllr Emerson highlighted a problem at 21 Duchy Close and requested the Clerk investigate the cost of screening.

#### 7.3 Ditches.

Cllr Emerson reported on the problems near *Blacksmith's Cottage*.

#### 7.4 E-Government.

The Clerk advised for the 30 day period ending 14<sup>th</sup> September 2008 of the 1,240 hits, 6.26% came from the US, 3.63% from Europe & 3.52% from other countries.

A new page on street lighting has been added to the admin site. On the history site the list of all men in the parish who were known to have served in WW1 had been added.

#### 7.5 Rights of Way.

Cllr Izzard advised a tasking order had been raised to refit the bridleway sign on MM14 onto the former airfield site and the NCC ROW had cut back the overgrown bushes around the footbridge on the Raunds Rd to MM8.

Cllr Emerson asked about the Water Lane ford footbridge and path – this was Highways not ROW and a Street Doctor report should be raised.

#### 7.6 Trees.

Cllr Wooding had been surveying the trees, but noted the TPO maps were quite old. He asked if it would be possible to have a more modern map. The Clerk agreed to liaise with the ENC Tree Officer and GIS Technician.

Cllr Dale reported on the problems with the Willow Tree near 5 Duchy Close on Spire Homes land.

#### 7.7 Community Safety.

Cllr Emerson reported on the recent visit by the mobile police station to the village on Sat 30<sup>th</sup> August.

### 8 Update on the NCC Play builder project.

Cllr Dale advised that NCC had been awarded a £1.1m grant to develop up to 25 play areas for 8-13 yrs in the next three years – phase 1 is for up to 6 areas, with each BC/DC able to bid for up to two at max £50k capital funding each. ENC therefore wants councils to bid for the places so that it select the two best. However, as the capital needs to be spent by 31<sup>st</sup> March 2009, ENC will only accept bids for those sites that either don't need planning permission (e.g. refurbishment of older facilities) or have already been granted. Therefore there was little realistic chance at phase 1 for councils that are not already in a position to build or refurbish a play area.

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Cllr Dale advised on the relatively few children in the target age range and suggested more likely the Council would not be ready until phase 3.

The meeting agreed not to bid for phase 1 and instructed the Clerk to act accordingly.

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

### 9 Proposal to protect Council assets with *SmartWater*.

Cllr Dale explained that each *SmartWater* kit contains a unique DNA-style forensic code which is simply dabbed into the nooks and crannies of your valuables. Each code is stored on a secure database together the owner's details. Once dry it is virtually impossible to remove and any traces will glow under UV light, thus linking criminals to the crime scene and property back to its owner.

The RRP price of *SmartWater* is £43.48 (ex-Vat), plus £10 post and packing regardless of kits. *SmartWater* have agreed a concessionary price of £15 (plus post & packing) for Community Groups (inc Parish Councils) who have a Police link backing. The Clerk identified Council assets which could be protected.

The meeting agreed to purchase the discounted *SmartWater* kit and instructed the Clerk to act accordingly.

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

### 10 Proposal to replace St Lamp 26 (adj *School House*).

Cllr Dale reminded the meeting of the Council's on-going commitment to replace the older mercury lamps with the more efficient sodium units, with funding budgeted in-year. Lamp 26 covered the junction of Higham Rd & Caldecott Rd and the crossing points on both roads. Its weak illumination was therefore a safety issue.

The Clerk had consulted with the lighting maintainer who had recommended a 55w SOX unit. If the Council was minded to approve replacement, the Clerk would apply to ENC for Community Safety funding to offset part of the costs.

The meeting agreed to replace lamp 26 with a 55w SOX unit and instructed the Clerk to act accordingly.

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

### 11 Debate on provision of allotments.

Cllr Dale advised the meeting that there was a shortage of allotments in the area. Following a recent article in the Parish Newsletter to gauge interest, several residents had contacted him.

During the debate it was agreed that if the Council was to pursue this the allotments should be in the parish or not at all. Due to the complexities of allotment law, it was agreed that the Clerk should obtain a specific legal textbook. The Council would approach local landowners to gauge interest in providing land for allotments.

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

### 12 Visits, Training & Courses.

Weds 24<sup>th</sup> Sept: NCALC "*Off to a flying start*" at NACRE @ 18:45 (£29) Cllr Mommersteeg.

Sat 11<sup>th</sup> Oct: ENC Chairman's charity ball at Oundle @ 20:00 (£33).

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

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

Thurs 16<sup>th</sup> Oct: ENC & NACRE seminar on Affordable Housing at ENC @ 19:15.

