

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

12<sup>th</sup> July 2010

#### Meeting Number 1007

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 12<sup>th</sup> July 2010** in the Chelveston Village Hall.

**Present:** - Councillors: Cllr M.W.Wooding (Chairman of the meeting)  
Cllr M.W.Emerson  
Cllr M.L.Foulger  
Cllr G Harwood MBE  
Cllr M.J.Izzard  
Cllr P.Mommersteeg

Clerk: Mr. M.H.Hunter

Public: 3 members of the public.

#### **Open Forum.**

Cllr Wooding 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 Wooding opened the meeting at 7:30 p.m. and asked for any apologies – Cllr Dale (Holiday). The meeting agreed to accept this apology.

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

Cllr Mommersteeg declared a personal interest in item 12 (spouse is a Trustee).

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

The Clerk advised that he had received the invoice for the St Lighting Maintenance too late for the June meeting and had subsequently asked for approval from the Chairman, Vice-chairman and IFV to pay in advance of the July meeting, in order to meet the payment terms.

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

The minutes of the Ordinary Meeting of the Parish Council **1006 – 14<sup>th</sup> June 2010** had been circulated.

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

Approve the minutes of meeting **1006** with no amendments.

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

#### **5 Planning and Licensing Matters.**

*Cllr Harwood did not take part in item 5.1 to avoid possible pre-determination*

##### **5.1 EN/10/01182/FUL — Annex to detached garages at 1 Pretoria Cottages, Raunds Rd, Chelveston.**

Cllr Wooding explained the plans. The neighbours at 2 *Pretoria Cottages* have written in support of the application.

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The applicant had recently been refused permission for a loft conversion. The garages were within the 2004 village confines development boundary. If the Council were minded not to object, then a condition should be requested such that the garage annex can be used for domestic purposes only ancillary to the occupation of the single family dwelling to which it associated and for no separate or independent use, so as to avoid backland development.

**The meeting resolved to** no objection to the application and instructed the Clerk to notify ENC accordingly.

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

### 5.2 NCC MWDF Locations for Minerals & Waste Development DPD Examination.

Cllr Wooding explained that the MWDF Locations Minerals & Waste Development DPD would go for public examination on 12<sup>th</sup> October 2010, with a pre-hearing meeting on 29<sup>th</sup> July (Northampton).

**The meeting resolved to** authorise the Chairman of the Council or nominated representative to attend as necessary and instructed the Clerk to notify the Programme Officer accordingly.

**Proposed: Cllr Harwood                      Secoded: Cllr Izzard                      Decision: Unanimous**

### 5.3 Update on previous applications

The Clerk advised that Hillside garages, *Northdale End* (Raunds) and *Darsdale Farm* (Raunds) developments have not yet been determined. The Manor Park leisure centre (Rushden) is waiting s106 agreement.

ENC had issued its consultant's review of the Landscape and Visual Impact Assessment for the CRE Windfarm. The report highlights a number of missing items of information and disagrees with some of the assessments made by the applicant, but concludes that the site is likely to be appropriate in landscape and visual impact terms for the proposed development.

**The meeting resolved to** convey its concerns regarding the review and instructed the Clerk to notify ENC accordingly.

**Proposed: Cllr Mommersteeg                      Secoded: Cllr Wooding                      Decision: Unanimous**

Cllr Harwood advised the meeting of Environmental Permit consultation which ENC had responded to concerning the storage of Solid Recovered Fuels (SRF) bales and Biosolids in Upper Higham Lane. ENC had highlighted several concerns regarding odour and vermin management, as well as the cumulative odour effect of the various nearby waste facilities.

## 6 Financial Transactions.

6.1 The following invoices were due for payment – Chelveston Village hall Association (Hall hire Jan – Jul 2010), PDM Screen Print (Appraisal results) and CGM (June grass cutting). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

**Proposed: Cllr Mommersteeg                      Secoded: Cllr Izzard                      Decision: Unanimous**

6.2 The following Councillor expenses are due for payment – costs of providing sheds, etc at the allotment site. This will be balanced by a donation at the next meeting (i.e. nil public expenditure). The meeting resolved to approve the payment and authorised the appropriate cheque to be signed.

**Proposed: Cllr Harwood                      Secoded: Cllr Izzard                      Decision: Unanimous**

6.3 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 Foulger                      Secoded: Cllr Mommersteeg                      Decision: Unanimous**

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6.4 The bank statements for the month of June have not yet been received and reconciled.

