

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

14th January 2008

Meeting Number 0801

Minutes of an **Ordinary Meeting** of the Parish Council held at **7:30 p.m. - Monday 14th January 2008** in the Chelveston Village Hall.

Present: - Councillors: Cllr A.R.Dale (Chairman)
 Cllr M.W.Wooding (Vice-Chairman)
 Cllr M.W. Emerson
 Cllr M.L.Foulger
 Cllr G.Harwood MBE (after item 13)
 Cllr M.J.Izzard
 Cllr P.Mommersteeg

 Clerk: Mr. M.H.Hunter

 Public: None.

Open Forum

Cllr Dale explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. None.

1 Apologies

- 1.1 Cllr Dale opened the meeting at 7:30 p.m. and asked for any apologies.
- 1.2 The Clerk advised Cllr Harwood and D.Cllr Whiting had sent their apologies (ENC meeting). The meeting agreed to accept these apologies.

2 Declarations of Interest under Section 50 of the LGA 2000

- 2.1 Cllr Foulger declared a prejudicial interest in item 5.1 (Secretary of the organisation).
- 2.2 The Clerk declared a prejudicial interest in item 15 (employee of the Council).
- 2.3 Cllr Dale advised he had initially declared a prejudicial interest to the Clerk regarding item 14 (competitor), but had since decided not to pursue a separate course of action and had therefore withdrawn his interest.

3 Minutes of Previous Meetings

The minutes of the ordinary Parish Council meeting **0713 – 17th December 2007** had been circulated.

The meeting resolved to:

- 3.1 Approve the minutes of meeting **0713** with the no amendments.

Proposed: Cllr Wooding Seconded: Cllr Emerson Decision: Unanimous

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4 Planning and Licensing Matters

4.1 New applications.

EN/07/02238/OUT Outline application for residential development at Darsdale Farm, Raunds. All matters reserved except access from Chelveston Road.

Cllr Dale outlined application for Darsdale Farm (up to 460 dwellings). The Clerk advised that one letter (from a resident in Chelveston Rd, Raunds) had been received objecting to the application. It was noted that both Stanwick PC & Raunds TC had objected and asked for S106 funding. If the Council was minded to respond, the Clerk recommended that the Council request s106 funding for traffic calming on the Raunds Rd.

Cllr Dale had estimated approx 500 extra vehicle movements per day and Cllr Emerson highlighted the development could be three times as big as Chelveston. In addition to traffic calming it was suggested that a combined cycle/pedestrian footway be requested for the Chelveston Rd – Raunds Rd section as part of the modal shift in transport patterns. This would also allow Chelveston to link into the new green cycleways in the forthcoming *Connect2* project.

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

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

4.2 Update on previous applications.

The Clerk advised the Biogen (UK) Westwood AD plant application had been re-submitted (NCC/08/00002/WAS) with a consultation closure date of 7th February. The most likely nuisance issue was odour and the applicant had provided details of the containment system. If the Council was minded to respond, the Clerk recommended that the Council request enforcement of the odour mitigation measures.

Cllr Emerson commented on the odour nuisance from the applicant's other plant in Bedfordshire and Cllr Dale described the intended mitigating measures.

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

Proposed: Cllr Emerson Seconded: Cllr Izzard Decision: Unanimous

The Clerk advised the Rural North, Oundle & Thrapston LDF was out for final consultation prior to submission, with a closure date of 22nd February. There were some policies that were likely to read across to the two other LDF's (such as Wind Farm location criteria), which the Clerk suggested the Council might wish to respond to. Cllr Dale requested the Clerk draft a response for the February meeting.

Cllr Dale advised that the *Star & Garter* reopened on Friday 11th January under the new licensee, Andrea Clayton.

5 Financial Transactions

- 5.1 The following invoices were due for payment – E-On (St Lt Power Oct – Dec 07) and Village Hall (hire fees 2007). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

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

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5.3 The bank statements for the month of December had not yet been received and reconciled.

5.4 The Clerk went through the 3rd quarter Budget Control Sheets.

The meeting agreed to the following virements;

305th BGM: £2,526.20 to be transferred to a restricted reserve.

St Lighting: +£100.00 Grants: -£100.00

Grass cutting: +£38.11 Repairs: -£38.00

Hall hire: +£14.00 Clerk: -£586.00

Elections: +£136.65 VAT: -£700.00 Reserves: +£50.00

Proposed: Cllr Foulger Seconded: Cllr Mommersteeg Decision: Unanimous

Opening Balance for the meeting	£3,623.61
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Receipts since last meeting

Number	Sender	Description	Method	Amount
None				
Total Receipts this meeting				£0.00

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2007.49	E-On	St Lt Power (Oct - Dec 07)	000688	£267.59
2007.50	Village Hall	Fees 2007	000689	£144.00
2007.51	M.H.Hunter	Expenses to 0801	000690	£44.98
Total Expenditure this meeting				£456.57

Closing Balance for this meeting	£3,167.04
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6 Updates on Projects List

6.1 Highways & footways Issues

Cllr Foulger (as the Parish Highways Representative) advised no progress from Atkins on the footways report. It was agreed he would escalate this up to the NCC Roads & Transport portfolio holder (C.Cllr Seery).