Sat 18<sup>th</sup> Oct: SLCC National Conference at Wokefield Park, Reading (£30) Clerk.

### **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 Izzard Decision: Unanimous**

### **14 Councillor's Reports (information only).**

Cllr Wooding advised his wife and he would be planting more bulbs in the parish verges.

Cllr Dale advised he had been approached by a landowner about not replacing a section of Highways metal fencing, as it provided safer access for his farm machinery.

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

The next ordinary meeting of the Council would be held on 13<sup>th</sup> October 2008 in the Chelveston Village Hall.

The meeting closed at 8:42 p.m.

**Issued on 28<sup>th</sup> September 2008.**

**Pages 1355 – 1363 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
<b>2008</b>				
09/05/2008	I/2008/120/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> Issue 57 May 2008	Circulated
30/06/2008	I/2008/160/MHH	BBC (Martin Tidy)	Consultation on Climate Change SPD	File
08/07/2008	I/2008/163/MHH	BBC (Martin Tidy)	Consultation on Bedford LDF - Allocations & Designations Plan	File
11/07/2008	I/2008/166/MHH	NCC (Zafran Khan)	NCC Highways communication questionnaire	Actioned
12/07/2008	I/2008/168/MHH	ENC (Barbara Ding)	Register of Interests update for Cllrs	Actioned
15/07/2008	I/2008/169/MHH	Preserve	Newsletter No.7 (July 2008)	File
17/07/2008	I/2008/170/MHH	ENC Planning	Re-submission of new build by <i>Hall Farm</i> , Water Lane w/o garage	Actioned
17/07/2008	I/2008/171/MHH	N'ton Town FC (S.Malin)	Ticket vouchers for new resident welcome packs offer	File
17/07/2008	I/2008/172/MHH	ENC (Josh Ystenes)	Residential Land Availability 2007	Actioned
18/07/2008	I/2008/173/MHH	ENC (Keith Osborne)	Notice of an ENC meeting on Monday 21st July @ ENC	File
18/07/2008	I/2008/174/MHH	NCC	Leaflet on Recycling "Lets get it sorted" Summer 2008	File
18/07/2008	I/2008/175/MHH	EMDA	EMDA News Summer 2008	File
19/07/2008	I/2008/176/MHH	ENC (Mick Bowerman)	Notification that Ian Grady (Northants Acre) has passed away	File
19/07/2008	I/2008/177/MHH	ENC (Keith Osborne)	Additional papers for ENC mtg on 21st July	File
19/07/2008	I/2008/178/MHH	NCALC	Request for delegates for AGM on 15th Oct @ Billing	Actioned
23/07/2008	I/2008/179/MHH	ENC Planning	Application of erection of agricultural shed at Upper Higham Lane site	Actioned
23/07/2008	I/2008/180/MHH	NCALC	Update issue 4/08	File
23/07/2008	I/2008/181/MHH	Vitalise	Grant request	File
24/07/2008	I/2008/182/MHH	USAF	Invite to Tops In Blue 2008 tour "Deja Blue"	File
26/07/2008	I/2008/183/MHH	GOEM	Conference on Climate Change on 10th Sept @ N'ton	File
26/07/2008	I/2008/184/MHH	NACRE	<i>The Playing Field</i> Summer 2008	File
29/07/2008	I/2008/185/MHH	ENC Planning	Draft response to BT proposals to remove 31 payphones	File
30/07/2008	I/2008/186/MHH	Police	<i>SmartWater</i> offer to PTCs	File
31/07/2008	I/2008/187/MHH	NCC (Sarah Burr)	Questionnaire on Empowering Cllrs scheme award	Actioned
01/08/2008	I/2008/188/MHH	SLCC (Mike Page)	Invoice for National Conference (day delegate)	Actioned
02/08/2008	I/2008/189/MHH	NWB	Bank Statements	File
05/08/2008	I/2008/190/MHH	BBC (Susan Garbutt)	Allocations & Designation DPD consultation	File
07/08/2008	I/2008/191/MHH	Police	Monthly Parish Crime Report - June	Circulated
08/08/2008	I/2008/192/MHH	EMRCC (Liz Reeson)	F&R service Regional Control Centre @ Castle Donington , Leics	Circulated
09/08/2008	I/2008/193/MHH	Age Concern	Request for information on befriender schemes in the parish?	Actioned
09/08/2008	I/2008/194/MHH	Easyspace	Receipt for website hosting renewal	File
11/08/2008	I/2008/195/MHH	ENC	Poster for ENC Chairman's charity autumn ball	Actioned
18/08/2008	I/2008/196/MHH	ABB	Aquisition of ABB by E.ON	File
18/08/2008	I/2008/197/MHH	ENC (Cherry French)	The Big Tidy Up campaign	File
18/08/2008	I/2008/198/MHH	Police	Monthly Crime Statistics	Circulated
18/08/2008	I/2008/199/MHH	Raunds TC	Poster for Children's stories at the Saxon Hall on 12th Sept	Actioned
19/08/2008	I/2008/200/MHH	ENC Planning	Planning permission for new build next to <i>Hall Farmhouse</i> , Water Lane	File
20/08/2008	I/2008/201/MHH	ENC (Paul Wilcox)	Phase 1 applications for NCC Playbuild grants	File
28/08/2008	I/2008/202/MHH	NCC (Mark Chant)	NCC MWDF - Locations for Waste Dev DPD consultation	Actioned
28/08/2008	I/2008/203/MHH	NN JPU	NN Core Spatial Strategy (Adopted June 2008)	File
30/08/2008	I/2008/204/MHH	EN Vol & Comm Forum	Poster for mtg on Thurs 11th Sept on Funding & Training	Actioned
30/08/2008	I/2008/205/MHH	USAF	Invite to USAF Ball @ RAF Alconbury on 26th Sept	File
01/09/2008	I/2008/206/MHH	NCC (John Raisin)	NCC Ordering and Invoice Payment Process update	File
01/09/2008	I/2008/207/MHH	C&CD	Clerks & Councils Direct Issue 59 September 2008	Circulated
02/09/2008	I/2008/208/MHH	NCC	Locations for Waste Development - supplementary pref options	Actioned
02/09/2008	I/2008/209/MHH	NCC Planning	CRE biomass application to be heard on 16th September	Actioned
06/09/2008	I/2008/210/MHH	NWB	Bank Statements	File
10/09/2008	I/2008/211/MHH	E-On Energy Services	Quotation for replacement of lamp 26 (adj <i>School House</i> )	Awaiting
10/09/2008	I/2008/212/MHH	E-On Energy Services	Invoice for quarterly St Lt maintenance (Jul-Sept 08)	Actioned
10/09/2008	I/2008/213/MHH	Police	Monthly Crime Statistics	Circulated
10/09/2008	I/2008/214/MHH	ENC (Michael Burton)	Independent Examination of RNOTP starting 7th Oct	File
11/09/2008	I/2008/215/MHH	ENC (J.Stanhope)	Invoice for grass cutting (Apr - Jul 08)	Actioned
11/09/2008	I/2008/216/MHH	ENC (Mick Bowerman)	Meeting of the ENC Standards Board on 17th Oct	Circulated
12/09/2008	I/2008/217/MHH	Active Ageing Network	Active Ageing Network newsletter Vol 2 issue 5 Summer 2008	Circulated
13/09/2008	I/2008/218/MHH	NCC (Chris Dickens)	Purchase order for S136 grass cutting grant	Awaiting





