

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of an Ordinary Parish Council Meeting

**10<sup>th</sup> January 2005**

#### Meeting Number 0501

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30pm - **Monday 10<sup>th</sup> January 2005** in the Chelveston Village Hall.

**Present :-** Councillors :                    Cllr R.A.Meeson                    (Chairman of the meeting)  
     Cllr A.R.Dale  
     Cllr M.L.Foulger  
     Cllr M.J.Izzard  
     Cllr S.E.Stopps  
     Cllr M.W.Wooding

                                 Clerk:                                    Mr. M.H.Hunter

                                 Public:                                    Cllr B.Sauntson (ENC)

#### **1 Open Forum**

Cllr Meeson explained this provided members of the public to ask the Council about any item on the agenda (max 15 mins) before the meeting started.

#### **2 Apologies**

- 2.1 Cllr Meeson opened the meeting at 7:31 p.m. and asked for any apologies. Apologies received from Cllr Palfreeman (family commitments). Cllr Meeson proposed this be accepted and this was agreed.

#### **3 Declarations of Interest under Section 50 of the LGA 2000**

- 3.1 Cllr Foulger declared a prejudicial interest in item 6.1 (Village Hall Secretary).

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

The minutes of the Ordinary Meeting of the Parish Council **0412 – 6<sup>th</sup> December 2004** had been circulated.

**The meeting resolved to:**

- 4.1 Approve the minutes of meeting **0412** with no amendments.

<b>Proposed by:</b>	Cllr Dale	<b>Decision:</b>	Unanimous
<b>Seconded by:</b>	Cllr Wooding		

#### **5 Planning Matters**

##### **5.1 New Applications**

None.

##### **5.2 Update on previous applications.**

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The Clerk advised the rear porch & first floor extension with garage widening to 16 Duchy Close had been granted by officer delegation.

### 6 Financial Transactions

- 6.1 The following expenses were due for payment – Chelveston Village Hall (2004 hire), SLCC (2005 subscription). The following cheque was requested ahead of invoice, to be released subject to completion of works and presentation of invoice – Mr C.Marshall (Kimbolton Rd gateway painting), subject to item 9. The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

**Proposed by:** Cllr Dale  
**Seconded by:** 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 payments and authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Izzard  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

<b>The opening balance for the meeting was</b>	<b>£8,036.47</b>
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**Receipts since the last meeting**

2004.36 NCC grass cutting grant	£485.91
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2004.37 Cancellation of 2004.23 (Powergen St Lighting Jul-Sept 04)	267.90
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<b>Sub-total</b>	<b>£8,790.28</b>
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**Payments to be made this meeting**

Number	Payee	Item	Cheque	Amount
2004.38	Village Hall	Village Hall Hire 2004	000531	£120.00
2004.39	SLCC	Subscription fee 2005	000532	£30.00
2004.40	C.Marshall	Kimbolton Rd gateway painting	000533	£135.00
2004.41	M.H.Hunter	Expenses to 0501	000534	£173.41

<b>Total Expenditure this meeting</b>	<b>£458.41</b>
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<b>Closing Balance for this meeting</b>	<b>£8,331.87</b>
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- 6.3 The bank statements for the months of November & December have been received & reconciled.

- 6.4 The Clerk advised Powergen had not cashed the payment for the Jul-Sept 2004 street lighting, nor could they locate it. In consultation with Cllr Foulger (as IFC), the Clerk had instructed NWB to cancel the cheque. Powergen have advised they were experiencing computer problems and were currently unable to invoice the Council for Jul-Dec 2004.

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### 7 Updates on Projects List

#### 7.1 Traffic Calming Measures

The Clerk advised the TRO was in place & the 30 mph signs had been installed in their new position on the Kimbolton Rd, though the old village sign had not yet been removed.

#### 7.2 305<sup>th</sup> BG Memorial

Cllr Foulger had no report. The Clerk confirmed he had written to BT again.

#### 7.3 Street Lighting

The Clerk advised that the weak bulb in lamp No. 43 in Foot Lane had been replaced, as requested by Cllr Dale. The Clerk had attended a site meeting to obtain a second quote for the Higham Rd footway crossing light. A further quote would be obtained, as required by the ENC grant scheme.

#### 7.4 Ditches

Cllr Meeson had not contacted the digger driver yet. NCC have been digging out ditches and run-offs in and around the parish.

#### 7.5 Parish Council Website

The Clerk advised for the 30 day period till 9<sup>th</sup> January, 9% of the hits came from the USA & 3% from Cyprus. The domain name and the site had been renewed.

The Clerk advised that this item would be re-titled "e-government issues" in future to acknowledge it dealt with wider issues than just the web-site.

Further to the comments made by Cllr Wooding, the revised rules from BT now meant the ADSL link could operate at 1M (as opposed to 512k). Wanadoo charged the same rate for either service, but there was a £20 one-off payment to upgrade. Cllr Dale did not believe there was any need for a faster service at this time.

### 8 Precept for 2005/6.

Cllr Meeson reminded the meeting that in November the Council had set a budget based on a £5,000 precept (for the fourth year running). It was now time to formally request the precept. The tax base figures from ENC use 162 households in the parish.

The meeting agreed to set the precept at £5,000 and instructed the Clerk to take the necessary actions.

<b>Proposed by:</b>	<b>Cllr Izzard</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Dale</b>		

### 9 Painting of the Kimbolton Road gateway.

Cllr Meeson advised that the Clerk had contacted Mr Marshall for a quote to white paint the gateway, to improve its visibility, as per the Raunds Road gateway. The quote was for £135. The Clerk confirmed that Mr Marshall now had £5m public liability cover.

The meeting instructed the Clerk to place an order accordingly.

<b>Proposed by:</b>	<b>Cllr Dale</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Stopps</b>		

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### 10 Revised dates for Council Meetings in 2005.

Cllr Meeson advised that the village hall would now be available for use by the Council on the second Monday of each month. As this was a simpler arrangement than the "second week odd months, first week even months" that was used last year, the Clerk had agreed the revised dates with the Village Hall secretary.

As before, the even months will be optional meetings, depending on if there was sufficient business for the Council to need to meet. The new dates are attached.

### 11 Data Protection Act & Freedom of Information Act (FOIA) – Council procedures.

The Clerk advised that the FOIA was now in force and that the Council had a duty to respond to written requests (inc. fax & e-mail) within 20 working days. The Council had issued a publication scheme that had been approved by the Information Commissioner. The Clerk would be the nominated officer for handling the requests and ensuring that a response was made within the time limit. Cllrs should pass on any requests they receive to the Clerk as soon as possible to ensure compliance.

Where information was held under a qualified (as opposed to an absolute) exemption, the Clerk would advise the Council (or the Executive if time did not permit) for a public interest ruling. This is fairly unlikely for the information held by this Council.

The Clerk asked the Council to agree what charges (if any) should be made for the provision of printed copies of information held. Cllr Dale felt the Council should not charge. Where possible the Council should provide replies via the web-site. Cllrs Stopps & Meeson felt that some people would not be able to use the Internet (even via public libraries) and that the Council must offer hardcopy in such circumstances.

The Clerk raised the issue of visits to the Clerk's home & the Council agreed to use of the Village Hall as necessary.

The Clerk advised that the Council held computer records of the names & addresses of the Councillors, for the purpose of issuing agendas & minutes, etc, which was a statutory requirement under LGA 1972. The Parish Councillors were therefore deemed to have consented by virtue of their acceptance of office. Similarly, the names & addresses of the District Councillors were in the public domain, as a requirement of their office. The copy of the full electoral roll is exempt by virtue of statute.

The meeting agreed to the above process and instructed the Clerk to act accordingly.

<b>Proposed by:</b>	<b>Cllr Wooding</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Stopps</b>		

### 12 ENC Draft rural strategy consultation.

Cllr Meeson advised that copies of this had been circulated to Cllrs and asked what response the Clerk should make to ENC. The meeting decided not to respond.

### 13 Path Warden's report.

The Clerk (as PPW) reported that most of the footpaths that crossed ploughed fields had been marked out with marker sticks. A footbridge on the parish boundary (MM1, MM13 & VC23) had been reported to NCC ROW for investigation, due to its poor condition.

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### 14 Visits, Training & Courses.

The Clerk advised of the following –

Mon 21<sup>st</sup> Feb – Code of Conduct, Standards, etc Corn Market Hall, Kettering @ 19:00 (£20).

### 15 Approval of Chairman's & Clerk's Correspondence Logs

15.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item.

<b>Proposed by:</b>	Cllr Dale		
<b>Seconded by:</b>	Cllr Foulger	<b>Decision:</b>	<b>Unanimous</b>

### 16 Councillor's Reports

The Clerk advised that the three new litterbins had been installed in Water Lane. This would count towards the Councils "planning out crime" initiative.

The Clerk advised that the bird-table, etc in Bidwell Lane had finally been removed, but a lot of white goods & tyres had been dumped up by the airbase. ENC is aware.

The Clerk confirmed that Atkins had cut back the overhanging bushes in Kimbolton Road.

The Clerk advised that Defence Estates had confirmed that the US microwave tower had been handed back to MOD, who had decided to retain it for the time being.

The Clerk advised that a resident of Duchy Close had complained about parking & had been referred to ENC planning regarding possible enforcement.

Cllr Wooding reported that lamp 30 (opposite Poplar Farm barns) was dim & requested the lamp be replaced.

Cllr Foulger reported on the low turnout at the NALC AGM (see item 0411.17) and that the NALC county secretary had written to member Councils about their lack of support. This Council has traditionally always sent a representative.

Cllr Foulger felt that the Council should undertake the Parish Plans & Village Design Statement (VDS), as advocated in the ENC draft rural strategy. Cllrs Dale & Meeson felt there wouldn't be a lot of support for it given the Disbrowe Court history.

*The meeting went into closed session for item 17 under s100A LGA 1972 (discussion of exempt information).*

### 17 Introduction of the SLCC – NALC "Conditions of Service for Clerks of Local Councils".

The Clerk advised that, at their respective AGMs, the SLCC & NALC had both accepted the new joint agreement for the conditions of service for Clerks. There would be a three month period (Jan – Mar 2005) for Clerks and Councils to mutually agree their new terms, after which they could go to arbitration. The new agreement moved away from pay scales linked to population to links to responsibilities & competencies.

Whilst the pay of the present Clerk is not a contentious issue for the Council, the Clerk would nevertheless like his terms and conditions brought into line with the national agreement. For continuity planning, this will help with the recruitment of his replacement.

The Council was asked to nominate two Cllrs to work with the Clerk to produce a revised agreement for the consideration of the Council at its March meeting.

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The meeting delegated authority to Cllrs Dale & Foulger to work with the Clerk on a revised agreement and to report back to the Council in March 2005.

**Proposed by:** Cllr Stopps  
**Seconded by:** Cllr Izzard                      **Decision:** Unanimous

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

Optional Meeting on 14<sup>th</sup> February 2005 at 7.30.pm. in the Chelveston Village Hall.

Ordinary Meeting on 14<sup>th</sup> March 2005 at 7.30.pm. in the Chelveston Village Hall.

The Meeting closed at 8:25 p.m.

**Issued on 12<sup>th</sup> January 2005.**

**Pages 956 – 965 signed under seal as true record**

**Adrian Palfreeman**  
**Chairman of the Parish Council**

**Mark Hunter**  
**Clerk to the Parish Council**

## **Parish Council Meetings 2005**

The second Monday of the month

<b>Meeting</b>	<b>Type</b>
10 <sup>th</sup> January	Ordinary
14 <sup>th</sup> February	Optional
14 <sup>th</sup> March	Ordinary
11 <sup>th</sup> April	Annual Parish Assembly
11 <sup>th</sup> April	Optional (after APA)
9 <sup>th</sup> May	Annual Meeting
13 <sup>th</sup> June	Optional
11 <sup>th</sup> July	Ordinary
8 <sup>th</sup> August	Optional
12 <sup>th</sup> September	Ordinary
10 <sup>th</sup> October	Optional
14 <sup>th</sup> November	Ordinary
12 <sup>th</sup> December	Optional

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Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
<b>2 0 0 4</b>				
29/05/2004	I-2004-166-MHH	NCC (Area Committee)	Agenda for mtg. on 8th June 2004	Circulated
08/06/2004	I-2004-170-MHH	NALC	Village viewpoint & notices	Circulated
11/06/2004	I-2004-172-MHH	Police	Information Plus No.1 Summer 2004	Circulated
11/06/2004	I-2004-173-MHH	ENC	Councillors Information Circular May 2004	Circulated
30/06/2004	I-2004-179-MHH	C&CD	Clerks & Councils Direct - July 2004	Circulated
02/07/2004	I-2004-182-MHH	ENC (M Bowerman)	Agenda for ENC Standards Board mtg. on 7th July 2004	Circulated
02/07/2004	I-2004-183-MHH	ENC	Councillors Information Circular June 2004	Circulated
09/08/2004	I-2004-215-MHH	ENC (Sharon Hadley)	PTC - ENC mtg minutes	Circulated
14/08/2004	I-2004-219-MHH	NCC (James Edmunds)	Members wanted for NCC Members Allowances Ind Review Panel	Circulated
25/08/2004	I-2004-225-MHH	EMDA	EMDA News issue 19 (August 2004)	Circulated
28/08/2004	I-2004-227-MHH	NCC (Area Committee)	Agenda for mtg on 7th Sept	Circulated
21/11/2004	I-2004-308-MHH	Atkins (Jan Riordan)	Winter 2004/5 salting leaflets	Circulated
23/11/2004	I-2004-309-MHH	ABB (Doug Millard)	Quote for B645 St Light	Awaiting
04/12/2004	I-2004-322-MHH	ENC	Councillors Information Circular November 2004	Circulated
04/12/2004	I-2004-323-MHH	ENC (Planning)	Planning granted for first floor side ext at 9 Duchy Close	File
04/12/2004	I-2004-324-MHH	NCC (Area Committee)	Agenda for mtg. on 14th December 2004	Circulated
11/12/2004	I-2004-326-MHH	NCC	Posters for display (Fly-tipping & Christmas waste collections)	Actioned
11/12/2004	I-2004-327-MHH	NCC (Terri Smith)	New Youth Involvement Worker	File
11/12/2004	I-2004-328-MHH	NCC (Jenny Lewis)	NCC ROW improvement plan survey	Actioned
15/11/2004	I-2004-329-MHH	Atkins (Lara Inglott)	Receipt & confirmation of grass cutting S96 request.	File
16/12/2004	I-2004-330-MHH	NWB	Bank statements for November 2004	File
16/12/2004	I-2004-331-MHH	Chelveston VH Cmtte	Invoice for Village Hall use in 2004	Actioned
17/12/2004	I-2004-332-MHH	Mike Ashby	Labourers & Machinery for hire	File
18/12/2004	I-2004-333-MHH	NCC	BACS remittance for grass cutting grant claim	File
21/12/2004	I-2004-334-MHH	NCC	Connexions issue 5 December 2004	Circulated
22/12/2004	I-2004-335-MHH	NCC (Chris Wragg)	LTP 2006/7 - 2010/11 Report on issues paper consultation	Circulated
22/12/2004	I-2004-336-MHH	NALC	Update & vilage Viewpoint	Circulated
22/12/2004	I-2004-337-MHH	SLCC	Subscription renewal & new terms & conditions for Clerks	Actioned
23/12/2004	I-2004-338-MHH	Northants Police Auth	Policing issues for 2005/6	Circulated
24/12/2004	I-2004-339-MHH	ENC (Planning)	Planning granted for first floor ext at 16 Duchy Close	File
24/12/2004	I-2004-340-MHH	ENC (Karen Horner)	Draft rural strategy for East Northamptonshire	File
24/12/2004	I-2004-341-MHH	ENC	Councillors Information Circular December 2004	Circulated
24/12/2004	I-2004-342-MHH	Police	Information Plus No.2 December 2004	Circulated
27/12/2004	I-2004-343-MHH	Chris Marshall	Quote for Kimbolton Rd gateway painting & £5m insurance certificate	Actioned

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
<b>2004</b>						
02/10/2004	O-2004-090-MHH	Parish Cllrs	Minutes 0410	Delivered		
05/10/2004	O-2004-091-MHH	ENC (Planning)	Response to application at 9 Duchy Close, Chelveston	Posted	0410.5.1	I-2004-255-MHH
06/10/2004	O-2004-092-MHH	ENC	Payment of invoice	Posted	0410.6.1	I-2004-254-MHH
06/10/2004	O-2004-093-MHH	NALC	AGM & Conference fee	Posted	0410.6.1	I-2004-246-MHH
09/10/2004	O-2004-094-MHH	ABB	Payment of St Lighting maintenance invoice	Posted	0410.6.1	I-2004-239-MHH
12/10/2004	O-2004-095-MHH	Chris Marshall	Payment of bench repair invoice	Posted	Exec	I-2004-266-MHH
18/10/2004	O-2004-096-MHH	ENC (Roger Bradshaw)	Street signs	Posted	0406.14	
25/10/2004	O-2004-097-MHH	NCC (Chris Wragg)	Response to NCC LTP consultation	Posted	0410.9	I-2004-242-MHH
02/11/2004	O-2004-098-MHH	Parish Cllrs	Agenda 0411	Delivered		
08/11/2004	O-2004-099-MHH	Parish Cllrs	Minutes 0411	Delivered		
27/11/2004	O-2004-100-MHH	Parish	Autumn Newsletter	Delivered		
10/11/2004	O-2004-101-MHH	Chris Marshall	Order for painting of Raunds Rd gateway	Posted	0411.11	I-2004-267-MHH
10/11/2004	O-2004-102-MHH	Stable Hire	Opening hire account	Posted	0411.11	
20/11/2004	O-2004-103-MHH	Chris Marshall	Payment for gateway painting invoice & request for quote	Posted	0411.11	I-2004-304-MHH
23/11/2004	O-2004-104-MHH	Atkins (Lara Inglott)	Request for grant payment	Posted		
30/11/2004	O-2004-105-MHH	Parish Cllrs	Agenda 0412	Delivered		
30/11/2004	O-2004-106-MHH	Parish Cllrs	Clerk & RFO job description	Delivered		
30/11/2004	O-2004-107-MHH	Parish Cllrs	Clerk & RFO person specification	Delivered		
30/11/2004	O-2004-108-MHH	Parish Cllrs	Minutes 0412	Delivered		
07/12/2004	O-2004-109-MHH	ENC (Planning)	Response to application at 16 Duchy Close, Chelveston	Posted	0412.5.1	I-2004-302-MHH
07/12/2004	O-2004-110-MHH	ENC (Planning)	Response to application at 1 Kimbolton Rd, Chelveston	Posted	0412.5.2	I-2004-311-MHH
08/12/2004	O-2004-111-MHH	ABB	Payment of St Lighting maintenance invoice	Posted	0412.6.1	I-2004-317-MHH
08/12/2004	O-2004-112-MHH	Atkins (Lara Inglott)	Grass cutting contract for 2005 (S136 agreement)	Posted	0412.8	I-2004-310-MHH
11/12/2004	O-2004-113-MHH	M.L.Foulger	Notying PCC about request to repair war memorial	Delivered	0412.13	
11/12/2004	O-2004-114-MHH	ENC (Cherry French)	Confirmation the PC will pay difference in bin prices	Posted	0411.10	
14/12/2004	O-2004-115-MHH	NWB	Request cancelation of mising cheque	Posted		
31/12/2004	O-2004-116-MHH	BT	Chaser for 305th memorial	Posted		



**Chelveston-cum-Caldecott Parish Council  
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A5 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 50.5p/mile	Other
05/12/2004	Pre-minutes for Chair/Clerk	5				5			
06/12/2004	Wanadoo - ISP broadband								£17.99
08/12/2004	Minutes 0411 - 4 P.Cllrs & file	9			4	36			
08/12/2004	Minutes 0411 - D.Cllr	9	28		1				
07/12/2004	ENC Planning - application response		28	1					
07/12/2004	ENC Planning - application response		28	1					
08/12/2004	ABB - Payment of invoice		28	1					
08/12/2004	Atkins - S136 agreement for 2005 cutting		28	1		1			
09/12/2004	Leverarch file (2)								£2.98
11/12/2004	M.L.Foulger - PCC ref war memorial	1		1		1			
11/12/2004	ENC (Cherry French) - litterbins	1	28	1		1			
14/11/2004	NWB - Cancel missing cheque	1	28	1		1			
31/12/2004	BT - 305th memorial chaser	1	28	1		1			
03/01/2005	ISP site renewal								£35.25
03/01/2005	ISP domain name renewal								£8.23
03/01/2005	Fellowes A3 Laminator								£79.99
03/01/2005	Fellowes A4 laminate pouches (50)								£11.98
04/01/2005	Fellowes A3 laminate pouches (25)								£8.90
05/01/2005	Agenda 0501 - 7 P.Cllrs & file	4		7		28			
05/01/2005	Agenda 0501 - 2 D.Cllrs	1	56	2		1			
<b>TOTALS</b>		£1.28	£2.80	£0.51	£0.50	£3.00	£0.00	£0.00	£165.32

**TOTAL VALUE = £173.41**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### Minutes of an Ordinary Parish Council Meeting

**14<sup>th</sup> February 2005**

#### Meeting Number 0502

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30pm - **Monday 14<sup>th</sup> February 2005** in the Chelveston Village Hall.

**Present :-** Councillors : Cllr R.A.Meeson (Chairman of the meeting)  
Cllr A.R.Dale  
Cllr M.L.Foulger  
Cllr M.J.Izzard  
Cllr S.E.Stopps

Clerk: Mr. M.H.Hunter

Public: None

#### **1 Open Forum**

None.

#### **2 Apologies**

- 2.1 Cllr Meeson opened the meeting at 7:30 p.m. and asked for any apologies. Apologies received from Cllrs Palfreeman & Wooding (family commitments). Cllr Meeson proposed this be accepted and this was agreed.

#### **3 Declarations of Interest under Section 50 of the LGA 2000**

- 3.1 Cllr Foulger declared a prejudicial interest in item 9 (Village Hall Secretary).  
Cllr Izzard declared a prejudicial interest in item 9 (wife is on the Village Hall committee).

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

The minutes of the Ordinary Meeting of the Parish Council **0501 – 10<sup>th</sup> January 2005** had been circulated.

**The meeting resolved to:**

- 4.1 Approve the minutes of meeting **0501** with no amendments.

**Proposed by: Cllr Dale**  
**Seconded by: Cllr Stopps**          **Decision: Unanimous**

#### **5 Planning Matters**

##### **5.1 New Applications**

**EN/04/02393/FUL** – Erection of a conservatory at Goldcrest, St George's Row, Chelveston. Cllr Meeson explained the plans. The Clerk advised that he had contacted residents at 4 St George's Row and *Scaraben*, with no objections.

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

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Izzard                      **Decision:** Unanimous

**EN/05/00203/CWN** – New Farm College, Higham Ferrers. Although this application is outside the parish, the proposal by the Duchy of Lancaster and Moulton College would provide a much-needed training centre for trades and crafts in East Northants. Cllr Meeson suggested the Council should formally write in support of the proposal.

The meeting agreed to support the application in the Higham Ferrers Parish and instructed the Clerk to notify ENC accordingly.

**Proposed by:** Cllr Izzard  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

### 5.2 Update on previous applications.

The Clerk advised the garage, ground floor extension and new access drive at 1 Kimbolton Road had been granted by officer delegation.

## 6 Financial Transactions

- 6.1 A request for a donation had been received from the CAB (last granted £25 in 2003). The meeting resolved to grant £25 and authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

- 6.2 The Clerk requested funding for a training course, subject to item 11. The meeting resolved to approve this payment & authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Meeson                      **Decision:** Unanimous

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

**Proposed by:** Cllr Foulger  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

<b>The opening balance for the meeting was</b>	<b>£8,331.87</b>
<b>Receipts since the last meeting</b>	
2004.42 NWB Interest (Oct – Dec 2004)	£49.76
<b>Sub-total</b>	<b>£8,381.63</b>

# Chelveston-cum-Caldecott Parish Council

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### Payments to be made this meeting

Number	Payee	Item	Cheque	Amount
2004.43	CAB	Grant	000535	£25.00
2004.44	NALC	CTP training scheme	000536	£350.00
2004.45	M.H.Hunter	Expenses to 0502	000537	£38.48
<b>Total Expenditure this meeting</b>				<b>£413.48</b>
<b>Closing Balance for this meeting</b>				<b>£7,968.15</b>

6.4 The bank statements for the month of January have been received & reconciled.

## 7 Updates on Projects List

### 7.1 Traffic Calming Measures

Cllr Izzard advised the 30 roundels were now in place on the Raunds Road & Kimbolton Road gateways.

### 7.2 305<sup>th</sup> BG Memorial

The Clerk advised correspondence from BT had not produced the required information and he had written to them again.

### 7.3 Street Lighting

The Clerk advised that the weak bulb in lamp No. 30 opposite Poplar Farm barns had been replaced, as requested by Cllr Wooding. NCC had been informed that the Council intended to use its powers to install the new street lamp on the Higham Rd (Parish Councils Act 1957). Agreement had been reached with ENC regarding VAT. The Clerk would now proceed with the grant application.

### 7.4 Ditches

Cllr Meeson had contacted the digger driver. Cllr Foulger would show Cllr Meeson which ditches needed clearing.

### 7.5 E-Government

The Clerk advised for the 30 day period till 12<sup>th</sup> January, 8% of the hits came from the USA, 1% from Sweden & 1% from Australia.

The Clerk advised that the Freedom of Information Act page had been added to the site, along with the Council's Publication Scheme (adopted 0208.10).

The Clerk had undertaken exam modules 1 & 2 of the ODPM funded ECDL course at ENC.

## 8 Proposed restoration of Rights of Way over the Airfield.

Cllr Meeson advised the meeting the NCC & BCC ROW were working with Defence Estates to restore the bridleways & footpaths over the old airfield. Cllr Meeson explained only those ROW within the airfield boundary were being considered at this time, not the continuation of the routes over adjacent land. NCC ROW wanted the Councils views on the proposed routes.

The meeting agreed to support the plans and instructed the Clerk to notify NCC accordingly.

**Proposed by:** Cllr Izzard  
**Seconded by:** Cllr Dale  
**Decision:** Unanimous

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 9 Chelveston Village Hall – renewal of Community Premises Entertainment License.

Cllr Meeson advised that ENC wanted to know the Council's view of the licence renewal. The meeting agreed to support the application and instructed the Clerk to notify ENC accordingly.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Meeson                      **Decision:** Unanimous

### 10 North Northamptonshire Joint Planning Unit – draft statement of community involvement & response.

Cllr Meeson advised that the Borough Councils of Wellingborough, Kettering, Corby and the District Council of East Northants were forming a joint planning unit as part of the Local Delivery Vehicle (LDV) for the forthcoming housing expansion. The draft statement of community involvement was a consultation document on how the JPU would consult various bodies. The Clerk was concerned the PTC consultation time was down to 3 weeks, which could cause problems for those Councils that meet monthly. The Clerk, if the Council agreed, wished to respond to the document highlighting the change from ENC's policy and the consequent reduction in community involvement it entailed. Cllrs Dale & Foulger expressed concern about the move to centralisation by stealth.

The meeting agreed to the Clerk's request and instructed the Clerk to notify ENC accordingly.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous.

### 11 Certificate in Local Council Administration – Northamptonshire County Training Partnership courses and the Clerk's bursary scheme (Countryside Agency)

The Clerk advised that County Training Partnership (CTP) was finally underway and starting to offer training courses. A seven-session course (one session running from 14:30 – 18:30 per month) was being arranged to assist Clerks through the CiLCA process. The cost was £350, but a bursary was available from the Countryside Agency for £200. The Council has previously funded the Clerks CiLCA registration.

The meeting agreed to approve the request and instructed the Clerk to act accordingly.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Meeson                      **Decision:** Unanimous.

### 12 Visits, Training & Courses.

The Clerk advised of the following –

Tues 15<sup>th</sup> Feb – Patient & Public Involvement Forum at Guildhall, N'ton @ 18:00.

Weds 16<sup>th</sup> Feb – Parish highway reps mtg. at Thrapston TIC @ 18:30 (Cllr Foulger).

Mon 21<sup>st</sup> Feb – Code of Conduct, Standards, etc Corn Market Hall, Kettering @ 19:00 (£20).

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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Thurs 24<sup>th</sup> Feb – Social exclusion conference at NACRE @ 19:00

Sat 23<sup>rd</sup> April – Higham Ferrers Mayor's charity ball at Wicksteed Park @ 19:00 (£22.50)

### 13 Approval of Chairman's & Clerk's Correspondence Logs

13.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item.

<b>Proposed by:</b>	<b>Cllr Izzard</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Stopps</b>		

### 14 Councillor's Reports

The Clerk advised that the ODPM has authorised Clerks to PTC (& the Chairman in their absence) to be qualified persons under s36 of the Freedom of Information Act 2000. A s36 exemption covers information that, if disclosed, would inhibit the free and frank provision of advice, the free & frank exchange of views for the purposes of deliberation or the effective conduct of public affairs.

The Clerk advised that correspondence had been received from Michael Smith of the PCC, who thanked the Council for their offer and has advised that two quotes will be obtained for undertaking repairs to the War Memorial in the churchyard.

The Clerk advised that the Clean Neighbourhoods & Environment Bill had been introduced in Parliament on 7<sup>th</sup> December 2004. If enacted, it will provide powers for PTC for issue fixed penalty notices to litter, dog control, graffiti and fly posting.

Cllr Izzard suggested a litter pick this weekend before the grass cutting started.

Cllr Stopps commented on the increased amounts of litter down Water Lane.

Cllr Foulger had spotted a Cory Litter Picker at work in Chelveston!

Cllr Foulger (as Highways Rep) advised that Atkins were restructuring again and that they were only concentrating on road repairs that were safety issues. A new call centre would be opened later this year to replace "Clarence".

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

Ordinary Meeting on 14<sup>th</sup> March 2005 at 7.30.p.m. in the Chelveston Village Hall.

The Meeting closed at 8:10 p.m.

