

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

---

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

13<sup>th</sup> April 2010

#### Meeting Number 1004

Minutes of an **Ordinary Meeting** of the Parish Council held at 8:45 p.m. – **Monday 13<sup>th</sup> April 2010** 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  
Cllr M.J.Izzard  
Cllr P.Mommersteeg

Clerk: Mr. M.H.Hunter

Public: D.Cllr P.Whiting  
5 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. None.

#### **1 Apologies.**

Cllr Dale opened the meeting at 8:45 p.m. and asked for any apologies – Cllr Foulger (illness). The meeting agreed to accept this apology.

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

Cllrs Izzard & Mommersteeg declared a personal interest in item 10 (spouse is a trustee of one of the charities).

Cllr Dale declared a personal interest in item 10 (acting Clerk to the two charities).

#### **3 Notification of Executive Action under SO83.**

The Clerk advised that he had received the invoice for the Street Lighting maintenance and had asked for approval from the Chairman and Vice-chairman to pay in advance of the meeting, in order that it could be paid before the end of the FY.

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

The minutes of the Ordinary Meeting of the Parish Council **1003 – 8<sup>th</sup> March 2010** had been circulated.

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

Approve the minutes of meeting **1003** with no amendments.

**Proposed: Cllr Dale**

**Seconded: Cllr Harwood**

**Decision: Unanimous**

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

---

### 5 Planning and Licensing Matters.

- 5.1 **EN/10/00415/FUL —Development of wind farm comprising 9 turbines, 5 of which are located in the ENC area, each 125m high to blade tip, one anemometer mast 80m high, construction of access tracks, underground cabling, visitor car park and viewing area at Chelveston Renewable Energy Park.**

Cllr Dale explained the plans. The meeting debated the issues and noted the views of the Extra-Ordinary parish Assembly earlier in the evening.

The meeting resolved to object to the application and instructed the Clerk to notify ENC accordingly.

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

**Cllr Harwood abstained.**

- 5.2 **10/00484/MAF - Construction and use of 4 wind turbines, each 125m high to blade tip, and one anemometer mast (80m high) including construction of access tracks, turbine bases and laying of underground cables at Chelveston Renewable Energy Park.**

Cllr Dale explained the plans. The meeting debated the issues and noted the views of the Extra-Ordinary parish Assembly earlier in the evening.

The meeting resolved to object to the application and instructed the Clerk to notify Bedford BC accordingly.

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

**Cllr Harwood abstained.**

The meeting agreed to issue a leaflet to all households in the parish advising the electorate of the points raised at the EPA and the subsequent decisions of the Council.

- 5.3 **Update on previous applications**

The land next to *Eastview* had been granted with conditions, by officer delegation. The Prior Notification of the proposed agricultural building on land on the north side of Sawyers Crescent had confirmed the building would be permitted development.

The NCC MWDF locations documents for minerals and waste site had been submitted to the Secretary of State on 31<sup>st</sup> March for examination. Public hearings would be likely to take place in July or September 2010.

### 6 Financial Transactions.

- 6.1 The following invoices were due for payment – NALH (Subscription), Northants NALC (subscription) & Information Commissioner (data registration). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

**Proposed: Cllr Wooding                      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 and authorised the appropriate cheque to be signed.

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

- 6.3 The bank statements for the month of March have been received and reconciled by Cllr Wooding.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

