

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

11th January 2010

Meeting Number 1001

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 11th January 2010** in the Chelveston Village Hall.

Present: - Councillors: Cllr A.R.Dale (Chairman)
Cllr M.W.Wooding (Vice-chairman)
Cllr M.W.Emerson
Cllr M.J.Izzard
Cllr P.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 G.Harwood (ENC mtg), Cllr Foulger (illness) and D.Cllr P.Whiting (ENC mtg). 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 6.1 (Director/Trustee of an organisation receiving payment).

3 Notification of Executive Action under SO83

The Clerk advised that he had received the invoice for the on-line mapping system and had asked for approval from the Chairman, Vice-chairman and IFV to pay in advance of the meeting, in order that it could be set up in time to demonstrate at this meeting.

4 Minutes of Previous Meetings.

The minutes of the Ordinary Meeting of the Parish Council **0911 – 14th December 2009** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0911** with no amendments.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

5 Planning and Licensing Matters.

5.1 EN/09/01984/FUL—Single storey extension and porch at *Hawthorn House*, Higham Road, Chelveston.

Cllr Dale explained the plans. The Clerk confirmed he had contacted 29 Duchy Close with no objections.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

The meeting resolved not to object to the application and instructed the Clerk to notify ENC accordingly.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

5.2 EN/09/02008/FUL - Second floor extension and loft conversion to include balcony at 1 Pretoria Cottages, Raunds Road, Chelveston.

Cllr Dale explained the plans. The Clerk confirmed he had contacted *Wildacre* and 2 Pretoria Cottages with no objections.

The meeting resolved not to object to the application and instructed the Clerk to notify ENC accordingly.

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

5.3 Update on previous applications

37 Water Lane and the *Northdale End* and *Darsdale Farm* (Raunds) developments have not yet been determined.

5.4 Update on the NCC MWDF Core Strategy suggested changes consultation.

The Clerk advised he had responded on behalf of the Council, highlighting under SC43 (spatial strategy) that Higham Ferrers & Rushden were still part of part of the Central Spine, contrary to the Regional Spatial Strategy, as highlighted at the Inspector's Examination last year.

The wide remit of SC27 (rural hinterland facilities) was questioned along with the ambiguity of SC9 (importing of waste over the country boundary).

6 Financial Transactions.

Cllr Dale did not take part in item 6.1 and Cllr Wooding chaired this item.

6.1 The following invoices were due for payment – E-On Energy Services (St Lt Maintenance (Oct-Dec 09)), NACRE (Fees 2010) and E-On Energy Services (replacement Lamp 20). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

Proposed: Cllr Wooding Seconded: Cllr Emerson Decision: Unanimous

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

Proposed: Cllr Wooding Seconded: Cllr Emerson Decision: Unanimous

6.3 The bank statements for the month of December have been received and reconciled. During Cllr Foulger's illness, it was agreed that Cllr Wooding would carry out the bank reconciliation on a temporary basis.

Opening Balance for the meeting	£8,582.27
--	------------------

Receipts since last meeting

Number	Sender	Description	Method	Amount
		None		£Nil
Total Receipts this meeting				£Nil

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2009.37	SpatialTech	On-line mapping system	000761	£11.75
2009.38	E-On Energy	St Lt Maintenance (Oct-Dec 09)	000762	£158.29
2009.39	NACRE	Fees 2010	000763	£34.00
2009.40	E-On Energy	Replacement Lamp 20	000764	£226.49
2009.41	M.H.Hunter	Expenses to 1001	000765	£59.28
Total Expenditure this meeting				£489.81
Closing Balance for this meeting				£8,092.46

7 Updates on Projects List.

7.1 Highways & footways Issues.

The Clerk advised that CPRE Northamptonshire had increased the funding from £75 to £100 for one year for parish litter pickers. The application form has been passed on to John Britten.

During the Christmas snow, a vehicle had impacted the Bidwell Lane sign in Caldecott. This has been recovered by ENC and will be replaced once the weather permits.

The annual highways parish survey was due and the Clerk asked Cllrs for comments on communications, staff, commitment and service delivery.

Cllr Dale felt the Street Doctor service was particularly good, with 48hr response times between potholes being reported and patched.

7.2 Street Lighting.

The Clerk advised that Lamp 20 (outside *Gardenfields*, Raunds Rd) had been replaced and that Lamp 1 (outside 37 Water Lane) had been ordered.

Lamp 29 (Bidwell Lane jct) had been reported dead and repaired, whilst Lamp 20 has been reported as dead.

7.3 Ditches.

No report.

7.4 E-Government.

The Clerk advised for the 30 day period ending 11th January 2010 of the 1,316 hits, 11.16% came from the US, 4.04% from Europe & 10.46% from other countries. The 2009 year total was 16,201 (2008: 18,698), giving a project total of 75,496 since 2002.

The Clerk advised that an accommodation page, with links to the two B&B's in Chelveston, had been added to the main site. The on-line mapping service was going live today and the Clerk showed some sample maps/data.