**Issued on 14<sup>th</sup> February 2005.**

**Pages 966 – 974 signed under seal as true record**

**Adrian Palfreeman**  
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
<b>2005</b>				
07/01/2005	I-2005-001-MHH	ENC (Mrs D.Beard)	Travel token scheme forms for 2005/6	File
07/01/2005	I-2005-002-MHH	NWB	Bank Statements for December 2004	File
08/01/2005	I-2005-003-MHH	ENC	Reports of Committees (January 2005) & job advert	File
10/01/2005	I-2005-004-MHH	C&CD	Clerks & Councils Direct Jan 2005 Issue 37	Circulated
10/01/2005	I-2005-005-MHH	ODPM	Preserving green spaces	File
11/01/2005	I-2005-006-MHH	ENC (Planning)	Application for conservatory at Goldcrest, Sawyers Cres, Chelveston	Actioned
11/01/2005	I-2005-007-MHH	PPI Forum (R.Heaver)	Offer of PPI forum session in Parish	File
12/01/2005	I-2005-008-MHH	ENC	Agenda for ENC mtg. on 17th January	Circulated
14/01/2005	I-2005-009-MHH	ODPM	Appointment of Qualified Persons for s36 FOI Act 2000	File
14/01/2005	I-2005-010-MHH	NN Joint Planning Unit	Notification of set-up & request for contact details	File
19/01/2005	I-2005-011-MHH	NACRE	Calor Village of the Year competition	File
20/01/2005	I-2005-012-MHH	ENC	Minutes of P&L committee mtg. on 12th January	Circulated
20/01/2005	I-2005-013-MHH	ENC	Representation on outside body report - Rockingham Forest HA	Circulated
20/01/2005	I-2005-014-MHH	BT	305th works response	WM File
21/01/2005	I-2005-015-MHH	ENC (Planning)	Application granted for 1 Kimbolton Rd, Chelveston	File
21/01/2005	I-2005-016-MHH	EN Housing	Change of name to Spire Homes on 24th Jan 2005	File
21/01/2005	I-2005-017-MHH	NCC ROW	Proposed ROW over the ex-airfield site	Actioned
22/01/2005	I-2005-018-MHH	PCC (Michael Smith)	PCC obtaining quote for repairs to War Memorial	File
29/01/2005	I-2005-019-MHH	Police	Request for monitoring of Home Beat deliveries	File
29/01/2005	I-2005-020-MHH	NACRE	Social Exclusion Conference on 24th Feb 2005	File
29/01/2005	I-2005-021-MHH	Atkins	Parish Highway Rep scheme - request for venues for 2005	To MLF
29/01/2005	I-2005-022-MHH	EMDA	EMDA News issue 21 Feb 2005	File
29/01/2005	I-2005-023-MHH	CAB	Annual report & request for donation	Actioned
31/01/2005	I-2005-024-MHH	ENC (Roger Bradshaw)	Grass cutting costs (est.) for 2005	File
01/02/2005	I-2005-025-MHH	NN Joint Planning Unit	Draft statement of community involvement	Actioned
01/02/2005	I-2005-026-MHH	NCC (Michael Bates)	Proposed modifications to the NCC waste local plan	File
02/02/2005	I-2005-027-MHH	ENC	Councillors' Information Circular Jan 2005	File
03/02/2005	I-2005-028-MHH	NWB	Bank Statements for January 2005	File
03/02/2005	I-2005-029-MHH	HFTC	Invite to Mayor's St George's day ball	File
07/02/2005	I-2005-030-MHH	ENC (Julie Hawes)	VH Community Premises Entertainment Licence renewal	Actioned
08/02/2005	I-2005-031-MHH	PPI Forum (S.Benfield)	Agenda for mtg. on 15th Feb 2005	File
09/02/2005	I-2005-032-MHH	ODPM	Two discussion documents on local neighbourhoods	Circulated
09/02/2005	I-2005-033-MHH	ENC (Planning)	Notice of Proposed Development at New Farm, Higham Ferrers	Actioned
09/02/2005	I-2005-034-MHH	T James Electrical	Quote for Street Lamp	Awaiting
10/02/2005	I-2005-035-MHH	DEFRA	HMG have introduced the Clean Neighbourhoods & Environment Bill	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.
<b>2 0 0 5</b>						
06/01/2005	O-2005-001-MHH	Parish Cllrs	Agenda 0501	Delivered		
08/01/2005	O-2005-002-MHH	Parish Cllrs	Minutes 0501	Delivered		
11/01/2005	O-2005-003-MHH	ENC (Rob Austin)	Precept request for 2005/6	Posted	0501.8	I-2004-281-MHH
11/01/2005	O-2005-004-MHH	Christian Marshall	Order for painting of Kimbolton Rd gateway	Posted	0501.9	I-2004-343-MHH
11/01/2005	O-2005-005-MHH	SLCC	Subscription for 2005	Posted	0501.6.1	I-2004-337-MHH
15/01/2005	O-2005-006-MHH	NCC (Jennifer Lewis)	ROW survey	Posted		I-2004-328-MHH
15/01/2005	O-2005-007-MHH	NN Joint Planning Unit	Contact details	Posted		I-2005-010-MHH
02/02/2005	O-2005-008-MHH	NWB	Chaser for O/2004/115/MHH	Posted		O-2004-115-MHH
08/02/2005	O-2005-009-MHH	Parish Cllrs	Agenda 0502	Delivered		
09/02/2005	O-2005-010-MHH	BT	Further chaser on 305th BG memorial	Posted		I-2005-014-MHH

**Chelveston-cum-Caldecott Parish Council  
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A5 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 50.5p/mile	Other
09/01/2005	Pre-minutes for Chair/Clerk	6				6			
09/01/2005	Wanadoo - ISP broadband								£17.99
11/01/2005	Minutes 0501 - 4 P.Cllrs & file	10			4	40			
11/01/2005	Minutes 0501 - D.Cllr	10	28		1				
11/01/2005	ENC - Precept request		28	1		1			
11/01/2005	C.Marshall - gateway painting order	1	28	1		1			
11/01/2005	SLCC - subscription 2005		28	1					
15/01/2005	NCC - ROW survey			1		6			
15/01/2005	Concessionary Travel poster					1			
15/01/2005	NN Joint Planning Unit - contact details					1			
31/01/2005	ENC - grass cutting request		28		1				
31/01/2005	ENC - ECDL module 1 exam							12	
02/02/2005	NWB - chaser letter	1	28	1		1			
09/02/2005	BT - Chaser letter	1	28	1		1			
09/02/2005	Agenda 0502 - 7 P.Cllrs & file	4		7		28			
09/02/2005	Agenda 0502 - 2 D.Cllrs	4	28	2		4			
11/02/2005	ENC - ECDL module 2 exam							12	
<b>TOTALS</b>		£1.48	£2.24	£0.45	£0.60	£3.60	£0.00	£12.12	£17.99

**TOTAL VALUE = £38.48**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of an Ordinary Parish Council Meeting

**14<sup>th</sup> March 2005**

#### Meeting Number 0503

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30pm - **Monday 14<sup>th</sup> March 2005** in the Chelveston Village Hall.

**Present :-** Councillors : Cllr A.J.Palfreeman (Chairman)  
 Cllr A.R.Dale  
 Cllr M.L.Foulger  
 Cllr M.J.Izzard  
 Cllr S.E.Stopps  
 Cllr M.W.Wooding

Clerk: Mr. M.H.Hunter

Public: None

#### **1 Open Forum**

None.

#### **2 Apologies**

- 2.1 Cllr Palfreeman opened the meeting at 7:30 p.m. and asked for any apologies. Apologies received from Cllr Messon (holiday) & Cllrs A & B Sauntson (prior engagements). Cllr Palfreeman proposed this be accepted and this was agreed.

#### **3 Declarations of Interest under Section 50 of the LGA 2000**

- 3.1 None

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

The minutes of the Ordinary Meeting of the Parish Council **0502 – 14<sup>th</sup> February 2005** had been circulated.

**The meeting resolved to:**

- 4.1 Approve the minutes of meeting **0502** with no amendments.

**Proposed by: Cllr Dale**  
**Seconded by: Cllr Foulger**                      **Decision: Unanimous**

#### **5 Planning Matters**

Cllr Foulger asked about the North Northamptonshire Joint Planning Unit. The Clerk confirmed the Council had responded to the consultation (0502.10).

Cllr Foulger asked about plans for the JST site. None submitted for consultation at this time. The owners had previously indicated they wished to work with the Council.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 6 Financial Transactions

- 6.1 The following invoices were due for payment – ENC (Litterbins in Water Lane & grass cutting), NALC, NALH & NACRE (subscriptions for 2005) and Powergen (St Lighting power July – December 2004). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

**Proposed by:** Cllr Izzard  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

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

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

- 6.3 The Clerk's salary was due for the year ending March 2005. In keeping with tradition, the Chairman donated the £1.

- 6.4 The Clerk's training bursary grant had been received.

- 6.5 The bank statements for the month of February have been received & reconciled.

<b>The opening balance for the meeting was</b>	<b>£7,968.15</b>
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**Receipts since the last meeting**

2004.46	NALC – NTS	Clerk's Training Bursary	£200.00
2004.47	A.J.Palfreeman	Donation of Clerk's salary	£1.00

<b>Sub-total</b>	<b>£8,169.15</b>
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**Payments to be made this meeting**

Number	Payee	Item	Cheque	Amount
2004.48	ENC	Litterbins in Water Lane	000538	£313.13
2004.49	NALC	Subscription 2005	000539	£94.00
2004.50	ENC	Grass cutting Aug 04 – Mar 05	000540	£1,424.11
2004.51	NALH	Subscription 2005	000541	£5.00
2004.52	NACRE	Subscription 2005	000542	£31.00
2004.53	Powergen	St Lighting power (Jul – Dec 04)	000543	£507.91
2004.54	M.H.Hunter	Expenses to 0503	000544	£30.78
2004.55	M.H.Hunter	Clerk's salary		£1.00

<b>Total Expenditure this meeting</b>	<b>£2,406.93</b>
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<b>Closing Balance for this meeting</b>	<b>£5,762.22</b>
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# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 7 Updates on Projects List

#### 7.1 Traffic Calming Measures

NCC Highways were waiting for Atkins to complete the works.

#### 7.2 305<sup>th</sup> BG Memorial

Cllr Foulger reported no progress. Cllr Palfreeman requested Clerk take up the delays with BT with the Ombudsman.

#### 7.3 Street Lighting

The Clerk advised that the weak bulb in lamp No. 31 opposite Poplar Farm had been reported, as requested by Cllr Foulger. The Higham Rd street lamp grant application had been submitted to ENC.

#### 7.4 Ditches

In the absence of Cllr Meeson, no report. Cllr Palfreeman offered to contact the local farms again to get the ditch cleared.

#### 7.5 E-Government

The Clerk advised for the 30 day period till 12<sup>th</sup> March, 8% of the hits came from the USA, 4% from Philippines, 3% from Iran & 1% from the Netherlands.

The Clerk advised that the St John the Baptist's Church page had been added to the site. Cllr Wooding offered to supply some photographs of the church for the web site.

### 8 Planning for the Annual Parish Assembly in April.

Cllr Palfreeman advised the APA would be held on Monday 11<sup>th</sup> April. The Council needed to decide what activities to cover, in addition to the Council's report, in order to generate interest amongst the parish. Cllr Palfreeman suggested the Safety Camera Partnership, as speeding was perceived as an issue.

To help publicise the event, a Spring Newsletter should be sent out about a week in advance of the meeting. Clerk to draft and Cllrs to add items. Cllr Dale will arrange delivery.

The meeting agreed to support the plans and instructed the Clerk to act accordingly.

<b>Proposed by:</b>	<b>Cllr Dale</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Izzard</b>		

### 9 Code of Conduct review.

Cllr Palfreeman advised that The Standards Board for England were inviting comments on the working of the Code of Conduct and had sent out a consultation document on possible amendments. Cllrs were invited to read and comment before the June deadline.

### 10 Visits, Training & Courses.

The Clerk advised of the following –

Sat 23<sup>rd</sup> April – Higham Ferrers Mayor's charity ball at Wicksteed Park @ 19:00 (£22.50)

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 11 Approval of Chairman's & Clerk's Correspondence Logs

11.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item.

**Proposed by:** Cllr Stopps  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

### 12 Councillor's Reports

The Clerk advised that he had attended the Area Committee meeting due to the non-availability of Cllr Foulger. Topics included Anti-Social Behaviour Orders (9 in force locally, breach of two of them had resulted in custodial sentences), Dentists (4 more due in Rushden in two locations) and Highways (Rushden link road, "Road Doctor" call centre replaced "Clarence" as of Mon 7<sup>th</sup> March).

The Clerk advised that following complaints from the smaller parishes, ENC had altered the timetable for Precept payments for those under £15k to 50% in April & September. This would apply for the next two years before further change, to allow Councils time to sort out cash flow problems.

Cllrs Foulger & Wooding described the recent police chase through Caldecott.

Cllr Foulger asked that the B645 lay-by receive some attention to tidy up the trees/undergrowth. Cllr Dale to take a look with a view to the Cllrs taking an active role.

*The meeting went into closed session for item 13 under LGA 1972 s100A (discussion of exempt information)*

### 13 Clerk's contract of employment under the joint SLCC – NALC agreement

Cllr Palfreeman reminded the Council that Cllrs Dale & Foulger had been delegated (0501.17) to negotiate with the Clerk on the replacement contract of employment that was based on the national agreement. A draft of the contract had been issued to all Cllrs with the agenda, with a view to the Council ratifying the agreement.

The meeting resolved to approve the Clerk's contract of employment and instructed the Chairman to sign the agreement on behalf of the Council.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

### Date of Next Meeting:

Annual Parish Assembly on 11<sup>th</sup> April 2005 at 7:30 p.m. in the Chelveston Village Hall.

Planning meeting to follow (if required)

Annual Meeting of the Council on 9<sup>th</sup> May 2005 at 7:30 p.m. in the Chelveston Village Hall.

The Meeting closed at 8:09 p.m.

**Issued on 15<sup>th</sup> March 2005.**

**Pages 975 – 982 signed under seal as true record**

**Adrian Palfreeman**  
**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
<b>2005</b>				
10/01/2005	I-2005-004-MHH	C&CD	Clerks & Councils Direct Jan 2005 Issue 37	Circulated
12/01/2005	I-2005-008-MHH	ENC	Agenda for ENC mtg. on 17th January	Circulated
20/01/2005	I-2005-012-MHH	ENC	Minutes of P&L committee mtg. on 12th January	Circulated
20/01/2005	I-2005-013-MHH	ENC	Representation on outside body report - Rockingham Forest HA	Circulated
09/02/2005	I-2005-032-MHH	ODPM	Two discussion documents on local neighbourhoods	Circulated
09/02/2005	I-2005-034-MHH	T James Electrical	Quote for Street Lamp	Awaiting
16/02/2005	I-2005-036-MHH	Atkins	Parish Highway Rep scheme - Newsletter Jan 2005	To MLF
17/02/2005	I-2005-037-MHH	Police	Force Comms Centre - Customer Service Manager info	File
18/02/2005	I-2005-038-MHH	NCC (Sharon Fryer)	EN Area committee distribution list update request	Actioned
18/02/2005	I-2005-039-MHH	Central Networks	Unmetered Supplies Certificate information request	Actioned
18/02/2005	I-2005-040-MHH	ENC (Janet Walls)	Fit for Purpose Review - new staff organisation	File
18/02/2005	I-2005-041-MHH	CCP	Posters for Stanwick Fun Run & International Women's Day	Awaiting
18/02/2005	I-2005-042-MHH	NALC	Various - pay agreement reminder, Playing Field newsletter, posters	File
19/02/2005	I-2005-043-MHH	ENC (Planning)	Planning application granted for Goldcrest conservatory	File
21/02/2005	I-2005-044-MHH	Standards Board	Review of the Code of Conduct	File
22/02/2005	I-2005-045-MHH	ENC	Invoice for Water Lane litterbins	Actioned
23/02/2005	I-2005-046-MHH	Central Networks	Unmetered Supplies Certificate for 2005	File
24/02/2005	I-2005-047-MHH	ENC	Minutes of Strategy Committee mtg on 17th Feb 2005	Circulated
24/02/2005	I-2005-048-MHH	ENC	Reports of Committees (March 2005)	Circulated
26/05/2005	I-2005-049-MHH	Standards Board	Review of the Code of Conduct - consultation paper	File
26/05/2005	I-2005-050-MHH	PPI Forum (R.Heaver)	Shaping Health Week	File
26/05/2005	I-2005-051-MHH	ENC	Agenda for mtg on 2nd March 2005	File
28/02/2005	I-2005-052-MHH	NCC Area Committee	Agenda for mtg on 9th March 2005	File
01/03/2005	I-2005-053-MHH	NALC	Newsletter, annual fees, Village Viewpoint	Actioned
05/03/2005	I-2005-054-MHH	NWB	Bank Statements for February 2005	File
05/03/2005	I-2005-055-MHH	ENC	Invoice for grass cutting	Actioned
05/03/2005	I-2005-056-MHH	Welland SSP	Pathfinder Project for SME	Circulated
05/03/2005	I-2005-057-MHH	ENC (Louise Cahill)	Grant application received	File
05/03/2005	I-2005-058-MHH	NN Joint Planning Unit	Confirmation of commnets received	File
05/03/2005	I-2005-059-MHH	NALH	Subscription request for 2005 and Hindsight magazine issue 8	Actioned
05/03/2005	I-2005-060-MHH	NCC (Louise Brown)	Spring issue of Tree Guardian Magazine	TW file
05/03/2005	I-2005-061-MHH	ENC	Agenda for mtg of Standards Board on 9th March 2005	Circulated
07/03/2005	I-2005-062-MHH	Rockingham Forest Trust	Info on Community Planning Network	Circulated
08/03/2005	I-2005-063-MHH	NALC - NTS	Clerks' Training Bursary Fund approval	File
09/03/2005	I-2005-064-MHH	NACRE	Annual fees	Actioned
09/03/2005	I-2005-065-MHH	NACRE	New EN rural Transport officer & transport fund info	File
10/03/2005	I-2005-066-MHH	C&CD	Clerks & Councils Direct Mar 2005 Issue 38	Circulated
11/03/2005	I-2005-067-MHH	NALC - NTS	Clerks' Training Bursary Fund cheque	Actioned
11/03/2005	I-2005-068-MHH	DTI & DEFRA	CD on advantages of Broadband	Circulated
14/03/2005	I-2005-069-MHH	Powergen	Invoice for St Lighting (Jul - Dec 04)	Actioned
14/03/2005	I-2005-070-MHH	Northants Rural Transport	Rural Rides Vol 1 Issue 2 (February 2005)	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.
<b>2 0 0 5</b>						
06/01/2005	O-2005-001-MHH	Parish Cllrs	Agenda 0501	Delivered		
08/01/2005	O-2005-002-MHH	Parish Cllrs	Minutes 0501	Delivered		
11/01/2005	O-2005-003-MHH	ENC (Rob Austin)	Precept request for 2005/6	Posted	0501.8	I-2004-281-MHH
11/01/2005	O-2005-004-MHH	Christian Marshall	Order for painting of Kimbolton Rd gateway	Posted	0501.9	I-2004-343-MHH
11/01/2005	O-2005-005-MHH	SLCC	Subscription for 2005	Posted	0501.6.1	I-2004-337-MHH
15/01/2005	O-2005-006-MHH	NCC (Jennifer Lewis)	ROW survey	Posted		I-2004-328-MHH
15/01/2005	O-2005-007-MHH	NN Joint Planning Unit	Contact details	Posted		I-2005-010-MHH
02/02/2005	O-2005-008-MHH	NWB	Chaser for O/2004/115/MHH	Posted		O-2004-115-MHH
08/02/2005	O-2005-009-MHH	Parish Cllrs	Agenda 0502	Delivered		
09/02/2005	O-2005-010-MHH	BT	Further chaser on 305th BG memorial	Posted		I-2005-014-MHH
11/02/2005	O-2005-011-MHH	Parish Cllrs	Minutes 0502	Delivered		
14/02/2005	O-2005-012-MHH	ENC (Planning)	Response to Goldcrest planning application	Posted	0502.5.1	I-2005-006-MHH
15/02/2005	O-2005-013-MHH	NALC	CTP CiCLA training course application	Posted	0502.11	
15/02/2005	O-2005-014-MHH	ENC (Louise Cahill)	Application for Community Fund grant for St Light	Posted	0502.7.2	I-2004-319-MHH
16/02/2005	O-2005-015-MHH	NCC (Steven Hollowell)	Response to Airfiled ROW consultation	Posted	0502.8	I-2005-017-MHH
16/02/2005	O-2005-016-MHH	ENC (Julie Hawes)	Response to VH Entertainment License request	Posted	0502.9	I-2005-030-MHH
16/02/2005	O-2005-017-MHH	ENC (Planning)	Response to New Farm College, Higham application	Posted	0502.5.1	I-2005-033-MHH
16/02/2005	O-2005-018-MHH	CAB	Response to grant application	Posted	0502.6.1	I-2005-023-MHH
16/02/2005	O-2005-019-MHH	NN Joint Planning Unit	Response to statement of community involvement	Posted	0502.10	I-2005-025-MHH
17/02/2005	O-2005-020-MHH	NTS	Clerk's Bursary application	Posted	0502.11	
20/02/2005	O-2005-021-MHH	NCC (Sharon Fryer)	EN Area committee distribution list update response	Posted		I-2005-038-MHH
20/02/2005	O-2005-022-MHH	Central Networks	Unmetered Supplies Certificate information response	Posted		I-2005-039-MHH
08/03/2005	O-2005-023-MHH	Parish Cllrs	Agenda 0503	Delivered		
14/03/2005	O-2005-024-MHH	Parish Cllrs	Clerk's contract of employment	Delivered	0503.13	

**Chelveston-cum-Caldecott Parish Council  
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A5 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 50.5p/mile	Other
07/02/2005	Wanadoo - ISP broadband								£17.99
14/02/2005	Pre-minutes for Chair/Clerk	6				6			
14/02/2005	ENC Planning - Goldcrest response		28	1					
15/02/2005	NALC - CTP course application		28	1					
15/02/2005	ENC - Community Fund grant application		28	1		4			
16/02/2005	Minutes 0502 - 4 P.Cllrs & file	9			4	36			
16/02/2005	Minutes 0502 - D.Cllr	9	28		1				
16/02/2005	NCC ROW - Airfiled response	1	28	1		1			
16/02/2005	ENC - VH Entertainment license	1	28	1		1			
16/02/2005	ENC Planning - New Farm College	1	28	1		1			
16/02/2005	CAB - Grant funding	1	28	1		1			
16/02/2005	NN JPU - community involvement	1	28	1		1			
20/02/2005	NCC EN Area committee distribution list	1	28	1		1			
20/02/2005	Central Networks - lighting list	1	28	1		1			
27/02/2004	NTS - Bursary application		28	1		1			
08/03/2005	Agenda 0503 - 7 P.Cllrs & file	4			7	28			
08/03/2005	Agenda 0503 - 2 D.Cllrs	1	56	2		1			
08/03/2005	Clerks contract - 7 draft & 2 live	7				56			
<b>TOTALS</b>		£1.72	£3.92	£0.39	£1.20	£5.56	£0.00	£0.00	£17.99

**TOTAL VALUE = £30.78**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of a Parish Council Planning Meeting

**11<sup>th</sup> April 2005**

#### Meeting Number 0504

Minutes of a **Planning Meeting** of the Parish Council held at 7:30pm - **Monday 11<sup>th</sup> April 2005** in the Chelveston Village Hall.

**Present :-** Councillors : Cllr A.J.Palfreeman (Chairman)  
 Cllr A.R.Dale  
 Cllr M.L.Foulger  
 Cllr M.J.Izzard  
 Cllr S.E.Stopps  
 Cllr M.W.Wooding

Clerk: Mr. M.H.Hunter

Public: None

#### **1 Open Forum**

None.

#### **2 Apologies**

- 2.1 Cllr Palfreeman opened the meeting at 7:32 p.m. and asked for any apologies. Apologies received from Cllr Meeson (work commitments), Cllrs A & B Sauntson (prior engagement) & Cllr P.Whiting (prior engagement). Cllr Palfreeman proposed these be accepted and this was agreed.

#### **3 Declarations of Interest under Section 50 of the LGA 2000**

- 3.1 Cllr Dale declared a personal interest in item 6.1 (expenses claim).

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

The minutes of the Ordinary Meeting of the Parish Council **0503 – 14<sup>th</sup> March 2005** had been circulated.

**The meeting resolved to:**

- 4.1 Approve the minutes of meeting **0503** with no amendments.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Izzard                      **Decision:** Unanimous

#### **5 Planning Matters**

- 5.1 **EN/05/00529/FUL – Detached double garage & attached store at Top Farm House, the Green, Chelveston.**

Cllr Palfreeman explained the plans. The Clerk confirmed no objections had been received.

The Council agreed not to object to the plans and instructed the Clerk to inform ENC accordingly.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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**Proposed by:** Cllr Wooding  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

### 5.2 Pre-submission plans for conversion of a barn to a nursery at Manor Farm, Caldecott.

Cllr Palfreeman explained the plans. As these were pre-submission and may appear in a different form, no formal decision can be made on them, however, the Council may wish to make comments ahead of formal submission.

The Council considered the plans to be a novel diversification and if the conversion were carried out sympathetically, would help preserve the life of the listed building. Subject to the formal plans, the Council would be minded to support the application.

## 6 Financial Transactions

- 6.1 The following invoices were due for payment – ABB (St lighting maintenance Jan – Mar 2005), Powergen (St lighting power Jan – Mar 2005) and Cllr Dale (newsletter printing expenses). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

**Proposed by:** Cllr Izzard  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

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

**Proposed by:** Cllr Wooding  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

- 6.3 The bank statements for the month of March have been received & reconciled.

<b>The opening balance for the meeting was</b>	<b>£5,762.22</b>
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**Receipts since the last meeting**

None

<b>Sub-total</b>	<b>£5,762.22</b>
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**Payments to be made this meeting**

Number	Payee	Item	Cheque	Amount
2005.02	ABB	St Lighting Maint (Jan – Mar 05)	000545	£128.12
2005.03	Powergen	St Lighting power (Jan – Mar 05)	000546	£267.14
2005.04	M.H.Hunter	Expenses to 0504	000547	£42.44
2005.05	A.R.Dale	Newsletter printing expenses	000548	£13.60
<b>Total Expenditure this meeting</b>				<b>£451.30</b>

<b>Closing Balance for this meeting</b>	<b>£5,310.92</b>
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# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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**Date of Next Meeting:**

Annual Parish Assembly on 18<sup>th</sup> April 2005 at 7:30 p.m. in the Chelveston Village Hall.

Annual Meeting of the Council on 9<sup>th</sup> May 2005 at 7:30 p.m. in the Chelveston Village Hall.

The Meeting closed at 7:42 p.m.

**Issued on 11<sup>th</sup> April 2005.**

**Pages 983 – 986 signed under seal as true record**

**Adrian Palfreeman**  
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 @ 4p	Post pence	DL Env @ 3p	A5 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 50.5p/mile	Other
06/03/2005	Wanadoo - ISP broadband								£17.99
12/03/2005	Pre-minutes for Chair/Clerk	4				4			
12/03/2005	Colemans - Ink pad & A4 ring binder								£4.99
15/03/2005	Minutes 0503 - 4 P.Cllrs & file	8			4	32			
15/03/2005	Minutes 0503 - D.Cllr	8	28		1				
15/03/2005	ENC - payment of invoices		28	1					
15/03/2005	Powergen - payment of invoice		28	1					
15/03/2005	NALC - subscription 2005		28	1		1			
15/03/2005	NALH - subscription 2005		28	1		1			
15/03/2005	NACRE - subscription 2005		28	1		1			
18/03/2005	Police - response to involvement letter	1	28	1		1			
21/03/2005	ENC - ECDL exams 3 & 7							12	
22/03/2005	ENC - grass cutting extension		28	1					
04/04/2005	ENC - ECDL exams 4 & 5							12	
04/04/2005	Agenda 0504 & APA05 - 7 P.Cllrs & file	3		7		21			
04/04/2005	Agenda 0504 & APA05 - 2 D.Cllrs	2	56	2		2			
<b>TOTALS</b>		£1.04	£2.80	£0.48	£0.50	£2.52	£0.00	£12.12	£22.98

**TOTAL VALUE = £42.44**

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of the Annual Parish Assembly

**18<sup>th</sup> April 2004**

#### Meeting Number APA05

Minutes of the **Annual Parish Assembly** held at 7:30 p.m. - **Monday 18<sup>th</sup> April 2005** in the Chelveston Village Hall.

**Present :-** Councillors :

Cllr. A.J.Palfreeman	(Chairman)
Cllr R.A.Meeson	(Vice-chairman)
Cllr A.R.Dale	
Cllr. M.L.Foulger	
Cllr M.J.Izzard	
Cllr S.E.Stopps	

Clerk: Mr. M.H.Hunter

District: Cllr B.Sauntson

County: Cllr D.Lawson

Public: Mr D.Powell (Northants Safety Camera Partnership)  
Sgt J.Hodgson (Northants Safety Camera Partnership)  
13 members of the public

#### **1 Introduction**

Cllr Palfreeman explained that this was an annual meeting of the parish (rather than the Council), where different groups could report to the parishioners and provide an opportunity for the residents to debate matters that they felt relevant. By law the chairman of the Parish Council would chair the meeting. He then introduced the members of the Council present (Cllr Wooding being stuck in traffic), the District Cllr, the current County Cllr and the county council candidates and the guest speaker, Mr Don Powell of the Safety Camera Partnership.

#### **2 Report from the Parish Council**

The Council has met 14 times since the last APA. It has considered 8 planning applications, none of which were decided differently by the District. Some 343 items of correspondence have been received (excluding e-mails). At the end of the Council's second year, the traffic calming works have progressed with the gateway on the Kimbolton Rd, the extension of the 30 mph zones and the introduction of the 7.5 tonne weight limit between Chelveston, Stanwick and Raunds.

In Water Lane, three replacement litterbins have been installed, which are designed to reduce some of the vandalism that was associated with the older bins. The grass cutting contractors continue to provide an excellent service and a "handyman" contractor has refurbished the village bench in Caldecott and carried out painting of the gateways.

The Council's web-site continues to grow and the tracking software shows that the village history pages are amongst the most popular. The Clerk is one of five Clerks in the District taking part in ENC's European Computer Driving Licence course as part of the e-govt training initiative funded by the Office of the Deputy Prime Minister.

The Council operated with a £5,000 precept (average £32 per household) and had obtained a further £1,466 in grants and VAT refunds. The precept has been maintained at £5,000 for the fourth year running.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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The draft accounts (still waiting for final interest payments) showed income of £6,466 and expenditure of £8,109. The opening balance had been £7,540, giving a closing balance of £5,897. The draft (simplified) accounts were given out at the start of the meeting and copy of these would be placed on the noticeboards.

Two items of late news – BT has finally agreed (after two years) to the location of the new war memorial to the 305<sup>th</sup> BG on the land opposite JST and the Council has been successful in getting a grant from the ENC Community safety fund for the new street light on Higham Rd to protect the footway where it crosses the road.

### **3 Presentation by the Northamptonshire Safety Camera Partnership**

Mr Don Powell gave a presentation of the works of the Partnership, covering why it was needed, how it targeted sites for cameras - was 4 KSI (Killed or Seriously Injured), but now reduced to 3 KSI due to reduction in casualty spots, the different units used in Northants – 42 fixed units, 6 vans and 2 motorbike mounted cameras and the successes that are being achieved.

He answered questions from the floor during the presentation and received a vote of thanks for his informative talk from the meeting.

### **4 Questions from the floor**

Peter Mommersteeg asked about 30 roundels on the Caldecott Rd – Cllr Palfreeman explained they were not permitted as the 30 mph zone is enforced by street lighting.

