

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of the Annual Meeting of the Parish Council

12th May 2009

Meeting Number 0905

Minutes of the **Annual Meeting** of the Parish Council held at 9:00 p.m. - **Monday 12th May 2009** 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.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 9:02 p.m. and asked for any apologies - D.Cllr Whiting. The meeting agreed to accept this apology.

2 Election of Chairman

Cllr Harwood proposed Cllr Dale, seconded Cllr Wooding. No other nominations and carried unanimous.

Cllr Dale thanked the other Cllrs for their support and signed his declaration of office.

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

None.

4 Election of Vice-chairman

Cllr Dale proposed Cllr Wooding, seconded Cllr Harwood. No other nominations and carried unanimous.

5 Election of Internal Financial Verifier

Cllr Dale proposed Cllr Foulger, seconded Cllr Wooding. No other nominations and carried unanimous.

6 Election of Trustees (2) to the Sawyer's charity

Cllr Dale explained that the Council needed to elect two trustees to serve a three year term. He reminded the meeting that in 2008 the Council had been concerned by the lack of disbursements and that the trust appeared to be accumulating and that the trustees had been asked to address this (0804.10). However, the latest accounts still showed to the trust to be accumulating with no disbursements.

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Cllr Foulger advised that the Chelveston trustee co-opted by the elected Chelveston trustees had indicated he wished to stand down one year early.

Cllr Dale advised that three nominations (Cllrs Dale & Foulger and Mrs Pentelow) had been received for the two elected trustee posts, but so as to allow the widest spread of responsibilities in the village, he announced he was withdrawing his nomination.

Accordingly, the meeting resolved to elect Cllr Foulger and Mrs Glenda Pentelow to be the trustees for 2009-2012 and instructed the Clerk to inform the Clerk of the Sawyer's Charity accordingly.

7 Minutes of Previous Meetings.

The minutes of the ordinary Parish Council meeting **0904 – 20th April 2009** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0904** with the no amendments.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

8 Planning and Licensing Matters.

8.1 Update on previous applications.

The RNOTP had just completed three days of examination hearing sessions before the Planning Inspector to consider the issues raised at the earlier submission sessions. His report is expected in June 2009. In view of the delays in the RNOTP, ENC is considering combining the Raunds Area Plan and the Three Towns Plan into one (Four Towns Plan).

The TPO in High St and the *Darsdale Farm* (Raunds) development have not yet been determined. The CRE generator application No.2 appeal had been heard before a planning inspector at a Public Inquiry on 10th February 2009 is still awaited.

9 Review of the Council's insurance arrangements.

Cllr Dale advised that the Clerk had sent out details of two policies with the agendas and the meeting now had to choose which to take up. The meeting debated the extra cover v increased excess, but noted the Council had not claimed in over 7 years.

The meeting resolved to:

Appoint Norwich Union as the Council's insurer and instructed the Clerk to act accordingly..

Proposed: Cllr Emerson Seconded: Cllr Wooding Decision: Unanimous

10 Financial Transactions.

10.1 The following invoices were due for payment – E-On (St Lighting power Jan – Mar 09), ENC (Grass cutting Mar 09) and Broker Network (insurance 2009-10). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

10.2 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 Harwood Seconded: Cllr Wooding Decision: Unanimous

10.3 The bank statements for the month of April have been received and reconciled.

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Opening Balance for the meeting £5,539.25

Receipts since last meeting

Number	Sender	Description	Method	Amount
2008.44	NWB	Interest (Jan – Mar 09)	Bank	£2.66
2009.05	ENC	Precept (50%)	BACS	£4,500.00
Total Receipts this meeting				<u>£4,502.66</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2009.06	E-On	St Lt Power (Jan – Mar 09)	000733	£374.73
2009.07	ENC	Grass cutting (Mar 09)	000735	£439.85
2009.08	Broker Network	Annual Premium	000736	£432.01
2009.09	M.H.Hunter	Expenses to 0905	000737	£29.96
Total Expenditure this meeting				<u>£1,276.55</u>

Closing Balance for this meeting **£8,765.36**

11 Updates on Projects List.

11.1 Highways & footways Issues.

The Clerk advised Turney Landscapes had suffered a machine failure whilst grass cutting on Friday 8th May, leaving strips of un-mown grass. They had returned on Tuesday 12th May to strim the worst affected areas. Cllr Wooding was not impressed by the work which looked patchy. Cllr Emerson felt the Council should consider investing in its own grass cutting machinery next year.