7.5 Rights of Way

Cllr Izzard reported that NCC ROW had issued letters regarding the state of the stile on MM1 to the paddock beyond 37 Water Lane, but if there was no response, NCC ROW would carry out the repairs.

Cllr Dale is working on a leaflet on walks and rides around the airbase with Preserve. This is currently using a digital 1:25,000 map which is being annotated for the leaflet. Preserve is financing the leaflet. Cllr Dale is taking advice on copyright.

7.6 Trees

No report

Chelveston-cum-Caldecott Parish Council

Northamptonshire

7.7 Community Safety

No report

7.8 Allotments

Cllr Dale updated the meeting on progress with the development of the Allotment Gardens. The ground had now been ploughed and would now be allowed to weather before being harrowed. The plans for the site would be drawn up next, so that the land lease could be finalised.

7.9 Parish Emergency Plan

No report.

7.10 Parish Appraisal 2009/10

Cllr Dale reported the Clerk had added questions on the waste management and the three logo designs (with the option to submit an alternative). Once Cllr Harwood had confirmed he was happy with the waste management questions, the forms would be printed ready for distribution by the Cllrs.

8 Review of 3rd Quarter of FY2009-10.

The Clerk updated the meeting on the current budget v costs and recommended the following virements –

Deposit interest	-£16	Other Income	+£800
Repairs	+£300	Salary	-£637.75
General expenses	+£50	Hall hire	-£6.50
Subscriptions	+£24.82	Reserves	+£1
Verge maintenance	+£719.63		

The meeting resolved to approve the above virements and instructed the Clerk to act accordingly.

Proposed: Cllr Dale

Seconded: Cllr Mommersteeg Decision: Unanimous

9 Grass cutting contract for the 2010 season.

The Clerk reported that two compliant bids had been received. The cheapest tender offered a reduced cost per cut for the verges and link footway, though was more expensive for the Millennium Garden (which involved collecting the cuttings) compared to the current contractor. The total savings for a season of 8 cuts would be nearly £1,200 (some £400 of which is the ENC admin fee).

However, if the Council was minded to select the cheapest tender, the Clerk recommended half the savings be held back to either cover any issues that may arise or additional cuts in the peak growing season.

Cllr Dale suggested the funds used on the Millennium Garden could be better spent providing another cut for the whole parish. He would volunteer to look after the Millennium Garden using the Council's mower.

The meeting resolved to award the 2010 grass-cutting contract to CGM (Cambridge), but without the Millennium Garden cuts and instructed the Clerk to act accordingly.

Proposed: Cllr Emerson

Seconded: Cllr Izzard

Decision: Unanimous

The Clerk suggested that a Cllr (who would be available during weekdays) be appointed to be the local liaison with the cutting crew, so as to aid speedy resolution of any issues that might arise. The meeting agreed that Cllr Dale would be the local liaison.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

10 Setting the Precept for 2010-11.

The Clerk presented the meeting with two budget proposals, taking into account the current economic situation. Due to the reduced Council Tax base, the proposed options were to either to hold the precept at the same as last year or to hold the Council Tax contribution to the same as last year.

The meeting resolved to set the precept at £9,000 and instructed the Clerk to notify ENC accordingly.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

11 Visits, Training & Courses.

Thurs 21st Jan – NCALC/SLCC/ENC Parish Update for Clerks at ENC @ 18:30 (Clerk)
Sat 23rd Jan – NNJPU/NACRE workshop on NN Joint Core Strategy at Laxton School, Oundle @ 9:45 (Clerk)
Thurs 28th Jan – ENable Annual Conference at Laxton School, Oundle @ 14:30
Mon 8th Feb – Code of Conduct training session at ENC @ 19:00

12 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 Mommersteeg Decision: Unanimous

13 Councillor's Reports.

The Clerk advised that following the campaign to get MPs to sign up to Early Day Motion 1545 to support the *Sustainable Communities Act Amendment Bill*, Alistair Burt MP (Cons, NE Bedfordshire), who is drawn 7th in the Private Members list, has agreed to introduce it to Parliament. The campaign is now requesting MPs sign Early Day Motion 143 to support this. Cllr Dale suggested that Peter Bone MP be asked to sign up, to which the meeting agreed.

Cllr Dale advised that ENC had issued draft information on the two tourism themes to take place between 2010-2015. As far as visitor attractions within the parish, the 305th BG memorial & the Church are most likely to bring people in. Visitor facilities would be the *Star & Garter* and the two B&B's (as there is a lack of these in EN). Cllr Dale suggested that these are included in responses to the strategy actions, to which the meeting agreed.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 8th February 2010 in the Chelveston Village Hall.

The meeting closed at 8:29 p.m.

Issued on 16th January 2010.