Mary Murphy complained about speeding traffic on the Higham Rd, Jenny Ranson complained about boy racers on the Raunds Rd & Annie Green complained about traffic on Kimbolton Rd making it difficult to exit her drive. Sgt Hodgson advised that 15% of the mobile units time can be spent on requests and 4 visits had been made in the last two years, though none in the last 6 months. Cllr Palfreeman asked the meeting if they wanted the camera units to visit the village – Yes! Sgt Hodgson reminded the meeting that residents would not be immune to prosecution.

Cllr Izzard stated traffic would have to go slower if drivers parked on the road instead of the pavement.

Other suggestions were for a pedestrian crossing or refuge on the Higham Rd.

Peter Mommersteeg asked about noise levels of motor vehicles. Cllr Meeson suggested that motorbikes generate about 81dB.

A litterbin by the village hall was requested.

The meeting closed at 8:44 p.m.

**Issued on 20<sup>th</sup> April 2004**

**Pages 987 - 988 signed under seal as a true record**

**Adrian Palfreeman**  
Chairman of the Parish Council

**Mark Hunter**  
Clerk to the Parish Council

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of the Annual Parish Council Meeting

9<sup>th</sup> May 2005

#### Meeting Number 0505

Minutes of the **Annual Meeting** of the Parish Council held at 7:30pm - **Monday 9<sup>th</sup> May 2005** in the Chelveston Village Hall.

**Present :-** Councillors :                    Cllr A.J.Palfreeman            (Chairman)  
    Cllr M.W.Wooding            (Vice-Chairman)  
    Cllr A.R.Dale  
    Cllr M.L.Foulger  
    Cllr M.J.Izzard  
    Cllr R.A.Meeson  
    Cllr S.E.Stopps

Clerk:    Mr. M.H.Hunter

#### **1 Open Forum**

None.

#### **2 Apologies**

2.1 Cllr Palfreeman opened the meeting at 7:30 p.m. and asked for any apologies. None.

#### **3 Election of Chairman for the year 2005/6**

3.1 Cllr Palfreeman asked for nominations. Cllr Dale proposed Cllr Palfreeman, seconded Cllr Meeson with no other nominations. Carried unanimous. Cllr Palfreeman thanked the Cllrs and signed his Declaration of Office.

#### **4 Election of Vice-Chairman for the year 2005/6**

4.1 Cllr Palfreeman advised that Cllr Wooding had agreed to stand and asked for nominations. Cllr Dale proposed Cllr Wooding, seconded Cllr Izzard with no other nominations. Carried unanimous. Cllr Wooding thanked the Cllrs.

Cllr Palfreeman advised the meeting that Cllr Derek Lawson (Con) had been returned as the County Cllr for the division and Peter Bone (Con) was the new MP for the constituency. The County Council was now under Conservative control.

#### **5 Declarations of Interest under Section 50 of the LGA 2000**

5.1 None

#### **6 Minutes of Previous Meetings**

The minutes of the Planning Meeting of the Parish Council **0504 – 11<sup>th</sup> April 2005** had been circulated.

**The meeting resolved to:**

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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- 6.1 Approve the minutes of meeting **0504** with no amendments.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

## 7 The Annual Parish Assembly

- 7.1 Cllr Palfreeman went through the main points of the meeting and the requests of the parishioners – to invite the safety camera unit to the parish, request for pedestrian crossing or refuge on Higham Rd and a request for a litterbin by the Village Hall.

Cllr Dale noted that a “twin strip” traffic monitor had been installed on the Higham Rd and asked if the results could be obtained from it. The Council agreed to invite the safety camera team to the parish.

## 8 Planning Matters

- 8.1 Previous applications:

The Clerk advised that the ENC Planning committee had approved the plans for the training centre at the disused farm near Chelveston roundabout in Higham Ferrers. The detached garage and store at Top Farm House, Chelveston had been approved by officer delegation.

- 8.2 North Northamptonshire Joint Planning Unit update:

Cllr Palfreeman advised that the NN JPU had appointed consultant to prepare an informal consultation plan with the stakeholders. This was likely to be issued in early June with a six week response deadline, before preferred options were discussed in September/October. A briefing meeting would be held on Mon 13<sup>th</sup> June at Kettering. It would be beneficial if a representative of this Council attended.

Cllrs Dale & Foulger expressed an interest, so the meeting agreed to send Cllr Dale and/or Cllr Foulger to be a representative to the meeting.

**Proposed by:** Cllr Foulger  
**Seconded by:** Cllr Meeson                      **Decision:** Unanimous

## 9 Financial Transactions

- 9.1 The following invoices were due for payment – Allianz-Cornhill (Insurance renewal). The meeting resolved to approve this payment and authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Foulger  
**Seconded by:** Cllr Izzard                      **Decision:** Unanimous

- 9.2 The Alzheimer’s Society had recently set up a branch in Northants and had request a donation. Cllr Dale asked when the Council usually makes donations (March). It was agreed this application was not appropriate.

- 9.3 A full list of the Clerk’s expenses was included with the agenda. The meeting resolved to approve the payments and authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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- 9.4 The bank statements for the month of April have been received & reconciled. The final interest has been received, along with 50% of the Precept. Total interest for the last FY was £185.61.

<b>The opening balance for the meeting was</b>	<b>£5,310.92</b>
<b>Receipts since the last meeting</b>	
2004.56 NWB Interest (Jan-Mar 2005)	£44.40
2005.01 ENC Precept (50%)	£2,500.00
<b>Sub-total</b>	<b>£7,855.32</b>
<b>Payments to be made this meeting</b>	
<b>Number Payee Item</b>	<b>Cheque Amount</b>
2005.06 Allianz-Cornhill Insurance renewal 2005/6	000549 £303.24
2005.07 M.H.Hunter Expenses to 0505	000550 £50.43
<b>Total Expenditure this meeting</b>	<b>£353.67</b>
<b>Closing Balance for this meeting</b>	<b>£7,501.65</b>

- 9.5 The Clerk advised that the S137 allowance had risen from £5:00 to £5:30 per elector as of 1<sup>st</sup> April 2005.
- 9.6 The Clerk advised he would contact the Internal Auditor to confirm he was willing to undertake the audit for the year ending 31<sup>st</sup> March 2005.

## 10 Updates on Projects List

### 10.1 Traffic Calming Measures

The Clerk advised that NCC/Atkins had completed the work they were going to do under last year's funding. Mr Marshall was still waiting for 3 clear days to paint the Kimbolton Rd gateway.

Cllr Wooding highlighted the speeding problems on the Caldecott Rd and through Caldecott. Cllr Palfreeman suggested the police be notified of the list of accidents on the Caldecott Rd over the last 3 years. Cllr Wooding asked about the VMS (Variable Message Signs), as one had recently appeared in Stanwick. Cllr Izzard felt they were very effective.

Cllr Dale suggested investigating the provision of a refuge on the crossing by the Caldecott Rd jct on Higham Rd.

### 10.2 Highways Issues

As requested by residents via Cllr Dale, the Clerk confirmed that new street signs for Hillside with the "No-Through Road" pictogram had been ordered by ENC, though there would be several weeks delay.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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The Clerk advised that re-organisation of NCC Highways meant there was currently no-one in charge of this area. Until the new staff were in place it was unlikely the Council could proceed with anything other than maintenance work.

The Clerk advised the grass cutting contract had been extended to cover the additional 30 mph zones and the contractors had started cutting these areas.

The Clerk reported the *Street Doctor* system appeared to be working –

189482 – fallen tree on the C59 near Newton Bromswold – dealt with same day.

190752 – Three weight limit signs not illuminated – dealt with within 3 days.

### 10.3 305<sup>th</sup> BG Memorial

The Clerk had attended a site meeting with BT on 13<sup>th</sup> April and consent for the memorial had finally been received. The next stage was agreement with the adjacent landowners, whom Cllr Dale had spoken to. The Clerk requested the Council authorise the production of drawings, suitable for planning approval, following location agreement with the neighbours.

Cllr Dale undertook to check on local architects.

The meeting agreed to the funding of the drawings, to a limit of £400, following agreement with the adjacent landowners on location.

**Proposed by:** Cllr Izzard

**Seconded by:** Cllr Meeson

**Decision:** Unanimous

### 10.4 Street Lighting

The Clerk advised that grant application to the ENC Community Safety Fund had been successful and two-thirds funding up to £1,300 would be provided. In view of the time elapse between the quote and the grant award, the Clerk had requested the Executive authorise the order for the street lamp from the winning tender (T.James Electrical) under Standing Order 15. This was agreed on 18<sup>th</sup> May 2005. The Council now needed to ratify the action of the Executive.

The meeting resolved to ratify the actions taken by the Executive in placing the order for the Street Lamp.

**Proposed by:** Cllr Stopps

**Seconded by:** Cllr Izzard

**Decision:** Unanimous

### 10.5 Ditches

Cllr Palfreeman had contacted the local farmers again to get the ditch cleared, but this hadn't had any result. Cllr Meeson suggested approaching Mr Peter Smith for a quote to clear the ditch.

### 10.6 E-Government

The Clerk advised for the 30 day period till 8<sup>th</sup> May, 8% of the hits came from the USA & 1% from the Netherlands. Interestingly, tracking one visitor from the DoD Network Information Centre at Fort Meade, Maryland, USA, they looking for a map of RAF Chelveston!

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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The Clerk advised that following a visit to the County Records Office, more information had been added to the Church and Pub web-pages.

The Nominet renewal for the parish website (to 19<sup>th</sup> Jan 2007) has been received.

### 11 ROW update – Chelveston Airfield

Cllr Palfreeman advised the NCC ROW & the MOD had run into some problems with the access agreements over the old rights of way, but this was still hoped to be sorted before the sale of the land went through. On the Northants side, the local farmer had agreed to the re-opening of two footpaths and a bridleway to connect Chelveston & Caldecott to the Airfield, with a diversion at the southern end to allow for housing that had been built since the closure. The formal order to re-open the paths had not yet been prepared and signage would have to be installed by ROW.

Cllr Dale noted that farmers Ray Knight and Stuart Carr were both doing excellent jobs in keeping the footpaths through their crops clear and suggest the Council write to thank them. This was agreed.

### 12 Clerk's Continuing Professional Development.

Cllr Palfreeman advised that information relating to this item had been issued with the agenda. Cllr Foulger asked about the ECDL course content.

The meeting agreed to support the plans and instructed the Clerk to act accordingly.

<b>Proposed by:</b>	<b>Cllr Stopps</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Wooding</b>		

### 13 Visits, Training & Courses.

The Clerk advised of the following –

Tues 10<sup>th</sup> May – KGH PPI Forum public mtg @ 19:30 at Corn Market Hall, Kettering.

Weds 11<sup>th</sup> May – ENC annual mtg @ 19:30 at ENC.

Thurs 26<sup>th</sup> May – ENC "Ethics Day" training session @ 10:00 at ENC.

Mon 13<sup>th</sup> June – NN JPU briefing @ 19:00 at Wickstead Park, Kettering.

Thurs 13<sup>th</sup> Oct – NALC AGM @ 19:15 at South Northants DC, Daventry.

### 14 Approval of Chairman's & Clerk's Correspondence Logs

- 14.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item. Cllr Foulger asked about the correspondence with the police & their involvement with the Council. The Clerk advised this was from the Sector Chief Inspector enquiring if the Council was happy with the level of police participation at Council meetings or if could it be reduced. The Clerk had replied that there had not been any police participation for years, but they would be welcome at the APA (or any other meeting).

<b>Proposed by:</b>	<b>Cllr Messon</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Wooding</b>		

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 15 Councillor's Reports

The Clerk advised NCC ROW intended to widen the MM8 footpath bridge at the Raunds Rd end to allow machinery access to maintain the path. This field was owned by the Sawyers charity.

The Clerk advised that ENC had put up the flytipping surveillance signs up on the airfield road. Cllr Wooding stated that the flytipping would continue whilst nothing was done about the cause of the problem, namely the restrictions on the NCC waste centre in Rushden. It was agreed to write to Cllr Lawson and suggest the new administration reviewed the policy on the waste centres.

Cllr Foulger reiterated his concerns that the quarterly local community safety meetings had reduced to just 6 meetings in the whole district (change was approx. one year ago).

### Date of Next Meeting:

Optional Meeting of the Council on 13<sup>th</sup> June 2005 at 7:30 p.m. in the Chelveston Village Hall.

Ordinary Meeting of the Council on 11<sup>th</sup> July 2005 at 7:30 p.m. in the Chelveston Village Hall.

The Meeting closed at 8:30 p.m.

**Issued on 10<sup>th</sup> May 2005.**

**Pages 989 – 998 signed under seal as true record**

**Adrian Palfreeman**  
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
<b>2005</b>				
10/01/2005	I-2005-004-MHH	C&CD	Clerks & Councils Direct Jan 2005 Issue 37	Circulated
12/01/2005	I-2005-008-MHH	ENC	Agenda for ENC mtg. on 17th January	Circulated
20/01/2005	I-2005-012-MHH	ENC	Minutes of P&L committee mtg. on 12th January	Circulated
20/01/2005	I-2005-013-MHH	ENC	Representation on outside body report - Rockingham Forest HA	Circulated
14/03/2005	I-2005-070-MHH	Northants Rural Transport	Rural Rides Vol 1 Issue 2 (February 2005)	File
15/03/2005	I-2005-071-MHH	Police	Police involvement with Parish Council mtgs	Actioned
16/03/2005	I-2005-072-MHH	CAB	Thank you letter	File
16/03/2005	I-2005-073-MHH	ABB	Invoice for St Lighting Maintenance (Jan - Mar 05)	Actioned
16/03/2005	I-2005-074-MHH	CPRE	MKSM sub regional strategy note	File
17/03/2005	I-2005-075-MHH	ENVA	Looking for volunteers to seek out pensioners	File
22/03/2005	I-2005-076-MHH	ENC (Planning)	Planning application for double garage & store at Top Farm, Chelveston	Actioned
22/03/2005	I-2005-077-MHH	ENC (Roger Bradshaw)	Grass cutting extension for new 30 mph zones	Actioned
24/03/2005	I-2005-078-MHH	ENC (Stephen Baker)	County Council Election - Posters for Notice of Election	Actioned
24/03/2005	I-2005-079-MHH	Police	Response to Police involvement letter O-2005-033-MHH	File
24/03/2005	I-2005-080-MHH	NCC (Mark Chant)	Preparing Statement of Community Involvement	File
24/03/2005	I-2005-081-MHH	NCC (Sue Flack)	Street Doctor service	File
26/03/2005	I-2005-082-MHH	Atkins	Highway Service Information 2005	File
26/03/2005	I-2005-083-MHH	ENC	Councillors' Information Circular March 2005	File
26/03/2005	I-2005-084-MHH	ENC (Barbara Ding)	Ethical Framework - Ethics day @ ENC on 26/05/05	File
26/03/2005	I-2005-085-MHH	DEFRA	Quality Parishes & Parish Planning	File
31/03/2005	I-2005-086-MHH	Powergen	Invoice for St Lighting (Jan - Mar 05)	Actioned
02/04/2005	I-2005-087-MHH	NWB	Bank Statements for March 2005	File
06/04/2005	I-2005-088-MHH	ABB	Invoice reminder	File
06/04/2005	I-2005-089-MHH	ENC (Stephen Otterwell)	Pre-consultation draft on Developer Contributions in EN	File
08/04/2005	I-2005-090-MHH	ENC (Stephen Baker)	County Council Election - Posters for Statement of Persons Nominated	Actioned
08/04/2005	I-2005-091-MHH	Allianz-Cornhill	Insurance renewal forms	Actioned
09/04/2005	I-2005-092-MHH	BT	Request for site meeting	WM file
09/04/2005	I-2005-093-MHH	WBC (C.Haybryne)	General Election - Posters for Notice of Election	Actioned
11/04/2005	I-2005-094-MHH	Colemans	Receipt for Newsletter printing	Actioned
13/05/2005	I-2005-095-MHH	ENC (Stephen Baker)	County Council Election - Posters for Notice of Agents	Actioned
14/04/2005	I-2005-096-MHH	NCC	Temporary closure of footpath MM1	File
16/04/2005	I-2005-097-MHH	ENC	Reports of Committees (April 2005)	File
18/04/2005	I-2005-098-MHH	Atkins	Parish Highway Rep scheme - Newsletter April 2005	To MLF
18/04/2005	I-2005-099-MHH	BT	No objection to war memorial	WM File
18/04/2005	I-2005-100-MHH	NACRE	Village survey 2005	Actioned
19/04/2005	I-2005-101-MHH	HLB AV Audit	Local Council Briefing - Spring 2005	File
21/04/2005	I-2005-102-MHH	ENC (Stephen Baker)	County Council Election - Posters for Notice of Poll	Actioned
21/04/2005	I-2005-103-MHH	Alzheimer's Society	Request for funding & information	File
21/04/2005	I-2005-104-MHH	ENC (Robert Austin)	Precept BACS payment advice	File
21/04/2005	I-2005-105-MHH	ENC	Agenda for ENC mtg on 25th April 2005	File
21/04/2005	I-2005-106-MHH	ENC	Minutes of ENC Planning mtg held on 13th April 2005	File
22/04/2005	I-2005-107-MHH	WBC (M.Richardson)	General Election - Posters for Notice of Poll	Actioned
22/04/2005	I-2005-108-MHH	ENC (Louise Cahill)	Award of Community Safety Fund grant	File
22/04/2005	I-2005-109-MHH	Connexions	Newsletter March 2005	File
27/04/2005	I-2005-110-MHH	ENC	Invite to 33rd Annual Meeting of ENC	File
28/04/2005	I-2005-111-MHH	NCC ROW	Map of proposed new footpaths from the airfiled	File
04/05/2005	I-2005-112-MHH	C&CD	Clerks & Councils Direct May 2005 Issue 39	Circulated
04/05/2005	I-2005-113-MHH	ENC (Keith Osborne)	Agenda of meeting on 9th May 2005	Circulated
06/05/2005	I-2005-114-MHH	PPI forum for KGH	Notice of Public Meeting on 10th May 2005	Actioned
06/05/2005	I-2005-115-MHH	NACRE	Thank you letter	File
06/05/2005	I-2005-116-MHH	ENC (Barbara Ding)	Arrangements for Ethics Day on 26th May 2005 @ ENC	File
06/05/2005	I-2005-117-MHH	Home Office	Burial Authority questionnaire	File
07/05/2005	I-2005-118-MHH	NN Joint Planning Unit	Notice of mtg on 13th June at Kettering	Actioned
07/05/2005	I-2005-119-MHH	ENC (Planning)	Planning granted for double garage & store at Top Farm, Chelveston	File
07/05/2005	I-2005-120-MHH	NWB	Bank Statements for April 2005	File
07/05/2005	I-2005-121-MHH	ENC (Diane Hall)	Premises Licence for Star & Garter	Actioned
09/05/2005	I-2005-122-MHH	Nominet.UK	Confirmation of domain name registration renewal	File
09/05/2005	I-2005-123-MHH	NALC	Update issue 1 April - May 2005	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.
<b>2005</b>						
06/01/2005	O-2005-001-MHH	Parish Cllrs	Agenda 0501	Delivered		
08/01/2005	O-2005-002-MHH	Parish Cllrs	Minutes 0501	Delivered		
11/01/2005	O-2005-003-MHH	ENC (Rob Austin)	Precept request for 2005/6	Posted	0501.8	I-2004-281-MHH
11/01/2005	O-2005-004-MHH	Christian Marshall	Order for painting of Kimbolton Rd gateway	Posted	0501.9	I-2004-343-MHH
11/01/2005	O-2005-005-MHH	SLCC	Subscription for 2005	Posted	0501.6.1	I-2004-337-MHH
15/01/2005	O-2005-006-MHH	NCC (Jennifer Lewis)	ROW survey	Posted		I-2004-328-MHH
15/01/2005	O-2005-007-MHH	NN Joint Planning Unit	Contact details	Posted		I-2005-010-MHH
02/02/2005	O-2005-008-MHH	NWB	Chaser for O/2004/115/MHH	Posted		O-2004-115-MHH
08/02/2005	O-2005-009-MHH	Parish Cllrs	Agenda 0502	Delivered		
09/02/2005	O-2005-010-MHH	BT	Further chaser on 305th BG memorial	Posted		I-2005-014-MHH
11/02/2005	O-2005-011-MHH	Parish Cllrs	Minutes 0502	Delivered		
14/02/2005	O-2005-012-MHH	ENC (Planning)	Response to Goldcrest planning application	Posted	0502.5.1	I-2005-006-MHH
15/02/2005	O-2005-013-MHH	NALC	CTP CiCLA training course application	Posted	0502.11	
15/02/2005	O-2005-014-MHH	ENC (Louise Cahill)	Application for Community Fund grant for St Light	Posted	0502.7.2	I-2004-319-MHH
16/02/2005	O-2005-015-MHH	NCC (Steven Hollowell)	Response to Airfired ROW consultation	Posted	0502.8	I-2005-017-MHH
16/02/2005	O-2005-016-MHH	ENC (Julie Hawes)	Response to VH Entertainment License request	Posted	0502.9	I-2005-030-MHH
16/02/2005	O-2005-017-MHH	ENC (Planning)	Response to New Farm College, Higham application	Posted	0502.5.1	I-2005-033-MHH
16/02/2005	O-2005-018-MHH	CAB	Response to grant application	Posted	0502.6.1	I-2005-023-MHH
16/02/2005	O-2005-019-MHH	NN Joint Planning Unit	Response to statement of community involvement	Posted	0502.10	I-2005-025-MHH
17/02/2005	O-2005-020-MHH	NTS	Clerk's Bursary application	Posted	0502.11	
20/02/2005	O-2005-021-MHH	NCC (Sharon Fryer)	EN Area committee distribution list update response	Posted		I-2005-038-MHH
20/02/2005	O-2005-022-MHH	Central Networks	Unmetered Supplies Certificate information response	Posted		I-2005-039-MHH
08/03/2005	O-2005-023-MHH	Parish Cllrs	Agenda 0503	Delivered		
14/03/2005	O-2005-024-MHH	Parish Cllrs	Clerk's contract of employment	Delivered	0503.13	
14/03/2005	O-2005-025-MHH	Parish Cllrs	Minutes 0503	Posted		
15/03/2005	O-2005-026-MHH	ENC	Payment of invoice for litter bins	Posted	0503.6.1	I-2005-045-MHH
15/03/2005	O-2005-027-MHH	ENC	Payment of invoice for grass cutting	Posted	0503.6.1	I-2005-055-MHH
15/03/2005	O-2005-028-MHH	Powergen	Payment of invoice for St Lighting power	Posted	0503.6.1	I-2005-069-MHH
15/03/2005	O-2005-029-MHH	NALC	Subscription for 2005	Posted	0503.6.1	I-2005-053-MHH
15/03/2005	O-2005-030-MHH	NALH	Subscription for 2005	Posted	0503.6.1	I-2005-059-MHH
15/03/2005	O-2005-031-MHH	NACRE	Subscription for 2005	Posted	0503.6.1	I-2005-064-MHH
16/03/2005	O-2005-032-MHH	Parish	Spring Newsletter	Delivered	0503.8	
18/03/2005	O-2005-033-MHH	Police (Debbie Farrow)	Police involvement with Parish Council mtgs	Posted		I-2005-071-MHH
22/03/2005	O-2005-034-MHH	ENC (Roger Bradshaw)	Grass cutting extension for new 30 mph zones	Posted		I-2005-077-MHH
23/03/2005	O-2005-035-MHH	Northants SCP	Speaker for APA	Posted	0503.8	
04/04/2005	O-2005-036-MHH	Parish Cllrs	Agenda 0504	Delivered		
04/04/2005	O-2005-037-MHH	Parish Cllrs	Agenda APA 05	Delivered		
08/04/2005	O-2005-038-MHH	Parish Cllrs	Minutes 0504	Delivered		
09/04/2005	O-2005-039-MHH	C.Clr Candidates	Invite to APA	Posted		
11/04/2005	O-2005-040-MHH	ENC (Planning)	Response to Top Farm House planning application	Posted	0504.5.1	I-2005-076-MHH
12/04/2005	O-2005-041-MHH	ABB	Payment of invoice	Posted	0504.6.1	I-2005-073-MHH
14/04/2005	O-2005-042-MHH	Parish Cllrs	Minutes APA 05	Delivered		
18/04/2005	O-2005-043-MHH	T James Electrical	Order for Street Lamp	Posted	Executive	I-2005-034-MHH
19/04/2005	O-2005-044-MHH	NACRE	Village survey	Posted		I-2005-100-MHH
03/05/2005	O-2005-045-MHH	Parish Cllrs	Agenda 0505	Delivered		
09/05/2005	O-2005-046-MHH	Parish Cllrs	Minutes 0505	Delivered		
10/05/2005	O-2005-047-MHH	Cllr D.Lawson	NCC policy on waste sites - request for review	Posted	0505.15	



**Chelveston-cum-Caldecott Parish Council  
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A5 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 50.5p/mile	Other
06/04/2005	Wanadoo - ISP broadband								£17.99
08/04/2005	Pre-minutes for Chair/Clerk	2				2			
09/04/2005	Inivite letters to NCC candidates to APA	1	90	3		3			
11/04/2005	ENC Planning - response to application		30	1					
12/04/2005	ABB - Payment of invoice		30	1					
13/04/2005	CiLCA course part 1 @ NALC, N'ton							46	
18/04/2005	Pre-minutes for Chair/Clerk	2				2			
18/04/2005	Draft accounts for APA	1				40			
18/04/2005	T James - Order for St Lamp	1	30	1		1			
19/04/2005	NACRE survey					7			
20/04/2005	Minutes 0504 - 4 P.Cllrs & file	4				16			
20/04/2005	Minutes 0504 - D.Cllr	4							
20/04/2005	Minutes APA05 - 4 P.Cllrs & file	2			4	8			
20/04/2005	Minutes APA05 - D.Cllr	2	30		1				
03/05/2005	Agenda 0505 - 7 P.Cllrs & file	5		7		35			
03/05/2005	Agenda 0505 - 2 D.Cllrs	1	56	2		1			
<b>TOTALS</b>		£1.00	£2.66	£0.45	£0.50	£4.60	£0.00	£23.23	£17.99

**TOTAL VALUE = £50.43**

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of an Ordinary Parish Council Meeting

**20<sup>th</sup> June 2005**

#### Meeting Number 0506

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30pm - **Monday 20<sup>th</sup> June 2005** in the Chelveston Village Hall.

**Present :-** Councillors :

Cllr A.J.Palfreeman	(Chairman)
Cllr M.W.Wooding	(Vice-Chairman)
Cllr A.R.Dale	
Cllr M.L.Foulger	
Cllr M.J.Izzard	
Cllr R.A.Meeson	
Cllr S.E.Stopps	

Clerk: Mr. M.H.Hunter

Public: Cllr P.Whiting (ENC)

#### **1 Open Forum**

Cllr Palfreeman explained this was an opportunity for members of the public to speak on any agenda item for a max of 15 minutes before the meeting started. Cllr Dale advised that his neighbour wished to alter his existing planning permission due to clash between door and walls. ENC Planning had advised him that this was a major change and would have to go through the full process. Cllr Dale felt that as he was the only one affected, he would write to ENC Planning to advise that he was happy with the alteration.

#### **2 Apologies**

- 2.1 Cllr Palfreeman opened the meeting at 7:32 p.m. and asked for any apologies. None.
- 2.2 Cllr Palfreeman advised that Cllr David Scott was the new Chairman of ENC.

#### **3 Declarations of Interest under Section 50 of the LGA 2000**

- 3.1 Cllr Meeson declared a prejudicial interest in item 11 (as the licensee).

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

The minutes of the Annual Meeting of the Parish Council **0505 – 9<sup>th</sup> May 2005** had been circulated.

**The meeting resolved to:**

- 4.1 Approve the minutes of meeting **0505** with no amendments.

<b>Proposed by:</b>	<b>Cllr Izzard</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Dale</b>		

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 5 Planning Matters

#### 5.1 North Northamptonshire Joint Planning Unit update:

Cllr Foulger attended the meeting on 13<sup>th</sup> June with approx. 200 others. The JPU is working towards getting the infrastructure in place before the houses arrive. Whilst no-one particularly wants the houses, they are going to happen, so the JPU is a way of getting things done with some degree of local control.

Cllr Dale asked if the Rushden redevelopment was discussed, Cllr Foulger replied that the meeting did not go into that level of detail.

Cllr Foulger advised the Council needed to reply by 15<sup>th</sup> July and it was agreed that Cllrs Foulger & Dale with the Clerk would bring a draft response to the next meeting for the Council to consider.

### 6 Financial Transactions

#### 6.1 The following invoices were due for payment – ABB (quarterly St Lighting maintenance). The meeting resolved to approve this payment & authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Meeson  
**Seconded by:** Cllr Dale                      **Decision:** Unanimous

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

**Proposed by:** Cllr Stopps  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

#### 6.3 The bank statements for the month of May have been received & reconciled.

<b>The opening balance for the meeting was</b>	<b>£7,501.65</b>																									
<b>Receipts since the last meeting</b>																										
None																										
<b>Sub-total</b>	<b>£7,501.65</b>																									
<b>Payments to be made this meeting</b>																										
<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Number</th> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Item</th> <th style="text-align: left;">Cheque</th> <th style="text-align: left;">Amount</th> </tr> </thead> <tbody> <tr> <td>2005.08</td> <td>ABB</td> <td>St Lighting Maint (Apr –June 05)</td> <td>000551</td> <td style="text-align: right;">£128.12</td> </tr> <tr> <td>2005.09</td> <td>M.H.Hunter</td> <td>Expenses to 0506</td> <td>000552</td> <td style="text-align: right;">£56.70</td> </tr> <tr> <td colspan="4" style="text-align: right;"><b>Total Expenditure this meeting</b></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 1px solid black;"><b>£184.82</b></td> </tr> <tr> <td colspan="4"><b>Closing Balance for this meeting</b></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;"><b>£7,316.83</b></td> </tr> </tbody> </table>	Number	Payee	Item	Cheque	Amount	2005.08	ABB	St Lighting Maint (Apr –June 05)	000551	£128.12	2005.09	M.H.Hunter	Expenses to 0506	000552	£56.70	<b>Total Expenditure this meeting</b>				<b>£184.82</b>	<b>Closing Balance for this meeting</b>				<b>£7,316.83</b>	
Number	Payee	Item	Cheque	Amount																						
2005.08	ABB	St Lighting Maint (Apr –June 05)	000551	£128.12																						
2005.09	M.H.Hunter	Expenses to 0506	000552	£56.70																						
<b>Total Expenditure this meeting</b>				<b>£184.82</b>																						
<b>Closing Balance for this meeting</b>				<b>£7,316.83</b>																						

#### 6.4 The Clerk produced the budget control statements for the first quarter.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 7 Updates on Projects List

#### 7.1 Traffic Calming Measures

The Clerk advised that Mr Marshall had now painted the Kimbolton Rd gateway and had been paid.

As requested by Cllr Wooding, Atkins had been asked for a budgetary quote for a mains powered Variable Message Sign, this was in the order of £8-10k depending on location.