Cllr Foulger advised the Raunds Rd footway works reported at the last meeting were undertaken by BT.

Cllr Wooding asked the Council to write to NCC Highways for Armco barriers to protect *Blacksmiths Cottage* in Chelveston, following the recent structural damage caused by a car failing to make the bends. The meeting agreed.

Cllr Dale advised that the ET had been in contact regarding a sign erected on the A45 roundabout north of Raunds, where the name is mis-spelt as Chelverston. The Clerk confirmed NCC Highways had been notified.

6.2 Street Lighting

The Clerk advised that annual unmetered certificate had arrived and once checked would be confirmed or amended to E-On. C.Cllr Lawson had been in contact requesting information on Lamp 11, which the Clerk had supplied.

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6.3 Ditches

Cllr Izzard updated the meeting on flooding of *Pretoria Cottages* on 11th January. Likely that a new pipe will be laid either in parallel with the existing one or across the road to the opposite ditch.

Cllr Dale asked that JST be added to the list of Riparian Landowners the Council had written to and the meeting agreed.

6.4 E-Government

The Clerk advised for the 30 day period ending 11th January 2008 of the 1,831 hits, 6.82% came from the US, 1.97% from Europe & 2.95% from other countries.

The Clerk advised that total hits for 2007 were 16,867 (15,368 in 2006). He asked the Cllrs for permission to put additional address information on the Cllr webpage, since this was available from the newsletters. The meeting agreed.

Cllr Dale had recently started a web-log or "blog" on Council and village activities, as a way of communicating with the parish between meetings. Cllr Dale was keen to avoid any inadvertent bias and stressed that the blog should be open to all the Cllrs to input their work on behalf of the community. If the Council choose to officially adopt the blog, then some rules would be needed to ensure it did not expose the Council or Cllrs to any unplanned liability or breach any statutory requirements, such as suspending the blog during an election period. The Clerk confirmed he had only asked for one entry to be removed out of the 21 posted so far.

Cllr Dale suggested that he and the Clerk draft a usage policy and a disclaimer to go on the blog site for the February meeting. The meeting agreed.

7 Precept 2008

The Clerk issued the meeting with the latest budget figures and confirmed that £7,750 was still achievable, but with no remaining reserves. After debate it was decided to phase in the additional increase required to cover the annual running costs of approx £10,000.

The meeting resolved to set the Precept at £8,950 and instructed the Clerk to advise ENC accordingly.

Proposed: Cllr Wooding Seconded: Cllr Izzard Decision: Unanimous

8 Update on Quality Parish Scheme

The Clerk confirmed the paperwork had been submitted for checking by the Northants CALC Principle Officer.

9 CCP - Rural Community Programme (Easter 2008)

Cllr Dale advised that CCP were again offering their rural activities. The cost to the Council would be for the Village Hall (3 hours for up to 4 sessions). The cost to the children (age 8-13) would be £2 per session. Cllr Dale advised there were only 5-6 children in this range.

The meeting resolved to not to use the service and instructed the Clerk to advise CCP accordingly.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

10 Visits, Training & Courses.

Thurs 17th Jan: NGH PPI Forum at the Guildhall, Northampton @ 10:00.

Mon 28th Jan: Primary Health Care PPI Forum at the Guildhall, Northampton @ 17:30.

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11 Rights of Way Report

As requested by Cllr Izzard, the Clerk had asked NCC ROW for the progress on replacing the stile on footpath MM6 on the Raunds Rd (opposite Britten Close). In reply they had apologised for not delivery the stile kit to the landowner and would do so in the next 2 weeks.

BCC ROW had visited the site to inspect the missing link on footpath Y20 and had written to the landowners requesting voluntary consents to reopen the footpath.

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

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

Proposed: Cllr Dale

Seconded: Cllr Foulger

Decision: Unanimous

13 Councillor's Reports

The Clerk advised that Bristow Eves had been contacted about nearly 2,000 leaflets that had turned up along the B645 (Higham Rd) on Monday 7th January. The majority of these had been removed by Wednesday 9th January. The meeting requested the Clerk send a thank you to the company.

The Clerk advised the Northants Records Office had agreed to loan the Council a copy of the 1801 Inclosure Act, which is featured in the history section of the web-site.

Cllr Foulger highlighted the litter in the ditches and suggested that Operation Spring-clean be resurrected this year. He was trying to contact ENC to see what support (bags, tabards, etc) could be provided. Cllr Emerson suggested that Sat 1st March would be a suitable date and that this should feature in the next newsletter.

Cllr Izzard requested the newsletter remind residents to push the recycling down into the boxes provided to reduce the risk of it blowing away and becoming litter.

Cllr Emerson asked if "No Cold Calling" signs could be obtained.

Cllr Harwood arrived at this time.

The meeting resolved that the Public and Press should be excluded from the meeting under s100A of the Local Government Act 1972 from items 14 & 15 as they involve the likely disclosure of exempt information as defined in paragraphs 1, 3 & 4 of Schedule 12A of the Act.