Pages 1497– 1506 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				
19/11/2009	I/2009/235/MHH	NCC (Mark Chant)	NCC Minerals & Waste Core Strategy: Suggested changes	Actioned
20/11/2009	I/2009/237/MHH	ENC (Robert Austin)	Precept request forms for 2010-11	Actioned
05/12/2009	I/2009/249/MHH	NCC (Lara Inglott)	2010 s136 grant paperwork for grass-cutting	Actioned
08/12/2009	I/2009/253/MHH	CCP (Jackie Ackroyd)	Easter & Summer Play Ranger, Sports & Arts programmes	Awaiting
10/12/2009	I/2009/254/MHH	E-On Energy Services	Invoice for St Lt maintenance (Oct-Dec 09)	Actioned
10/12/2009	I/2009/256/MHH	Northants 50+ network	Northants 50+ network Newsletter Volume 3 Issue 10 Winter 2009	File
12/12/2009	I/2009/258/MHH	NACRE	<i>Village Viewpoint</i> Winter 2009 & invoice for 2010	Actioned
12/12/2009	I/2009/259/MHH	NHS	<i>Health & Wellbeing in Wellingborough</i> 2009/10 edition	File
13/12/2009	I/2009/260/MHH	NWB	Bank Statements	File
17/12/2009	I/2009/261/MHH	NN JPU (Karen Horner)	Rural Workshop on review of NN Joint Core Strategy on 23 rd Jan	Actioned
18/12/2009	I/2009/262/MHH	Local Works (Steve Shaw)	Sustainable Communities Act Amendment Bill - next action	Actioned
18/12/2009	I/2009/263/MHH	E-On Energy Services	Invoice for replacing St Lamp 20 (opposite <i>Gardenfields</i> , Raunds Rd)	Actioned
21/12/2009	I/2009/264/MHH	ENC (Denise Beard)	Concessionary Fares scheme 2010/11	File
22/12/2009	I/2009/265/MHH	SLCC	Receipt for 2010 fees	File
22/12/2009	I/2009/266/MHH	NCC / MGWSP	Annual Parish Satisfaction survey	Actioned
22/12/2009	I/2009/267/MHH	ENC (Geoff Oliver)	Quote for grass-cutting 2010 season	Actioned
23/12/2009	I/2009/268/MHH	EMDA	<i>EMDA News</i> Winter 2009	File
24/12/2009	I/2009/269/MHH	E-On Energy Services	Account statement	File
29/12/2009	I/2009/270/MHH	NRHA (Craig Felts)	Northants Rural Housing Association annual report 2008-9	File
31/12/2009	I/2009/271/MHH	Enable	Annual conference on 28 th Jan 2010	File
31/12/2009	I/2009/272/MHH	Northants NHS	Older Persons forum posters	Actioned
31/12/2009	I/2009/273/MHH	ENC	Reports of Committees January 2010	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.
2009						
14/12/2009	O/2009/106/MHH	Parish Cllrs	Minutes 0911	Delivered		
14/12/2009	O/2009/107/MHH	E-On Energy Services	Payment of invoice	Posted	0911.5.1	I/2009/246/MHH
14/12/2009	O/2009/108/MHH	ENC	Payment of invoice	Posted	0911.5.1	I/2009/250/MHH
14/12/2009	O/2009/109/MHH	SLCC	Payment of invoice	Posted	0911.5.1	I/2009/242/MHH
14/12/2009	O/2009/110/MHH	ENC Planning	Response to application	Posted	0911.4.1	I/2009/251/MHH
18/12/2009	O/2009/111/MHH	E-On Energy Services	Order for replacement St lamp 1	Posted	0911.6.2	I/2009/245/MHH
18/12/2009	O/2009/112/MHH	ENC (Sharn Matthews)	Members registers of interest declarations	Posted	0911.11	I/2009/224/MHH
22/12/2009	O/2009/113/MHH	Parish Online	Order for GIS mapping service	Posted	0910.6.4	

**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
06/12/2009	Orange - ISP broadband									£17.99
08/12/2009	CGM - invite to tender grass-cutting	4	39	1			1			
08/12/2009	Brian Mee - invite to tender grass-cutting	4	39	1			1			
14/12/2009	Pre-minutes for Clerk & Chair	5								
14/12/2009	Logo survey/info	4								
14/12/2009	E-On Energy Services - payment of invoice		39	1						
14/12/2009	ENC - payment of invoice		39	1						
14/12/2009	SLCC - payment of invoice		39	1						
14/12/2009	ENC Planning - response to application	1	39	1						
14/12/2009	ZoneAlarm - firewall renewal									£29.11
18/12/2009	E-On Energy Services - Lamp 1 order	1	39	1			1			
18/12/2009	Minutes 0911 - 3 P.Cllrs & File	10				3	30			
18/12/2009	ENC - Register of Interests update	1	39	1			8			
22/12/2009	Parish Online - order for mapping service	2	39	1			1			
02/01/2010	NCC Planning Policy - CS response	1	39	1			1			
03/01/2010	SpatialTech (UK) ltd - payment of invoice	1	39	1			1			
04/01/2010	Agenda 1001 - 7 P.Cllrs & File	4		7			28			
TOTALS		£2.28	£4.29	£1.08	£0.21	£0.00	£4.32	£0.00	£0.00	£47.10

TOTAL VALUE = £59.28