The Safety Camera Partnership had been invited to “do” the village during the morning & evening rush hours and a list of accidents in Caldecott & Caldecott Rd had been supplied to them.

#### 7.2 Highways Issues

The Clerk reported the *Street Doctor* system had been used for the following tasks –

188537 – Order to lift the trees in Kimbolton Rd lay-by to allow grass-cutting machines to work underneath – dealt with within 4 weeks.

195090 – Removal of old village sign in Kimbolton Rd – dealt with within 3 days.

#### 7.3 305<sup>th</sup> BG Memorial

Cllr Dale showed the meeting drawings of the modified proposal and reported on the meeting with the President of the US 305<sup>th</sup> BGMA. Cllr Dale showed photographs of other memorials in the area as examples of what could be done. The memorial could have one or three engraved sides (305<sup>th</sup> BG wording, plus optional squadrons’ information and memorial subscription information).

Cllr Izzard asked about the surrounding area. Cllr Dale outlined some ideas and advised he would bring a plan to the next meeting. This was an opportunity to do something that would last for generations and would attract visitors to the village. Funding was discussed, including public donation. Cllr Meeson suggested the annual bike show could have the memorial fund as its theme this year. Cllr Dale advised he would bring costings to the next meeting.

#### 7.4 Street Lighting

The Clerk advised that the lamp was due to be installed in the next fortnight. A recent ET article on the ENC Community Safety Fund had only four successful individual and one Parish Council applications (ours).

#### 7.5 Ditches

The Clerk confirmed he had contacted Duchy Farm as requested by Cllr Meeson, but they did not have a digger. In consultation with the Chairman, the Clerk had asked Atkins to quote for the job.

#### 7.6 E-Government

The Clerk advised for the 30 day period till 17<sup>th</sup> June, 5% of the hits came from the USA. A broken link to the mapping site had been repaired after Cllr Dale reported it. Cllr Dale felt that the site could utilise the PayPal service to allow on-line donations to the memorial fund.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 8 Annual Return and Statement of Assurance for accounts ending 31<sup>st</sup> March 2005.

Cllr Palfreeman advised that the accounts had been sent out with the minutes and asked Cllr Foulger (as IFC) to confirm he was happy with them, which he did.

Cllr Dale asked why the General Administration had gone up £800. The Clerk replied this was mainly on Clerk's training (CiLCA course £350, CiLCA registration £55, SLCC conference £100 & travel £70, plus travel to both ENC (ECDL sessions) and NALC (CiLCA sessions). Cllr Dale advised that the Precept may have to be raised in 2006/7. This was identified at the November 2004 budget meeting (minute 0411.9).

Cllr Palfreeman then went through the statement of assurance with the meeting and signed on behalf of the Council

**Proposed by:** Cllr Palfreeman  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

The Clerk advised the Independent Internal Auditor would carry out the internal audit on Weds 22<sup>nd</sup> June and the external audit was due 29<sup>th</sup> July.

### 9 Draft Rural Development Plan – Local Development Frameworks.

Cllr Palfreeman went through the plans – Chelveston is similar to that proposed by the Council, other than Hillside garages are now within the boundary. Caldecott has had its boundary removed (i.e. open countryside) and the 4 farms have been defined as farmsteads.

Cllr Palfreeman suggested the Council may wish to request the grass area opposite JST be designated an important open land after the memorial is built.

### 10 Proposal by BT to alter payphone to a cashless unit.

Cllr Palfreeman advised the BT had classed the payphone outside the *Star & Garter* as "very low use". As an alternative to removal, they were proposing changing it to a cashless unit, which would reduce the running costs. The phone would still make emergency, operator controlled, reverse charge, credit card and Chargecard calls.

Cllr Meeson asked if the box could be changed back to the "Red Phone Box" style. The Clerk advised that BT (if it were inclined to do so) would probably claim the box incurred higher maintenance charges. Cllr Palfreeman felt there might be grounds for subsidising the phone box in order to preserve the rural England look to the village.

The meeting agreed to support the proposal & instructed the Clerk to inform BT accordingly.

**Proposed by:** Cllr Izzard  
**Seconded by:** Cllr Meeson                      **Decision:** Unanimous

### 11 Application to transfer License of the Star & Garter.

Cllr Palfreeman advised that during the parallel running period, a Justices application had been received to transfer the license.

The meeting agreed not to object to the transfer & instructed the Clerk to inform Charles Wells's administrator accordingly.

**Proposed by:** Cllr Izzard  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 12 Emergency Planning – provision of a local reception centre

Cllr Palfreeman advised the NCC emergency Planning Officer was looking to extend the availability of local reception centres from beyond the traditional secondary school network to cover rural areas. In the absence of any Council owned property, the Clerk had asked Cllr Foulger (as the Village Hall committee secretary).

Cllr Foulger will consult the Village Hall Committee and advise the Clerk accordingly.

### 13 Offer by CCP to run a rural community programme in the summer break

Cllr Palfreeman advised the CCP were offering to provide a 2 hour session of sport and art/craft activities a week for 4 weeks for 8 – 13 year olds. The cost to the Council would be the provision of the venue. Cllr Dale advised the majority of the children in the village fell into that age group.

Cllr Foulger advised the cost of providing the hall would be £120. The meeting agreed this would be acceptable.

Cllr Dale volunteered to check with the children as to likelihood of take up and advise the Clerk.

The meeting agreed to apply for the scheme, subject to Cllr Dale's feedback & instructed the Clerk to inform CCP accordingly.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

### 14 Bidwell Lane – proposal for formal naming & signing

Cllr Palfreeman reminded the meeting that this had been considered a couple of years ago, but not adopted. The problem now arose that with the advent of GPS mapping systems, the road was being variously described as *Caldecott Rd* or *Chelveston Rd*. Rather than have a name adopted by default, the Council could formally adopt *Bidwell Lane* and have the road signed accordingly. The Clerk had contacted the two farmers, who had no objection (one is very positive for it). There has been an alternative suggestion of just *Bidwell*.

Cllr Izzard felt that *Bidwell* suggested a place, whereas *Bidwell Lane* included the entire road. Cllrs Wooding and Stopps supported this.

The meeting agreed to adopt the name *Bidwell Lane* & instructed the Clerk to inform ENC accordingly.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Izzard                      **Decision:** Unanimous

### 15 Visits, Training & Courses.

The Clerk advised of the following –

Weds 29<sup>th</sup> June – NN JPU briefing @ 19:00 at Diamond Centre, Irthlingborough.

Thurs 30<sup>th</sup> June – EN Comm Safety wider event @ 14:00 at Pemberton Centre, Rushden.

Sun 10<sup>th</sup> July – Raunds Civic Service @ 14:00 at St Peter's Church, Raunds.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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Thurs 13<sup>th</sup> Oct – NALC AGM @ 19:15 at South Northants DC, Daventry.

### 16 Approval of Chairman's & Clerk's Correspondence Logs

16.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item. Cllr Foulger felt the *Pointers to Good Practice* booklet was excellent and asked if all Councillors could have a copy. The Clerk would check the costs and advise the next meeting.

**Proposed by:** Cllr Izzard  
**Seconded by:** Cllr Stopps  
**Decision:** Unanimous

### 17 Councillor's Reports

The Clerk advised NCC ROW had now widened the MM8 footpath bridge at the Raunds Rd end to allow machinery access to maintain the path.

The Clerk advised as requested by Cllr Wooding, he had written to Cllr Lawson (NCC), who had raised the issue of the restrictions on the NCC waste & recycling centres with the cabinet member concerned. In turn he had contacted the Council to advise the NCC agreed with the points raised and were renegotiating the terms with the contractors, but this would not happen overnight.

The Clerk advised the 2005 land availability tables had been published and he had contacted ENC to correct the errors.

The Clerk advised the Clean Neighbourhoods and Environment Act had received Royal Assent, though it's provision wouldn't be activated until Spring 2006. This includes the powers to issue FPN (Fixed Penalty Notices) once training has been undertaken. Consultation would take place during 2005 to draft guidelines for councils.

The Clerk advised that the CiCLA training session were highlighting areas in which the Council's administration was deficient and further proposals would be laid before the Council in due course. It was likely that the Standing Orders would need modifying.

Cllr Foulger commented on what he considered to be a poor response from the Police traffic management unit in response to the major fire at the World Rubber tyre shredding plant and the incorrect local radio broadcasts that the B645 was closed.

#### Date of Next Meeting:

Ordinary Meeting of the Council on 11<sup>th</sup> July 2005 at 7:30 p.m. in the Chelveston Village Hall.

The Meeting closed at 8:45 p.m.

**Issued on 23<sup>rd</sup> June 2005.**

**Pages 999 – 1008 signed under seal as true record**

**Adrian Palfreeman**  
**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
<b>2005</b>				
10/01/2005	I-2005-004-MHH	C&CD	Clerks & Councils Direct Jan 2005 Issue 37	Circulated
12/01/2005	I-2005-008-MHH	ENC	Agenda for ENC mtg. on 17th January	Circulated
20/01/2005	I-2005-012-MHH	ENC	Minutes of P&L committee mtg. on 12th January	Circulated
20/01/2005	I-2005-013-MHH	ENC	Representation on outside body report - Rockingham Forest HA	Circulated
04/05/2005	I-2005-112-MHH	C&CD	Clerks & Councils Direct May 2005 Issue 39	Circulated
04/05/2005	I-2005-113-MHH	ENC (Keith Osborne)	Agenda of meeting on 9th May 2005	Circulated
09/05/2005	I-2005-122-MHH	Nominet.UK	Confirmation of domain name registration renewal	File
09/05/2005	I-2005-123-MHH	NALC	Update issue 1 April - May 2005	Circulated
18/05/2005	I-2005-124-MHH	Christian Marshall	Invoice for Kimbolton Rd gateway painting	Actioned
24/05/2005	I-2005-125-MHH	ENC (Terry Begley)	Draft Rural Development Area plan (inc Village Frameworks)	Awaiting
25/05/2005	I-2005-126-MHH	ENVA	Request to address PC mtg	Awaiting
25/05/2005	I-2005-127-MHH	Atkins	Brixworth Highways depot open day on 11th June	File
26/05/2005	I-2005-128-MHH	ENC (Mick Bowerman)	Agenda for ENC Standards Board Mtg on 1st June 2005	File
28/05/2005	I-2005-129-MHH	PMP	Open space, sport & recreation needs questionnaire for ENC	Actioned
28/05/2005	I-2005-130-MHH	ENC	Councillors' Information Circular May 2005	Circulated
29/05/2005	I-2005-131-MHH	EN Area Committee	Agenda for mtg on 7th June 2005	Circulated
29/05/2005	I-2005-132-MHH	BTCV	Newsletter Spring 2005	File
01/06/2005	I-2005-133-MHH	BT	Proposals to alter payphone in Chelveston to cashless unit	Actioned
01/06/2005	I-2005-134-MHH	BDO Stoy Hayward	Change of name from HLB AV Audit	Audit File
01/06/2005	I-2005-135-MHH	ENC (Keith Osborne)	Agenda for ENC mtg on 6th June 2005	File
02/06/2005	I-2005-136-MHH	NWB	Bank statements for May 2005	File
02/06/2005	I-2005-137-MHH	Shaw's	Books, Forms & Records leaflet	File
04/06/2005	I-2005-138-MHH	Comm Safety	EN Community Safety Wider Partnership event on 30th June 2005	File
06/06/2005	I-2005-139-MHH	NN Joint Planning Unit	Notice of mtg on 29th June at Irthlingborough	File
06/06/2005	I-2005-140-MHH	ABB	Invoice for St Lighting maintenance (Apr - Jun 05)	Actioned
07/06/2005	I-2005-141-MHH	Licenza Ltd	Application to transfer licensee of the Star & Garter	Actioned
08/06/2005	I-2005-142-MHH	EMDA	EMDA newsletter issue 22 May 2005	File
08/06/2005	I-2005-143-MHH	CTP	Courses	File
08/06/2005	I-2005-144-MHH	NALC	Booklet - Pointers to Good Practice	File
08/06/2005	I-2005-145-MHH	NN Joint Planning Unit	Options for North Northamptonshire	File
10/06/2005	I-2005-146-MHH	NALC	Village viewpoint, litter pick leaflet	File
10/06/2005	I-2005-147-MHH	NCC (Joanne Maddams)	Reception centres survey	Awaiting
11/06/2005	I-2005-148-MHH	CCP (Roger Lovesay)	Rural Community Programme	Actioned
13/06/2005	I-2005-149-MHH	CCP (Roger Lovesay)	E-mail info in support of Rural Community programme	Actioned
14/06/2005	I-2005-150-MHH	CCP (A-G Mallory)	Posters for H.E.Bates 100 years anniversary	Actioned
15/06/2005	I-2005-151-MHH	ENC (Josh Ystenes)	Residential Land Availability 2005	File
15/06/2005	I-2005-152-MHH	ENC (Josh Ystenes)	E-mail info to correct mistakes with above	File
15/06/2005	I-2005-153-MHH	DEFRA	Clean Neighbourhoods & Environments Act info	File
16/06/2005	I-2005-154-MHH	Raunds TC (D.Dean)	Invite to Civic Service on Sunday 10th July	Awaiting
18/06/2005	I-2005-155-MHH	NCC Highways	30 mph traffic order in force	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.
<b>2005</b>						
03/05/2005	O-2005-045-MHH	Parish Cllrs	Agenda 0505	Delivered		
09/05/2005	O-2005-046-MHH	Parish Cllrs	Minutes 0505	Delivered		
10/05/2005	O-2005-047-MHH	Cllr D.Lawson	NCC policy on waste sites - request for review	Posted	0505.15	
11/05/2005	O-2005-048-MHH	NN Joint Planning Unit	Cllrs Dale & Foulger to attend briefing mtg	Posted	0505.8.2	I-2005-118-MHH
12/05/2005	O-2005-049-MHH	Stuart Carr	Letter of thanks for maintaining footpaths	Delivered	0505.11	
12/05/2005	O-2005-050-MHH	Ray Knight	Letter of thanks for maintaining footpaths	Delivered	0505.11	
22/05/2005	O-2005-051-MHH	Christian Marshall	Payment of invoice	Posted		I-2005-124-MHH
08/06/2005	O-2005-052-MHH	Jim Hill	Internal Auditor apointment	Posted	0505.9.6	
10/06/2005	O-2005-053-MHH	Northants SCP	Request for speed camera unit & C59 car incidents	Posted	0505.7.1	
11/06/2005	O-2005-054-MHH	Parish Cllrs	Agenda 0506	Delivered		
11/06/2005	O-2005-055-MHH	PMP	Open space & recreation needs questionnaire for ENC	Posted		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2005/2006

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2005.00	01/04/2003		<b>Opening Balance</b>	<b>Brought Forward</b>	<b>Bt Fwd</b>				<b>£5,941.62</b>	<b>£5,941.62</b>				
2004.40	10/01/2005	I/2004/343/MHH	Christian Marshall	Kimbolton Rd gateway painting	000533	C	-£135.00	£0.00	-£135.00	£5,806.62	Gnds Maintenance	2004 unrepresented cheque	LGA 1972 S111	
2005.01	23/04/2005	I/2005/104/MHH	ENC	PRECEPT (50%)	BACS	C	£2,500.00	£0.00	£2,500.00	£8,306.62	Precept		LGFA 1992 S41	
2005.02	11/04/2005	I/2005/073/MHH	ABB	St Lt Maint (Jan - Mar 05)	000545	C	-£109.04	-£19.08	-£128.12	£8,178.50	St Lighting	0504.6.1	MWW, SES, MJI	PCA 1957 S3
2005.03	11/04/2005	I/2005/086/MHH	Powergen	St Lt Power (Jan - Mar 05)	000546	C	-£227.35	-£39.79	-£267.14	£7,911.36	St Lighting	0504.6.1	MWW, SES, MJI	PCA 1957 S3
2005.04	11/04/2005	O/2005/038/MHH	M.H.Hunter	Expenses 0504	000547	C	-£42.44	£0.00	-£42.44	£7,868.92	Gen. Admin	0504.6.2	MWW, SES, MJI	LGA 1972 S111
2005.05	11/04/2005	I/2005/094/MHH	A.R.Dale	Newsletter printing	000548	C	-£13.60	£0.00	-£13.60	<b>£7,855.32</b>	Misc. Expenses	0504.6.1	MWW, SES, MJI	LGA 1972 S142
2005.06	09/05/2005	I/2005/091/MHH	Allianz-Cornhill	Insurance Renewal 2005/6	000549	C	-£303.24	£0.00	-£303.24	£7,552.08	Gen. Admin	0505.9.1	MLF, ARD, RAM	LGA 1972 S111
2005.07	09/05/2005	O/2005/046/MHH	M.H.Hunter	Expenses 0505	000550	C	-£50.43	£0.00	-£50.43	<b>£7,501.65</b>	Gen. Admin	0505.9.3	MLF, ARD, RAM	LGA 1972 S111
2005.08	20/06/2005	I/2005/140/MHH	ABB	St Lt Maint (Apr - Jun 05)	000551	C	-£109.04	-£19.08	-£128.12	£7,373.53	St Lighting	0506.6.1	MLF, ARD, RAM	PCA 1957 S3
2005.09	20/06/2005	O/2005/056/MHH	M.H.Hunter	Expenses 0506	000552	C	-£56.70	£0.00	-£56.70	<b>£7,316.83</b>	Gen. Admin	0506.6.2	MLF, ARD, RAM	LGA 1972 S111
<b>Balance C/F</b>							<b>£0.00</b>	<b>£1,453.16</b>	<b>-£77.95</b>	<b>£7,316.83</b>	<b>£7,316.83</b>			

[Database categories are hidden in Column Q]

- Statute / SI / Notice
- ACA Audit Commission Act
  - C&E Customs & Excise
  - HA Highways Act
  - LA Litter Act
  - LGA Local Govt Act
  - LGFA Local Govt Finance Act
  - PCA Parish Councils Act

Category	Amount	Vat	Total
Brought Forward	£5,941.62	£0.00	£5,941.62
Precept	£2,500.00	£0.00	£2,500.00
Bank Interest	£0.00	£0.00	£0.00
Misc. Receipts	£0.00	£0.00	£0.00
Vat refund	£0.00	£0.00	£0.00
<b>Income</b>	<b>£8,441.62</b>	<b>£0.00</b>	<b>£8,441.62</b>
Clerk's Salary	£0.00	£0.00	£0.00
Gen. Admin	-£452.81	£0.00	-£452.81
St Lighting	-£445.43	-£77.95	-£523.38
St Lighting repairs	£0.00	£0.00	£0.00
St Lighting (new)	£0.00	£0.00	£0.00
Grass Cutting	£0.00	£0.00	£0.00
Traffic Calming	£0.00	£0.00	£0.00
Grounds Maintenance	-£135.00	£0.00	-£135.00
Village Hall	£0.00	£0.00	£0.00
Misc. Expenses	-£13.60	£0.00	-£13.60
S137	£0.00	£0.00	£0.00
<b>Expenditure</b>	<b>-£1,046.84</b>	<b>-£77.95</b>	<b>-£1,124.79</b>
<b>Income + Expenditure</b>	<b>£7,394.78</b>	<b>-£77.95</b>	<b>£7,316.83</b>

Audit tables	
Brought Forward	£5,941.62
Precept	£2,500.00
Other income	£0.00
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£1,124.79
Balance	£7,316.83
Bank books	#
Assets	£0.00
Borrowing	£0.00

# = check bank statements to reconcile with balance

**Chelveston-cum-Caldecott Parish Council  
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A5 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 50.5p/mile	Other
07/05/2005	Wanadoo - ISP broadband								£17.99
09/05/2005	Pre-minutes for Chair/Clerk	5				5			
09/05/2005	ENC - ECDL exams 6 & e							12	
10/05/2005	Allianz-Cornhill - Insurance renewal		30	1					
10/05/2005	Cllr Lawson - NCC policy on waste sites	1	30	1		1			
11/05/2005	Minutes 0505 - 4 P.Cllrs & file	10			4	40			
11/05/2005	Minutes 0505 - D.Cllr	10	30		1				
11/05/2005	NN JPU - attendees for briefing mtg		30	1					
12/05/2005	Stuart Carr - letter of thanks for footpaths	1		1		1			
12/05/2005	Ray Knight - letter of thanks for footpaths	1		1		1			
08/06/2005	Jim Hill - Internal audit request	1	30	1		1			
10/06/2005	Don Powell - SC unit invite & accidents	1	30	1		1			
11/06/2005	PMP - Open space questionnaire					5			
13/06/2005	CiICA course part 3 @ NALC, N'ton							46	
15/06/2005	Agenda 0506 - 7 P.Cllrs & file	8		7		56			
15/06/2005	Agenda 0506 - 2 D.Cllrs	1	60	2		1			
<b>TOTALS</b>		£1.56	£2.40	£0.48	£0.50	£4.48	£0.00	£29.29	£17.99

**TOTAL VALUE = £56.70**

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of an Ordinary Parish Council Meeting

11<sup>th</sup> July 2005

#### Meeting Number 0507

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30pm - Monday 11<sup>th</sup> July 2005 in the Chelveston Village Hall.

**Present :-** Councillors :

Cllr A.J.Palfreeman	(Chairman)
Cllr M.W.Wooding	(Vice-Chairman)
Cllr A.R.Dale	
Cllr M.L.Foulger	
Cllr M.J.Izzard	
Cllr S.E.Stopps	

Clerk: Mr. M.H.Hunter

Public: Mrs Abigail Barnett  
Mr Max Barnett  
Mr Andy Lester

#### 1 Open Forum

Cllr Palfreeman explained this was an opportunity for members of the public to speak on any agenda item for a max of 15 minutes before the meeting started.

#### 2 Apologies

- 2.1 Cllr Palfreeman opened the meeting at 7:31 p.m. and asked for any apologies. Cllr Meeson (on holiday). The meeting agreed to accept this apology.
- 2.2 Cllr Palfreeman advised that item 7.3 would be brought forward after item 4.

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

- 3.1 Cllr Dale declared a prejudicial interest in item 6.1 (as a director of the firm).

#### 4 Minutes of Previous Meetings

The minutes of the Ordinary Meeting of the Parish Council **0506 – 20<sup>th</sup> June 2005** had been circulated.

##### The meeting resolved to:

- 4.1 Approve the minutes of meeting **0506** with no amendments.

<b>Proposed by:</b>	<b>Cllr Izzard</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Foulger</b>		

*Item 7.3 was brought forward.*

*Cllr Dale left the meeting after this item.*

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 5 Planning and Licensing Matters

- 5.1 Cllr Palfreeman advised this section had been re-titled to reflect the recent changes.
- 5.2 Rushden Golf Club – Club Premises Certificate application. Cllr Palfreeman explained that the Golf club wished to extend their club drinking hours from
- |                                     |    |                           |
|-------------------------------------|----|---------------------------|
| 11:00 – 23:00 Mon - Sat             | to | 11:00 – 23:30 Mon - Thurs |
| 12:00 – 20:30 Sundays & Good Friday |    | 09:00 – 00:00 Fri - Sat   |
| 12:00 – 15:00 Christmas Day         |    | 11:00 – 23:00 Sundays     |
- Additionally there would be extended hours for live and recorded music.
- The meeting agreed not to object to the application & instructed the Clerk to notify ENC accordingly.

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

### 6 Financial Transactions

- 6.1 The following invoices were due for payment – Creatifica Associates Ltd (Summer newsletter printing). The meeting resolved to approve this payment & authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Wooding  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

Cllr Foulger requested that in future, 200 copies (instead of 170) be printed.

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

**Proposed by:** Cllr Wooding  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

- 6.3 The bank statements for the month of June have been received & reconciled.

<b>The opening balance for the meeting was</b>	<b>£7,316.83</b>		
<b>Receipts since the last meeting</b>			
2005.10 NWB Interest for Apr – Jun 05	£39.19		
<b>Sub-total</b>	<b>£7,356.02</b>		
<b>Payments to be made this meeting</b>			
<b>Number Payee</b>	<b>Item</b>	<b>Cheque</b>	<b>Amount</b>
2005.11 Creatifica Assoc	Summer newsletter printing	000553	£15.29
2005.12 M.H.Hunter	Expenses to 0507	000555	£49.80
<b>Total Expenditure this meeting</b>			<b>£65.09</b>
<b>Closing Balance for this meeting</b>			<b>£7,290.93</b>

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 7 Updates on Projects List

#### 7.1 Traffic Calming Measures

No update.

#### 7.2 Highways Issues

The grass cutters had highlighted problems with the Millennium garden, as cutting it monthly meant they couldn't use the machine that could box and remove the clippings. Options were to either remove the requirement to remove the clippings or cut fortnightly (est. £5.80 + fee per cut).

After discussion, the meeting agreed to change to fortnightly cutting and instructed the Clerk to inform ENC accordingly.

**Proposed by:** Cllr Palfreeman

**Seconded by:** Cllr Wooding

**Decision:** Unanimous

#### 7.3 305<sup>th</sup> BG Memorial

Cllr Dale explained the plans and went through the costings. Whilst the 2002 idea had been for a simple plaque, research into other memorials had led Cllr Dale to conclude that the memorial needed to be built to last for generations. Whilst it would cost nearly £12,000, this was about £15 per man killed or missing in action.

In response to questions from Cllr Palfreeman, Cllr Dale confirmed a structural engineer would check over the design and that a stonemason would undertake the construction using traditional techniques. Cllr Dale asked the Clerk to confirm the position on loans in the event of insufficient funding at the next meeting.

Cllr Palfreeman thanked Cllr Dale for his work on the plans.

Cllr Dale proposed the following resolution –

That the Council agrees to the construction of the 305<sup>th</sup> Bomb Group War Memorial, as outlined in the plans presented to the meeting by Cllr Dale, subject to granting of the s144 Highways Act 1980 license from NCC and the gifting of the windsock pole and any associated parts to the Council in perpetuity.

That the Council suspends the traffic calming project (as begun in 2003) for a period of one year in favour of concentrating resources to the construction of the 305<sup>th</sup> BG memorial.

That the funds held against the traffic calming project in the Nov 2004 budget be re-allocated to the war memorial project.

That a public appeal for funding be launched through the Council's bank accounts, including the use of on-line donations via the Council's web-site and that such funds be classed as Restricted Funds for audit purposes. Should the Restricted Funds be found to be insufficient to meet the liabilities, the Council will use the Unrestricted reserves and recover through a Precept increase in 2006/7.

That Cllr Dale continues to act as Project Manager for the said project (subject to the statutory requirements regarding financial decisions which remain with the Council), that he be authorised to claim receipted expenses and that within the remit of Standing Order 8.21 (ver 5.2), he be authorised to communicate with the media for the purposes of advertising the project and fund raising.

That the Council, in the absence of any qualified opinion, accepts any future liability for the windsock structure.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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That the Council, through the Project Manager, will be responsible for the Health and Safety of contractors and authorised volunteers who assist with the construction, including provision of public liability cover for such authorised volunteers.

The meeting agreed to the resolution and instructed Cllr Dale and the Clerk to act accordingly.

**Proposed by:** Cllr Palfreeman  
**Seconded by:** Cllr Izzard                      **Decision:** Unanimous

### 7.4 Street Lighting

The Clerk advised that the lamp on the Higham Rd had been installed, but was not working yet. Lamp 27 (Woodlands, Caldecott) has been replaced and a Street Doctor report had arrived for lamp 15 (8/9 Sawyers Crescent) as it is on in the day and off at night.

### 7.5 Ditches

The Clerk confirmed he had contacted NCC-Atkins and asked them to liaise direct with Cllr Foulger in order to obtain a quote.

### 7.6 E-Government

The Clerk advised for the 30 day period till 17<sup>th</sup> June, 6% of the hits came from the USA & 1% from Australia. Problems had been encountered transferring large files and the web-site would soon exceed the 30MB Basic 30 package @ £30/yr from the ISP. The Clerk requested authority to upgrade to the next level (500MB Gold Plus package @ £48/yr) when this happened.

The meeting agreed to the upgrade when it was required and instructed the Clerk to act accordingly.

**Proposed by:** Cllr Wooding  
**Seconded by:** Cllr Palfreeman                      **Decision:** Unanimous

## 8 Annual Return for accounts ending 31<sup>st</sup> March 2005.

Cllr Palfreeman advised that the Independent Internal Auditor had approved the accounts and that they would go away to the external auditor at the end of the month.

Cllr Palfreeman then went through the annual return with the meeting and signed on behalf of the Council

**Proposed by:** Cllr Foulger  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

## 9 Draft Rural Development Plan – Local Development Frameworks response.

Cllr Palfreeman reminded the meeting that Cllrs Dale, Foulger and the Clerk had been tasked to prepare a response for this meeting. Cllr Foulger confirmed he agreed with most of the draft response from the Clerk, but had an amendment for the final response.

The meeting agreed to the revised response & instructed the Clerk to notify NN JPU accordingly.

**Proposed by:** Cllr Palfreeman  
**Seconded by:** Cllr Izzard                      **Decision:** Unanimous

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 10 Clerks Manual – request to update.

Cllr Palfreeman advised the Clerk wished to update one of his manuals, at the reduced price of £7. The sum would be invoiced to a future meeting.

The meeting agreed to the update & instructed the Clerk to act accordingly.

**Proposed by:** Cllr Stopps  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

### 11 Cross of Sorrow – update on progress.

Cllr Foulger advised the Cross had been moved off the mound and the supporting (crumbling) brickwork dug out. The base had now been strengthened and an octagonal concrete plinth had been cast. It was hoped the Cross would be replaced in position within 3 or 4 weeks time.

### 12 Change of title of the Internal Financial Controller.

Cllr Palfreeman advised that whilst all Cllrs were responsible for the Council's finances, the Council were following best practice having one Cllr with an oversight function. However, National ALC suggested the Cllr be called the Internal Financial Verifier (IFV) to accurately reflect the nature of the position.

The meeting agreed to the change & instructed the Clerk to act accordingly.

**Proposed by:** Cllr Palfreeman  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous.

### 13 Visits, Training & Courses.

The Clerk advised of the following –

Weds 13<sup>th</sup> July – ENC new waste management briefing @ 18:00 at ENC.

Thurs 28<sup>th</sup> July – ENC/PTC joint mtg @ 19:30 at Hargrave VH (Vice-Chair & Clerk).

Sun 24<sup>th</sup> July – ENC Chairman's Edwardian Tea Party @ 14:00 at Islip (£10)

Sun 25<sup>th</sup> Sept – ENC Chairman's civic service @ 18:30 at St James church, Oundle.

Thurs 13<sup>th</sup> Oct – NALC AGM @ 19:15 at South Northants DC, Daventry.

### 14 Approval of Chairman's & Clerk's Correspondence Logs

14.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item.

**Proposed by:** Cllr Wooding  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 15 Councillor's Reports

The Clerk advised NCC ROW had come to an agreement with Ray Knight in order to demolish and replace the collapsing footbridge at the far end of footpaths MM1 & MM13.