14 Play/Recreation area

Cllr Dale outlined the potential possibilities for the creation of a play/recreation area. The Clerk advised the meeting of the investigative actions taken so far.

The meeting resolved to continue to investigate the possibility and instructed the Clerk to act accordingly.

Proposed: Cllr Izzard

Seconded: Cllr Wooding

Decision: Unanimous

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15 Clerk's service

The Clerk outlined the changes in his future fulltime employment and the potential solutions to allow him to continue to serve the Council. He asked the Council to consider if these were sufficient or if they would prefer him to train a replacement.

[The Clerk withdrew during this debate].

The meeting resolved to support the Clerk's new future working practices and instructed the Clerk to act accordingly.

Proposed: Cllr Dale

Seconded: Cllr Wooding

Decision: Unanimous

Date of Next Meeting:

An Ordinary Meeting of the Council would be held on 11th February 2008 in the Chelveston Village Hall.

The meeting closed at 9:22 p.m.

Issued on 17th January 2008.

Pages 1288 – 1297 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

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Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2008				
03/01/2008	I/2008/001/MHH	E-On	Invoice for St Lighting Power (Oct - Dec 2007)	Actioned
05/01/2008	I/2008/002/MHH	NCC	BACS Advice slip for S136 grant (grass cutting)	File
05/01/2008	I/2008/003/MHH	ENC	Reports of Committees - January 2008	Circulated
07/01/2008	I/2008/004/MHH	C&CD	Clerks & Councils Direct - Issue 55 January 2008	Circulated
07/01/2008	I/2008/005/MHH	Mr R.Dunham	Copy of objection letter sent to ENC for Dardale Farm development	File
08/01/2008	I/2008/006/MHH	Chelveston Village Hall	Invoice for hall hire 2007	Actioned
08/01/2008	I/2008/007/MHH	PPI Forum	Notice of mtgs on 17th & 28th Jan @ the Guildhall, Northampton	Circulated
09/01/2008	I/2008/008/MHH	E-On	Unmetered Supplies Certificate	Actioned
09/01/2008	I/2008/009/MHH	Barry Davies & Co	Duchy Field description	File
09/01/2008	I/2008/010/MHH	ENC	Notice of ENC mtg on Mon 14th Jan @ ENC	Circulated
10/01/2008	I/2008/011/MHH	Records Office	Loan copy of Inclosure Act 1801	File
10/01/2008	I/2008/012/MHH	Beds BC (D.Bailey)	Notification of appeal by Nuon regarding Podington Wind Farm	File
10/01/2008	I/2008/013/MHH	CCP (Roger Lovesay)	Inclusive Taster Day on Sat 9th Feb @ Pemberton Centre & posters	Actioned
11/01/2008	I/2008/014/MHH	Beds BC (Natalie Westgate)	Biddenham Loop Design Guide SPD	File
11/01/2008	I/2008/015/MHH	Beds BC (Natalie Westgate)	West of Kempston Design Guide SPD	File
11/01/2008	I/2008/016/MHH	ENC (Michael Burton)	Rural North, Oundle & Thrapston Plan - submission & consultation	Actioned

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2008						
02/01/2008	O/2008/001/MHH	Records Office	Request for loan copy of Inclosure Act 1801	Posted		
09/01/2008	O/2008/002/MHH	Parish Cllrs	Agenda 0801	Delivered		

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

S&P= Supply + Print

Date	Item	A4 S & P @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/12/2007	Orange - ISP broadband									£17.99
16/12/2007	Pre-minutes for Clerk/Chair	4					4			
17/12/2007	Budget sheets - 7 P.Cllrs & File	1					7			
17/12/2007	Meeting dates 2008	1					7			
19/12/2007	Minutes 0713 - 3 P.Cllrs & File	8					24			
19/12/2007	Zonelabs - firewall									£20.33
23/12/2007	ABB - Payment of invoices		34	1						
23/12/2007	SLCC - Fees 2008		34	1			1			
02/01/2008	Records Office - loan request	1	34	1			1			
09/01/2008	Agenda 0801 - 7 P.Cllrs & File	4					28			
TOTALS		£1.14	£1.02	£0.18	£0.00	£0.00	£4.32	£0.00	£0.00	£38.32

TOTAL VALUE = £44.98

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Minutes of an Ordinary Meeting of the Parish Council

11th February 2008

Meeting Number 0802

Minutes of an **Ordinary Meeting** of the Parish Council held at **7:30 p.m. - Monday 11th February 2008** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: Peter Bone MP, D.Cllr P.Whiting, C.Cllr D.Lawson MBE and 72 members of the public.

Open Forum.

Cllr Dale explained that this was an opportunity to speak on any agenda item other than item 4.1 for a max of 15 minutes before the meeting started. One resident asked about the blocked water pipes beneath the fords and the "high water" footpath beside the ford.

1 Apologies.

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

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

2.1 Cllr Harwood declared a prejudicial interest in item 4.1 (will consider this matter at ENC Planning committee).

3 Minutes of Previous Meetings.

The minutes of the ordinary Parish Council meeting **0801 – 14th January 2008** had been circulated.

