

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

9th March 2009

Meeting Number 0903

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 9th March 2009** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: 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 Foulger (holiday). The meeting agreed to accept this apology.

Cllr Dale advised that item 17 would be deferred to the next meeting and allotments would be dealt with under item 7.8.

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

None.

3 Notification of Executive Action under SO83

The Clerk advised that as the cheque had been received from the insurers, he had sought approval from the Chairman, Vice-Chairman and IFV to place the order on E-On Energy Services to replace lamp 33, as this was at zero net cost to the Council.

4 Minutes of Previous Meetings.

The minutes of the Parish Council meeting **0902 – 9th February 2009** had been circulated.

The meeting resolved to approve the minutes of meeting **0902** with no amendments.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

5 Planning and Licensing Matters.

5.1 Update on any previously considered application.

The CRE generator application No.2 appeal had been heard before a planning inspector at a Public Inquiry on 10th February 2009. The decision was awaited.

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5.2 NCC MWDF Locations for Waste and Minerals DPDs.

In response to Cllr Harwood's request, the Clerk advised that Ringstead and Stanwick PCs had confirmed they were against the Ringstead/Raunds (MA9) minerals site. Raunds TC had been contacted, but no formal response has been received at this time.

The Clerk confirmed the consultation responses had been submitted in line with previous consultations.

6 Financial Transactions.

6.1 The following invoices were due for payment – none.

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 Dale Seconded: Cllr Wooding Decision: Unanimous

6.3 In keeping with tradition, the Chairman donated the Clerk's salary of £1.00.

6.4 The bank statements for the months of January and February have now been received & reconciled.

Opening Balance for the meeting £6,954.42

Receipts since last meeting

Number	Sender	Description	Method	Amount
2008.37	NWB	Interest (Oct – Dec 08)	Bank	£28.23
2008.38	Highways Ins	Claim for lamp 33	100043	£668.00
2008.39	Cllr Dale	Donation of Clerk's salary	Cash	£1.00
Total Receipts this meeting				<u>£697.23</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.40	M.H.Hunter	Expenses to 0903	000727	£49.49
2008.41	M.H.Hunter	Clerk's Salary	Cash	£1.00
Total Expenditure this meeting				<u>£50.49</u>

Closing Balance for this meeting **£7,601.16**

7 Updates on Projects List.

7.1 Highways & footways Issues.

The Clerk advised that the damaged public bench in Caldecott has been removed, along with the items collected during Operation Spring Clean. In Caldecott this included a 45 gallon drum, a butane gas bottle, a car wheel with tyre and over 18 sacks/boxes of rubbish.

Costs of a new metal framed bench with low maintenance recycled "wood like" slats were in the order of £831 for a traditional style seat (budget 09/10 for repairs = £650). Cllr Harwood suggested approaching C.Cllr Lawson for 50% funding.

The Clerk advised the new build property next to *Hall Farmhouse* (14 Water Lane) would be called *New Farmhouse* (12 Water Lane).

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The Clerk confirmed the self-help grit bins in Water Lane had now been refilled and a missing drain cover in Caldecott had been replaced. The gas valve cover near *Yew Tree Cottage* reported by Cllr Foulger is also due to be replaced.

7.2 Street Lighting.

The Clerk advised that the replacement lamp 33 (adjacent *The Marches*) was due to be installed w/c 16th March. In accordance with the Council's lighting policy, this would be 35w SOX on a 5m column.

7.3 Ditches.

Cllr Emerson advised NCC had jetted out some of the drains in the village.

7.4 E-Government.

The Clerk advised for the 30 day period ending 8th March 2009 of the 1,675 hits, 5.22% came from the US, 2.07% from Europe & 4.71% from other countries.

The main site homepage picture had been updated to show Operation Spring Clean and the WI had been added to the history site. A resident has provided further names to the list of village bakers.

7.5 Rights of Way.

Cllr Izzard advised no issues.

7.6 Trees.

Cllr Wooding advised no action yet with the trees in Foot Lane as the resident concerned has been away. In response to a letter from a resident of Hillside, Cllr Wooding would look at the Willow tree with a view to pollarding.

7.7 Community Safety

In response to Cllr Emerson's request, the Clerk advised that NCC Highways had not yet responded with the current policy on traffic mirrors.

Cllr Emerson advised that cattle had been let loose from a field on Raunds Rd, resulting in cattle wandering through the village in the early hours until rounded up. Four cattle were injured and one car was damaged.

7.8 Allotments.

The Clerk advised that ENC planning had confirmed the provision of allotments in the parish had policy support and would be considered a positive development. The land owners had now been invited to enter into negotiations.

8 Update on recent fire at the World Rubber tyre recycling plant.

Cllrs Dale advised the multi agency meeting had now been deferred to April, at a date to be advised.

9 Update on creation of a Local Liaison Group for the CRE plant (under NCC LLG charter).

The Clerk advised that NCC had been notified of this Council's willingness to participate and offered to give up one place so as to allow the other three adjoining PCs to send a representative. Concerns about the proposed NCC officer chairmanship had also been passed on. No response has been received from NCC at this time.