<b>Opening Balance for the meeting</b>				<b>£6,078.75</b>
<b>Receipts since last meeting</b>				
<b>Number</b>	<b>Sender</b>	<b>Description</b>	<b>Method</b>	<b>Amount</b>
2009.55	13 tenants	Allotment rents	Cash	£260.00
2009.56	3 tenants	Allotment rents	Cash	£60.00
2009.57	NCC	Cllr Empowerment grant	Cheque	£500.00
2009.58	Aviva	Insurance pay-out for Lamp 1	Cheque	£798.00
<b>Total Receipts this meeting</b>				<b>£1,618.00</b>
<b>Payments to be made this meeting</b>				
<b>Number</b>	<b>Payee</b>	<b>Description</b>	<b>Cheque</b>	<b>Amount</b>
2009.59	E-On	St Lt maint (Jan – Mar 10)	000775	£162.73
2010.01	NALH	Subscription 2010	000776	£5.00
2010.02	Northants NALC	Subscription 2010	000777	£112.29
2010.03	ICO	Data registration	000778	£35.00
2010.04	M.H.Hunter	Expenses to 1004	000779	£62.49
<b>Total Expenditure this meeting</b>				<b>£377.51</b>
<b>Closing Balance for this meeting</b>				<b>£7,319.24</b>

## 7 Updates on Projects List.

### 7.1 Highways & footways Issues.

The Clerk advised pothole on the adopted road by 1, the Green had been repaired and the damaged chevrons on the B645 by the Kimbolton Rd lay-by have been replaced.

Cllr Dale updated the meeting on the grass-cutting contractor's first cut, which was not satisfactory and had led to a number of complaints from around the village. The manager of the contractors was called back to the village to photograph the poor results for discussion with his work force. Remedial action is planned.

### 7.2 Street Lighting.

Deferred to next meeting.

### 7.3 Ditches.

The Clerk advised that Anglian Water had attended a blocked sewer in Caldecott that was overflowing into a ditch by *The Marches*.

### 7.4 E-Government.

Cllr Dale confirmed that Northants NALC was correct and local councils needed to register with the Information Commissioner.

The meeting agreed to register the Council as a data controller.

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

The Clerk advised that data storage was becoming a concern and was now taking up a large amount of DVD storage for the monthly back-ups. Remote on-line storage would create problems due to the slow upload speeds, so a possible way forward was to purchase two NAS hard drives, the second being stored by the Council Chair, which would be rotated monthly. Estimated cost £80 each for 0.5TB.

The meeting agreed to purchase the drives and instructed the Clerk to act accordingly.

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

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

---

### 7.5 Rights of Way

Deferred to next meeting.

### 7.6 Trees

Deferred to next meeting.

### 7.7 Community Safety

Cllr Emerson reported on attempted break-in in Duchy Close.

*Cllr Harwood left the meeting at this point.*

### 7.8 Allotments

Cllr Dale updated the meeting on progress with the development of the Allotment Gardens. The working party had finished the fencing and the Allotment Association had put up noticeboards. Cllr Dale had restored the old barbed wire fence and will arrange for notices to prevent people cutting through near to the neighbouring properties.

Cllr Dale advised that the Association had adopted the simpler constitution drafted by the Clerk. The Association was arranging Public Liability cover through a national association.

The Clerk advised that a 10<sup>th</sup> tenant had requested, and been granted, consent to grow fruit trees/bushes. Local Food had confirmed receipt of the £5,000 lottery grant application to cover the purchase of 16 sheds, provide mains water, fund a training session for the clerk and fund an opening event. A decision was expected in May.

The Clerk advised that sheds, greenhouses, polytunnels, etc, were within the Council's GPDO rights. To avoid Prior Notification costs every time the Council wanted to put up a new structure, the Clerk had been in discussions with ENC Planning, who in turn had taken legal advice. This had resulted in ENC agreeing a list of sizes for structures for which the Council could use its GPDO rights without requiring a Prior Notification submission.

The Clerk recommended that the Council, as a matter of policy, should only consider tenants' requests for structures that meet these criteria and, if a tenant required a structure that was outside the criteria, then the tenant should fund the Prior Notification submission.

The meeting resolved to only consider tenants' requests for structures that met the ENC Prior Notification exemption criteria and, if a tenant required a structure outside the criteria, then the tenant should fund the Prior Notification submission accordingly.

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

The Clerk advised that all 16 tenants had requested permission for a 6ft x 4ft shed and one had additionally requested permission for a 2m (l) x 1m (w) x 2m (h) poly tunnel. As these met the policy just adopted, it was for the Council to decide whether or not to grant permission under its GPDO rights.