**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
06/07/2008	Orange - ISP broadband									£17.99
13/07/2008	Pre-minutes for Clerk	4								
15/07/2008	ABB - payment of invoice		34	1						
15/07/2008	BDO Stoy Haward - Audit forms	1					5			
18/07/2008	Minutes 0807 - 3 P.Cllrs & File	9					27			
21/07/2008	ENC Planning - response to application		34	1						
22/07/2008	NCALC - AGM delegates		34	1			1			
23/07/2008	SLCC - day delegate		34	1			1			
24/07/2008	ENC -Open Spaces Strategy response	1	34	1			3			
30/07/2008	Agenda 0808 - 7 P.Cllrs & File	1					7			
02/08/2008	Labels (8 per sheet, 100 sheets)									£9.95
02/08/2008	NCC Highways Comms response	1					1			
04/08/2008	Pre-minutes for Clerk	2								
04/08/2008	Minutes 0808 - 3 P.Cllrs & File	2					6			
06/08/2008	Orange - ISP broadband									£17.99
05/08/2008	ENC Planning - response to application		34	1						
09/08/2008	Easyspace - website renewal									£65.15
09/08/2008	Aug/Sept Newsletter (215)									£21.50
09/08/2008	NCC - Cllr grant questionnaire	1					1			
25/08/2008	SLCC - day delegate fee		34	1						£35.25
31/08/2008	NCALC - Course fee	1	34	1						£29.00
11/09/2008	Agenda 0809 - 7 P.Cllrs & File	4					28			
<b>TOTALS</b>		<b>£1.62</b>	<b>£2.72</b>	<b>£0.48</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£4.80</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£196.83</b>

**TOTAL VALUE = £206.45**