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10 Proposal for binding of archive minutes.

The Clerk had received a quote (£104.50 ex-Vat) for collection, binding and delivery of the 2000 – 2004 minutes, including a 25% discount due to the Clerk's membership of SLCC.

The meeting resolved to approve binding of the 2000-2004 minutes and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

11 Annual review of the Council's risk assessments.

The meeting reviewed the risk assessment in light of the year's experiences.

The meeting resolved to approve the 2009 Risk assessments and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

12 Annual review of effectiveness of the internal audit.

The meeting reviewed the effectiveness of the internal audit in light of the year's experiences.

The meeting resolved to approve the review of effectiveness of the internal audit and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

13 Appointment of internal Auditor for the Annual Return (year ending 31st March 2009).

Cllr Dale advised the date for the completion of the Annual Return had moved forward one month again to 30th June. This was the final move as set out in the 2006 audit regulations. The Council needed to appoint an Internal Auditor. The Clerk confirmed that Mr J.Hill FCA of Finedon was available again, but this would be his last year.

The meeting resolved to appoint Mr J.Hill as Internal Auditor and authorised the Clerk to agree his remuneration.

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

14 Visits, Training & Courses.

Tues 17th Mar – CCP demo of Play Ranger Programme at Pemberton Centre @ 17:30.

[Post meeting note – cancelled due to lack of interest]

Weds 18th Mar – NCC Parish Conference at R&DFC conference suite @ 16:30.

The meeting agreed to send Cllrs Harwood & Izzard to the conference.

Tues 21st Apr – CPRE 2009 Planning Roadshow at Gt. Houghton @ 18:00.

Mon 11th May – NCC Emergency Planning at Thrapston @ 18:30.

15 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 Emerson Decision: Unanimous

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16 Councillors Reports (information only)

The Clerk advised that DCLG had now issued guidance on the Power of Well-being. To be eligible to use the power, 4 conditions must be met (Qualified Clerk, Electoral Test, Training and Statement of Intent).

For the Clerk to be qualified, it would be necessary to undertake a module on the Power of Well-being as an add-on to his existing CILCA qualification. The Council currently meets the electoral Test (2/3rd elected), but the 2 hour training module would have to be attended by at least 6 (80%) of the Cllrs. Following publication of the Statement of Intent, the eligibility lasts till the day before the next Annual Meeting in an election year (i.e. up to 4 years).

The Clerk advised the final 2008 pay award for Clerks from ACAS was 2.75%. Cllr Harwood advised this award had caused concern for larger councils, such as ENC, given the current low level of inflation. The Clerk pointed out this was the settlement for last April, when inflation had been higher.

The Clerk advised a change to the political make-up of ENC. D.Cllr Costello (Raunds Saxon ward) had changed from Conservative to independent. D.Cllr Gell was now the group leader of the (2) independents and D.Cllr Mercer of the (38) Conservatives.

Cllr Dale advised of an Open Gardens event on weekend 4th / 5th July, in aid of the RNIB and the Parish church, organised by Sharon Smart. This will be advertised in the Apr/May newsletter. The Council has been asked to ensure the verges are neatly cut beforehand.

Cllr Dale advised that Barbara Ding, Executive Director and Monitoring Officer of ENC, would be retiring at the end of May. Her successor would be Sharn Mathews of Chesterfield City Council.

Cllr Dale advised the St John the Baptist PCC had passed on 50 packs of low energy bulbs for the elderly and other deserving persons within the parish and asked for ideas how to distribute them. Cllr Izzard suggested they be given out at the Annual Parish Assembly (provisionally on Mon 11th May).

Cllr Harwood asked how old the bench was in Caldecott. Cllrs Mommersteeg & Wooding could not remember a time when it wasn't there, but it was agreed to ask Cllr Foulger on his return.

Date of Next Meeting:

The next ordinary meeting of the Council would on the third Monday, so as to avoid Easter, and be held on Monday 20th April 2009 in the Chelveston Village Hall.

The meeting closed at 8:28 p.m.

Issued on 14th March 2009.