**Opening Balance for the meeting** **£10,486.56**

**Receipts since last meeting**

Number	Sender	Description	Method	Amount
2010.16	WPG	Donation for ROSPA survey	100049	£238.53
2010.17	Tenants	£30 deposit on sheds (16)	100050	£480.00
<b>Total Receipts this meeting</b>				<b>£718.53</b>

**Payments to be made this meeting**

Number	Payee	Description	Cheque	Amount
2010.15	E-ON	St Lt Maint (Apr – Jun 10)	000788	£162.73
2010.18	CVHA	Hall hire (Jan – Jul 10)	000789	£91.00
2010.19	PDM Screen Print	Appraisal results printing	000790	£275.00
2010.20	CGM Cambridge	Grass cutting (Jun 10)	000791	£253.67
2010.21	A.R.Dale	Expenses for sheds, etc	000792	£2,619.27
2010.22	M.H.Hunter	Expenses to 1007	000793	£30.49
<b>Total Expenditure this meeting</b>				<b>£3,432.16</b>

**Closing Balance for this meeting** **£7,772.93**

## 7 Updates on Projects List.

### 7.1 Highways & footways Issues.

Cllr Wooding advised that the pothole in Caldecott near *Yew Tree Cottage* had been patched and Anglian water had finally fixed the leak at 3 Water Lane.

The Clerk advised that NCC had been tasked to cut back the growth at the base of the tree on the junction of Water Lane and High St to improve visibility. A damaged set of chevrons (reported in Feb) had been removed on the B645/B663 traffic triangle. Improvement works had been carried out on the B645 (inc. removing broken "cats eyes").

### 7.2 Street Lighting.

The Clerk advised that he would be getting quotes for the conversion of the 80w MBFU lamps to the 35w SOX ahead of the 2015 deadline for the *Energy using Products* (EuP) Directive.

### 7.3 Ditches.

Cllr Harwood asked about the blocked Water Lane ford pipes. The Clerk confirmed NCC had been tasked to jet out. The meeting thought it would be useful if, once the pipes were jetted and the upstream water level had fallen, a net or grill was added upstream to reduce the potential of future blockages.

### 7.4 E-Government.

The Clerk advised for the 30 day period ending 12<sup>th</sup> July 2010 of the 1,148 hits, 7.2% came from the US, 2.0% from Europe & 3.0% from other countries.

### 7.5 Rights of Way

Cllr Izzard advised no report.

### 7.6 Trees

Cllr Wooding advised no report.

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### 7.7 Community Safety

Cllr Foulger advised there had been a motorbike accident on the B645 near Bidwell Lane jct on Friday morning, with the emergency services in attendance.

### 7.8 Allotments

Cllr Wooding advised that all 16 tenants had contributed a £30 (bond) toward the sheds.

*Cllr Izzard left the meeting.*

### 7.9 Parish Emergency Plan

Cllr Wooding raised the issue of the World Rubber tyre fires and what, if anything had been done to prevent a repeat. Cllr Harwood reminded the Cllrs of the ENC meeting with the various involved parties that Cllr Dale & he had attended.

## 8 Budget Review for the first quarter of FY10-11.

The Clerk reported that the prior carry forward was greater than budgeted and more other income (grants) had been received. An unbudgeted expense for the play area survey was covered by a corresponding grant. The following virements were proposed

Other income: +£997.38	Insurance: -£4.37
Clerk's Salary: -£645.75	Gnds Maint: +£203.00

**The meeting resolved to** accept the virements and instructed the Clerk to act accordingly.

**Proposed: Cllr Emerson**

**Seconded: Cllr Harwood**

**Decision: Unanimous**

Cllr Emerson requested that moving funds over to Traffic Calming be discussed at the next meeting, in line with the Parish Appraisal results. Cllr Mommersteeg supported this, highlighting the extra traffic emanating from Chelston Rise and potentially the new waste storage site in Upper Higham Lane.

*Cllr Izzard returned to the meeting.*

## 9 Update of the Data Protection Policy.

The Clerk advised this was a minor change to the policy adopted in November 2008 (resolution 0811.8) to reflect that the Council was now registered with the Information Commissioner.

**The meeting resolved to** accept the update and instructed the Chairman and Clerk to sign accordingly.

**Proposed: Cllr Izzard**

**Seconded: Cllr Foulger**

**Decision: Unanimous**

## 10 Notification of Residential Land Availability 2010.

Cllr Wooding advised the annual figures had been released by ENC and for 2010 there was only one property in the parish with an uncompleted permission (land next to *Eastview*).