The meeting resolved to:

3.1 Approve the minutes of meeting **0801** with the no amendments.

Proposed: Cllr Wooding Seconded: Cllr Mommersteeg Decision: Unanimous

4 Planning and Licensing Matters.

4.1 New applications.

NCC/08/00003/WAS Construction and use of biomass renewable energy plant at Chelveston Renewable Energy Park.

Cllr Dale advised the Cllr Harwood would not be voting on this item, so as to avoid any pre-determination issues when it was debated by ENC. He then invited Mr Chris Pentland of Preserve, to make a presentation to the meeting. Cllr Dale then opened the

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meeting up to the public and invited comments on the application. Major issues include Greenfield status, HGV routes (& problems with the bridleway), visual impact and cumulative effect. C.Cllr Lawson confirmed NCC would be making a site visit. Peter Bone MP addressed the meeting and explained his position and the options available to him in Parliament.

Cllr Dale outlined the application. Cllr Izzard raised concerns about fire safety (citing the two fires at the tyre recycling site). Cllr Mommersteeg reiterated her concerns for horse riders when sharing the 7m fenced track with HGVs.

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

Proposed: Cllr Wooding Seconded: Cllr Izzard Decision: Majority (1 abstention)

Cllr Dale advised the application was likely to be heard by an NCC planning committee on Tues 1st April @ 10:00. As he would not be available, he proposed that Cllr Harwood be nominated to speak at the NCC planning meeting, as this would occur after ENC had considered the application on the 5th March.

Proposed: Cllr Wooding Seconded: Cllr Mommersteeg Decision: Unanimous

4.2 Rural North, Oundle and Thrapston Plan LDD.

Cllr Dale advised the Clerk had sent out a briefing note with the agenda on this item.

The meeting resolved to request two changes to the plan and instructed the Clerk to advise ENC accordingly.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

4.3 Update on previous applications.

The Clerk advised that the ENC case officer was recommending objection for the Biogen (UK) Westwood AD plant application (NCC/08/00002/WAS) when it comes before the ENC Planning Committee on the 13th February.

5 Financial Transactions.

5.1 The following invoices were due for payment – None.

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: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

5.3 The bank statements for the months of December and January had been received and reconciled.

5.4 The quarterly bank interest and the NCC grass cutting grant had been received.

Opening Balance for the meeting £3,167.04

Receipts since last meeting

Number	Sender	Description	Method	Amount
2007.52	NWB	Interest (Oct-Dec 07)	Bank	£49.00
2007.53	NCC	Grass cutting grant 2007	BACS	£565.46
Total Receipts this meeting				£614.46

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Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2007.54	M.H.Hunter	Expenses to 0802	000691	£34.47
Total Expenditure this meeting				£34.47
Closing Balance for this meeting				£3,747.03

6 Updates on Projects List.

6.1 Highways & footways Issues.

Cllr Foulger (as the Parish Highways Representative) advised that he had not yet escalated the footways report to C.Cllr Seery, but hoped to do so in the next week or two. Cllr Dale asked that the "high water" footpath by the Water Lane ford be added to the list.

Cllr Izzard described how one resident had sustained injuries from a fall caused by a pothole and how NCC had started marking out areas for repair.

The Clerk advised the quote for the grass-cutting contract had arrived, with the reduction for the 305th BG Memorial, as this was being cut by the neighbouring properties.

The meeting resolved to accept the quote and instructed the Clerk to advise ENC accordingly.

Proposed: Cllr Emerson Seconded: Cllr Harwood Decision: Unanimous

6.2 Street Lighting.

The Clerk advised that annual unmetered certificate had been updated and agreed with E-On. The annual consumption is approx 15.1MWh.

The Clerk had met with C.Cllr Lawson to sign the grant application forms for Lamp 11, but it was not yet known if the application was successful.

6.3 Ditches.

Cllr Izzard updated the meeting on the recent events and the Environment Agency visit. Work was currently in progress to lay pipes to bypass the houses. It may be necessary for the Council to remind the Sawyer's Charity of their riparian responsibilities.

Cllr Dale raised the issue of the blocked pipes under the fords that needed jetting out.

Cllr Dale advised the meeting that the Foot Lane riparian owners had done an excellent job on clearing their section of the brook. Cllr Izzard highlighted sections previously cleared by ENC that were still causing problems.

The meeting resolved to instruct the Clerk to chase up ENC accordingly.

Proposed: Cllr Izzard Seconded: Cllr Foulger Decision: Unanimous

6.4 E-Government.

The Clerk advised for the 30 day period ending 10th February 2008 of the 1,883 hits, 7.21% came from the US, 3.45% from Europe & 1.71% from other countries.

Cllr Dale advised that a disclaimer was now posted on the "blog" site.

7 Village Welcome pack leaflets.

The Clerk gave the Cllrs a copy of the version 6 of the welcome pack (updated from 2003). Any changes notified would go into version 7, with a provisional publication date of Jan 2009. He thanked Cllr Foulger for his help in tracking down phone numbers.

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8 Dog Fouling.

Cllr Dale advised the meeting that a resident of Duchy Close had complained about dog fouling and mis-use of a footpath by horse riders. The Clerk had been in touch with the ENC Dog Warden to arrange for "No Fouling" signs to be put up.