Pages 1411 – 1419 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
2009				
24/01/2009	I/2009/017/MHH	ENC (Mike Deacon)	Multi-agency mtg regarding fires at the World Rubber site @ ENC	Awaiting
11/02/2009	I/2009/033/MHH	NCALC	NCLAC <i>Update</i> Issue 1/09 Jan/Feb 2009	File
11/02/2009	I/2009/034/MHH	ENC (Barbara Ding)	Retirement letter (end May 2009)	File
11/02/2009	I/2009/035/MHH	ENC	New address - New Farmhouse, 12 Water Lane, Chelveston	File
11/02/2009	I/2009/036/MHH	BDO Stoy Hayward	<i>Local Council Briefing</i> - Spring 2009	File
14/02/2009	I/2009/037/MHH	Community Consultation Ltd	Rural Parish Insurance Scheme details	File
14/02/2009	I/2009/038/MHH	E-On Energy Services	Quote to replace damaged lamp 33 (adj <i>The Marches</i>)	Actioned
14/02/2009	I/2009/039/MHH	CCP (Debbie Craddock)	Play programme for 0-7 & 13+ years	Awaiting
14/02/2009	I/2009/040/MHH	ENC (Michael Burton)	Schedule of proposed changes to RNOTP	File
20/02/2009	I/2009/041/MHH	NWB	Bank Statements	File
20/02/2009	I/2009/042/MHH	Highways Insurance	Cheque for claim against damage to lamp 33	Actioned
21/02/2009	I/2009/043/MHH	MGWSP (Lara Inglott)	Confirmation of grass cutting grant under s136 LGA 1972	File
21/02/2009	I/2009/044/MHH	ENC Planning	Confirmation that allotment provision would be a positive development	File
21/02/2009	I/2009/045/MHH	ENC	Reports of Committees March 2009	Circulated
21/02/2009	I/2009/046/MHH	Active Ageing (Pam Wilton)	Poster for celebrating Active Ageing on 10 th Mar @ Nene Centre	Actioned
21/02/2009	I/2009/047/MHH	NWB	Receipt for insurance cheque	File
24/02/2009	I/2009/048/MHH	ENC (Keith Osborne)	Notice of ENC mtg on Mon 2 nd Mar 2009 @ ENC	File
27/02/2009	I/2009/049/MHH	Raunds TC	Poster for <i>Granddad told me these...</i> on Sat 28 th Mar @ Saxon Hall	Actioned
27/02/2009	I/2009/050/MHH	CPRE (Sally Hanrahan)	CPRE planning roadshow on Tues 21 st Apr @ Great Houghton	File
27/02/2009	I/2009/051/MHH	ENC (Keith Osborne)	Additional papers for ENC mtg on Mon 2 nd Mar	File
27/02/2009	I/2009/052/MHH	ENC	Housing Service booklets	File
05/03/2009	I/2009/053/MHH	ENC (Robert Austin)	BACS payment advice for Comm. Safety Grant	File
07/03/2009	I/2009/054/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 62 March 2009	Circulated
07/03/2009	I/2009/055/MHH	Lamps & Tubes (M.Taylor)	Sales catalogue	File
07/03/2009	I/2009/056/MHH	ENC (Mike Deacon)	Posters for Sound Byte - Noise Action Week	Actioned
07/03/2009	I/2009/057/MHH	Came & Company	Flyer on Parish Council insurance	File
07/03/2009	I/2009/058/MHH	NACRE	<i>Community Speed Watch</i> Vol 3 Spring 2009	Circulated
07/03/2009	I/2009/059/MHH	SBE	<i>Town & Parish Standard</i> Issue 4 February 2009	Circulated
07/03/2009	I/2009/060/MHH	ENC	Minutes of Scrutiny Committee mtg held on 25 th February 2009	Circulated

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2009						
14/02/2009	O/2009/009/MHH	Parish Cllrs	Minutes 0902	Delivered		
07/02/2009	O/2009/010/MHH	Parish	Feb/Mar Newsletter	Delivered		
11/02/2009	O/2009/011/MHH	DCLG (Karl Holden)	Response to publicity consultation	Posted	0902.9	I/2008/310/MHH
15/02/2009	O/2009/012/MHH	E-On	Payment of invoice	Posted	0902.5.1	I/2009/028/MHH
21/02/2009	O/2009/013/MHH	E-On Energy Services	Order for replacement St lamp 33	Posted	0902.6.2	I/2009/038/MHH
21/02/2009	O/2009/014/MHH	Charles Wells	Allotment provision in Chelveston	Posted	0902.6.8	
27/02/2009	O/2009/015/MHH	ENC (Louise Cahill)	Invoice for St lamp 26 grant	Posted	0812.6.2	I/2008/281/MHH
02/03/2009	O/2009/016/MHH	Parish Cllrs	Agenda 0903	Posted		

**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
06/02/2009	Orange - ISP broadband									£17.99
07/02/2009	Newsletter (200)									£24.00
09/02/2009	Pre-minutes for Clerk & Chair	5								
15/02/2009	E-On - payment of invoice		36	1						
11/02/2009	DCLG - response to publicity consultation	4	36	1			2			
11/02/2009	ENC - Grass cutting contract		36	1						
15/02/2009	Minutes 0902 - 3 P.Cllrs & File	9					27			
21/02/2009	E-On Energy Services - lamp 33 order	1	36	1			1			
27/02/2009	ENC - Invoice for CSF grant	1	36	1			1			
02/03/2009	Agenda 0903 - 7 P.Cllrs & File	4		7			28			
TOTALS		£1.44	£1.80	£0.72	£0.00	£0.00	£3.54	£0.00	£0.00	£41.99

TOTAL VALUE = £49.49