The Clerk advised as requested by Cllr Foulger, he had contacted NALC about the *Pointers to Good Practice* leaflet. There were none available at present, but may be some more by the end of the month.

The Clerk advised the ODPM had funded the SLCC to lead two studies – one into clustering smaller councils & parish meetings under qualified clerks, the other into Continuous Professional Development (CPD) for clerks.

Cllr Stopps notified the meeting that a recent planning permission for 41 Water Lane was being referred back to ENC for an amendment to the extension roof. Cllr Stopps asked the Clerk to advise her of the Planning Officer involved.

Cllr Izzard reported that NCC ROW were using mowers on Quad bikes to cut the footpaths across the fields.

### Date of Next Meeting:

Optional Meeting of the Council on 8<sup>th</sup> August 2005 at 7:30 p.m. in the Chelveston Village Hall

Ordinary Meeting of the Council on 12<sup>th</sup> September 2005 at 7:30 p.m. in the Chelveston Village Hall.

The Meeting closed at 8:36 p.m.

**Issued on 12<sup>th</sup> July 2005.**

**Pages 1009 – 1018 signed under seal as true record**

**Adrian Palfreeman**  
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
<b>2005</b>				
10/01/2005	I-2005-004-MHH	C&CD	Clerks & Councils Direct Jan 2005 Issue 37	Circulated
12/01/2005	I-2005-008-MHH	ENC	Agenda for ENC mtg. on 17th January	Circulated
20/01/2005	I-2005-012-MHH	ENC	Minutes of P&L committee mtg. on 12th January	Circulated
20/01/2005	I-2005-013-MHH	ENC	Representation on outside body report - Rockingham Forest HA	Circulated
04/05/2005	I-2005-112-MHH	C&CD	Clerks & Councils Direct May 2005 Issue 39	Circulated
04/05/2005	I-2005-113-MHH	ENC (Keith Osborne)	Agenda of meeting on 9th May 2005	Circulated
09/05/2005	I-2005-123-MHH	NALC	Update issue 1 April - May 2005	Circulated
24/05/2005	I-2005-125-MHH	ENC (Terry Begley)	Draft Rural Development Area plan (inc Village Frameworks)	Awaiting
25/05/2005	I-2005-126-MHH	ENVA	Request to adress PC mtg	Awaiting
28/05/2005	I-2005-130-MHH	ENC	Councillors' Information Circular May 2005	Circulated
29/05/2005	I-2005-131-MHH	EN Area Committee	Agenda for mtg on 7th June 2005	Circulated
10/06/2005	I-2005-147-MHH	NCC (Joanne Maddams)	Reception centres survey	Awaiting
16/06/2005	I-2005-154-MHH	Raunds TC (D.Dean)	Invite to Civic Service on Sunday 10th July	Awaiting
22/06/2005	I-2005-156-MHH	Older Wiser EN	Invite to AGM on 14th July 2005 at ENC	File
24/06/2005	I-2005-157-MHH	ENC (Beth Gordan)	Informtion evening on new waste collections on 13th July at ENC	Awaiting
25/06/2005	I-2005-158-MHH	Rushden Golf Club	Application to convert club registration cert to club premises cert	Awaiting
25/06/2005	I-2005-159-MHH	ENC	Invite to Civic Service on Sunday 25th Sept @ Thrapston	Awaiting
25/06/2005	I-2005-160-MHH	ENC (L.Campion)	Invite to Chairman's Edwardian Tea Party on Sun 24th July 2005	Awaiting
27/06/2005	I-2005-161-MHH	Affordable Homes co	Poster for noticeboard on affordable homes	Awaiting
28/06/2005	I-2005-162-MHH	ENC (Keith Osborne)	Agenda for ENC mtg on Mon 4th July 2005	File
30/06/2005	I-2005-163-MHH	Powergen	Reciept for Jan-Mar 2005 payment	File
01/07/2005	I-2005-164-MHH	ENC (Sharon Prior)	ENC - PTC mtg on Thurs 28th July 2005	Awaiting
04/07/2005	I-2005-165-MHH	ENC	Councillors Information Circular June 2005	Circulated
04/07/2005	I-2005-166-MHH	ENC (Mick Bowerman)	Meeting of the ENC Standards Board on Weds 6th July 2005	Circulated
04/07/2005	I-2005-167-MHH	NCC (Karl Piper)	Notification of carriageway resurfacing at Stanwick & diversions	File
06/07/2005	I-2005-168-MHH	Creatifica Assoc Ltd	Invoice for Summer newsletter printing	Awaiting
06/07/2005	I-2005-169-MHH	NACRE	Reminder of "Overcoming Rural Social Exclusion" conference	Circulated
07/07/2005	I-2005-170-MHH	WT Drage & Sons	Quote for 305th memorial plaques	WM file
07/07/2005	I-2005-171-MHH	NWB	Bank statements for June 2005	File
08/07/2005	I-2005-172-MHH	Michael Farrow Ltd	Quote for 305th memorial stonework	WM 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.
<b>2005</b>						
03/05/2005	O-2005-045-MHH	Parish Cllrs	Agenda 0505	Delivered		
09/05/2005	O-2005-046-MHH	Parish Cllrs	Minutes 0505	Delivered		
10/05/2005	O-2005-047-MHH	Cllr D.Lawson	NCC policy on waste sites - request for review	Posted	0505.15	
11/05/2005	O-2005-048-MHH	NN Joint Planning Unit	Cllrs Dale & Foulger to attend briefing mtg	Posted	0505.8.2	I-2005-118-MHH
12/05/2005	O-2005-049-MHH	Stuart Carr	Letter of thanks for maintaining footpaths	Delivered	0505.11	
12/05/2005	O-2005-050-MHH	Ray Knight	Letter of thanks for maintaining footpaths	Delivered	0505.11	
22/05/2005	O-2005-051-MHH	Christian Marshall	Payment of invoice	Posted		I-2005-124-MHH
08/06/2005	O-2005-052-MHH	Jim Hill	Internal Auditor apointment	Posted	0505.9.6	
10/06/2005	O-2005-053-MHH	Northants SCP	Request for speed camera unit & C59 car incidents	Posted	0505.7.1	
11/06/2005	O-2005-054-MHH	Parish Cllrs	Agenda 0506	Delivered		
11/06/2005	O-2005-055-MHH	PMP	Open space & recreation needs questionnaire for ENC	Posted		I-2005-129-MHH
24/06/2005	O-2005-056-MHH	Parish Cllrs	Minutes 0506	Delivered		
22/06/2005	O-2005-057-MHH	ABB	Payment of invoice	Posted	0506.6.1	I-2005-140-MHH
24/06/2005	O-2005-058-MHH	BT	Response to cashless payphone request	Posted	0506.10	I-2005-133-MHH
24/06/2005	O-2005-059-MHH	Licenza Ltd	Response to transfer appliaction	Posted	0506.11	I-2005-141-MHH
27/06/2005	O-2005-060-MHH	CCP	Response to Rural Community Programme	Posted	0506.13	I-2005-148-MHH
04/07/2006	O-2005-061-MHH	Parish	Summer Newsletter (305th memorial special)	Delivered		
06/07/2005	O-2005-062-MHH	Parish Cllrs	Agenda 0507	Delivered		
06/07/2005	O-2005-063-MHH	ENC Planning	305th BG memorial info	Delivered		
11/07/2005	O-2005-064-MHH	Parish Cllrs	Minutes 0508	Delivered		
11/07/2005	O-2005-065-MHH	NN Joint Planning Unit	Response to Options paper	Posted	0507.9	I-2005-145-MHH

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2005/2006

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2005.00	01/04/2003		<b>Opening Balance</b>	<b>Brought Forward</b>	<b>Bt Fwd</b>				<b>£5,941.62</b>	<b>£5,941.62</b>				
2004.40	10/01/2005	I/2004/343/MHH	Christian Marshall	Kimbolton Rd gateway painting	000533	C	-£135.00	£0.00	-£135.00	£5,806.62	Gnds Maintenance	2004 unrepresented cheque	LGA 1972 S111	
2005.01	23/04/2005	I/2005/104/MHH	ENC	PRECEPT (50%)	BACS	C	£2,500.00	£0.00	£2,500.00	£8,306.62	Precept		LGFA 1992 S41	
2005.02	11/04/2005	I/2005/073/MHH	ABB	St Lt Maint (Jan - Mar 05)	000545	C	-£109.04	-£19.08	-£128.12	£8,178.50	St Lighting	0504.6.1	MWW, SES, MJI	PCA 1957 S3
2005.03	11/04/2005	I/2005/086/MHH	Powergen	St Lt Power (Jan - Mar 05)	000546	C	-£227.35	-£39.79	-£267.14	£7,911.36	St Lighting	0504.6.1	MWW, SES, MJI	PCA 1957 S3
2005.04	11/04/2005	O/2005/038/MHH	M.H.Hunter	Expenses 0504	000547	C	-£42.44	£0.00	-£42.44	£7,868.92	Gen. Admin	0504.6.2	MWW, SES, MJI	LGA 1972 S111
2005.05	11/04/2005	I/2005/094/MHH	A.R.Dale	Newsletter printing	000548	C	-£13.60	£0.00	-£13.60	<b>£7,855.32</b>	Misc. Expenses	0504.6.1	MWW, SES, MJI	LGA 1972 S142
2005.06	09/05/2005	I/2005/091/MHH	Allianz-Cornhill	Insurance Renewal 2005/6	000549	C	-£303.24	£0.00	-£303.24	£7,552.08	Gen. Admin	0505.9.1	MLF, ARD, RAM	LGA 1972 S111
2005.07	09/05/2005	O/2005/046/MHH	M.H.Hunter	Expenses 0505	000550	C	-£50.43	£0.00	-£50.43	<b>£7,501.65</b>	Gen. Admin	0505.9.3	MLF, ARD, RAM	LGA 1972 S111
2005.08	20/06/2005	I/2005/140/MHH	ABB	St Lt Maint (Apr - Jun 05)	000551	C	-£109.04	-£19.08	-£128.12	£7,373.53	St Lighting	0506.6.1	MLF, ARD, RAM	PCA 1957 S3
2005.09	20/06/2005	O/2005/056/MHH	M.H.Hunter	Expenses 0506	000552	C	-£56.70	£0.00	-£56.70	<b>£7,316.83</b>	Gen. Admin	0506.6.2	MLF, ARD, RAM	LGA 1972 S111
2005.10	30/06/2005	I/2005/171/MHH	NWB	Interest (Apr - Jun 05)	Bank	C	£39.19	£0.00	£39.19	£7,356.02	Interest			
2005.11	11/07/2005	I/2005/168/MHH	Creatifica Assoc Ltd	Summer Newsletter printing	000553	C	-£13.01	-£2.28	-£15.29	£7,340.73	Misc. Expenses	0507.6.1	MWW, SES, MJI	LGA 1972 S142
2005.12	11/07/2005	O/2005/064/MHH	M.H.Hunter	Expenses 0507	000554	C	-£49.80	£0.00	-£49.80	<b>£7,290.93</b>	Gen. Admin	0507.6.2	MWW, SES, MJI	LGA 1972 S111
<b>Balance C/F</b>							<b>£0.00</b>	<b>£1,429.54</b>	<b>-£80.23</b>	<b>£7,290.93</b>	<b>£7,290.93</b>			

[Database categories are hidden in Column Q]

- Statute / SI / Notice
- ACA Audit Commission Act
- C&E Customs & Excise
- HA Highways Act
- LA Litter Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- PCA Parish Councils Act

Category	Amount	Vat	Total
Brought Forward	£5,941.62	£0.00	£5,941.62
Precept	£2,500.00	£0.00	£2,500.00
Bank Interest	£39.19	£0.00	£39.19
Misc. Receipts	£0.00	£0.00	£0.00
Vat refund	£0.00	£0.00	£0.00
<b>Income</b>	<b>£8,480.81</b>	<b>£0.00</b>	<b>£8,480.81</b>
Clerk's Salary	£0.00	£0.00	£0.00
Gen. Admin	-£502.61	£0.00	-£502.61
St Lighting	-£445.43	-£77.95	-£523.38
St Lighting repairs	£0.00	£0.00	£0.00
St Lighting (new)	£0.00	£0.00	£0.00
Grass Cutting	£0.00	£0.00	£0.00
Traffic Calming	£0.00	£0.00	£0.00
Grounds Maintenance	-£135.00	£0.00	-£135.00
Village Hall	£0.00	£0.00	£0.00
Misc. Expenses	-£26.61	-£2.28	-£28.89
S137	£0.00	£0.00	£0.00
<b>Expenditure</b>	<b>-£1,109.65</b>	<b>-£80.23</b>	<b>-£1,189.88</b>
<b>Income + Expenditure</b>	<b>£7,371.16</b>	<b>-£80.23</b>	<b>£7,290.93</b>

Audit tables	
Brought Forward	£5,941.62
Precept	£2,500.00
Other income	£39.19
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£1,189.88
Balance	£7,290.93
Bank books	#
Assets	£0.00
Borrowing	£0.00

# = check bank statements to reconcile with balance

**Chelveston-cum-Caldecott Parish Council  
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A4 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 50.5p/mile	Other
06/06/2005	Wanadoo - ISP broadband								£17.99
19/06/2005	Pre-minutes for Chair/Clerk	5				5			
22/06/2005	ABB - Payment of invoice		30	1					
22/06/2005	Internal Auditor fee								£23.00
24/06/2005	BT - reponse to cashless payphone		30	1		1			
24/06/2005	Licenza - response to license transfer	1	30	1		1			
27/06/2005	CCP - Rural programme response		30	1	4	1			
28/06/2005	Minutes 0506 - 4 P.Cllrs & file	10			4	40			
28/06/2005	Minutes 0506 - D.Cllr	10	30		1				
06/07/2005	ENC Planning - 305th drawings	11			1	1			
07/07/2005	Agenda 0507 - 7 P.Cllrs & file	5		7		40			
07/07/2005	Agenda 0507 - 2 D.Cllrs	1	60	2		1			
<b>TOTALS</b>		£1.72	£2.10	£0.39	£1.00	£3.60	£0.00	£0.00	£40.99

**TOTAL VALUE = £49.80**

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of an Ordinary Parish Council Meeting

**8<sup>th</sup> August 2005**

#### Meeting Number 0508

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30pm - **Monday 8<sup>th</sup> August 2005** in the Chelveston Village Hall.

**Present :-** Councillors :                    Cllr M.W.Wooding            (Chairman of the meeting)  
    Cllr A.R.Dale  
    Cllr M.L.Foulger  
    Cllr M.J.Izzard  
    Cllr S.E.Stopps

                                 Clerk:                                    Mr. M.H.Hunter

                                 Public:                                    None

#### **1 Open Forum**

Cllr Wooding explained this was an opportunity for members of the public to speak on any agenda item for a max of 15 minutes before the meeting started.

#### **2 Apologies**

- 2.1 Cllr Wooding opened the meeting at 7:31 p.m. and asked for any apologies. Cllr Palfreeman (on holiday) & Cllr Meeson (work commitment). The meeting agreed to accept these apologies.

#### **3 Declarations of Interest under Section 50 of the LGA 2000**

- 3.1 None

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

The minutes of the Ordinary Meeting of the Parish Council **0507 – 11<sup>th</sup> July 2005** had been circulated.

**The meeting resolved to:**

- 4.1 Approve the minutes of meeting **0507** with no amendments.

<b>Proposed by:</b>	Cllr Stopps	<b>Decision:</b>	Unanimous
<b>Seconded by:</b>	Cllr Foulger		

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

- 5.1 None.
- 5.2 New Farm College, Higham Ferrers. The Clerk advised that the requested change from conversion of the old farmhouse to new build had been approved by committee.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 6 Financial Transactions

- 6.1 The following invoices were due for payment – Powergen (St Lighting power Apr – Jun), ENC (planning fee for the memorial), David Smith Associates (Structural Engineers fee for the memorial), T James (Electrical) Ltd (New street lamp) and the SLCC (updates to Clerk's Manual). The meeting resolved to approve this payment & authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

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

**Proposed by:** Cllr Foulger  
**Seconded by:** Cllr Izzard                      **Decision:** Unanimous

- 6.3 The bank statements for the month of July have been received & reconciled.

- 6.4 The Clerk advised the nationally agreed Casual user mileage rate was now 52.7p per mile.

<b>The opening balance for the meeting was</b>	<b>£7,290.93</b>
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#### Receipts since the last meeting

2005.13 Creatifica Associates – memorial donation	£500.00
2005.14 US 305 <sup>th</sup> BGMA – memorial donation	£1,921.92

<b>Sub-total</b>	<b>£9,712.85</b>
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#### Payments to be made this meeting

Number	Payee	Item	Cheque	Amount
2005.15	Powergen	St Lighting Power (Apr – Jun 05)	000556	£267.14
2005.16	SLCC	Updates to Clerk's Manual	000557	£7.00
2005.17	T James (Electrical)	New Street Lamp (44)	000558	£2,291.25
2005.18	ENC	Planning fee - memorial	000559	£67.50
2005.19	David Smith Assoc.	Structural Eng. fee - memorial	000560	£235.00
2005.20	M.H.Hunter	Expenses to 0508	000561	£60.50

<b>Total Expenditure this meeting</b>	<b>£2,928.39</b>
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<b>Closing Balance for this meeting</b>	<b>£6,784.46</b>
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### 7 Updates on Projects List

#### 7.1 Traffic Calming Measures

No update. As this project was suspended for the rest of the year, this item would be removed from the project list.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 7.2 Highways Issues

The grass cutters had been instructed to change to fortnightly cuts on the Millennium garden, as requested. Cllr Izzard reported the grass cutters had only done Raunds Rd to the 30 limit, not the village sign.

### 7.3 305<sup>th</sup> BG Memorial

Cllr Dale had built a 3D model of the memorial, showing the revised design to incorporate the counterweight. The pole had been moved to Duchy Farm. The windsock bearing is seized and needs refurbishing. The revised design needs to be rechecked by the structural engineer and the stonemason. When on top of the hanger, the pole had a red navigation warning light on it and this may be included in the design.

The meeting congratulated Cllr Dale on the 3D model and felt the revised design looked more impressive.

The Clerk advised that funds to date totalled £4,574. A pre-submission of the draft plans had been considered favourably by ENC planning with only minor changes required. The Clerk suggested the revised design included the two flagpoles that Cllr Izzard requested, since planning permission would be valid for 5 years (i.e. can be put in later).

NCC had confirmed the s144 agreement would be ready as soon as ENC granted planning permission. The Clerk had applied for an ENC heritage grant.

### 7.4 Street Lighting

The Clerk advised that the lamp on the Higham Rd had been installed and was now working. ENC had been notified in order that they could inspect the works prior to the release of the grant funds. Cllr Foulger felt the contractor should have tasked to do a better job with the re-instatement. It was requested the Clerk examine options to have the ground rolled.

### 7.5 Ditches

The Clerk confirmed he had reminded NCC-Atkins that they were to liaise direct with Cllr Foulger in order to obtain a quote.

### 7.6 E-Government

The Clerk advised for the 30 day period till 7<sup>th</sup> August, 32% of the hits came from the USA, 5% from Belgium & 3% from Australia, with the memorial page being the most popular.

## 8 Boundary Commission Changes for District Council wards.

Cllr Wooding advised that ENC had proposed the 36 district Cllrs be increased to 40, with Higham Ferrers splitting into two wards of two Cllrs each. Possible names for the Eastern Higham & rural ward included Castle & Chichele.

The meeting agreed to support the ENC proposal and the name Chichele. The Clerk was instructed to notify ENC and the Boundary Commission accordingly.

**Proposed by:** Cllr Dale

**Seconded by:** Cllr Izzard

**Decision:** Unanimous

## 9 Introduction of new Financial Regulations for the Council.

Cllr Wooding reminded the meeting that the Clerk had included information with the agenda. The Clerk explained the requirement for the new Financial Regulations and reminded Cllrs it was their duty to debate and agree the new regulations.

Following a short debate it was agreed draft Financial Regulations would adopted unchanged at the next meeting.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 10 NCC Questionnaire on priorities for the coming year.

Cllr Wooding advised that NCC was consulting interested parties on its future spending priorities. The Cllrs agreed to respond by the end of the week in order to allow the Clerk to inform NCC by the closure date of 15<sup>th</sup> August.

### 11 Register Common Land and Open Countryside – Conclusive Map.

Cllr Wooding explained that following the draft and indicative maps, the conclusive map had now been issued and highlighted the relevant areas on the map.

### 12 Disbrowe Court – Private road signage.

Following requests from residents, the Clerk had confirmed with NCC that the adopted road stopped at the gravel/tarmac interface. The rest of the gravel road that served the estate was a private road. ENC had confirmed the residents could put up a “private road” sign.

A debate followed on signage and tackling the cause of the problem.

### 13 Visits, Training & Courses.

The Clerk advised of the following –

Weds 7<sup>th</sup> Sept – HMR&C PAYE & NI @ 13:00 at NALC, N’ton (£30).

Sun 25<sup>th</sup> Sept – ENC Chairman’s civic service @ 18:30 at St James church, Oundle.

Thurs 13<sup>th</sup> Oct – NALC AGM @ 19:15 at South Northants DC, Daventry.

Tues 8<sup>th</sup> Nov – Planning @ 19:00 at ENC (£20)

Tues 15<sup>th</sup> Nov – Planning @ 19:00 at SNC, Towcester (£20)

Cllr Foulger indicated he would like to attend the two planning sessions to see how the different planning authorities work (SNC is part of the UDC, ENC is part of the NN JPU).

### 14 Approval of Chairman’s & Clerk’s Correspondence Logs

14.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item.

<b>Proposed by:</b>	Cllr Dale		
<b>Seconded by:</b>	Cllr Foulger	<b>Decision:</b>	<b>Unanimous</b>

### 15 Councillor’s Reports

The Clerk advised the new dwelling next to No.5 Britten Close would be No.5A.

The Clerk reported on the ENC – PTC meeting at Hargarve on 28<sup>th</sup> July.

Cllr Foulger reported on the CCP play scheme at Village Hall for 8-13 year olds. Attendances had been 3, 5 & 6 to-date. Some children could not attend as unable to get parental consent forms signed. This had not been mentioned on any advertising.

Cllr Izzard reported a footbridge had been removed (Stanwick Parish) and requested the Clerk investigate the reason.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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Cllr Stopps asked about availability of grants for a fund raising group in the village. It was agreed that Cllr Stopps would formally apply for a grant at the next meeting.

[Post meeting note – s145 LGA 1972 allows the Council to provide grants for the provision of entertainment. Thus if the grant allowed the group to fund an entertainer or a bouncy castle that was open to any villager to benefit from, this would be lawful]

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

Ordinary Meeting of the Council on 12<sup>th</sup> September 2005 at 7:30 p.m. in the Chelveston Village Hall.

The Meeting closed at 8:53 p.m.

**Issued on 11<sup>th</sup> August 2005.**

**Pages 1019 – 1027 signed under seal as true record**

**Adrian Palfreeman**  
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
<b>2005</b>				
10/01/2005	I-2005-004-MHH	C&CD	Clerks & Councils Direct Jan 2005 Issue 37	Circulated
12/01/2005	I-2005-008-MHH	ENC	Agenda for ENC mtg. on 17th January	Circulated
20/01/2005	I-2005-012-MHH	ENC	Minutes of P&L committee mtg. on 12th January	Circulated
20/01/2005	I-2005-013-MHH	ENC	Representation on outside body report - Rockingham Forest HA	Circulated
04/05/2005	I-2005-112-MHH	C&CD	Clerks & Councils Direct May 2005 Issue 39	Circulated
04/05/2005	I-2005-113-MHH	ENC (Keith Osborne)	Agenda of meeting on 9th May 2005	Circulated
09/05/2005	I-2005-123-MHH	NALC	Update issue 1 April - May 2005	Circulated
25/05/2005	I-2005-126-MHH	ENVA	Request to adress PC mtg	Awaiting
28/05/2005	I-2005-130-MHH	ENC	Councillors' Information Circular May 2005	Circulated
29/05/2005	I-2005-131-MHH	EN Area Committee	Agenda for mtg on 7th June 2005	Circulated
25/06/2005	I-2005-159-MHH	ENC	Invite to Civic Service on Sunday 25th Sept @ Thrapston	Awaiting
13/07/2005	I-2005-173-MHH	ENC (Planning)	Amendment to New Farm college site	Actioned
14/07/2005	I-2005-174-MHH	NALC	Two more copies of "Pointers to Good Practice"	Awaiting
14/07/2005	I-2005-175-MHH	ENC (Keith Osborne)	Agenda for ENC mtg on 18th July 2005	File
14/07/2005	I-2005-176-MHH	ENC (Stephen Baker)	Waste management notes from ENC-PTC mtg at Glapthorn	File
14/07/2005	I-2005-177-MHH	NCC (Andrew Coleman)	Bus timetable June 2005	File
15/07/2005	I-2005-178-MHH	ENC	Reports of Committees (July 2005)	Circulated
15/07/2005	I-2005-179-MHH	ENC (V. Atkinson)	Boundary Committee for England mtg on 15th August	Awaiting
15/07/2005	I-2005-180-MHH	NCC (R. Chadwick)	Questionnaire on priorities for NCC	Awaiting
15/07/2005	I-2005-181-MHH	Powergen	Invoice reminder (NB - no invoice received)	File
15/07/2005	I-2005-182-MHH	ENC (Planning)	Memorial drawings received - advice to follow	WM file
15/07/2005	I-2005-183-MHH	NACRE	Updated poster for Rural Exclusion confrence	File
15/07/2005	I-2005-184-MHH	EN Area Committee	Agenda for mtg on 19th July 2005	Cllr Foulger
15/07/2005	I-2005-185-MHH	Boundary Commission	Review of Electoral arrangements	Awaiting
15/07/2005	I-2005-186-MHH	ENC (Stephen Baker)	Wind Turbines & Wind Farm notes from ENC-PTC mtg at Glapthorn	Circulated
19/07/2005	I-2005-187-MHH	ENC (Planning)	Response to pre-submission of 305th memorial plans	WM file
19/07/2005	I-2005-188-MHH	ENC (Stephen Baker)	Financial support to PTCs	File
20/07/2005	I-2005-189-MHH	SLCC	31st Annual Conference leaflet	File
20/07/2005	I-2005-190-MHH	NACRE	Agenda for NACRE AGM on Weds 3rd Aug 2005	Circulated
20/07/2005	I-2005-191-MHH	NCC (Roy Boulton)	NCC Structure Plan 1996-2016 Annual Monitoring Report	Circulated
20/07/2005	I-2005-192-MHH	CCP	Poster for CCP run 8-13 yrs sport & art/craft sessions	File
21/07/2005	I-2005-193-MHH	Connexions	Connexions leaflet - Issue 6 July 2005	File
21/07/2005	I-2005-194-MHH	Powergen	No chasing action until 31st Aug 2005 (see I-2005-181-MHH)	File
22/07/2005	I-2005-195-MHH	ENC (Stephen Baker)	Agenda for ENC - PTC mtg on 28th July 2005	File
23/07/2005	I-2005-196-MHH	Powergen	Invoice for St Lighting power (Apr - Jun 2005)	Awaiting
23/07/2005	I-2005-197-MHH	NCC (Mark Chant)	Minerals & Waste Dev. Framework - statement of comm involvement	Circulated
25/07/2005	I-2005-198-MHH	SLCC	Invoice for updates to Clerk's Manual	Actioned
26/07/2005	I-2005-199-MHH	Police	Eastern Area News - July 2005	Circulated
26/07/2005	I-2005-200-MHH	NWB	Confirmation of transfer of funds from US 305th BGMA	WM file
26/07/2005	I-2005-201-MHH	ENC (V. Atkinson)	Boundary Committee for England - proposed ENC ward changes	Circulated
28/07/2005	I-2005-202-MHH	Countryside Agency	Conclusive map of registered Common Land & Open Counrty	File
28/07/2005	I-2005-203-MHH	Atkins	Brochures on "A Successful Partnership"	Circulated
29/07/2005	I-2005-204-MHH	Central Networks	Revised unmetered supplies certificate	File
30/07/2005	I-2005-205-MHH	Atkins	Annual Parish Highways survey	Awaiting
30/07/2005	I-2005-206-MHH	Atkins	Update on local parking controls	File
30/07/2005	I-2005-207-MHH	NN Joint Planning Unit	Confirmation of receipt of Council's response	File
02/08/2005	I-2005-208-MHH	NALC	Update No.2 (June - July 2005) plus course info	Circulated
03/08/2005	I-2005-209-MHH	Mr & Mrs G. Baker	Donation to War Memorial fund	File
03/08/2005	I-2005-210-MHH	ENC (Diane Merricks)	House numbering - 5A Britten Close	File
03/08/2005	I-2005-211-MHH	ENC	Councillors Information Circular July 2005	Circulated
03/08/2005	I-2005-212-MHH	ENC (Terrie Watson)	ENC Cold Calling Initiative	Circulated
05/08/2005	I-2005-213-MHH	Police	Request for e-mail address	Actioned
05/08/2005	I-2005-214-MHH	BCC (Gill Cowie)	Consultation on Statement of Community Involvement	Awaiting
05/08/2005	I-2005-215-MHH	ENC (Lisa Meads)	Consultation on EN Cultural Strategy	Awaiting
06/08/2005	I-2005-216-MHH	NCC (David Grindley)	Update on S144 authorisation	File
06/08/2005	I-2005-217-MHH	T James (Electrical)	Invoice for street lamp 44	Awaiting
07/08/2005	I-2005-218-MHH	NWB	Bank statements for July 2005	File
08/08/2005	I-2005-219-MHH	NWB	Deposit receipt from memorial donations	File
08/08/2005	I-2005-220-MHH	David Smith Assoc	Invoice for structural survey of memorial	Actioned