11.2 Street Lighting.

No issues.

11.3 Ditches.

Cllr Emerson to chase Street Doctor again regarding the Joe's/High Lane ditch.

11.4 E-Government.

The Clerk advised for the 30 day period ending 11th May 2009 of the 1,145 hits, 6.75% came from the US, 1.89% from Europe & 0.85% from other countries.

11.5 Rights of Way

Cllr Izzard reported ENC Cllr Gell had contacted him about incorrect route of footpath MM3 from Duchy Close to the B645. NCC ROW had confirmed the route was an anomaly, but couldn't be changed without a legal order. This was not considered a priority for this year.

11.6 Trees

Cllr Wooding noted the ivy still needed to be removed from the Wellingtonia by *School House*. Likewise the Hillside willow tree had been cut back.

Cllr Dale advised he had spoken to the landowners regarding the state of their boundary fence in Foot Lane following the removal of the unlawfully planted trees and it had been agreed that a new fence would be installed.

11.7 Community Safety

Cllr Emerson reported on a burglary in the village on 2nd May.

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11.8 Allotments.

Cllr Dale advised that the Clerk had received bids from solicitors to act on behalf of the Council, but unfortunately the land owner had since written to advise of a change of decision and that that the land was being retained for potential future development.

The meeting agreed the Clerk would write to the landowner regarding their change of decision and request a meeting with Cllr Dale.

At 9:30 p.m. under SO1(d) (Duration and time of meetings), it was resolved to continue.

12 Further update on recent fire at the World Rubber tyre recycling plant

As this had been covered at the APA, it was resolved to dispense with this item.

13 Update of the CRE Local Liaison group

Cllr Dale advised the NCC had confirmed that Phil Watson normally chaired the LLG meetings, but on this occasion had offered Roy Boulton (Hd of Planning). NCC Waste management officers were focused on domestic waste and thus deemed inappropriate by NCC for an industrial waste process.

At the request of Cllr Harwood, the Clerk had contacted Cogenhoe & Whiston PC for their experience of a minerals LLG chaired by Roy Boulton.

The meeting resolved to continue to press for an independent chairman.

14 Request for a Reference Book

The Clerk advised that the 8th edition of Charles Arnold-Baker would be available in June, which he could purchase 20% discounted through the SLCC (£53.60).

The meeting resolved to:

Authorise the Clerk to order the reference book.

Proposed: Cllr Dale

Seconded: Cllr Wooding

Decision: Unanimous

15 Issues raised from the APA.

Deferred to the next meeting.

16 Visits, Training & Courses.

Weds 20th May – Planning Aid planning seminar at N'ton @ 18:00 (Cllr Foulger)
Sat 30th May – 40th CW UK Reunion tour including 305th BG memorial (10:30) and Yelden Church service for the unveiling of a plaque for Lt Sellers B17 crash in 1944 (14:00).
[Post meeting note – M& YPC have issued formal invite to Chairman to attend]

Sat 4th July – Chelveston Open Gardens event. Details tba.

Fri/Sat 4th & 5th Sept – NALC national conference at RCP, London (£207).

Weds 14th Oct – NCALC AGM at tba @ 19:00.

Sat 24th Oct – SLCC national conference at Staverton Park, Daventry (£tba)

17 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

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18 Councillor's Reports.

The Clerk confirmed the statutory notices for the 2008-9 accounts had been displayed.

Cllr Dale advised that Ray Dyer of Chelveston is now a trained bee-keeper and is available for swarm collection in the area. Cllr Izzard suggested that this be reported in the next newsletter.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 8th June 2009 in the Chelveston Village Hall.

The meeting closed at 9:45 p.m.

Issued on 13th May 2009.