9 Code of Conduct consultation & vacancies on the ENC Standards Board.

Cllr Dale advised the government was consulting on the details of introducing local assessment of standards complaints. Of possible concern is a proposal to allow the District/Borough Councils to charge other authorities for using their services. This could be interpreted as allowing the charging of the Town & Parish Councils for investigating complaints about their members, which would be an unbudgeted cost, particularly unwelcome if the complaints were subsequently declared unfounded.

The meeting resolved to object to the proposal of charging the Town & Parish Councils and instructed the Clerk to advise DCLG accordingly.

Proposed: Cllr Foulger Seconded: Cllr Harwood Decision: Unanimous

In connection with the above, ENC is increasing the size of its Standards Board to cope and wishes to increase the number of Town & Parish Cllrs from two to four. All non-dual-hatted Cllrs are eligible to serve.

10 Northants Fire & Rescue operational standards consultation.

Cllr Dale advised that Northants Fire & Rescue were consulting on their proposed standards for operational response.

Under the present 1985 standards, the parish is a class D risk, with the first appliance on scene within 20 minutes of mobilising (as is most of the County). Towns tend to be Class C (8-10 mins for first appliance) and a few parts of Northampton & Corby are Class B (5 mins for first appliance and 8 mins for second appliance).

The new proposals would aim for the first appliance to attend within 8 mins (75% of the time) for primary fires, Road Traffic Collisions and imminent risk to life with additional resources within 15 mins (75% of the time). For other call-outs, the first appliance to attend within 15 mins (75% of the time).

The meeting resolved to support to the proposals and instructed the Clerk to advise Northants Fire & Rescue accordingly.

Proposed: Cllr Wooding Seconded: Cllr Harwood Decision: Unanimous

11 Visits, Training & Courses.

Tues 12th Feb: DCLG *Planning and Wind Power Workshop for Councillors* at Guildhall, Northampton @ 13:00 (Cllr Harwood).

Sat 16th Feb: ESN *How to set up a shop* at Titchmarsh @ 9:30.

Mon 18th Feb: Primary Health Care PPI forum at the Guildhall, Northampton @ 17:30.

Tues 19th Feb: Northants Healthcare PPI forum at the Abbey centre, Northampton @ 14:00.

Tues 15th Apr: CPRE *Northants Planning & Landscapes* at Cranford Hall @ 18:00 (£28).

Thurs 17th Jul: Northants Emergency Planning at WBC @ 18:30.

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12 Tree Warden's report on TPO 247.

The Clerk (as Tree Warden) had received the updated report on the temporary TPO placed on the three trees to the south of Manor Farm, Caldecott. On detailed examination, major structural defects were present at the base of all three. As such it would not be possible to confirm this order (making it permanent) because they would fall within the exemption for trees which are considered to be dead, dying and/or dangerous.

This means that the owners can manage them as they see fit, including felling the trees to facilitate a location for a new stable block. The Council can, of course, request a landscaping condition for replacement trees on the new application if submitted.

13 Rights of Way Report.

No report.

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

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

Proposed: Cllr Dale

Seconded: Cllr Emerson

Decision: Unanimous

15 Councillor's Reports.

The Clerk advised that ENC were investigating a graffiti policy and were asking the Town & Parish Councils to notify them of locations. The Clerk was not aware of any within the parish.

The Clerk advised that the Public & Patient Involvement (PPI) forums were to be replaced from April 2008 with Local Involvement Networks (LINK) which will expand the existing PPI role in health care to include social care.

Cllr Dale proposed that the Council send a thank you letter to Justin Beveridge for his research into the CRE bio-mass application.

Proposed: Cllr Dale

Seconded: Cllr Emerson

Decision: Unanimous

Date of Next Meeting:

An Ordinary Meeting of the Council would be held on 10th March 2008 in the Chelveston Village Hall.

The meeting closed at 9:35 p.m.

Issued on 13th February 2008.

