

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

13th July 2009

Meeting Number 0907

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 13th July 2009** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: 3 members 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. Mr & Mrs Parsons spoke about their plans for 5 *Pokas Cottages*. Mrs Harwood spoke about the public bench on the triangular green.

1 Apologies.

Cllr Dale opened the meeting at 7:42 p.m. and asked for any apologies – Cllrs Harwood (ENC meeting) and Wooding (holiday) and D.Cllr Whiting. The meeting agreed to accept these apologies.

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

Cllr Dale declared a prejudicial interest in item 5.2 (recipient of expenses).

3 Minutes of Previous Meetings.

The minutes of the Ordinary Meeting of the Parish Council **0906 – 8th June 2009** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0906** with the no amendments.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

4 Planning and Licensing Matters.

4.1 Update on previous applications.

5 *Pokas Cottages* had not yet been determined due to the ENC Development Committee running out of time on Weds 1st July and it will now be determined on Weds 22nd July. A letter has been received by the applicants, asking if this Council could reconsider its decision (0906.4.1), but the applicants have been advised to address the ENC Development Committee instead, as this would be contrary to SO36. The *Darsdale Farm* (Raunds) development has not yet been determined.

The Public Examination and Inspector's report on the Rural North, Oundle and Thrapston Plan LDD has concluded the plan will be sound if his changes are adopted. These include the deletion of Policy 16 (Wind Farms), which is likely to flow across to the revised Raunds Area and Three Towns Plans before they are put forward.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

5 Financial Transactions.

- 5.1 The following invoices were due for payment – E-On Energy services (St Lighting Maintenance (Apr – Jun 09)) and SLCC (reference book). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

- 5.2 Cllr Dale had incurred expenses for the 305th BG memorial planting. The meeting resolved to approve the payment & authorised the appropriate cheque to be signed.

Proposed: Cllr Emerson Seconded: Cllr Mommersteeg Decision: Unanimous

- 5.3 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 Izzard Decision: Unanimous

- 5.4 The bank statements for the months of May & June have been received and reconciled.

Opening Balance for the meeting	£8,586.55
----------------------------------------	------------------

Receipts since last meeting

Number	Sender	Description	Method	Amount
2009.12	NWB	Interest (Apr – Jun 09)	Bank	£1.08

Total Receipts this meeting	£1.08
------------------------------------	--------------

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2009.13	E-On Energy	St Lt Maint (Apr – Jun 09)	000740	£158.29
2009.14	SLCC	Reference book	000744	£55.60
2009.15	A.R.Dale	305 th BG memorial planting	000742	£11.92
2009.16	M.H.Hunter	Expenses to 0907	000743	£54.45

Total Expenditure this meeting	£280.26
---------------------------------------	----------------

Closing Balance for this meeting	£8,307.37
-----------------------------------------	------------------

- 5.5 FY09/10 1st Quarter budget review.

The Clerk went through the budget control sheet and proposed the following virements;

Deposit A/C interest -£60.00	Clerks salary -£637.75
------------------------------	------------------------

St Lighting +£750.00	Insurance -£47.99
----------------------	-------------------

The meeting resolved to:

Approve the virements and instructed the Clerk to act accordingly.

Proposed: Cllr Emerson Seconded: Cllr Foulger Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6 Updates on Projects List.

6.1 Highways & footways Issues.

Cllr Dale advised a resident had written to the Council asking for assistance in replacing the damaged metal open bar railings opposite *Poplar Farm Barns*. The Clerk had raised a Street Doctor request and it was tasked for inspection.

The Clerk confirmed that, as requested by Cllr Wooding, a letter had been sent to the landowner to allow derogation from the hedgerow scheme (currently preventing cutting of the hedgerow beside the footway along Higham Hill).

Cllr Izzard advised the BT duct in Sawyer's Crescent had still not been repaired. Cllr Dale asked the Clerk to provide the Street Doctor number so this could be chased up.

6.2 Street Lighting.

No report.

6.3 Ditches.

Cllr Emerson asked if repair work had been carried out on the B645 near Bidewell junction, as the flooding had not appeared to be as bad as before during the recent rains. The meeting was not aware of any works being undertaken yet.

6.4 E-Government.

The Clerk advised for the 30 day period ending 12th July 2009 of the 957 hits, 6.89% came from the US, 2.87% from Europe & 0.24% from other countries.

The Clerk advised the Council's website host (ISP) was due for renewal. Two ISP packages were offered for comparison. Cllr Dale advised the meeting he felt the EUKHost ISP offered more services that were compliant with latest government e-gov guidelines.

The meeting resolved to:

Contract with EUKHost as the ISP to host the Council's web-site and instructed the Clerk to act accordingly.

Proposed: Cllr Emerson Seconded: Cllr Izzard Decision: Unanimous

The Clerk advised that moving to a government domain name (Chelveston.gov.uk) will cost £92 for two years.

The meeting resolved to:

Not to move to a government domain name.

Proposed: Cllr Emerson Seconded: Cllr Izzard Decision: Unanimous

6.5 Rights of Way

Cllr Izzard reported that an order had been raised for the gate on MM17 to be repaired. The Clerk advised a local farmer had not yet been contracted by ROW to cut the paths over his land.