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.
<b>2005</b>						
24/06/2005	O-2005-056-MHH	Parish Cllrs	Minutes 0506	Delivered		
22/06/2005	O-2005-057-MHH	ABB	Payment of invoice	Posted	0506.6.1	I-2005-140-MHH
24/06/2005	O-2005-058-MHH	BT	Response to cashless payphone request	Posted	0506.10	I-2005-133-MHH
24/06/2005	O-2005-059-MHH	Licenza Ltd	Response to transfer application	Posted	0506.11	I-2005-141-MHH
27/06/2005	O-2005-060-MHH	CCP	Response to Rural Community Programme	Posted	0506.13	I-2005-148-MHH
04/07/2006	O-2005-061-MHH	Parish	Summer Newsletter (305th memorial special)	Delivered		
06/07/2005	O-2005-062-MHH	Parish Cllrs	Agenda 0507	Delivered		
06/07/2005	O-2005-063-MHH	ENC Planning	305th BG memorial info	Delivered		
11/07/2005	O-2005-064-MHH	Parish Cllrs	Minutes 0508	Delivered		
11/07/2005	O-2005-065-MHH	NN Joint Planning Unit	Response to Options paper	Posted	0507.9	I-2005-145-MHH
16/07/2005	O-2005-066-MHH	ENC (Terry Begley)	Response to Draft Rural Development Area plan	Posted	0506.9	I-2005-125-MHH
22/07/2005	O-2005-067-MHH	HBO Stoy Hayward	Explanation of differences for annual return	Posted	0507.8	
19/07/2005	O-2005-068-MHH	ENC (Planning)	Response to New Farm College, Higham application	Posted		I-2005-173-MHH
19/07/2005	O-2005-069-MHH	NCC (David Grindley)	S144 HA 1980 agreement update	Posted		
24/07/2005	O-2005-070-MHH	Christian Marshall	Reference	Posted		
24/07/2005	O-2005-071-MHH	Parish Cllrs	Financial Regulations	Delivered		
24/07/2005	O-2005-072-MHH	NCC (Joanne Maddams)	Reception centres survey response	Posted		I-2005-147-MHH
24/07/2005	O-2005-073-MHH	ENC (Louise Cahill)	Lamp installed & request for grant payment	Posted		I-2005-108-MHH
24/07/2005	O-2005-074-MHH	Central Networks	Registration of Lamp 44	Posted		
28/07/2005	O-2005-075-MHH	Robert Buckley	Thank you letter to US 305th BGMA	Posted		
30/07/2005	O-2005-076-MHH	NWB	On-line read-only access query	Posted		
03/08/2005	O-2005-077-MHH	Parish Cllrs	Agenda 0508	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2005/2006

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2005.00	01/04/2003		<b>Opening Balance</b>	<b>Brought Forward</b>	<b>Bt Fwd</b>				<b>£5,941.62</b>	<b>£5,941.62</b>				
2004.40	10/01/2005	I/2004/343/MHH	Christian Marshall	Kimbolton Rd gateway painting	000533	C	-£135.00	£0.00	-£135.00	£5,806.62	Gnds Maintenance	2004 unrepresented cheque	LGA 1972 S111	
2005.01	23/04/2005	I/2005/104/MHH	ENC	PRECEPT (50%)	BACS	C	£2,500.00	£0.00	£2,500.00	£8,306.62	Precept			LGFA 1992 S41
2005.02	11/04/2005	I/2005/073/MHH	ABB	St Lt Maint (Jan - Mar 05)	000545	C	-£109.04	-£19.08	-£128.12	£8,178.50	St Lighting	0504.6.1	MWW, SES, MJI	PCA 1957 S3
2005.03	11/04/2005	I/2005/086/MHH	Powergen	St Lt Power (Jan - Mar 05)	000546	C	-£227.35	-£39.79	-£267.14	£7,911.36	St Lighting	0504.6.1	MWW, SES, MJI	PCA 1957 S3
2005.04	11/04/2005	O/2005/038/MHH	M.H.Hunter	Expenses 0504	000547	C	-£42.44	£0.00	-£42.44	£7,868.92	Gen. Admin	0504.6.2	MWW, SES, MJI	LGA 1972 S111
2005.05	11/04/2005	I/2005/094/MHH	A.R.Dale	Newsletter printing	000548	C	-£13.60	£0.00	-£13.60	<b>£7,855.32</b>	Misc. Expenses	0504.6.1	MWW, SES, MJI	LGA 1972 S142
2005.06	09/05/2005	I/2005/091/MHH	Allianz-Cornhill	Insurance Renewal 2005/6	000549	C	-£303.24	£0.00	-£303.24	£7,552.08	Gen. Admin	0505.9.1	MLF, ARD, RAM	LGA 1972 S111
2005.07	09/05/2005	O/2005/046/MHH	M.H.Hunter	Expenses 0505	000550	C	-£50.43	£0.00	-£50.43	<b>£7,501.65</b>	Gen. Admin	0505.9.3	MLF, ARD, RAM	LGA 1972 S111
2005.08	20/06/2005	I/2005/140/MHH	ABB	St Lt Maint (Apr - Jun 05)	000551	C	-£109.04	-£19.08	-£128.12	£7,373.53	St Lighting	0506.6.1	MLF, ARD, RAM	PCA 1957 S3
2005.09	20/06/2005	O/2005/056/MHH	M.H.Hunter	Expenses 0506	000552	C	-£56.70	£0.00	-£56.70	<b>£7,316.83</b>	Gen. Admin	0506.6.2	MLF, ARD, RAM	LGA 1972 S111
2005.10	30/06/2005	I/2005/171/MHH	NWB	Interest (Apr - Jun 05)	Bank	C	£39.19	£0.00	£39.19	£7,356.02	Interest			
2005.11	11/07/2005	I/2005/168/MHH	Creatifica Assoc Ltd	Summer Newsletter printing	000553	C	-£13.01	-£2.28	-£15.29	£7,340.73	Misc. Expenses	0507.6.1	MWW, SES, MJI	LGA 1972 S142
2005.12	11/07/2005	O/2005/064/MHH	M.H.Hunter	Expenses 0507	000555	C	-£49.80	£0.00	-£49.80	<b>£7,290.93</b>	Gen. Admin	0507.6.2	MWW, SES, MJI	LGA 1972 S111
2005.13	16/07/2005		Creatifica Assoc Ltd	305 BG memorial donation	100011	C	£500.00	£0.00	£500.00	£7,790.93	305 Donations			LGA 1972 S139
2005.14	22/07/2005	I/2005/200/MHH	US 305th BGMA	305 BG memorial donation	BACS	C	£1,921.92	£0.00	£1,921.92	£9,712.85	305 Donations			LGA 1972 S139
2005.15	08/08/2005	I/2005/181/MHH	Powergen	St Lt Power (Apr - Jun 05)	000556	C	-£227.35	-£39.79	-£267.14	£9,445.71	St Lighting	0508.6.1	SES, ARD, MLF	PCA 1957 S3
2005.16	08/08/2005	I/2005/198/MHH	SLCC	Clerk's Manual updates	000557	C	-£7.00	£0.00	-£7.00	£9,438.71	Gen. Admin	0508.6.1	SES, ARD, MLF	LGA 1972 S111
2005.17	08/08/2005	I/2005/217/MHH	T James (Electrical)	Installation of new St lamp	000558	C	-£1,950.00	-£341.25	-£2,291.25	£7,147.46	St Light (New)	0508.6.1	SES, ARD, MLF	PCA 1957 S3
2005.18	08/08/2005		ENC	Planning fee for memorial	000559	C	-£67.50	£0.00	-£67.50	£7,079.96	305 Costs	0508.6.1	SES, ARD, MLF	LGA 1948 S133
2005.19	08/08/2005	I/2005/2200/MHH	David Smith Assoc	Structural Eng fee for memorial	000560	C	-£200.00	-£35.00	-£235.00	£6,844.96	305 Costs	0508.6.1	SES, ARD, MLF	LGA 1948 S133
2005.20	08/08/2005	O/2005/078/MHH	M.H.Hunter	Expenses 0508	000561	C	-£60.50	£0.00	-£60.50	<b>£6,784.46</b>	Gen. Admin	0508.6.2	SES, ARD, MLF	LGA 1972 S111
<b>Balance C/F</b>							<b>£0.00</b>	<b>£1,339.11</b>	<b>-£496.27</b>	<b>£6,784.46</b>	<b>£6,784.46</b>			

[Database categories are hidden in Column R]

Statute / SI / Notice

- ACA Audit Commission Act
- C&E Customs & Excise
- HA Highways Act
- LA Litter Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- PCA Parish Councils Act

Cheque 000554 not used

Category	Amount	Vat	Total
Brought Forward	£5,941.62	£0.00	£5,941.62
Precept	£2,500.00	£0.00	£2,500.00
Bank Interest	£39.19	£0.00	£39.19
Misc. Receipts	£0.00	£0.00	£0.00
305th BG memorial donations	£2,421.92	£0.00	£2,421.92
Vat refund	£0.00	£0.00	£0.00
<b>Income</b>	<b>£10,902.73</b>	<b>£0.00</b>	<b>£10,902.73</b>
Clerk's Salary	£0.00	£0.00	£0.00
Gen. Admin	-£570.11	£0.00	-£570.11
St Lighting	-£672.78	-£117.74	-£790.52
St Lighting repairs	£0.00	£0.00	£0.00
St Lighting (new)	-£1,950.00	-£341.25	-£2,291.25
Grass Cutting	£0.00	£0.00	£0.00
Traffic Calming	£0.00	£0.00	£0.00
Grounds Maintenance	-£135.00	£0.00	-£135.00
Village Hall	£0.00	£0.00	£0.00
305th BG memorial costs	-£267.50	-£35.00	-£302.50
Misc. Expenses	-£26.61	-£2.28	-£28.89
S137	£0.00	£0.00	£0.00
<b>Expenditure</b>	<b>-£3,622.00</b>	<b>-£496.27</b>	<b>-£4,118.27</b>
<b>Income + Expenditure</b>	<b>£7,280.73</b>	<b>-£496.27</b>	<b>£6,784.46</b>

Audit tables	
Brought Forward	£5,941.62
Precept	£2,500.00
Other income	£2,461.11
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£4,118.27
Balance	£6,784.46
Bank books	#
Assets	£0.00
Borrowing	£0.00

# = check bank statements to reconcile with balance

**Chelveston-cum-Caldecott Parish Council  
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A4 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 52.7p/mile	Other
06/07/2005	Wanadoo - ISP broadband								£17.99
10/07/2005	Pre-minutes for Chair/Clerk	6				6			
12/07/2005	NN JPU - Options response	2	30	1		2			
13/07/2005	CiLCA course part 4 @ NALC, N'ton							46	
16/07/2005	Minutes 0507 - 4 P.Cllrs & file	10				5	40		
16/07/2005	Minutes 0507 - D.Cllr	10	30			1			
16/07/2005	SLCC - Request for Clerk's Manual update		30	1					
16/07/2005	ENC - LDF response	1	30	1		1			
19/07/2005	ENC - New Farm response	1	30	1		1			
19/07/2005	NCC - s144 update	1	30	1		1			
22/07/2005	BDO Stoy Hayward - Annual Return	1				8			
24/07/2005	Christian Marshall - Reference	1	30	1		1			
24/07/2005	NCC - Reception centres survey					1			
24/07/2005	Central Networks - Lamp 44	1	30	1		1			
28/07/2005	ENC - PTC mtg @ Hargrave							5	
28/07/2005	US 305th BGMA - thank you leter	1	47	1			1		
30/07/2005	NWB - On-line read-only access query	1	30	1		1			
30/07/2005	Ring binder								£1.99
04/08/2005	Agenda 0507 - 7 P.Cllrs & file	10				7	70		
04/08/2005	Agenda 0507 - 2 D.Cllrs	1	60	2		1			
<b>TOTALS</b>		<b>£1.88</b>	<b>£3.77</b>	<b>£0.33</b>	<b>£1.30</b>	<b>£5.36</b>	<b>£1.00</b>	<b>£26.88</b>	<b>£19.98</b>

**TOTAL VALUE = £60.50**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of an Ordinary Parish Council Meeting

**12<sup>th</sup> September 2005**

#### Meeting Number 0509

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30pm - **Monday 12<sup>th</sup> September 2005** in the Chelveston Village Hall.

**Present :-** Councillors :                    Cllr A.J.Palfreeman        (Chairman)  
    Cllr A.R.Dale  
    Cllr M.L.Foulger  
    Cllr M.J.Izzard  
    Cllr R.A.Meeson  
    Cllr S.E.Stopps

                                 Clerk:                                    Mr. M.H.Hunter

                                 Public:                                    None

#### **1 Open Forum**

Cllr Palfreeman explained this was an opportunity for members of the public to speak on any agenda item for a max of 15 minutes before the meeting started.

#### **2 Apologies**

- 2.1 Cllr Palfreeman opened the meeting at 7:30 p.m. and asked for any apologies. Cllr Wooding (on holiday), Cllr Whiting (prior engagement) and Cllrs A & B Sauntson (prior engagement). The meeting agreed to accept these apologies.

#### **3 Declarations of Interest under Section 50 of the LGA 2000**

- 3.1 Cllr Foulger declared two prejudicial interests in item 6.1 (course attendee & Village hall committee secretary).
- 3.2 Cllr Stopps declared a prejudicial interest in item 6.2 (organiser of body requesting the grant).

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

The minutes of the Ordinary Meeting of the Parish Council **0508 – 8<sup>th</sup> August 2005** had been circulated.

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

- 4.1 Approve the minutes of meeting **0508** with no amendments.

**Proposed by:**                    Cllr Dale  
**Seconded by:**                Cllr Foulger                                    **Decision:**                    **Unanimous**

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 5 Planning and Licensing Matters

- 5.1 EN/05/01269/FUL – Change of use/Conversion of barn to children’s nursery at Manor Farm, Bidwell Lane, Caldecott. Cllr Palfreeman explained the plans. The Clerk advised that he had contacted the farmers at Poplars Farm & Duchy Farm with no objections.

In view of the pending Listed Building Consent application (not yet received), the meeting agreed to delegate to the Executive to respond to the LBC application.

The meeting resolved not to object to this application and to delegate the LBC application to the Executive and instructed the Clerk to notify ENC accordingly.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

- 5.2 EN/05/01550/FUL –Two Storey side extension and single storey front extension at 3 Britten Close, Chelveston. Cllr Palfreeman explained the plans. The Clerk advised that he had contacted Nos. 5 & 6 Britten Close with no objections (no response at 2 Britten Close).

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

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Izzard                      **Decision:** Unanimous

- 5.3 EN/05/01565/FUL – Two storey side extension and single storey rear extension - revised scheme to EN/04/00711/FUL at 41 Water Lane, Chelveston. Cllr Palfreeman explained the plans. The Clerk advised he had contacted 39 Water Lane with no objections.

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

**Proposed by:** Cllr Stopps  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

### 6 Financial Transactions

- 6.1 The following invoices were due for payment – BDO Stoy Hayward (External audit fee), ABB (St Lighting Maintenance Jul - Sep), ENC (grass cutting Apr – Jul), NALC (course fee for two planning course for Cllr Foulger) and the Village Hall (hire for the CCP rural playgroup). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Meeson                      **Decision:** Unanimous

- 6.2 A grant request for £125 had been received from Cllr Stopps to support the village Funday that was raising funds for a local cause.

The meeting resolved to approve this grant & authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Meeson  
**Seconded by:** Cllr Palfreeman                      **Decision:** Unanimous

- 6.3 A full list of the Clerk’s expenses was included with the agenda. The meeting resolved to approve the payments & authorised the appropriate cheque to be signed.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

- 6.4 The bank statements for the month of August have been received & reconciled
- 6.5 The Clerk went through the second quarter Budget Control Statements with the Council. Three line items were overspent and the Clerk requested the meeting reallocate funds to address this.

General Expenses	£600 increased to £750	(+£150)
Street Lighting	£1,800 increased to £1,950	(+£150)
VAT paid	£750 increased to £900	(+£150)
Reserves	£3,655 reduced to £3,205	(-£450)

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

**The opening balance for the meeting was** £6,784.46

**Receipts since the last meeting**

2005.21	USAF and Mr & Mrs Baker – memorial donation	£131.00
2005.22	USAF – memorial donation	£2.00

**Sub-total** £6,917.46

**Payments to be made this meeting**

Number	Payee	Item	Cheque	Amount
2005.23	BDO Stoy Hayward	External Audit fee	000562	£141.00
2005.24	Village Hall	Hire for CCP Rural playscheme	000563	£120.00
2005.25	ENC	Grass cutting (Apr – Jul 05)	000564	£1,474.66
2005.26	NALC	Planning courses (2) for MLF	000565	£40.00
2005.27	Mrs S.E.Stopps	Grant for village Funday	000566	£125.00
2005.28	ABB	St Lt maintenance (Jul – Sep 05)	000567	£128.12
2005.29	M.H.Hunter	Expenses to 0509	000568	£85.44

**Total Expenditure this meeting** £2,114.22

**Closing Balance for this meeting** £4,803.24

## 7 Updates on Projects List

### 7.1 Highways Issues

The Clerk advised the grass cutters had returned to cut the missing section between the Raunds Rd 30 limit and the village sign, as reported by Cllr Izzard.

The Clerk advised the “Squire Homes” sign on the Chelveston Roundabout on the A6 by-pass had been reported to NCC as requested by Cllr Wooding.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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Cllr Palfreeman advised that the police were targeting the B645 as a Motorcycle Red Route, due to the number of vehicles travelling in excess of 80 mph.

The leaning Water Lane Ford sign (B645 end) has been reported to Street Doctor and fixed.

### 7.2 305<sup>th</sup> BG Memorial

Cllr Dale advised he had not yet drawn up the revised plans, but had been in contact with Bill Donald (305<sup>th</sup> BGMA) who will be attending a 4 day 305<sup>th</sup> convention in Washington next month. Bill would have posters of the memorial proposals.

Cllr Izzard had examined the pole and recommended the original bearing was too heavy and would be better off supporting the cardinal point arms.

Shel Lester (USAF) had suggested "buy a block" for the stonework. Cllr Dale thought they would work out at about £100 each & Cllr Meeson pledged to buy one. Cllr Dale preferred the idea of a brass plaque for donators rather than engraving the blocks themselves.

The Clerk advised that funds to date totalled £4,584, the latest donation (via the web) being a Mr Jones of Sheffield who remembered the "Mi Amigo" crashing there in 1944.

### 7.3 Street Lighting

The Clerk advised that ENC had inspected the works and authorised invoicing of the Community Safety grant funds (£1,300). An article had appeared in *Nene Valley News*.

### 7.4 Ditches

Cllr Foulger reported he still hadn't been contacted, though it was possible they had called whilst he had been on holiday.

### 7.5 E-Government

The Clerk advised for the 30 day period till 11<sup>th</sup> September, 23% of the hits came from the USA, 3% from Canada & 1% from France, with the memorial page being the most popular. The Clerk advised the web-site had now been moved to the larger 500MB server. The members of the Council page had been altered and the Cllrs were invited to submit alternate images of themselves. The meeting insisted the Clerk also be added.

The *Local Channel* ISP was offering a free link to councils with existing web sites.

## 8 Completion of the External Audit of Accounts ending 31<sup>st</sup> March 2005.

The Clerk advised the external audit had been completed with no actions, comments or observations. The Council was required to note the recommendations of the auditor. Copies of the audit would be displayed on the noticeboards.

The meeting agreed to note the recommendations of the auditor.

**Proposed by:** Cllr Palfreeman

**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 9 Introduction of new Financial Regulations for the Council.

Cllr Palfreeman reminded the meeting that the draft Financial Regulations had been adjourned from the previous meeting under SO 1.4. It was now for the meeting to decide to adopt the new regulations or not.

The meeting agreed to adopt the regulations, which were signed by the Chairman.

<b>Proposed by:</b>	Cllr Dale	<b>Decision:</b>	Unanimous
<b>Seconded by:</b>	Cllr Foulger		

### 10 Rights of Way report.

The Clerk (as PPW) advised that routes on Carr Brothers land has been agreed and these are now on the Definitive Map. Work has started on preparing the routes.

NCC, BCC and the MOD have finally ironed out the dedication agreement and NCC have issued an order to BCC to carry out the necessary works on the airfield. The complete routes could be in place by the end of the year

NCC has issued the results of a survey undertaken earlier this year on ROW improvements. The Council is invited to comment on the proposals (document on circulation).

The Clerk advised the missing footbridge in Stanwick parish had been replaced (removed for access widening).

### 11 Visits, Training & Courses.

The Clerk advised of the following –

Sat 17<sup>th</sup> Sept – Village Funday @ 14:00 at Village Hall.

Tues 11<sup>th</sup> Oct – “Tops in Blue” @ 19:30 at RAF Molesworth

Thurs 13<sup>th</sup> Oct – NALC AGM @ 19:15 at South Northants DC, Daventry.

Tues 8<sup>th</sup> Nov – Planning @ 19:00 at ENC (£20 – Cllr Foulger)

Sat 12<sup>th</sup> Nov – Mayor’s charity ball @ 19:00 at Raunds Football club (£27.50)

Tues 15<sup>th</sup> Nov – Planning @ 19:00 at SNC, Towcester (£20 – Cllr Foulger)

### 12 Approval of Chairman’s & Clerk’s Correspondence Logs

12.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item.

<b>Proposed by:</b>	Cllr Izzard	<b>Decision:</b>	Unanimous
<b>Seconded by:</b>	Cllr Meeson		

### 13 Councillor’s Reports

The Clerk advised the ENC ward boundary proposed changes had been accepted by most councils, except Islip, who appeared enraged that they could be part of a Thrapston ward. The request that our ward be named *Chichele* had been adopted in the proposals.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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Cllr Dale reported that Anglian Water had been out to locate the leak in Duchy close and repairs were expected shortly.

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

Optional Meeting of the Council on 10<sup>th</sup> October 2005 at 7:30 p.m. in the Chelveston Village Hall.

Ordinary Meeting of the Council on 14<sup>th</sup> November 2005 at 7:30 p.m. in the Chelveston Village Hall (budget meeting).

The Meeting closed at 8:22 p.m.

**Issued on 12<sup>th</sup> September 2005.**

**Pages 1028 – 1037 signed under seal as true record**

**Adrian Palfreeman**  
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
<b>2005</b>				
10/01/2005	I-2005-004-MHH	C&CD	Clerks & Councils Direct Jan 2005 Issue 37	Circulated
12/01/2005	I-2005-008-MHH	ENC	Agenda for ENC mtg. on 17th January	Circulated
20/01/2005	I-2005-012-MHH	ENC	Minutes of P&L committee mtg. on 12th January	Circulated
20/01/2005	I-2005-013-MHH	ENC	Representation on outside body report - Rockingham Forest HA	Circulated
04/05/2005	I-2005-112-MHH	C&CD	Clerks & Councils Direct May 2005 Issue 39	Circulated
04/05/2005	I-2005-113-MHH	ENC (Keith Osborne)	Agenda of meeting on 9th May 2005	Circulated
09/05/2005	I-2005-123-MHH	NALC	Update issue 1 April - May 2005	Circulated
28/05/2005	I-2005-130-MHH	ENC	Councillors' Information Circular May 2005	Circulated
29/05/2005	I-2005-131-MHH	EN Area Committee	Agenda for mtg on 7th June 2005	Circulated
15/07/2005	I-2005-186-MHH	ENC (Stephen Baker)	Wind Turbines & Wind Farm notes from ENC-PTC mtg at Glapthorn	Circulated
20/07/2005	I-2005-190-MHH	NACRE	Agenda for NACRE AGM on Weds 3rd Aug 2005	Circulated
20/07/2005	I-2005-191-MHH	NCC (Roy Boulton)	NCC Structure Plan 1996-2016 Annual Monitoring Report	Circulated
23/07/2005	I-2005-197-MHH	NCC (Mark Chant)	Minerals & Waste Dev. Framework - statement of comm involvement	Circulated
26/07/2005	I-2005-199-MHH	Police	Eastern Area News - July 2005	Circulated
28/07/2005	I-2005-203-MHH	Atkins	Brochures on "A Successful Partnership"	Circulated
02/08/2005	I-2005-208-MHH	NALC	Update No.2 (June - July 2005) plus course info	Circulated
03/08/2005	I-2005-211-MHH	ENC	Councillors Information Circular July 2005	Circulated
03/08/2005	I-2005-212-MHH	ENC (Terrie Watson)	ENC Cold Calling Initiative	Circulated
05/08/2005	I-2005-214-MHH	BCC (Gill Cowie)	Consultation on Statement of Community Involvement	Awaiting
05/08/2005	I-2005-215-MHH	ENC (Lisa Meads)	Consultation on EN Cultural Strategy	Awaiting
08/08/2005	I-2005-219-MHH	NWB	Deposit receipt from memorial donations	File
08/08/2005	I-2005-220-MHH	David Smith Assoc	Invoice for structural survey of memorial	Actioned
08/08/2005	I-2005-221-MHH	Weldon Stone	Quotation for 305th memorial stonework	WM file
08/08/2005	I-2005-222-MHH	WT Cox & co Ltd	Quotation for memorial plaques and posts	WM file
09/08/2005	I-2005-223-MHH	BT (Rick Thompson)	Acknowledge response to make payphne cashless	File
11/08/2005	I-2005-224-MHH	NCC (Chris Wragg)	NCC Provisional Local Transport Plan 2006/7 - 2010/11	Circulated
11/08/2005	I-2005-225-MHH	ENC (Louise Cahill)	Update on Community Safety Fund	File
12/08/2005	I-2005-226-MHH	NPA (Paul Reichelt)	Northants Police - Annual Report 2004/5	Circulated
12/08/2005	I-2005-227-MHH	T James (Electrical)	Statement	File
13/08/2005	I-2005-228-MHH	NCC (Andrew Coleman)	EN & Wellingborough Area bus timetable - July 2005 edition	File
13/08/2005	I-2005-229-MHH	ENC (Planning)	Appliaction granted for Livestock Barn on Raunds Rd	File
13/08/2005	I-2005-230-MHH	NCC (Louise Brown)	Tree Guardian news - Summer 2005 & EM regional conference	TW file
17/08/2005	I-2005-231-MHH	ENC (Planning)	Application for Children's nursery at Manor Farm, Caldecott	Actioned
19/08/2005	I-2005-232-MHH	Police	Summary of parish crime - July 2005	File
19/08/2005	I-2005-233-MHH	Chelveston VH committee	Invoice for use of VH for playgroup (CCP)	Awaiting
20/08/2005	I-2005-234-MHH	ENC (Planning)	Application for 2 storey side ext at 3 Britten Close, Chelveston	Actioned
23/08/2005	I-2005-235-MHH	ENC (Planning)	Application for 2 storey rear ext at 41 Water Lane, Chelveston	Actioned
24/08/2005	I-2005-236-MHH	Police	Police to focus on B645 (Motorcycle Red Route) due to KSIs	File
24/08/2005	I-2005-237-MHH	The Local Channel	Website offer	Awaiting
24/08/2005	I-2005-238-MHH	Sarah Stopps	Request for grant for village fun-day	Awaiting
24/08/2005	I-2005-239-MHH	Local Works	Summer 2005 newsletter	Circulated
30/08/2005	I-2005-240-MHH	BCC (Andrew Brown)	Minerals /Waste management - statement of community involvement	File
01/09/2005	I-2005-241-MHH	Raunds TC (L Costello)	Invite to Charity fund raising on 12th November 2005	Awaiting
01/09/2005	I-2005-242-MHH	BDO Stoy Hayward	Conclusion of External Audit & invoice	Awaiting
01/09/2005	I-2005-243-MHH	NCC ROW	Draft ROW improvements plan	Circulated
06/09/2005	I-2005-244-MHH	ENC (L.Jones)	Invoice for Grass cutting (April - July 2005)	Actioned
06/09/2005	I-2005-245-MHH	EN Area Committee	Agenda for meeting on 13th September 2005	Circulated
07/09/2005	I-2005-246-MHH	ABB	Invoice for St Lighting Maintenance (Jul - Sept 2005)	Actioned
07/09/2005	I-2005-247-MHH	NWB	Bank statements for August 2005	File
07/09/2005	I-2005-248-MHH	ENC	Councillors Information Circular August 2005	Circulated
07/09/2005	I-2005-249-MHH	ENC (Keith Osborne)	Agenda for mtg on 12th September 2005 (inc Boundary Review)	Circulated
07/09/2005	I-2005-250-MHH	423rd ABS USAF	Invite to "Tops in Blue" concert at RAF Molesworth on 11th October	Awaiting
07/09/2005	I-2005-251-MHH	NCC VSSU	Database update & leaflets	File
08/09/2005	I-2005-252-MHH	Police	Press release for B645 Motorcycle Red Route	File
08/09/2005	I-2005-253-MHH	ENC (Rob Austin)	Payment advice for Community Safety fund grant	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.
<b>2005</b>						
24/06/2005	O-2005-056-MHH	Parish Cllrs	Minutes 0506	Delivered		
22/06/2005	O-2005-057-MHH	ABB	Payment of invoice	Posted	0506.6.1	I-2005-140-MHH
24/06/2005	O-2005-058-MHH	BT	Response to cashless payphone request	Posted	0506.10	I-2005-133-MHH
24/06/2005	O-2005-059-MHH	Licenza Ltd	Response to transfer application	Posted	0506.11	I-2005-141-MHH
27/06/2005	O-2005-060-MHH	CCP	Response to Rural Community Programme	Posted	0506.13	I-2005-148-MHH
04/07/2006	O-2005-061-MHH	Parish	Summer Newsletter (305th memorial special)	Delivered		
06/07/2005	O-2005-062-MHH	Parish Cllrs	Agenda 0507	Delivered		
06/07/2005	O-2005-063-MHH	ENC Planning	305th BG memorial info	Delivered		
11/07/2005	O-2005-064-MHH	Parish Cllrs	Minutes 0507	Delivered		
11/07/2005	O-2005-065-MHH	NN Joint Planning Unit	Response to Options paper	Posted	0507.9	I-2005-145-MHH
16/07/2005	O-2005-066-MHH	ENC (Terry Begley)	Response to Draft Rural Development Area plan	Posted	0506.9	I-2005-125-MHH
22/07/2005	O-2005-067-MHH	HBO Stoy Hayward	Explanation of differences for annual return	Posted	0507.8	
19/07/2005	O-2005-068-MHH	ENC (Planning)	Response to New Farm College, Higham application	Posted		I-2005-173-MHH
19/07/2005	O-2005-069-MHH	NCC (David Grindley)	S144 HA 1980 agreement update	Posted		
24/07/2005	O-2005-070-MHH	Christian Marshall	Reference	Posted		
24/07/2005	O-2005-071-MHH	Parish Cllrs	Financial Regulations	Delivered		
24/07/2005	O-2005-072-MHH	NCC (Joanne Maddams)	Reception centres survey response	Posted		I-2005-147-MHH
24/07/2005	O-2005-073-MHH	ENC (Louise Cahill)	Lamp installed & ready for inspection	Posted		I-2005-108-MHH
24/07/2005	O-2005-074-MHH	Central Networks	Registration of Lamp 44	Posted		
28/07/2005	O-2005-075-MHH	Robert Buckley	Thank you letter to US 305th BGMA	Posted		
30/07/2005	O-2005-076-MHH	NWB	On-line read-only access query	Posted		
03/08/2005	O-2005-077-MHH	Parish Cllrs	Agenda 0508	Delivered		
07/08/2005	O-2005-078-MHH	Parish Cllrs	Minutes 0508	Delivered		
10/08/2005	O-2005-079-MHH	SLCC	Payment of invoice	Posted	0508.6.1	I-2005-199-MHH
10/08/2005	O-2005-080-MHH	David Smith Associates	Payment of invoice	Posted	0508.6.1	I-2005-220-MHH
12/08/2005	O-2005-081-MHH	ENC (V. Atkinson)	Response to ENC boundary change proposals	Posted	0508.8	I-2005-201-MHH
13/08/2005	O-2005-082-MHH	BT (Rick Thompson)	Explanation of K6 Kiosk request	Posted	0506.10	I-2005-223-MHH
15/08/2005	O-2005-083-MHH	NCC (R. Chadwick)	Response to questionnaire on priorities for NCC	Posted	0508.10	I-2005-180-MHH
24/08/2005	O-2005-084-MHH	ENC (Lisa Meads)	ENC Heritage Grant application	Posted		
24/08/2005	O-2005-085-MHH	ENC (Louise Cahill)	ENC Community Safety Grant Invoice	Posted		I-2005-108-MHH
04/09/2005	O-2005-086-MHH	T James Electrical	Chaser letter	Posted		
07/09/2005	O-2005-087-MHH	Parish Cllrs	Agenda 0509	Delivered		
10/09/2005	O-2005-088-MHH	Parish Cllrs	Minutes 0509	Delivered		
10/09/2005	O-2005-089-MHH	T James Electrical	Payment of invoice	Posted	0508.6.1	I-2005-217-MHH



CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2005/2006

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2005.00	01/04/2003		<b>Opening Balance</b>	<b>Brought Forward</b>	<b>Bt Fwd</b>				<b>£5,941.62</b>	<b>£5,941.62</b>				
2004.40	10/01/2005	I/2004/343/MHH	Christian Marshall	Kimbolton Rd gateway painting	000533		-£135.00	£0.00	-£135.00	£5,806.62	Gnds Maintenance	2004 unrepresented cheque	LGA 1972 S111	
2005.01	23/04/2005	I/2005/104/MHH	ENC	PRECEPT (50%)	BACS		£2,500.00	£0.00	£2,500.00	£8,306.62	Precept		LGFA 1992 S41	
2005.02	11/04/2005	I/2005/073/MHH	ABB	St Lt Maint (Jan - Mar 05)	000545		-£109.04	-£19.08	-£128.12	£8,178.50	St Lighting	0504.6.1	MWW, SES, MJI PCA 1957 S3	
2005.03	11/04/2005	I/2005/086/MHH	Powergen	St Lt Power (Jan - Mar 05)	000546		-£227.35	-£39.79	-£267.14	£7,911.36	St Lighting	0504.6.1	MWW, SES, MJI PCA 1957 S3	
2005.04	11/04/2005	O/2005/038/MHH	M.H.Hunter	Expenses 0504	000547		-£42.44	£0.00	-£42.44	£7,868.92	Gen. Admin	0504.6.2	MWW, SES, MJI LGA 1972 S111	
2005.05	11/04/2005	I/2005/094/MHH	A.R.Dale	Newsletter printing	000548		-£13.60	£0.00	-£13.60	£7,855.32	Misc. Expenses	0504.6.1	MWW, SES, MJI LGA 1972 S142	
2005.06	09/05/2005	I/2005/091/MHH	Allianz-Cornhill	Insurance Renewal 2005/6	000549		-£303.24	£0.00	-£303.24	£7,552.08	Gen. Admin	0505.9.1	MLF, ARD, RAM LGA 1972 S111	
2005.07	09/05/2005	O/2005/046/MHH	M.H.Hunter	Expenses 0505	000550		-£50.43	£0.00	-£50.43	£7,501.65	Gen. Admin	0505.9.3	MLF, ARD, RAM LGA 1972 S111	
2005.08	20/06/2005	I/2005/140/MHH	ABB	St Lt Maint (Apr - Jun 05)	000551		-£109.04	-£19.08	-£128.12	£7,373.53	St Lighting	0506.6.1	MLF, ARD, RAM PCA 1957 S3	
2005.09	20/06/2005	O/2005/056/MHH	M.H.Hunter	Expenses 0506	000552		-£56.70	£0.00	-£56.70	£7,316.83	Gen. Admin	0506.6.2	MLF, ARD, RAM LGA 1972 S111	
2005.10	30/06/2005	I/2005/171/MHH	NWB	Interest (Apr - Jun 05)	Bank		£39.19	£0.00	£39.19	£7,356.02	Interest			
2005.11	11/07/2005	I/2005/168/MHH	Creatifica Assoc Ltd	Summer Newsletter printing	000553		-£13.01	-£2.28	-£15.29	£7,340.73	Misc. Expenses	0507.6.1	MWW, SES, MJI LGA 1972 S142	
2005.12	11/07/2005	O/2005/064/MHH	M.H.Hunter	Expenses 0507	000555		-£49.80	£0.00	-£49.80	£7,290.93	Gen. Admin	0507.6.2	MWW, SES, MJI LGA 1972 S111	
2005.13	16/07/2005		Creatifica Assoc Ltd	305 BG memorial donation	100011		£500.00	£0.00	£500.00	£7,790.93	305 Donations			
2005.14	22/07/2005	I/2005/200/MHH	US 305th BGMA	305 BG memorial donation	BACS		£1,921.92	£0.00	£1,921.92	£9,712.85	305 Donations			
2005.15	08/08/2005	I/2005/196/MHH	Powergen	St Lt Power (Apr - Jun 05)	000556		-£227.35	-£39.79	-£267.14	£9,445.71	St Lighting	0508.6.1	SES, ARD, MLF PCA 1957 S3	
2005.16	08/08/2005	I/2005/198/MHH	SLCC	Clerk's Manual updates	000557		-£7.00	£0.00	-£7.00	£9,438.71	Gen. Admin	0508.6.1	SES, ARD, MLF LGA 1972 S111	
2005.17	08/08/2005	I/2005/217/MHH	T James (Electrical)	Installation of new St lamp	000558		-£1,950.00	-£341.25	-£2,291.25	£7,147.46	St Light (New)	0508.6.1	SES, ARD, MLF PCA 1957 S3	
2005.18	08/08/2005		ENC	Planning fee for memorial	000559		-£67.50	£0.00	-£67.50	£7,079.96	305 Costs	0508.6.1	SES, ARD, MLF LGA 1948 S133	
2005.19	08/08/2005	I/2005/220/MHH	David Smith Assoc	Structural Eng fee for memorial	000560		-£200.00	-£35.00	-£235.00	£6,844.96	305 Costs	0508.6.1	SES, ARD, MLF LGA 1948 S133	
2005.20	08/08/2005	O/2005/078/MHH	M.H.Hunter	Expenses 0508	000561		-£60.50	£0.00	-£60.50	£6,784.46	Gen. Admin	0508.6.2	SES, ARD, MLF LGA 1972 S111	
2005.21	08/08/2005		USAF & Mr & Mrs Baker	305 BG memorial donation	100012		£131.00	£0.00	£131.00	£6,915.46	305 Donations			
2005.22	13/08/2005		USAF	305 BG memorial donation	100013		£2.00	£0.00	£2.00	£6,917.46	305 Donations			
2005.23	12/09/2005	I/2005/242/MHH	BDO Stoy Hayward LLP	External Audit fee	000562		-£120.00	-£21.00	-£141.00	£6,776.46	Gen. Admin	0509.6.1	MLF, ARD, RAM LGA 1972 S111	
2005.24	12/09/2005	I/2005/233/MHH	Village Hall	Hire for Rural Comm Programme	000563		-£120.00	£0.00	-£120.00	£6,656.46	Hall	0509.6.1	AJP, ARD, RAM LGA 1972 S145	
2005.25	12/09/2005	I/2005/244/MHH	ENC	Grass cutting (Apr - Jul 05)	000564		-£1,255.03	-£219.63	-£1,474.66	£5,181.80	Grass Cutting	0509.6.1	MLF, ARD, RAM HA 1980 S96	
2005.26	12/09/2005		NALC	Two planning courses for MLF	000565		-£40.00	£0.00	-£40.00	£5,141.80	Gen. Admin	0509.6.1	MLF, ARD, RAM LGA 1972 S111	
2005.27	12/09/2005	I/2005/238/MHH	Mrs S.E.Stopps	Donation to village Funday	000566		-£125.00	£0.00	-£125.00	£5,016.80	Misc. Expenses	0509.6.2	MLF, ARD, RAM LGA 1972 S145	
2005.28	12/09/2005	I/2005/246/MHH	ABB	St Lt Maint (Jul - Sept 05)	000567		-£109.04	-£19.08	-£128.12	£4,888.68	St Lighting	0509.6.1	MLF, ARD, RAM PCA 1957 S3	
2005.29	12/09/2005	O/2005/088/MHH	M.H.Hunter	Expenses 0509	000568		-£85.44	£0.00	-£85.44	£4,803.24	Gen. Admin	0509.6.3	MLF, ARD, RAM LGA 1972 S111	
<b>Balance C/F</b>							<b>£0.00</b>	<b>-£382.40</b>	<b>-£755.98</b>	<b>£4,803.24</b>	<b>£4,803.24</b>			

[Database categories are hidden in Column R]

Statute / SI / Notice

- ACA Audit Commission Act
- C&E Customs & Excise
- HA Highways Act
- LA Litter Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- PCA Parish Councils Act

Cheque 000554 not used

Category	S137	Amount	Vat	Total
Brought Forward		£5,941.62	£0.00	£5,941.62
Precept		£2,500.00	£0.00	£2,500.00
Bank Interest		£39.19	£0.00	£39.19
Misc. Receipts		£0.00	£0.00	£0.00
305th BG memorial donations		£2,554.92	£0.00	£2,554.92
Vat refund		£0.00	£0.00	£0.00
<b>Income</b>		<b>£11,035.73</b>	<b>£0.00</b>	<b>£11,035.73</b>
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£815.55	-£21.00	-£836.55
St Lighting		-£781.82	-£136.82	-£918.64
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		-£1,950.00	-£341.25	-£2,291.25
Grass Cutting		-£1,255.03	-£219.63	-£1,474.66
Traffic Calming		£0.00	£0.00	£0.00
Grounds Maintenance		-£135.00	£0.00	-£135.00
Village Hall		-£120.00	£0.00	-£120.00
305th BG memorial costs		-£267.50	-£35.00	-£302.50
Misc. Expenses		-£151.61	-£2.28	-£153.89
S137	£0.00		£0.00	£0.00
<b>Expenditure</b>	£0.00	<b>-£5,476.51</b>	<b>-£755.98</b>	<b>-£6,232.49</b>
<b>Income + Expenditure</b>	£0.00	<b>£5,559.22</b>	<b>-£755.98</b>	<b>£4,803.24</b>

Audit tables	
Brought Forward	£5,941.62
Precept	£2,500.00
Other income	£2,594.11
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£6,232.49
Balance	£4,803.24
Bank books	#
Assets	£0.00
Borrowing	£0.00

# = check bank statements to reconcile with balance

**Chelveston-cum-Caldecott Parish Council  
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A4 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 52.7p/mile	Other
06/08/2005	Wanadoo - ISP broadband								£17.99
08/08/2005	Pre-minutes for Chair/Clerk	5				5			
06/08/2005	ENC - Lamp 44 ready for inspection	1	30	1			2		
08/08/2005	NCC questionnaire sheets	6					12		
11/08/2005	Minutes 0508 - 4 P.Cllrs & file	9				4	36		
11/08/2005	Minutes 0508 - D.Cllr	9	30			1			
10/08/2005	SLCC - payment of invoice		30	1			1		
10/08/2005	David Smith Assoc - payment of invoice		30	1			1		
11/08/2005	Easyspace - Server (500MB) upgrade								£56.40
12/08/2005	ENC - Reply to boundary change proposals	1	30	1			1		
13/08/2005	BT - Clarification on Kiosk request	1	30	1			1		
15/08/2005	NCC response to questionnaire		30	1			8		
15/08/2005	305th memorial photo poster (2)								£0.30
24/08/2005	ENC Heritage grant application	7	30			1	7		
24/08/2005	ENC - Invoice for Lamp 44	1	30	1			1		
04/09/2005	T James - St light chaser	1	30	1			1		
08/09/2005	Agenda 0509 - 7 P.Cllrs & file	4		7			28		
08/09/2005	Agenda 0509 - 2 D.Cllrs	1	60	2			1		
<b>TOTALS</b>		<b>£1.84</b>	<b>£3.60</b>	<b>£0.51</b>	<b>£0.60</b>	<b>£4.20</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£74.69</b>

**TOTAL VALUE = £85.44**

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of an Ordinary Parish Council Meeting

14<sup>th</sup> November 2005

#### Meeting Number 0510

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30pm - Monday 14<sup>th</sup> November 2005 in the Chelveston Village Hall.

**Present :-** Councillors :            Cllr A.J.Palfreeman            (Chairman)  
   Cllr M.W.Wooding            (Vice-Chairman)  
   Cllr A.R.Dale  
   Cllr M.L.Foulger  
   Cllr M.J.Izzard  
   Cllr S.E.Stopps

Clerk:    Mr. M.H.Hunter

Public:    None

#### 1 Open Forum

Cllr Palfreeman explained this was an opportunity for members of the public to speak on any agenda item for a max of 15 minutes before the meeting started.

#### 2 Apologies

- 2.1 Cllr Palfreeman opened the meeting at 7:30 p.m. and asked for any apologies. Cllr Dale (would be arriving late) and Cllrs A & B Sauntson (prior engagements). The meeting agreed to accept these apologies.

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

- 3.1 Cllr Foulger declared a prejudicial interest in item 6.5 (reason – recipient of expenses).  
3.2 The Clerk declared a personal interest in item 7.5 (reason – web-page owner).  
3.3 Cllr Palfreeman advised the meeting that all Cllrs had now updated their declarations of interest and that the Clerk would forward these to the ENC Monitoring Officer.

#### 4 Minutes of Previous Meetings

The minutes of the Ordinary Meeting of the Parish Council **0509 – 12<sup>th</sup> September 2005** had been circulated.

**The meeting resolved to:**

- 4.1 Approve the minutes of meeting **0509** with no amendments.

**Proposed by:                            Cllr Stopps**  
**Seconded by:                            Cllr Wooding                            Decision:                            Unanimous**

#### 5 Planning and Licensing Matters

- 5.1 Cllr Palfreeman advised that all three applications from the last meeting had been approved by ENC.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 6 Financial Transactions

- 6.1 The following invoice was due for payment – M.L.Foulger (claim for poppy wreath for the Remembrance Service). The meeting resolved to approve this payment & authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Wooding  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

- 6.2 A grant request for the Star & Garter for fireworks for the village bonfire night had been received (previous year grant £150).

The meeting resolved to approve this grant & authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Izzard  
**Seconded by:** Cllr Foulger                      **Decision:** Unanimous

- 6.3 A full list of the Clerk's expenses was included with the agenda. The meeting resolved to approve the payments & authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Foulger  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

- 6.4 The bank statements for the months of September & October had been received & reconciled

- 6.5 The Clerk advised he had requested the VAT refund from HMC&R.

<b>The opening balance for the meeting was</b>	<b>£4,803.24</b>
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**Receipts since the last meeting**

2005.30 ENC – Community Safety Fund grant for St Light	£1,300.00
2005.31 ENC – Precept (50%)	£2,500.00
2005.32 NWB – Interest (July – Sept 05)	£45.61
2005.33 HMC&R – VAT refund	£1,142.54
2005.34 USAF – memorial donation	£9.57

<b>Total Receipts this meeting</b>	<b>£4,997.72</b>
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**Payments to be made this meeting**

Number	Payee	Item	Cheque	Amount
2005.35	M.L.Foulger	Poppy wreath	000569	£16.50
2005.36	Star & Garter	Grant for fireworks	000570	£150.00
2005.37	M.H.Hunter	Expenses to 0510	000571	£46.17

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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<b>Total Expenditure this meeting</b>	<b>£212.67</b>
<b>Closing Balance for this meeting</b>	<b>£9,588.29</b>

### 7 Updates on Projects List

#### 7.1 Highways Issues

The Clerk advised the dead lamp on the weight limit sign near *Cornerhouse cottages* had been reported to Street Doctor (215307).

The Clerk advised he had requested the s136 grant for the grass cutting from NCC, with a request for the additional cutting following the extension of the 30 limits to be taken into account.

Cllr Wooding confirmed the *Spire Homes* sign had at last been removed from the Chelveston Roundabout on the A6 by-pass.

#### 7.2 305<sup>th</sup> BG Memorial *Cllr Dale arrived*

Cllr Dale advised that he had not yet finished the revised plans, though he had provided sketches to Bill Donald to take to the recent 305<sup>th</sup> BGMA reunion in Washington. Indications are that the 305<sup>th</sup> BGMA will release a further \$4,000, subject to details of the memorial costs.

Cllr Dale explained his proposed benefactor scheme – Foundation benefactor (£1,000+ donation), Plaque benefactor (£500+ donation) and Block benefactor (£100+ donation). Although his initial target date was 30<sup>th</sup> May 2006, this may have to slip back to 11<sup>th</sup> November.

Mrs Abi Barnett has applied to NCC for a stopping up order for the land at the edge of that needed for the memorial.

The Clerk advised that funds to date totalled £5,602, the latest donations being from a Mrs Heinrich (via the web) in memory of her mother's cousin (Lt Charles Maynard, navigator, 365<sup>th</sup> BS)) and ENC Heritage fund (though for this the memorial has to be completed by 31<sup>st</sup> March 2006).

The Clerk requested permission to apply for a heritage grant from the National Lottery's "Awards for All" scheme. The meeting authorised this request.

The Clerk brought along a copy of Bill Donald's new book on the 305<sup>th</sup> BG, called "*John Burn One Zero Five*" (named after the tower & airfield call signs).

#### 7.3 Street Lighting

The Clerk advised that Lamp 32 (nr. *Ashbury*) had finally been repaired. Lamps 35 (adj. Middle Farm Villa) & 37 (jct. of Foot/Water Lane) had been reported to ABB.

In response to a query from the Clerk as to why no invoice had been received, Powergen had replied that faults with their computer system meant they were still unable to bill us at present.

#### 7.4 Ditches

The Clerk advised he had been contacted by a resident of Duchy Close, in connection with ditch on B663 (Raunds Rd) that was overflowing and flooding her stables. She had been

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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advised that this Council had agreed to fund repairs to a blocked pipe. The Clerk had investigated and before formally responding, required a policy decision from the Council.

The Clerk was aware of no correspondence between this Council and any other agency to agree to fund the work. NCC had could find no reports of the flooding, nor could ROW (since footpath MM8 was involved). The Street Doctor service had a report (214233) of "two blocked drains overflowing" on 19<sup>th</sup> October and this had been attended to on Monday 31<sup>st</sup> October. They had no other reports for September or October. Atkins, Anglia Water & the Environment Agency are known to have attended at different times.

Cllr Izzard advised that 4 tanker loads had been removed from the inspection covers adjacent to the field entrance. He stated that the tenant farmer of the charity field was not clearing his ditches, which may be contributing to the blockage. Cllr Dale speculated that the pumped sewer pipeline that runs up the Raunds Rd was the cause.

The Clerk reminded the meeting that the Council has powers under *Public Health Act 1936 s260* to deal with offensive ditches. The Clerk required a policy decision as to when the Council should consider using these powers.

The meeting agreed the policy would be that "the Council will only use it's powers under *Public Health Act 1936 s260* to deal with offensive ditches when it is satisfied that all other involved agencies (including the riparian landowners) are either not liable to act, or in the case of the riparian landowners, unable to act due to hardship".

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

Cllr Foulger pointed out that Atkins still had not made contact regarding the quote for the ditch in Caldecott

### 7.5 E-Government

The Clerk advised for the 30 day period till 11<sup>th</sup> September, 21% of the hits came from the USA and 6% form other countries (India, Canada, Spain & Sweden).

The Clerk advised the free link from the *Local Channel* ISP had been set up.

The Clerk advised that he had now completed the second part of the ODPM funded ECDL Course (5 modules) and gained his certificate from the British Computer Society.

The Clerk explained he would be running in the 2006 London Marathon (for the RNLI) and requested permission to add a link to his sponsorship web page.

## 8 Budget for the year ending 31<sup>st</sup> March 2006.

Cllr Palfreeman advised the Clerk had sent out information with the agenda and invited him to explain the proposals.

The Clerk explained that it is proposed to raise the Precept (to £5,500) for the first time in 4 years. Grant income from NCC Highways (grass cutting) is set at £500.

Running costs regularly exceed £5,000/yr due to inflation and increased services (i.e. more grass cutting, extra lighting, CCP rural activity scheme). Previous years have been covered by the reserves, but in July the Council agreed to commit the reserves to the 305<sup>th</sup> BG memorial.

After debate, the Council decided to defer a decision on the budget until the January Precept meeting, as the future progress of the memorial would be clearer then. The Clerk was asked to compile two budgets to cover building in either 2005/6 or 2006/7.

# Chelveston-cum-Caldecott Parish Council

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The Clerk was instructed to apply for permission for a loan for up to £6,000.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

### 9 Melchbourne & Yelden PC – Environmental issues relating to the World Rubber Tyre co. plant.

Cllr Palfreeman advised that the Clerk of Melchbourne & Yelden Parish Council (M&Y PC) had been in contact (having discovered our web-site), with a view to a) improving communications between the two parishes (there being no common forum as they are in different Counties) and b) to ask for this Council's support in approaching ENC with regard to the recent fire and to enquire what steps have been taken to prevent of a further reoccurrence.

Cllr Palfreeman reminded the meeting that the prevailing wind direction meant that Melchbourne & Yelden suffered fallout more than this parish during the fire.

Cllr Wooding felt there were environmental health (EH) issues, since if the fire had happened at night in summer and the wind had been different, the residents would have been woken to find themselves in dense smoke. There had been no information from either EH or the Fire Brigade during or after the fire regarding any hazards.

The meeting agreed to support M&Y PC and contact the ENC Environmental Health officer.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

### 10 Rights of Way report.

The Clerk (as PPW) advised that work on the routes was almost complete, with some of the finger posts now in place. The routes were still formally closed at this time. BCC ROW had put up a new noticeboard at *the Chequers* list all the walks in Melchbourne and Yelden Parish. The Clerk had asked NCC ROW if the same could be done at *the Star & Garter*.

### 11 Visits, Training & Courses.

The Clerk advised of the following –

Tues 15<sup>th</sup> Nov – EN Area Committee @ 15:00 at Hensman Hall, H/F (Cllr Foulger)

Tues 15<sup>th</sup> Nov – Planning @ 19:00 at SNC, Towcester (£20 – Cllr Foulger)

Fri 18<sup>th</sup> Nov – NN Together summit @ Kettering

Tues 22<sup>nd</sup> Nov – NN JPU community workshop @ 18:00 at Diamond centre

Thurs 24<sup>th</sup> Nov – Alzheimer's Society AGM @ 19:00 at Saxon Hall, Raunds

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

12.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item.

**Proposed by:** Cllr Izzard  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 13 Councillor's Reports

The Clerk advised that a thank you letter had been received for the donation to the Ellie Logue appeal fun day.

The Clerk advised that as part of the Home Office initiative on merging Police forces to achieve a minimum of 4,000+ staff, two options had been submitted for the East Midlands region – merge all 5 forces, or merge Derbyshire and Nottinghamshire and merge Northamptonshire, Leicestershire and Lincolnshire forces. The Home Office has responded requiring one option to be submitted by end November.

The Clerk advised that the Audit Commission was assessing NCC and all service users (including this Council) had been approached to provide on-line feedback. NCC was trying to move from a "Fair" to an "Excellent" rating.

The Clerk advised BT had declined the Council's request for maintenance costs of a K6 (red) kiosk, since the K6 housing does not meet the Ofcom requirements for disabled access, plus the conversion cost from the KX100 to K6 would be in the region of £4,000.

The Clerk updated the meeting on the DEFRA funded study into Parish clusters – SLCC estimate £7,500 is the minimum cost to run a statutory baseline parish rising to £20,000 for the added functions of a Quality parish. The study will look at clusters, group parishes and hub & spoke models currently practised in different parts of the country and recommend best practice to DEFRA & ODPM.

Cllr Izzard advised of rubbish dumped in Bidwell Lane.

Cllr Foulger reported on the NALC AGM. Peter Gould (NCC) was looking for invites to attend meetings.

Cllr Foulger reported on the ENC planning course, referring to issues being driven by the MKSM expansion and the reduction of planning permission validity from 5 to 3 years. Although ENC Planning was providing more on-line information, the local councils would still continue to receive paper copies of the applicant's plans.

Cllr Foulger advised that the Chairman had laid the wreath on behalf of the Council at the remembrance service and raised the issue of the war memorial repairs. He was advised to ask the PCC to send a copy of the invoice to the Clerk in time for the next meeting.

Cllr Foulger asked for an agenda item for the next meeting to consider the provision of signs for the village hall and the church.

### Date of Next Meeting:

Optional meeting of the Council on 12<sup>th</sup> December 2005 at 7:30 p.m. in the Chelveston Village Hall.

The Meeting closed at 8:45 p.m.

**Issued on 18<sup>th</sup> November 2005.**

**Pages 1038 – 1047 signed under seal as true record**

**Adrian Palfreeman**  
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
<b>2005</b>				
20/01/2005	I-2005-012-MHH	ENC	Minutes of P&L committee mtg. on 12th January	Circulated
20/01/2005	I-2005-013-MHH	ENC	Representation on outside body report - Rockingham Forest HA	Circulated
20/07/2005	I-2005-191-MHH	NCC (Roy Boulton)	NCC Structure Plan 1996-2016 Annual Monitoring Report	Circulated
23/07/2005	I-2005-197-MHH	NCC (Mark Chant)	Minerals & Waste Dev. Framework - statement of comm involvement	Circulated
11/08/2005	I-2005-224-MHH	NCC (Chris Wragg)	NCC Provisional Local Transport Plan 2006/7 - 2010/11	Circulated
12/08/2005	I-2005-226-MHH	NPA (Paul Reichelt)	Northants Police - Annual Report 2004/5	Circulated
24/08/2005	I-2005-239-MHH	Local Works	Summer 2005 newsletter	Circulated
01/09/2005	I-2005-243-MHH	NCC ROW	Draft ROW improvements plan	Circulated
06/09/2005	I-2005-245-MHH	EN Area Committee	Agenda for meeting on 13th September 2005	Circulated
07/09/2005	I-2005-248-MHH	ENC	Councillors Information Circular August 2005	Circulated
07/09/2005	I-2005-249-MHH	ENC (Keith Osborne)	Agenda for mtg. on 12th September 2005 (inc. Boundary Review)	Circulated
17/09/2005	I-2005-259-MHH	NALH	Hindsight magazine issue 9 (September 2005)	Circulated
17/09/2005	I-2005-260-MHH	ENC (Su Davies)	Community Funding Day on 14th October	Circulated
17/09/2005	I-2005-261-MHH	Rural Trans Partnership	Rural Rides issue 3 August 2005	Circulated
17/09/2005	I-2005-263-MHH	ENC (S.Otterwell)	Guidance on Developer Contributions	Circulated
25/09/2005	I-2005-264-MHH	NCC (Stephen Hollowell)	Response to query on Definitive map & availability	ROW File
26/09/2005	I-2005-265-MHH	ENC	Business Directory	Circulated
26/09/2005	I-2005-266-MHH	NN Joint Planning Unit	Feedback from issues & options consultation	Circulated
26/09/2005	I-2005-267-MHH	Central Networks	Name change	File
26/09/2005	I-2005-268-MHH	NALC	Update Issue 3 (Aug - Sept 2005), Village Viewpoint, AGM notice	Circulated
26/09/2005	I-2005-269-MHH	NCC (Stephen Hollowell)	PPW copy of Definitive map	PPW
27/09/2005	I-2005-270-MHH	BT (Rick Thompson)	Response to K6 kiosk request	File
27/09/2005	I-2005-271-MHH	ENC	Payment advice for second half of Precept (Sept 05)	File
28/09/2005	I-2005-272-MHH	EMDA	EMDA News Issue 23 (Sept 05) and Annual Report	Circulated
30/09/2005	I-2005-273-MHH	ENC (Andra Bowyer)	Design for the Future - Your Aspirations	Circulated
01/10/2005	I-2005-274-MHH	CCP	Sports Club Survey	Actioned
01/10/2005	I-205-275-MHH	ENC	Councillors Information Circular (September 2005)	Circulated
01/10/2005	I-2005-276-MHH	ENC (Planning)	Planning approval for Manor Farm Barn, Bidwell Lane, Caldecott	File
01/10/2005	I-2005-277-MHH	ENC (Planning)	Planning approval for 3 Britten Close, Chelveston	File
03/10/2005	I-2005-278-MHH	Ellie Logue	Thank you letter for funday event	File
04/10/2005	I-2005-279-MHH	ENC	Agenda for ENC mtg. on 10th October 2005	Circulated
05/10/2005	I-2005-280-MHH	PPI Forum	Invite & poster to coming PPI mtgs.	Actioned
06/10/2005	I-2005-281-MHH	ENC (Barbara Ding)	Renewal of Register of Member's Interests	Actioned
07/10/2005	I-2005-282-MHH	ENC (Planning)	Planning approval for 41 Water Lane, Chelveston	File
08/10/2005	I-2005-283-MHH	Rotaract, Rushden	Poster for new members night on 13th Oct	Actioned
08/10/2005	I-2005-284-MHH	OWEN	Invite to October mtg. of Older Wiser EN @ ENC on 20th Oct	Circulated
08/10/2005	I-2005-285-MHH	ENC (Julia Fraser)	Licensing Act 2003 - representations	File
08/10/2005	I-2005-286-MHH	Victim Support	Annual Report for 2003/4	Circulated
17/10/2005	I-2005-287-MHH	North Northants Together	Invite to Delivering Growth: North Northants Summit on 18th Nov	Circulated
19/10/2005	I-2005-288-MHH	NWB	Bank statements for September 2005	File
20/10/2005	I-2005-289-MHH	ENC (Pat Bird)	ECDL part II certificate	Clerk
20/10/2005	I-2005-290-MHH	NN Joint Planning Unit	Invite to community workshop on 22nd November @ Diamond Centre	Circulated
21/10/2005	I-2005-291-MHH	NCC (Peter Gould)	NCC CPA Audit	File
21/10/2005	I-2005-292-MHH	ENC (Lisa Meads)	Heritage grant award	File
21/10/2005	I-2005-293-MHH	Atkins	Winter salting leaflets	Circulated
22/10/2005	I-2005-294-MHH	BCC (R.Koller)	Consultation on draft Statement of Community Involvement	Awaiting
22/10/2005	I-2005-295-MHH	ENC (Mandy Dennis)	Consultation on draft Contaminated Land Strategy	Awaiting
25/10/2005	I-2005-296-MHH	Central Networks	Christmas lights & decorations offer	File
28/10/2005	I-2005-297-MHH	ENC	Councillors Information Circular - October 2005	Circulated
28/10/2005	I-2005-298-MHH	ENC	Reports of Committees - November 2005	Circulated
31/10/2005	I-2005-299-MHH	ENC	FOI information	File
01/11/2005	I-2005-300-MHH	ENC (Keith Osborne)	Agenda for ENC mtg on 7th November 2005	Circulated
01/11/2005	I-2005-301-MHH	HMC&E	VAT refund statement	File
03/11/2005	I-2005-302-MHH	NWB	Bank statements for October 2005	File
03/11/2005	I-2005-303-MHH	ENC (Keith Osborne)	Corrected agenda for ENC mtg on 7th November 2005	Circulated
03/11/2005	I-2005-304-MHH	British Computer Soc	ECDL certificate & log book	Clerk
04/11/2005	I-2005-305-MHH	C&CD	Clerks & Councils Direct Issue 42 October 2005	Circulated
04/11/2005	I-2005-306-MHH	ENC (Keith Osborne)	Additional papers for ENC meeting on 7th November	Circulated
04/11/2005	I-2005-307-MHH	NCC ( Mark Chant)	Consultation on revised Statement of Community Involvement	Circulated
04/11/2005	I-2005-308-MHH	Alzheimer's Society	Notice of AGM on 24th November	Circulated
05/11/2005	I-2005-309-MHH	NALC	Annual Report for 2004/5 from the AGM	Circulated
07/11/2005	I-2005-310-MHH	Powergen	E-mail to advise unable to invoice due to computer problems	File
08/11/2005	I-2005-311-MHH	EN Area Committee	Agenda for meeting on 15th November in Higham Ferrers	Circulated
11/11/2005	I-2005-312-MHH	M.L.Foulger	Receipt for poppy wreath for Remembrance Service	Actioned