Pages 1431 – 1439 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
07/03/2009	I/2009/054/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 62 March 2009	Circulated
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
21/03/2009	I/2009/070/MHH	EMDA	<i>EMDA News</i> Winter 2009	Circulated
03/04/2009	I/2009/081/MHH	ENC (Rachel Reeds)	Notice of Standards Committee mtg @ ENC on 8 th April 2009	Circulated
03/04/2009	I/2009/083/MHH	BDO Stoy Hayward	Annual Return	Awaiting
11/04/2009	I/2009/088/MHH	Allianz Insurance plc	Insurance renewal	Actioned
17/04/2009	I/2009/095/MHH	E-On	Invoice for St Lighting power (Jan - Mar 09)	Actioned
18/04/2009	I/2009/096/MHH	ENC (J.Stanhope)	Invoice for grass cutting (Mar 09)	Actioned
20/04/2009	I/2009/098/MHH	E&HRC (Nicola Brewer)	Public Sector duties under new Equality Bill	File
24/04/2009	I/2009/099/MHH	ENC (Jenny Ray)	MEP & NCC Notices of Election	Actioned
24/04/2009	I/2009/100/MHH	ENC (Robert Austin)	BACS advice for Precept 2009-10 (50%)	File
24/04/2009	I/2009/101/MHH	ENC (A.Rookes)	Chaser for payment (already paid)	File
24/04/2009	I/2009/102/MHH	ENC (David Oliver)	Invite to ENC Annual mtg on Weds 13 th May 2009	File
24/04/2009	I/2009/103/MHH	ENC (Keith Osborne)	Notice of ENC mtg on Mon 27 th April 2009	Circulated
02/05/2009	I/2009/104/MHH	Police	Police newsletter issue 7 (April 2009)	Circulated
02/05/2009	I/2009/105/MHH	Charles Wells	No longer wish to lease land for allotments	File
02/05/2009	I/2009/106/MHH	Hedleys Solicitors LLP	Details of previous service for parish councils	File
02/05/2009	I/2009/107/MHH	Came & Company	Insurance renewal	Actioned
08/05/2009	I/2009/108/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 63 May 2009	Circulated
08/05/2009	I/2009/109/MHH	Wilson Browne LLP	Details of previous service for parish councils	File
08/05/2009	I/2009/110/MHH	ENC (J.Stanhope)	Chaser for grass cutting invoice	File
09/05/2009	I/2009/111/MHH	ENC (Keith Osborne)	Notice of ENC Annual mtg on Weds 13 th May 2009	Circulated
09/05/2009	I/2009/112/MHH	ENC (Jenny Ray)	MEP & NCC Statement of Persons Nominated	Actioned
10/05/2009	I/2009/113/MHH	NWB	Bank Statements	File

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2009						
25/04/2009	O/2009/029/MHH	Parish Cllrs	Minutes 0904	Delivered		
20/04/2009	O/2009/030/MHH	ENC Planning	Response to Darsdale developement, Raunds	Posted	0904.5.1	I/2009/084/MHH
20/04/2009	O/2009/031/MHH	ENC Planning	Response to TPO request	Posted	0904.5.2	I/2009/085/MHH
20/04/2009	O/2009/032/MHH	ENC (J.Stanhope)	Payment of invoice	Posted	0904.6.1	I/2009/061/MHH
20/04/2009	O/2009/033/MHH	E-On Energy Services	Payment of invoice	Posted	0904.6.1	I/2009/075/MHH
20/04/2009	O/2009/034/MHH	NCALC	Payment of invoice	Posted	0904.6.1	I/2009/090/MHH
26/04/2009	O/2009/035/MHH	Headley Solicitors LLP	Request for local govt experience and costs	Posted	0904.7.8	
26/04/2009	O/2009/036/MHH	Wilson Browne LLP	Request for local govt experience and costs	Posted	0904.7.8	
27/04/2009	O/2009/037/MHH	Parish Cllrs	Agenda APA09	Delivered		
03/05/2009	O/2009/038/MHH	Parish Cllrs	Agenda 0905	Delivered		

**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
06/04/2009	Orange - ISP broadband									£17.99
20/04/2009	Draft accounts for review	4					28			
20/04/2009	Pre-minutes for Clerk & Chair	5					5			
20/04/2009	ENC Planning - response to Darsdale	2	36	1			1			
20/04/2009	ENC Planning - response to tree works		36	1						
20/04/2009	ENC - payment of invoice		36	1						
20/04/2009	E-On - payment of invoice		36	1						
20/04/2009	NCALC - payment of invoice		36	1						
25/04/2009	Minutes 0904 - 3 P.Cllrs & File	9			3		27			
26/04/2009	Info request to Hedleys Solicitors	1	36	1			1			
26/04/2009	Info request to Wilson Browne Solicitors	1	36	1			1			
04/05/2009	Agenda APA09 - 7 P.Cllrs & File	1		7			7			
04/05/2009	Agenda 0905 - 7 P.Cllrs & File	5		7			35			
TOTALS		£1.68	£2.52	£1.26	£0.21	£0.00	£6.30	£0.00	£0.00	£17.99

TOTAL VALUE = £29.96