Cllr Foulger advised that Christine Foulger had cut back undergrowth to the entrances to the footpaths across Duchy Fields; however the third entrance had a steep slope which could benefit from a step. Cllr Izzard agreed to contact ROW.

6.6 Trees

No report.

6.7 Community Safety

Cllr Emerson reported one break-in in July.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6.8 Allotments.

The Clerk reported that the first landowner had declined a meeting with the Chairman. Subsequently, Cllr Dale had become aware of an alternate site in the parish and the Clerk had approached the second landowner accordingly.

A one acre plot (sufficient for 12-15 10 pole plots) is available for lease, though there is no water supply on the site. The Clerk had therefore contacted the first landowner to seek permission to lay a water pipe over their land.

The meeting debated possible allotment income v costs with a view to reaching a target lease fee. Cllr Izzard suggested holding a meeting of the potential tenants to assess their views on the plot rents.

The meeting resolved to:

Arrange a meeting of the potential tenants, to outline the Council's proposals and ascertain their views on the plot rents.

Proposed: Cllr Izzard Seconded: Cllr Emerson Decision: Unanimous

The Clerk is investigating external funding via the National Lottery's £50m Local Food Programme to assist with the costs of fencing, water supplies, sheds, etc. The stage one cut-off date is 21st August 2009.

7 Report on the ENC – Local Councils meeting.

Cllr Dale reported on the recent meeting, held at Chelveston Village Hall on Weds 24th June 2009. Local Councils attending the meeting were Stanwick and this Parish Council.

Items discussed included Stanwick's recent unsuccessful village hall grant application, availability of allotment land, the *Darsdale Farm* development and S106 contributions, a cycle/footway on the B663 and development of Chelveston Base Crescent.

8 Debate on the maintenance and replacement of the public benches.

Cllr Dale advised the meeting that Cllr Wooding had offered to build a replacement bench to replace the one lost during winter. The remains of the cast legs of the previous bench would need removing from the concrete base. Cllr Dale agreed to take care of this.

The Clerk advised the public bench on the triangle green near 1 Sawyers Crescent was overdue some preventative/restorative maintenance.

The meeting resolved to:

Accept Cllr Wooding's offer of a replacement bench for Caldecott and carry out maintenance to the public bench on the triangle green and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

9 Update on the CRE baseline noise monitoring.

Cllr Dale advised the Council (along with other surrounding CRE site) had been contacted by Phillips Planning Services to co-operate on taking the baseline noise measurements. The Council had agreed, with noise monitors currently located in the Cllr Harwood & the Clerk's gardens. They would be in place for 2-3 weeks.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

10 Donation of a lawnmower to the Council.

Cllr Dale advised that an 18" cut lawnmower had been donated to the Council. This would be used to keep the 305th BG memorial grass, etc in order.

The meeting needed to decide whether to insure the lawnmower and if so, for what value.

The meeting resolved to:

Not to insure the lawnmower.

Proposed: Cllr Emerson Seconded: Cllr Izzard Decision: Unanimous

11 Debate on the use of the MGWSP Parish Enhancement Gangs in the parish.

Cllr Dale advised that MGWSP had recently announced two dedicated gangs would be set up to work with the parish councils to undertake minor improvement / safety works as agreed between area teams and the Councils. It is envisaged that a gang should visit each parish once per year which will equate to one to two days work.

After debate, it was agreed that siding out and weedkiller spraying of the footways should be the two priorities for the gang.

12 Visits, Training & Courses.

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

Tues/Fri 15th – 18th Sept – NALC Leadership Academy at Warwick Univ (£808.45)

Weds 14th Oct – NCALC AGM at Moulton VH @ 19:30.

Sat 24th Oct – SLCC national conference at Staverton Park, Daventry (£30)

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 Foulger Seconded: Cllr Izzard Decision: Unanimous

14 Councillor's Reports.

Cllr Foulger asked about the number of children in the parish. Cllr Dale suggested the only update available would be through the 2009 Parish Appraisal. It was agreed that this would be a topic for the next meeting.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 10th August (if required), else Tuesday 1st September 2009 (brought forward to reduce the gap) in the Chelveston Village Hall.

The meeting closed at 8:50 p.m.

Issued on 17th July 2009.