The meeting resolved to grant permission for a 6ft x 4ft shed on all plots and grant permission for a 2m (l) x 1m (w) x 2m (h) poly tunnel on plot 12 and instructed the Clerk to act accordingly.

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

### 7.9 Parish Emergency Plan

Deferred to next meeting.

### 7.10 Parish Appraisal 2009/10

Deferred to next meeting.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

---

### **8 Review of the draft End of Year accounts for year ending 31<sup>st</sup> March 2010.**

Deferred to next meeting.

### **9 Review of Equality Policy.**

Deferred to next meeting.

### **10 Update on the Chelveston Village Hall.**

Cllr Dale updated the meeting on the current situation with the Chelveston Village Hall Association (the charity that leases and manages the running of the village hall) and the School Trustees (the charity that owns the village hall).

The CVHA trustees had agreed that the charity was no longer functional or recoverable. Accordingly all the trustees would resign at the APA in May. The assets would be transferred to the School Trustees.

Cllr Dale had drafted a revised governing document for the School Trustees to allow the educational foundation to extend its scope to providing a Village Hall. This will be submitted to the Charity Commission and (if approved) would make the trustees more accountable to the parishioners and provided for some of the trustees to be directly elected from the parish. NACRE had confirmed that the revised and reconstituted charity ought to be eligible for matched funding from the Big Lottery Community Buildings fund to be launched in the autumn.

### **11 Visits, Training & Courses.**

Deferred to next meeting.

### **12 Approval of Chairman's & Clerk's Correspondence Logs.**

Deferred to next meeting.

### **13 Councillor's Reports.**

Cllr Dale advised that the Clerk & he had met with representatives of the William Pears Group, the new owners of the former USAF housing annex, whilst they were carrying out a site visit. They had given an indication of their plans for the site, including having the road adopted by NCC, the site and road renamed and the street lighting and play equipment adopted by the Council.

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

The next meeting would be the Annual Meeting of the Council and would be held on Monday 10<sup>th</sup> May 2010 in the Chelveston Village Hall after the APA. Cllrs were asked to notify the Clerk of their preferred roles for the next Council year.

The meeting closed at 9:25 p.m.

**Issued on 14<sup>th</sup> April 2010.**

**Pages 1530– 1536 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  
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	C4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/03/2010	Orange - ISP broadband									£17.99
01/03/2010	NACRE - Bitesize grant application	7	39		1					
06/03/2010	Allotments - consent for fruit trees/bushes	9		9						
08/03/2010	Pre-minutes for Clerk & Chair	5								
08/03/2010	Risk Register	1					7			
08/03/2010	Effectiveness of internal audit	2					14			
09/03/2010	E-On Energy Services - payment of invoice		39	1						
09/03/2010	ENC - Cllr Dale ROI update	1	39	1			1			
15/03/2010	Minutes 1003 - 3 P.Cllrs & File	11			3		33			
15/03/2010	E-On Energy Services - payment of invoice		39	1						
20/03/2010	Allotments - consent for fruit trees/bushes	1		1						
02/04/2010	Lottery application	15	90			1	15			
03/04/2010	April - May newsletter [200]									£24.00
03/04/2010	Leverarch file									£1.99
03/04/2010	Accident book									£3.79
03/04/2010	Acceptance of Bitesize grant conditions	1	39	1			1			
03/04/2010	Appointment of internal auditor	1	39	1			1			
06/04/2010	Agenda EPA10 - 7 P.Cllrs & File	1		1			3			
08/04/2010	Agenda 1004 - 7 P.Cllrs & File	4		7			28			
	<b>TOTALS</b>	<b>£3.54</b>	<b>£3.24</b>	<b>£1.38</b>	<b>£0.28</b>	<b>£0.10</b>	<b>£6.18</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£47.77</b>

**TOTAL VALUE = £62.49**