## 11 Update on Chelston Rise activities.

Cllr Wooding advised that WPG had covered the cost of the ROSPA safety inspection. Wickstead Playscapes had quoted for the minor works required (oiling bearing, edges of wet pour safety surface, basketball tarmac repair) and the Council's insurer's had provided a quote for the play equipment and safety surfaces. These figures had been passed to WPG to decide if they wished to proceed with the transfer. A decision was expected by the end of July.

The housing was currently advertised for rent between £650 - £1,200 pcm.

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Cllr Harwood asked the Clerk to enquire of WPG about the dedication of open amenity space to the Council, which would solve the issue of access to the play equipment from the publically maintained highway.

### 12 Update on the Chelveston Village Hall.

Cllr Wooding advised that the Chelveston Village Hall Association would be wound up on 1<sup>st</sup> August 2010, with its assets transferred to the Education Foundation. Christine Foulger had indicated she wished to “retire” from doing the bookings and the Council’s website and newsletter would be updated accordingly.

Cllr Harwood asked that the Clerk enquire of the Educational Foundation Trustees if the Village Hall would be made available to the Council without charge, as a community activity. Cllr Foulger & Jenny Harwood did not consider this likely.

### 13 Feedback from the ENC – Local Councils (South Cluster) meeting in June.

Cllr Harwood reported back on the new format meeting held on Tues 22<sup>nd</sup> June, which seemed predominately NCC orientated. The consensus of elected members and (most) ENC officers was that the meeting was a poor show compared to the earlier local parish – ENC meetings.

Cllr Harwood had raised the matter at the ENC Policy & Resources committee and it was expected the meeting format would be reviewed.

### 14 Adoption of Council Logo.

The Clerk advised that the Parish Appraisal results showed the “history version” (i.e. using the 305<sup>th</sup> BG logo rather than the memorial) got the most votes, but there was a comment that the view of the church is not the one that most people see (as you would need to be in the next field & the trees would have to be removed).

A view from the entrance driveway was considered, using an interpretation of a design used in the Silver Jubilee, but this looks very similar to the one used by the PCC, probably because it is the view most people are familiar with. Instead a view from within the churchyard at the end of the “new” path installed last year was proposed.

**The meeting resolved to** adopt the proposed logo, subject to any copyright issues, and instructed the Clerk to act accordingly.

**Proposed:** Cllr Izzard

**Seconded:** Cllr Emerson

**Decision:** Majority

### 15 Visits, Training & Courses.

Sat 17<sup>th</sup> July – NCALC Chairmanship training at Litchborough @ 10:00 (£29).

### 16 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 Emerson

**Seconded:** Cllr Foulger

**Decision:** Unanimous

### 17 Councillor’s Reports.

No reports.

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**Date of Next Meeting:**

The next meeting would be on Monday 9<sup>th</sup> August 2010 (if required), else Monday 13<sup>th</sup> September 2010 in the Chelveston Village Hall.

The meeting closed at 9:00 p.m.

**Issued on 20<sup>th</sup> July 2010.**

**Pages 1560 – 1569 signed under seal as true record**

**Adrian Dale**  
Chairman of the Parish Council

**Mark Hunter**  
Clerk to the Parish Council

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Chelveston-cum-Caldecott Parish Council  
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Clerk's Incoming Correspondence Log