Pages 1298 – 1306 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2008				
10/01/2008	I/2008/013/MHH	CCP (Roger Lovesay)	Inclusive Taster Day on Sat 9th Feb @ Pemberton Centre & posters	Actioned
11/01/2008	I/2008/016/MHH	ENC (Michael Burton)	Rural North, Oundle & Thrapston Plan - submission & consultation	Actioned
15/01/2008	I/2008/017/MHH	PPI Forum	Notice of mtg on 22nd Jan @ the Volunteer centre, Wellingborough	File
16/01/2008	I/2008/018/MHH	Enterprise Solutions N'ton	Invite to a Community Shop event on Sat 16th Feb @ Titchmarsh	File
18/01/2008	I/2008/019/MHH	Police	Monthly Crime Report December 2007	File
18/01/2008	I/2008/020/MHH	NACRE	Playing Field Winter 2007/8	File
18/01/2008	I/2008/021/MHH	ENC	Minutes of Planning Committee held on 9th Jan @ ENC	File
18/01/2008	I/2008/022/MHH	ENC (Keith Osborne)	Request for application for PTC members of the Standards Board	Actioned
18/01/2008	I/2008/023/MHH	DCLG (Paul Rowsell)	Consultation on orders & regs for Code of Conduct for members	Actioned
19/01/2008	I/2008/024/MHH	NWB	Bank Statements	File
24/01/2008	I/2008/025/MHH	NCALC	Update Issue 1/08 Jan-Feb 2008	Circulated
24/01/2008	I/2008/026/MHH	NCC (Joanne Maddams)	Parish Emergency Planning Conf on 17th July @ WBC	Awaiting
24/01/2008	I/2008/027/MHH	NCC Atkins	Parish Highways Reps Review Jan 2008	Circulated
24/01/2008	I/2008/028/MHH	NCC Planning	Application of Bio-mass plant at CRE Park	Awaiting
30/01/2008	I/2008/029/MHH	NCC (Maureen Jerram)	Consultation on LINK to replace PPI Forums	File
30/01/2008	I/2008/030/MHH	Audit Commission	Appointment of external auditor 2007/8 - 2011/12 BDO Stoy Hayward	Audit File
31/01/2008	I/2008/031/MHH	ENC (Mick Bowerman)	Agenda for Standards Board mtg on 6th February 2008	Circulated
01/02/2008	I/2008/032/MHH	Fire & Rescue service	Consultation on proposed standards for operational response	Actioned
01/02/2008	I/2008/033/MHH	CPRE (Sally Hanrahan)	Invite to Planning & Landscapes on 15th April @ Cranford Hall	Awaiting
01/02/2008	I/2008/034/MHH	NACRE	VOY competition forms	File
04/02/2008	I/2008/035/MHH	ENC (Jane Stanhope)	Grass cutting contract schedule for 2008	Actioned
05/02/2008	I/2008/036/MHH	E-On	Revised Umetered Supplies Certificate	File
07/02/2008	I/2008/037/MHH	ENC (Mrs Terrie Watson)	District wide graffiti policy infor request	Actioned
07/02/2008	I/2008/039/MHH	NWB	Bank Statements	File
08/02/2008	I/2008/040/MHH	PPI Forum	Change to LINKs and notice of PPI meetings in Northampton	Circulated
08/02/2008	I/2008/041/MHH	NCC Planning	Update on CRE biomass plant operating hours	File
08/02/2008	I/2008/042/MHH	Police	Monthly Crime Report January 2008	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.
2008						
14/01/2008	O/2008/003/MHH	Parish Cllrs	Minutes 0801	Delivered		
14/01/2008	O/2008/004/MHH	ENC (Rob Austin)	Precept request form 2008-9	Posted	0801.7	I-2007-340-MHH
19/01/2008	O/2008/005/MHH	ENC Planning	Response to application - Darsdale Farm, Raunds	Posted	0801.4.1	I-2007-345-MHH
21/01/2008	O/2008/006/MHH	JST Forklifts	Riparian owners and the brook	Delivered	0801.6.3	
21/01/2008	O/2008/007/MHH	NCC (Debbie Strong)	Barriers on B645 near Blacksmith's Cottage	Posted	0801.6.1	
29/01/2008	O/2008/008/MHH	Residents	Welcome Pack version 6	Printed		
22/01/2008	O/2008/009/MHH	NCC Planning	Response to application - Westwood AD plant	Posted	0801.4.2	
28/01/2008	O/2008/010/MHH	E-On	Corrections to Unmetered Supplies Certificate	Posted	0801.6.1	I/2008/008/MHH
06/02/2008	O/2008/011/MHH	Parish Cllrs	Agenda 0802	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2007/2008

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2007.45	17/12/2007	I/2007/328/MHH	ABB	Replacement lamp 11	000684	C	-£612.00	-£107.10	-£719.10	£3,841.35	St Light Repairs	0713.5.1	MHH, MLF, PM	PCA 1957 S3
2007.46	17/12/2007	I/2007/334/MHH	SLCC	Fees (2008)	000685	C	-£30.00	£0.00	-£30.00	£3,811.35	Gen. Admin	0713.5.1	MHH, MLF, PM	LGA 1972 S143
2007.47	17/12/2007	I/2007/338/MHH	ABB	St Lt Maint (Oct-Dec 07)	000686	C	-£122.58	-£21.45	-£144.03	£3,667.32	St Lighting	0713.5.1	MHH, MLF, PM	PCA 1957 S3
2007.48	17/12/2007	O/2007/124/MHH	M.H.Hunter	Expenses 0713	000687	C	-£43.71	£0.00	-£43.71	£3,623.61	Gen. Admin	0713.5.2	MHH, MLF, PM	LGA 1972 S111
2007.49	14/01/2008	I/2008/001/MHH	E-On	St Lt Power (Oct - Dec 07)	000688	C	-£227.74	-£39.85	-£267.59	£3,356.02	St Lighting	0801.5.1	MHH, MJI, MWW	PCA 1957 S3
2007.50	14/01/2008	I/2008/006/MHH	Chelveston Village Hall	Hall hire 2007	000689	C	-£144.00	£0.00	-£144.00	£3,212.02	Hall	0801.5.1	MHH, MJI, MWW	LGA 1972 S111
2007.51	14/01/2008	O/2008/003/MHH	M.H.Hunter	Expenses 0801	000690	C	-£44.98	£0.00	-£44.98	£3,167.04	Gen. Admin	0801.5.2	MHH, MJI, MWW	LGA 1972 S111
2007.52	31/12/2008	I/2008/039/MHH	NWB	Interest (Oct-Dec 07)	Bank	C	£49.00	£0.00	£49.00	£3,216.04	Interest			
2007.53	07/02/2008	I/2008/002/MHH	NCC	Grass cutting grant	BACS	C	£565.46	£0.00	£565.46	£3,781.50	Misc. Receipts			LGA 1972 S136
2007.54	11/02/2008	O/2008/013/MHH	M.H.Hunter	Expenses 0802	000691	C	-£34.47	£0.00	-£34.47	£3,747.03	Gen. Admin	0802.5.2	MHH, MLF, PM	LGA 1972 S111
Balance C/F							£0.00	£4,788.63	-£1,041.60	£3,747.03	£3,747.03			