Pages 1450 – 1458 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
2009				
16/05/2009	I/2009/114/MHH	ENC Standards Board	Annual report 2008	Circulated
29/05/2009	I/2009/122/MHH	NCALC	Update Issue 2/09 May-June 2009	Circulated
06/06/2009	I/2009/131/MHH	Malcolm Russen	Request to modify road layout by <i>Middle Farm Villa</i>	Actioned
12/06/2009	I/2009/132/MHH	NCALC (Anne Millar)	Receipt for NCALC subscription	File
13/06/2009	I/2009/133/MHH	NWB	Bank Statements	File
13/06/2009	I/2009/134/MHH	PPS (Al Morrow)	Updating baseline noise measurements	Actioned
13/06/2009	I/2009/135/MHH	ENC (Jenny Ray)	Posters - results of NCC & MEP elections	Actioned
13/06/2009	I/2009/136/MHH	Came & Company	Insurance Policy documents	File
15/06/2009	I/2009/137/MHH	ENC (Sharn Matthews)	Replacement PC Toolkit CD	File
15/06/2009	I/2009/138/MHH	E-On Energy Services	Invoice for St Lt maintenance (Apr - Jun 09)	Actioned
20/06/2009	I/2009/139/MHH	Charles Wells	Do not wish to meet to discuss	File
20/06/2009	I/2009/140/MHH	NCC (Courtney Claunch)	New NCC Volunteers coordinator - request for details	Actioned
20/06/2009	I/2009/141/MHH	NCC (Courtney Claunch)	Parish Highways Rep scheme update	HW Rep
20/06/2009	I/2009/142/MHH	ENC (Rachel Reeds)	Agenda for ENC mtg on Mon 22 nd June 2009	File
20/06/2009	I/2009/143/MHH	ENC (Barbara Wiggins)	Agenda for ENC - PTC mtg at Chelveston on Weds 24 th June 2009	File
04/07/2009	I/2009/144/MHH	SLCC	Invoice for book	Actioned
04/07/2009	I/2009/145/MHH	C&CD	<i>Clerks & Councils Direct</i> issue 64 July 2009	Circulated
04/07/2009	I/2009/146/MHH	EMDA	<i>EMDA News</i> Spring 2009	Circulated
04/07/2009	I/2009/147/MHH	ENC Planning	Date of hearing for 5 Pokas Cottages	File
04/07/2009	I/2009/148/MHH	NACRE	<i>Village Viewpoint</i> Summer 2009	Circulated
04/07/2009	I/2009/149/MHH	ENC (Rachel Reeds)	Meeting of the ENC Standards Board on Weds 8 th July 2009	Circulated
04/07/2009	I/2009/150/MHH	EMRA (Andrew Pritchard)	Regional Plan Partial Review: Options Consultation	File
06/07/2009	I/2009/151/MHH	Christine Foulger	Request for repairs to Highways fencing opposite Poplar Farm barns	Actioned
10/07/2009	I/2009/152/MHH	ENC Planning	Update on RNOTP LDD	File
10/07/2009	I/2009/153/MHH	NWB	Bank Statements	File
10/07/2009	I/2009/154/MHH	Mr & Mrs Parsons	Letter in support of 5 <i>Pokas Cotages</i> by applicants	File
11/07/2009	I/2009/155/MHH	ENC (Kevin Skerry)	Anti-litter poster	Actioned
11/07/2009	I/2009/156/MHH	ENC	Reports of Committees July 2009	Circulated

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.
2009						
08/06/2009	O/2009/051/MHH	Parish Cllrs	Minutes 0906	Delivered		
08/06/2009	O/2009/052/MHH	ENC Planning	Response to single storey ext at 5 Pokas Cottages	Posted	0906.4.1	I/2009/115/MHH
08/06/2009	O/2009/053/MHH	Shaw & Sons Ltd	Payment of invoice	Posted	0906.5.1	I/2009/117/MHH
15/06/2009	O/2009/054/MHH	PPS (Al Morrow)	Sites for noise measurements	Posted		I/2009/134/MHH
22/06/2009	O/2009/055/MHH	NCC (Courtney Claunch)	Details of NCC volunteers	Posted		I/2009/140/MHH
05/07/2009	O/2009/056/MHH	Charles Wells	Water pipe across field	Posted	0906.6.8	
05/07/2009	O/2009/057/MHH	Stuart Carr	Hedge on Higham Hill - derogation letter	Delivered	0906.16	
05/07/2009	O/2009/058/MHH	Parish Cllrs	Agenda 0907	Delivered		
05/07/2009	O/2009/059/MHH	CCP	Summer playschemes - declined	Posted	0906.10	I/2009/121/MHH

**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
06/06/2009	Orange - ISP broadband									£17.99
06/06/2009	June/July Newsletter [200]	2								£24.00
06/06/2009	Charles Wells - allotments	1	36	1			1			
07/06/2009	Pre-minutes for Clerk & Chair	5								
08/06/2009	FY08-09 accounts	4					28			
08/06/2009	ENC - response to application	1	36	1			1			
08/06/2009	Shaw & Sons - payment of invoice		36	1						
08/06/2009	BDO Stoy Hayward - Annual Return	1					2			
13/06/2009	Minutes 0906 - 3 P.Cllrs & File	10				3	30			
15/06/2009	Ring Binder									£1.99
15/06/2009	PPS - noise monitoring	1	36	1			1			
22/06/2009	NALC posters	2								
05/07/2009	Charles Wells - water pipe to allotments	1	36	1			1			
05/07/2009	Stuart Carr - Higham Hill hedge	1		1			1			
05/07/2009	CCP - declined summer playschemes	1					1			
06/07/2009	Agenda 0907 - 7 P.Cllrs & File	4		7			28			
TOTALS		£2.04	£1.80	£0.78	£0.21	£0.00	£5.64	£0.00	£0.00	£43.98

TOTAL VALUE = £54.45