Date of Receipt	Document Number	Correspondent	Description	Action Required
<b>2010</b>				
13/04/2010	I/2010/093/MHH	BDO LLP	Annual Return	Awaiting
28/05/2010	I/2010/123/MHH	Northants 50+ network	Northants Roadshow on 23 <sup>rd</sup> June at Weston Favel	Circulated
14/06/2010	I/2010/139/MHH	Northants 50+ network	Newsletter Volume 3 Issue 12 Summer 2010	Circulated
18/06/2010	I/2010/140/MHH	CVHA	Invoice for use of Village Hall (Jan - July 2010)	Actioned
18/06/2010	I/2010/141/MHH	Alzheimer's Society	Posters "Singing for the Brain"	Actioned
18/06/2010	I/2010/142/MHH	William Pears Group	Cheque for ROSPA safety inspection	Actioned
19/06/2010	I/2010/143/MHH	ENC	Agenda for ENC South Cluster mtg on 22 <sup>nd</sup> June At Bede House	File
19/06/2010	I/2010/144/MHH	NCC (Wade Siddiqui)	Leaflet on changes to HWRC reuse shops in Northants	File
19/06/2010	I/2010/145/MHH	ENC (Josh Ystenes)	Residential Land Availability 2010	File
22/06/2010	I/2010/146/MHH	Wickstead Liesure	Quote for play area repairs	Actioned
22/06/2010	I/2010/147/MHH	PDM Screen Print Ltd	Invoice for Parish Appraisal results printing	Actioned
02/07/2010	I/2010/148/MHH	ENC (Alice Duggan)	Leaflet on Climate Friendly Communities	File
02/07/2010	I/2010/149/MHH	Dura-Sport	Leaflet on play area safety surfaces	File
02/07/2010	I/2010/150/MHH	C&CD	Clerks & Council's Direct July 2010 Issue 70	File
03/07/2010	I/2010/151/MHH	CGM Cambridge	Invoice for June grass-cutting	Actioned
03/07/2010	I/2010/152/MHH	NWB	Receipt for CAA donation to allotment huts	File
03/07/2010	I/2010/153/MHH	ENC Planning	Application for annex to detached garages at 1 Pretoria Cottages	Actioned
03/07/2010	I/2010/154/MHH	NCC (Ian Kemp)	NCC MWDF Minerals & Waste Locations DPD examination	File
03/07/2010	I/2010/155/MHH	ENC (Rachel Reeds)	Notice of ENC Standards Board mtg on Weds 7 <sup>th</sup> July at ENC	File

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
<b>2010</b>						
07/06/2010	O/2010/068/MHH	Parish Cllrs	Minutes 1006	Delivered		
14/06/2010	O/2010/069/MHH	ENC Planning	Response to application	Posted	1006.5.1	I/2010/114/MHH
14/06/2010	O/2010/070/MHH	NCC (Nilesh Patel)	Response to Parking Restrictions in Water Lane	Posted	1006.7.1	I/2010/122/MHH
19/06/2010	O/2010/071/MHH	CGM Cambridge	Payment of invoice	Posted	1006.6.1	I/2010/127/MHH
19/06/2010	O/2010/072/MHH	Playsafety Ltd	Payment of invoice	Posted	1006.6.1	I/2010/134/MHH
19/06/2010	O/2010/073/MHH	Creatifica Associates	Payment of invoice	Delivered	1006.6.1	I/2010/118/MHH
20/06/2010	O/2010/074/MHH	E-On Energy Services	Payment of invoice	Posted	SO83	I/2010/137/MHH
23/06/2010	O/2010/075/MHH	ENC (Glenn Harwood)	Response to questionnaire	Posted		I/2010/020/MHH
05/07/2010	O/2010/076/MHH	Central BC (Lester Hannington)	Response to consultation	Posted	1006.5.2	I/2010/126/MHH
05/07/2010	O/2010/077/MHH	NCC (Mark Chant)	Response to consultation	Posted	1006.5.3	I/2010/124/MHH
05/07/2010	O/2010/078/MHH	Parish Cllrs	Agenda 1007	Delivered		
05/07/2010	O/2010/079/MHH	NCC (Sarah Burr)	Response to survey	Posted	1006.7.8	I/2010/136/MHH
06/07/2010	O/2010/080/MHH	Darren Redgate	Consent to additional structure on plot 12	Delivered		
20/07/2010	O/2010/081/MHH	Parish Cllrs	Minutes 1007	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	C4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/06/2010	Orange - ISP broadband									£17.99
14/06/2010	Pre-minutes for Clerk (M1006)	6								
15/06/2010	ENC - Hillside response & file copy	1	41	1			1			
15/06/2010	NCC - Parking response & file copy	1	41	1			1			
19/06/2010	CGM - payment of invoice	1	41	1			1			
19/06/2010	Playsafety - payment of invoice	1	41	1			1			
20/06/2010	Creatifica - payment of invoice	1								
20/06/2010	E-On Energy Services - payment of invoice		41	1			33			
21/06/2010	Minutes 1006 - 3 P.Cllrs & File	11			3		33			
23/06/2010	ENC - waste questionnaire response		41		1					
02/07/2010	Climate Friendly leaflet from ENC	1								
05/07/2010	NCC - response the MWDF consultation	1	41	1			1			
05/07/2010	CBC - response the MWDF consultation	1	41	1			1			
05/07/2010	NCC - response to Cllr empowerment survey						6			
05/07/2010	Agenda 1007 - 7 P.Cllrs & File	4		7			28			
<b>TOTALS</b>		£1.74	£3.28	£0.84	£0.28	£0.00	£6.36	£0.00	£0.00	£17.99

**TOTAL VALUE = £30.49**