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- C&E Customs & Excise
- HA Highways Act
- LA Litter Act
- LGFA Local Govt Act
- LGFA Local Govt Finance Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheque 000677 not issued

Category	S137	Amount	VAT	Total
Brought Forward		£1,358.87	£0.00	£1,358.87
Precept		£7,500.00	£0.00	£7,500.00
Bank Interest		£76.96	£0.00	£76.96
Misc. Receipts		£565.46	£0.00	£565.46
305th BG memorial donations		£580.00	£0.00	£580.00
VAT refund		£3,924.98	£0.00	£3,924.98
Income		£14,006.27	£0.00	£14,006.27
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£2,375.36	-£71.37	-£2,446.73
St Lighting		-£1,399.67	-£244.93	-£1,644.60
St Lighting repairs		-£612.00	-£107.10	-£719.10
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£2,838.11	-£496.66	-£3,334.77
Insurance		-£454.70	£0.00	-£454.70
Grants		-£595.00	£0.00	-£595.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Village Hall		-£144.00	£0.00	-£144.00
305th BG memorial costs		-£798.80	-£121.54	-£920.34
Misc. Expenses		£0.00	£0.00	£0.00
S137		£0.00	£0.00	£0.00
Expenditure		£0.00	-£9,217.64	-£1,041.60
Income + Expenditure		£0.00	£4,788.63	-£1,041.60

Audit tables	
Brought Forward	£1,358.87
Precept	£7,500.00
Other income	£5,147.40
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£10,259.24
Balance	£3,747.03
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 @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/01/2008	Orange - ISP broadband									£17.99
14/01/2008	Pre-minutes for Clerk/Chair	4					4			
14/01/2008	Budget sheets - 7 P.Cllrs & File	1					7			
14/01/2008	Qtrly budget control sheets	1					7			
14/01/2008	ENC - Precept request		34	1						
17/01/2008	E-On - Payment of invoice		34							
18/01/2008	Minutes 0801 - 3 P.Cllrs & File	10					30			
19/01/2008	ENC Planning - response to application	2	34	1			2			
21/01/2008	JST Forklifts - Riparian owners & the brook	2								
21/01/2008	NCC Highways - request for barriers B645	1	34	1			1			
23/01/2008	NCC Planning - response to application	1	34	1			1			
26/01/2008	A4 Ring binders (2)									£2.98
28/01/2008	E-On - Unmetered Supplies Certificate	1	34	4			4			
29/01/2008	Welcome Packs (15)	4					60			
06/02/2008	Agenda 0802 - 7 P.Cllrs & File	5					35			
	TOTALS	£1.92	£2.04	£0.48	£0.00	£0.00	£9.06	£0.00	£0.00	£20.97

TOTAL VALUE = £34.47

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

10th March 2008

Meeting Number 0803

Minutes of an **Ordinary Meeting** of the Parish Council held at **7:30 p.m. - Monday 10th March 2008** in the Chelveston Village Hall.

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

 Clerk: Mr. M.H.Hunter

 Public: 3 members of the public.

Open Forum.

Cllr Dale explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. None.

1 Apologies.

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

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

- 2.1 Cllr Izzard declared a personal interest in item 5.1 (occasional non-member player).
- 2.2 Cllr Emerson declared a prejudicial interest in item 5.1 (pre-determination).
- 2.3 Cllr Harwood declared a prejudicial interest in item 5.1 (will consider this matter at ENC Planning committee).
- 2.4 Cllrs Dale, Emerson, Harwood, Izzard & Wooding declared a personal interest in item 5.2 (regularly drink twice or more a week in the *Star & Garter*).

3 Notification of Executive Action (SO83).

The Clerk advised that the Council had been requested by NCALC to submit its QPS application (see item 9) and fee. Having consulted with the Chairman, Vice-Chairman and IFV, the Clerk raised the cheque on behalf of the Council under SO 83.

4 Minutes of Previous Meetings.

The minutes of the ordinary Parish Council meeting **0802 – 11th February 2008** had been circulated.

The meeting resolved to:

- 4.1 Approve the minutes of meeting **0802** with the no amendments.