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.
<b>2005</b>						
07/09/2005	O-2005-087-MHH	Parish Cllrs	Agenda 0509	Delivered		
10/09/2005	O-2005-088-MHH	Parish Cllrs	Minutes 0509	Delivered		
10/09/2005	O-2005-089-MHH	T James Electrical	Payment of invoice	Posted	0508.6.1	I-2005-217-MHH
13/09/2005	O-2005-090-MHH	ENC (Planning)	Response to 41 Water Lane application	Posted	0509.5.3	I-2005-235-MHH
13/09/2005	O-2005-091-MHH	ENC (Planning)	Response to 3 Britten Close application	Posted	0509.5.2	I-2005-234-MHH
13/09/2005	O-2005-092-MHH	ENC (Planning)	Response to Manor Farm Barn application	Posted	0509.5.1	I-2005-231-MHH
13/09/2005	O-2005-093-MHH	ENC	Payment of invoice	Posted	0509.6.1	I-2005-244-MHH
13/09/2005	O-2005-094-MHH	ABB	Payment of invoice	Posted	0509.6.1	I-2005-246-MHH
13/09/2005	O-2005-095-MHH	BDO Stoy Hayward	Payment of invoice	Posted	0509.6.1	I-2005-242-MHH
15/09/2005	O-2005-096-MHH	The Local Channel	Web site link	Posted	0509.7.5	I-2005-237-MHH
17/09/2005	O-2005-097-MHH	NALC	Planning courses at ENC & SNC for Cllr Foulger	Posted	0509.6.1	
27/09/2005	O-2005-098-MHH	Keith Carr	Letter of support for DEFRA grant	Delivered		
16/10/2005	O-2005-099-MHH	HM Customs & Revenue	VAT refund claim	Posted		
20/10/2005	O-2005-100-MHH	Parish	Autumn Newsletter	Delivered		
10/11/2005	O-2005-101-MHH	Parish Cllrs	Agenda 0510	Delivered		



**Chelveston-cum-Caldecott Parish Council  
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A4 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 52.7p/mile	Other
07/09/2005	Wanadoo - ISP broadband								£17.99
10/09/2005	Pre-minutes for Chair/Clerk	6				6			
10/09/2005	Budget Control Sheets	1				7			
10/09/2005	T.James - payment of invoice	1	30	1		1			
12/09/2005	Financial Regulations	5							
15/09/2005	Minutes 0509 - 4 P.Cllrs & file	10				4	40		
13/09/2005	ENC Planning - Response to application		30	1					
13/09/2005	ENC Planning - Response to application		30	1					
13/09/2005	ENC Planning - Response to application		30	1					
13/09/2005	ENC - Payment of invoice		30	1					
13/09/2005	ABB - Payment of invoice		30	1					
13/09/2005	BDO Stoy Hayward - Payment of invoice		30	1					
15/09/2005	The Local Channel - web site link		30	1			1		
17/09/2005	NALC - Planning courses		30	1			2		
27/09/2005	Keith Carr - letter of support	1		1			1		
01/10/2005	Audit notification for noticeboards						8		
08/10/2005	Posters - Rotaract & PPI Forum						2		
08/10/2005	Wanadoo - ISP broadband								£17.99
16/10/2005	HMCR - VAT refund claim	1	30		1	2			
10/11/2005	Agenda 0510 - 7 P.Cllrs & file	4		7		28			
10/11/2005	Agenda 0510 - 2 D.Cllrs	2	60	2					
10/11/2005	Budget draft information	2				7			
<b>TOTALS</b>		£1.32	£3.60	£0.57	£0.50	£4.20	£0.00	£0.00	£35.98

**TOTAL VALUE = £46.17**

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Minutes of an Ordinary Parish Council Meeting

**12<sup>th</sup> December 2005**

#### Meeting Number 0511

Minutes of an **Ordinary Meeting** of the Parish Council held at **7:30pm - Monday 12<sup>th</sup> December 2005** in the Chelveston Village Hall.

**Present :-** Councillors :

Cllr A.J.Palfreeman	(Chairman)
Cllr M.W.Wooding	(Vice-Chairman)
Cllr A.R.Dale	
Cllr M.L.Foulger	
Cllr M.J.Izzard	
Cllr R.A.Meeson	
Cllr S.E.Stopps	

Clerk: Mr. M.H.Hunter

Public: None

#### **Open Forum**

Cllr Palfreeman explained this was an opportunity for members of the public to speak on any agenda item for a max of 15 minutes before the meeting started.

#### **1 Apologies**

- 1.1 Cllr Palfreeman opened the meeting at 7:30 p.m. and asked for any apologies. Cllr P.Whiting and Cllrs A. & B. Sauntson (prior engagements). The meeting agreed to accept these apologies.

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

- 2.1 Cllr Dale declared a prejudicial interest in item 5.3 (reason – recipient of the expenses).

#### **3 Minutes of Previous Meetings**

The minutes of the Ordinary Meeting of the Parish Council **05110 – 14<sup>th</sup> November 2005** had been circulated. Cllr Foulger requested two corrections to the spelling of Melchbourne on page 1042.

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

- 3.1 Approve the minutes of meeting **0510** with the two minor amendments.

<b>Proposed by:</b>	<b>Cllr Izzard</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Dale</b>		

#### **4 Planning and Licensing Matters**

- 4.1 Cllr Palfreeman advised that a field on the Chelveston Road, Stanwick had been subdivided and placed on the market. In view of the fact that the land was in open countryside, ENC Planning had taken the pre-emptive action of issuing a notice warning that anyone buying the land in order to build a house would not get planning permission and advising

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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them not to buy. Cllr Palfreeman suggested the Council write to ENC Planning to support this stance.

The meeting agreed to support the action and instructed the Clerk to inform ENC accordingly.

**Proposed by:** Cllr Dale  
**Seconded by:** Cllr Wooding                      **Decision:** Unanimous

- 4.2 Cllr Palfreeman reminded the Council that it had delegated to the Executive to determine the Listed Building Consent for the barn conversion at Manor Farm, Caldecott (minute 0509.5.1). This had now arrived and had been approved by the Executive.

### 5 Financial Transactions

- 5.1 The following invoice was due for payment – Powergen (St. lighting power), ABB (St. lighting maintenance), Village Hall (hire for 2005), SLCC (fees for 2006) and Cllr Dale (claim for Autumn Newsletter printing expenses). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

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

- 5.2 A full list of the Clerk's expenses was included with the agenda. The meeting resolved to approve the payments & authorised the appropriate cheque to be signed.

**Proposed by:** Cllr Foulger  
**Seconded by:** Cllr Stopps                      **Decision:** Unanimous

- 5.3 The bank statements for the month of November had been received & reconciled.

- 5.4 The Clerk issued the third quarter budget control statements with the Council. Two line items were overspent and a third was nearly overspent. The Clerk requested the meeting reallocated funds to address this.

General expenses	£750 increased to £900	(+£150)
Village Hall hire	£120 increased to £240	(+£120)
Donations & grants	£250 increased to £275	(+£25)
Audit fee	£140 reduced to £120	(-£20)
Vat refund	£1,000 increased to £1,143	(+£143)
Reserves	£3,205 reduced to £3,073	(-£132)

**Proposed by:** Cllr Foulger  
**Seconded by:** Cllr Dale                      **Decision:** Unanimous

**Opening Balance for the meeting** £9,588.29

#### Receipts since last meeting

Number	Sender	Description	Method	Amount
None				£Nil
<b>Total Receipts this meeting</b>				<u>£Nil</u>

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2005.38	Powergen	St Lt power (Jul – Sept 05)	000572	£267.14
2005.39	Village Hall Committee	Hire fees for meetings for 2005	000573	£120.00
2005.40	A.R.Dale	Expenses for newsletter printing	000574	£12.72
2005.41	SLCC	Fees for 2006	000575	£30.00
2005.42	ABB	St Lt Maintenance (Oct – Dec 05)	000576	£128.12
2005.43	M.H.Hunter	Expenses to 0511	000577	£54.56
<b>Total Expenditure this meeting</b>				<b>£612.54</b>

<b>Closing Balance for this meeting</b>	<b>£8,975.75</b>
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## 6 Updates on Projects List

### 6.1 Highways Issues

The Clerk confirmed he had asked for information on signage for the village hall and the Church, as requested at the last meeting.

Atkins had advised a cheque for £532 (up from £481) for the grass cutting grant for 2005 should be with us shortly. The s136 agreement paperwork had arrived for the 2006 season and the Council was asked to decide if it wished to continue using the contractor service or revert back to NCC/Atkins (maintained at 4 cuts)?

Cllrs Dale & Wooding felt the contractor service was vastly superior and value for money.

The meeting agreed to stay with the contractor service and instructed the Clerk to notify NCC accordingly.

**Proposed by:** Cllr Dale

**Seconded by:** Cllr Wooding

**Decision:** Unanimous

### 6.2 305<sup>th</sup> BG Memorial

Cllr Dale advised that he had completed the revised plans, which the Clerk had submitted to ENC. Copies had been sent to the UK & US 305<sup>th</sup> BGMA. The suppliers had been asked to re-quote to the new design.

Cllr Dale would proceed with another newsletter, specifically on the memorial and the public appeal over Christmas.

The Clerk advised that funds to date totalled £5,652, the latest donation being from an ex-pilot from the 1960's who had flown KC-135 tankers with the 305<sup>th</sup> Bomb Wing.

### 6.3 Street Lighting

The Clerk advised that lamps 35 (adj. Middle Farm Villa) & 37 (jct. of Foot/Water Lane) had been repaired.

### 6.4 Ditches

In view of the continued failure of Atkins to respond, The Clerk asked that he be permitted to raise this with the relevant NCC Cabinet member. The meeting agreed.

# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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### 6.5 E-Government

The Clerk advised for the 30 day period till 11<sup>th</sup> December, 13% of the hits came from the USA and 2% from other countries (Australia).

## 7 North Northants Joint Planning Unit – Preferred Options for North Northamptonshire consultation.

Cllr Palfreeman advised results of the earlier *Options and Issues* consultation had now been issued as the *Preferred Options* consultation. The July responses from this Council mapped well with the preferred options. In response to fears of towns merging, “green barriers” were planned between the growth towns and nearby smaller towns e.g. Wellingborough/Rushden.

Cllr Palfreeman advised that the NN JPU & Catalyst Corby were considering amalgamation, forming an Urban Regeneration Company (URC), with planning control through the partner agencies. This would appear preferable to the alternative of formation of an Urban Development Corporation (UDC), which would be a statutory body and thus have planning control (as with west Northamptonshire).

## 8 Rights of Way report.

The Clerk (as PPW) advised that the new owner had applied for the new footpaths/bridleways to be diverted around the airfield. NCC ROW was co-ordinating discussions with bodies on both sides of the border.

Cllr Wooding felt strongly that the diversion should not go ahead without good reason. Cllr Palfreeman pointed out it had taken 60+ years to get the footpaths re-opened and they should not be diverted for purely commercial reasons.

## 9 Visits, Training & Courses.

The Clerk advised of the following –

None.

## 10 Approval of Chairman’s & Clerk’s Correspondence Logs

10.1 The meeting resolved to approve the Council Correspondence Logs and the various actions required dealing with each item.

<b>Proposed by:</b>	<b>Cllr Dale</b>	<b>Decision:</b>	<b>Unanimous</b>
<b>Seconded by:</b>	<b>Cllr Wooding</b>		

## 11 Councillor’s Reports

The Clerk advised that he had not yet received an invoice from the PCC regarding the “Cross of Sorrow” repairs. Cllr Foulger believed an invoice for £190 would be delivered to the Council shortly.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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The Clerk advised he had confirmed the following dates with the Village Hall secretary for 2006, working on the second Monday of the month.

9 <sup>th</sup> Jan	10 <sup>th</sup> Apr (APA)	10 <sup>th</sup> Jul	9 <sup>th</sup> Oct
13 <sup>th</sup> Feb	8 <sup>th</sup> May (AMPC)	14 <sup>th</sup> Aug	13 <sup>th</sup> Nov
13 <sup>th</sup> Mar	12 <sup>th</sup> Jun	11 <sup>th</sup> Sep	11 <sup>th</sup> Dec.

The Clerk advised that Mr Dean, Clerk to Raunds TC, was retiring and the post was being advertised through ENC.

Cllr Foulger advised he had attended the Annual Forum of the Parish Highway Representatives. The main topic was the recent creation of the Community Engineers (NCC staff – ours is Andrew Leighton).

Cllr Wooding asked if it would be possible to obtain the results of the Safety Camera Partnership visit to the parish.

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

Ordinary meeting of the Council on 9<sup>th</sup> January 2006 at 7:30 p.m. in the Chelveston Village Hall, when the Precept will be set.

The Meeting closed at 8:00 p.m.

**Issued on 12<sup>th</sup> December 2005.**

**Pages 1048 – 1056 signed under seal as true record**

**Adrian Palfreeman**  
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
<b>2005</b>				
20/01/2005	I-2005-012-MHH	ENC	Minutes of P&L committee mtg. on 12th January	Circulated
20/01/2005	I-2005-013-MHH	ENC	Representation on outside body report - Rockingham Forest HA	Circulated
20/07/2005	I-2005-191-MHH	NCC (Roy Boulton)	NCC Structure Plan 1996-2016 Annual Monitoring Report	Circulated
23/07/2005	I-2005-197-MHH	NCC (Mark Chant)	Minerals & Waste Dev. Framework - statement of comm involvement	Circulated
11/08/2005	I-2005-224-MHH	NCC (Chris Wragg)	NCC Provisional Local Transport Plan 2006/7 - 2010/11	Circulated
12/08/2005	I-2005-226-MHH	NPA (Paul Reichelt)	Northants Police - Annual Report 2004/5	Circulated
24/08/2005	I-2005-239-MHH	Local Works	Summer 2005 newsletter	Circulated
01/09/2005	I-2005-243-MHH	NCC ROW	Draft ROW improvements plan	Circulated
06/09/2005	I-2005-245-MHH	EN Area Committee	Agenda for meeting on 13th September 2005	Circulated
07/09/2005	I-2005-248-MHH	ENC	Councillors Information Circular August 2005	Circulated
07/09/2005	I-2005-249-MHH	ENC (Keith Osborne)	Agenda for mtg. on 12th September 2005 (inc. Boundary Review)	Circulated
17/09/2005	I-2005-259-MHH	NALH	Hindsight magazine issue 9 (September 2005)	Circulated
17/09/2005	I-2005-260-MHH	ENC (Su Davies)	Community Funding Day on 14th October	Circulated
17/09/2005	I-2005-261-MHH	Rural Trans Partnership	Rural Rides issue 3 August 2005	Circulated
17/09/2005	I-2005-263-MHH	ENC (S.Otterwell)	Guidance on Developer Contributions	Circulated
26/09/2005	I-2005-265-MHH	ENC	Business Directory	Circulated
26/09/2005	I-2005-266-MHH	NN Joint Planning Unit	Feedback from issues & options consultation	Circulated
26/09/2005	I-2005-268-MHH	NALC	Update Issue 3 (Aug - Sept 2005), Village Viewpoint, AGM notice	Circulated
28/09/2005	I-2005-272-MHH	EMDA	EMDA News Issue 23 (Sept 05) and Annual Report	Circulated
30/09/2005	I-2005-273-MHH	ENC (Andra Bowyer)	Design for the Future - Your Aspirations	File
01/10/2005	I-205-275-MHH	ENC	Councillors Information Circular (September 2005)	File
04/10/2005	I-2005-279-MHH	ENC	Agenda for ENC mtg. on 10th October 2005	Circulated
08/10/2005	I-2005-284-MHH	OWEN	Invite to October mtg. of Older Wiser EN @ ENC on 20th Oct	Circulated
08/10/2005	I-2005-286-MHH	Victim Support	Annual Report for 2003/4	File
17/10/2005	I-2005-287-MHH	North Northants Together	Invite to Delivering Growth: North Northants Summit on 18th Nov	File
20/10/2005	I-2005-290-MHH	NN Joint Planning Unit	Invite to community workshop on 22nd November @ Diamond Centre	File
21/10/2005	I-2005-293-MHH	Atkins	Winter salting leaflets	Circulated
28/10/2005	I-2005-297-MHH	ENC	Councillors Information Circular - October 2005	File
28/10/2005	I-2005-298-MHH	ENC	Reports of Committees - November 2005	File
01/11/2005	I-2005-300-MHH	ENC (Keith Osborne)	Agenda for ENC mtg on 7th November 2005	File
03/11/2005	I-2005-303-MHH	ENC (Keith Osborne)	Corrected agenda for ENC mtg on 7th November 2005	File
04/11/2005	I-2005-305-MHH	C&CD	Clerks & Councils Direct Issue 42 October 2005	File
04/11/2005	I-2005-306-MHH	ENC (Keith Osborne)	Additional papers for ENC meeting on 7th November	File
04/11/2005	I-2005-307-MHH	NCC ( Mark Chant)	Consultation on revised Statement of Community Involvement	File
04/11/2005	I-2005-308-MHH	Alzheimer's Society	Notice of AGM on 24th November	File
05/11/2005	I-2005-309-MHH	NALC	Annual Report for 2004/5 from the AGM	File
08/11/2005	I-2005-311-MHH	EN Area Committee	Agenda for meeting on 15th November in Higham Ferrers	Circulated
11/11/2005	I-2005-313-MHH	Atkins	s136 - Grant arrangement for grass-cutting in 2006	Actioned
14/11/2015	I-2005-314-MHH	ENC (Rob Austin)	Precept request from for 2006/7	Awaiting
19/11/2005	I-2005-315-MHH	Star & Garter	Recipet for fireworks donation	File
19/11/2005	I-2005-316-MHH	Penny Ash CRA 423rd	Invite to Thanksgiving service	File
16/11/2005	I-2005-317-MHH	CTP	Completion of CiLCA training course	File
19/11/2005	I-2005-318-MHH	ENC (Mick Bowerman)	Additional papers for ENC meeting on 23rd November	File
19/11/2005	I-2005-319-MHH	Land Registry	Invite to voluntary register Council land	File
23/11/2005	I-2005-320-MHH	Powergen	Invoice for St Lighting Power (Jul - Sept 2005)	Actioned
24/11/2005	I-2005-321-MHH	Atkins	Notification of S136 grass cutting grant payment approved	File
26/11/2005	I-2005-322-MHH	NCC legal	Notice of temporary closure of MM16-19	ROW File
01/12/2005	I-2005-325-MHH	ENC	Councillors Information Circular - November 2005	File
01/12/2005	I-2005-326-MHH	Age Concern	Introduction from the Lifetime co-ordinator	File
03/12/2005	I-2005-327-MHH	NN Joint Planning Unit	Preferred options for North Northamptonshire consultation	Circulated
03/12/2005	I-2005-328-MHH	ENC (Planning)	Planning Briefing note - Agricultural land in Chelveston Rd, Stanwick	File
03/12/2005	I-2005-329-MHH	NCC VSSU	Community Funding newsletter Issue 2 December 2005	File
03/12/2005	I-2005-330-MHH	ENC (Barbara Ding)	Parish Council Toolkit - legislative framework, Standards Board	File
03/12/2005	I-2005-331-MHH	VH Committee	Invoice for Village Hall use in 2005	Actioned
03/12/2005	I-2005-332-MHH	A.R.Dale	Expenses for printing newsletter	Actioned
05/12/2005	I-2005-333-MHH	SLCC	Annual fee renewal	Actioned
07/12/2005	I-2005-334-MHH	ABB	Street Lighting Maintenance Invoice	Actioned
07/12/2005	I-2005-335-MHH	NCC ROW	Request to divert footpath/bridleways across airfield	Awaiting
08/12/2005	I-2005-336-MHH	NWB	Bank statements for November	File
09/12/2005	I-2005-337-MHH	NN Joint Planning Unit	Proposed merger of NN JPU & Catalyst Corby consultation	Circulated
10/12/2005	I-2005-338-MHH	ENC (Planning)	Listed Buidling Consent application for Manor Farm barn, Caldecott	Actioned
10/12/2005	I-2005-339-MHH	NCC (S.Harrison)	Road safety drink-drive campaign	File
10/12/2005	I-2005-340-MHH	ABB	Statement	File
10/12/2005	I-2005-341-MHH	ENC (Planning)	Personal view of James Croucher (DCM) on uses of the airfield	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.
<b>2005</b>						
10/11/2005	O-2005-101-MHH	Parish Cllrs	Agenda 0510	Delivered		
19/11/2005	O-2005-102-MHH	Parish Cllrs	Minutes 0510	Delivered		
14/11/2005	O-2005-103-MHH	Atkins (Lara Ingot)	Request for S136 grant payment for 2005 grass cutting	Posted		
12/11/2005	O-2005-104-MHH	Audit Commission	On-line survey response for NCC CPA questionnaire	Delivered		
19/11/2005	O-2005-105-MHH	ENC (Barbara Ding)	Register on Interest update	Posted		I-2005-281-MHH
21/11/2005	O-2005-106-MHH	NALC	Application for public loan permission	Posted	0510.7.3	
04/12/2005	O-2005-107-MHH	ENC (Planning)	Planning application for 305th memorial	Posted		I-2005-187-MHH
06/12/2005	O-2005-108-MHH	Parish Cllrs	Agenda 0511	Delivered		
08/12/2005	O-2005-109-MHH	Parish Cllrs	Minutes 0511	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2005/2006

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2005.21	08/08/2005		USAF & Mr & Mrs Baker	305 BG memorial donation	100012	C	£131.00	£0.00	£131.00	£6,915.46	305 Donations			LGA 1972 S139
2005.22	13/08/2005		USAF	305 BG memorial donation	100013	C	£2.00	£0.00	£2.00	£6,917.46	305 Donations			LGA 1972 S139
2005.23	12/09/2005	I/2005/242/MHH	BDO Stoy Hayward LLP	External Audit fee	000562	C	-£120.00	-£21.00	-£141.00	£6,776.46	Gen. Admin	0509.6.1	MLF, ARD, RAM	LGA 1972 S111
2005.24	12/09/2005	I/2005/233/MHH	Village Hall	Hire for Rural Comm Programme	000563	C	-£120.00	£0.00	-£120.00	£6,656.46	Hall	0509.6.1	AJP, ARD, RAM	LGA 1972 S145
2005.25	12/09/2005	I/2005/244/MHH	ENC	Grass cutting (Apr - Jul 05)	000564	C	-£1,255.03	-£219.63	-£1,474.66	£5,181.80	Grass Cutting	0509.6.1	MLF, ARD, RAM	HA 1980 S96
2005.26	12/09/2005	O/2005/097/MHH	NALC	Two planning courses for MLF	000565	C	-£40.00	£0.00	-£40.00	£5,141.80	Gen. Admin	0509.6.1	MLF, ARD, RAM	LGA 1972 S111
2005.27	12/09/2005	I/2005/238/MHH	Mrs S.E.Stopps	Grant to village Funday	000566	C	-£125.00	£0.00	-£125.00	£5,016.80	Misc. Expenses	0509.6.2	MLF, ARD, RAM	LGA 1972 S145
2005.28	12/09/2005	I/2005/246/MHH	ABB	St Lt Maint (Jul - Sept 05)	000567	ABB	-£109.04	-£19.08	-£128.12	£4,888.68	St Lighting	0509.6.1	MLF, ARD, RAM	PCA 1957 S3
2005.29	12/09/2005	O/2005/088/MHH	M.H.Hunter	Expenses 0509	000568	C	-£85.44	£0.00	-£85.44	£4,803.24	Gen. Admin	0509.6.3	MLF, ARD, RAM	LGA 1972 S111
2005.30	13/09/2005	I/2005/253/MHH	ENC	Community Safety Fund	BACS	C	£1,300.00	£0.00	£1,300.00	£6,103.24	Misc. Receipts			LGA 1972 S139
2005.31	27/09/2005	I/2005/271/MHH	ENC	PRECEPT (50%)	BACS	C	£2,500.00	£0.00	£2,500.00	£8,603.24	Precept			LGFA 1992 S41
2005.32	30/09/2005	I/2005/288/MHH	NWB	Interest (Jul - Sep 05)	Bank	C	£45.61	£0.00	£45.61	£8,648.85	Interest			
2005.33	28/10/2005	I/2005/301/MHH	HMC&E	VAT refund	BACS	C	£1,142.54	£0.00	£1,142.54	£9,791.39	Vat			C&E notice 749
2005.34	10/11/2005		USAF	305 BG memorial donation	100014	C	£9.57	£0.00	£9.57	£9,800.96	305 Donations			LGA 1972 S139
2005.35	14/11/2005	I/2005/312/MHH	M.L.Foulger	Poppy wreath	000569	C	-£16.50	£0.00	-£16.50	£9,784.46	Misc. Expenses	0510.6.1	MWW, SES, MJI	LGA 1972 S111
2005.36	14/11/2005	I/2005/315/MHH	Star & Garter	Grant for village fireworks	000570	C	-£150.00	£0.00	-£150.00	£9,634.46	Misc. Expenses	0510.6.2	MWW, SES, MJI	LGA 1972 S145
2005.37	14/11/2005	O/2005/101/MHH	M.H.Hunter	Expenses 0510	000571	C	-£46.17	£0.00	-£46.17	£9,588.29	Gen. Admin	0510.6.3	MWW, SES, MJI	LGA 1972 S111
2005.38	12/12/2005	I/2005/330/MHH	Powergen	St Lt Power (Jul - Sept 05)	000572	C	-£227.35	-£39.79	-£267.14	£9,321.15	St Lighting	0511.5.1	MWW, SES, MJI	PCA 1957 S3
2005.39	12/12/2005	I/2005/331/MHH	Village Hall	Hire for Council mtgs 2005	000573	C	-£120.00	£0.00	-£120.00	£9,201.15	Hall	0511.5.1	MWW, SES, MJI	LGA 1972 S111
2005.40	12/12/2005	I/2005/332/MHH	A.R.Dale	Expenses for newsletter	000574	C	-£12.72	£0.00	-£12.72	£9,188.43	Misc. Expenses	0511.5.1	MWW, SES, MJI	LGA 1972 S142
2005.41	12/12/2005	I/2005/333/MHH	SLCC	Annual fees for 2006	000575	C	-£30.00	£0.00	-£30.00	£9,158.43	Misc. Expenses	0511.5.1	MWW, SES, MJI	LGA 1972 S143
2005.42	12/12/2005	I/2005/334/MHH	ABB	St Lt Maint (Oct - Dec 05)	000576	C	-£109.04	-£19.08	-£128.12	£9,030.31	St Lighting	0511.5.1	MWW, SES, MJI	PCA 1957 S3
2005.43	12/12/2005	O/2005/109/MHH	M.H.Hunter	Expenses 0511	000577	C	-£54.56	£0.00	-£54.56	£8,975.75	Gen. Admin	0511.5.2	MWW, SES, MJI	LGA 1972 S111
<b>Balance C/F</b>							<b>£0.00</b>	<b>£3,813.98</b>	<b>-£779.85</b>	<b>£8,975.75</b>	<b>£8,975.75</b>			

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- C&E Customs & Excise
- HA Highways Act
- LA Litter Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- PCA Parish Councils Act

Cheque 000554 not used

Category	S137	Amount	VAT	Total
Brought Forward		£5,941.62	£0.00	£5,941.62
Precept		£5,000.00	£0.00	£5,000.00
Bank Interest		£84.80	£0.00	£84.80
Misc. Receipts		£1,300.00	£0.00	£1,300.00
305th BG memorial donations		£2,564.49	£0.00	£2,564.49
VAT refund		£1,142.54	£0.00	£1,142.54
<b>Income</b>		<b>£16,033.45</b>	<b>£0.00</b>	<b>£16,033.45</b>
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£916.28	-£21.00	-£937.28
St Lighting		-£1,118.21	-£195.69	-£1,313.90
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		-£1,950.00	-£341.25	-£2,291.25
Grass Cutting		-£1,255.03	-£219.63	-£1,474.66
Traffic Calming		£0.00	£0.00	£0.00
Grounds Maintenance		-£135.00	£0.00	-£135.00
Village Hall		-£240.00	£0.00	-£240.00
305th BG memorial costs		-£302.50	£0.00	-£302.50
Misc. Expenses		-£360.83	-£2.28	-£363.11
S137		£0.00	£0.00	£0.00
<b>Expenditure</b>		<b>£0.00</b>	<b>-£6,277.85</b>	<b>-£7,057.70</b>
<b>Income + Expenditure</b>		<b>£0.00</b>	<b>£9,755.60</b>	<b>£8,975.75</b>

Audit tables	
Brought Forward	£5,941.62
Precept	£5,000.00
Other income	£5,091.83
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£7,057.70
Balance	£8,975.75
Bank books	#
Assets	£0.00
Borrowing	£0.00

# = check bank statements to reconcile with balance

**Chelveston-cum-Caldecott Parish Council  
Clerk's Expenses Record**

S&P= Supply + Print

Date	Item	A4 S & P @ 4p	Post pence	DL Env @ 3p	A4 Env @ 10p	Copy @ 4p	Phone Calls	Mileage @ 52.7p/mile	Other
07/11/2005	Wanadoo - ISP broadband								£17.99
12/11/2005	Ring binders (2)								£3.98
12/11/2005	Pre-minutes for Chair/Clerk	6				6			
13/11/2005	Register of Interest updates - file copy					4			
14/11/2005	Atkins - Grass cutting grant request	1	30	1		1			
16/11/2005	CiLCA course part 7 @ NALC, N'ton							46	
19/11/2005	Minutes 0510 - 4 P.Cllrs & file	10			4	40			
19/11/2005	ENC - Register of Interest updates	1	30		1	1			
24/11/2005	NALC - Application for loan approval	4	30	1		4			
04/12/2005	ENC Planning - memorial application	11			1	25			
06/12/2005	Agenda 0511 - 7 P.Cllrs & file	4		7		28			
06/12/2005	Agenda 0511 - 2 D.Cllrs	1	60	2		1			
<b>TOTALS</b>		£1.52	£1.50	£0.33	£0.60	£4.40	£0.00	£24.24	£21.97

**TOTAL VALUE = £54.56**