Proposed: Cllr Wooding Seconded: Cllr Izzard Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

granting planning permission and then controlling & managing subsequent development. Public consultation will take place in summer, but ahead of that the statutory consultees and the minerals & waste industry get a “first pass” at influencing it. Deadline is 1st May.

The MWDF Preferred Options generated over 1,400 responses (mainly site specific), with approx 337 objections to WA8 (CRE park). NCC's intention to go to Submission stage in April is now in doubt, as they are awaiting the changes in Govt policy.

6 Financial Transactions.

- 6.1 The following invoices were due for payment – ABB (St Lt Maintenance (Jan – Mar 08)). The meeting resolved to approve the payment & authorised the appropriate cheque to be signed.

Proposed: Cllr Foulger Seconded: Cllr Wooding Decision: Unanimous

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

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

- 6.3 The Clerk's salary was due. In accordance with tradition, Cllr Dale as chairman of the Council donated his salary.

- 6.4 The bank statements for the month of February have been received and reconciled.

Opening Balance for the meeting £3,747.03

Receipts since last meeting

Number	Sender	Description	Method	Amount
2007.55	A.R.Dale	Donation of Clerk's salary	Cash	£1.00
Total Receipts this meeting				<u>£1.00</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2007.56	NCALC	QPS application fee	000692	£29.38
2007.57	ABB	St Lt Maint (Jan – Mar 08)	000693	£151.20
2007.58	M.H.Hunter	Expenses to 0803	000694	£57.14
2007.59	M.H.Hunter	Clerk's salary	Cash	£1.00
Total Expenditure this meeting				<u>£238.72</u>

Closing Balance for this meeting £3,509.31

7 Updates on Projects List.

7.1 Highways & footways Issues.

Cllr Foulger (as the Parish Highways Representative) advised he had contacted Margaret Andrews (Atkins) who confirmed a job card had been issued in Jan for completion in February. She will investigate and respond. C.Cllr Seery had also been contacted, but explained the NCC Highways was currently undergoing a re-organisation.

The Clerk advised the first grass cut had taken place.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

7.2 Street Lighting.

The Clerk advised that confirmation had now been received that the £612 Councillor Empowerment grant had been awarded for the replacement of lamp 11. At a suitable time, NCC would like a photograph and it was suggested that C.Cllr Lawson be invited for the photo opportunity.

The Clerk advised that the dim lamp on lamp 31 (opposite Poplar Farm) had been replaced. Two Cllrs reported faulty lights.

7.3 Ditches.

Cllr Izzard updated the meeting on the recent events and confirmed the new piepwork was diverting the water to the ditch on the opposite site of the carriageway.

The Clerk confirmed ENC had been asked to finish off the section in Water Lane behind Hillside.

7.4 E-Government.

The Clerk advised for the 30 day period ending 9th March 2008 of the 1,482 hits, 11.80% came from the US, 14.80% from Europe & 1.83% from other countries.

8 Update on Operation Spring clean.

Cllr Foulger advised that 45 bags of rubbish, plus old tyres and a 40 gallon drum had been rounded up so far by a small band of volunteers.

It was agreed that Cllr Dale would approach a particular resident whose recycling is being blown away and littering the ditches.

9 Update on Quality Parish Scheme.

Cllr Dale advised that the evidence submission had got through the checking stage and would be considered by an accreditation panel at NCALC on Friday 14th March. Both the Clerk and he would attend the interview session.

10 Update on Local Government.

The Clerk advised the Council on the recent changes and initiatives.

The *Local Government & Public Involvement in Health Act 2007* is now law and DCLG was now looking at the enabling legislation to enact the various parts of it.

The revised *Practitioners Guide Governance and Accountability in Local Councils in England and Wales* is due out shortly. The Council is recommended to purchase two copies (for the IFV and Clerk/RFO).

The MOJ is expected to amend to the *Local Authorities Cemetery Order 1977* later this year to enable 10-12 pilot grave re-use schemes to proceed, in order to test the administration and public acceptance.

Commission for Rural Communities are running an inquiry into *Strengthening the Role of Rural Councillors*. The Commission became an independent body on 1 October 2006, following the enactment of the *Natural England and Rural Communities Act 2006*. Some of its recommendations include;

- The costs of democracy should be met by taxpayers nationally.
- A structure of powerful new unitary authorities serving their communities, working closely with a renewed structure of empowered and influential parish and town councils.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

11 Visits, Training & Courses.

Fri 14th Mar: County QPS accreditation panel at NCLAC @ 11:00 (Cllr Dale & Clerk).

Mon 31st Mar: Dog Control Orders seminar at ENC @ 18:00.

Tues 15th Apr: CPRE *Northants Planning & Landscapes* at Cranford Hall @ 18:00 (£28).

Weds 16th Apr: Green Space Toolkit for communities at NACRE @ 18:30.

Sat 19th Apr: ENC Chairman's Charity Ball at Wadenhoe House @ 19:00 (£35).

Thurs 17th Jul: Northants Emergency Planning at WBC @ 18:30.

12 Rights of Way Report.

Cllr Izzard asked if the new stile for footpath MM6 had been delivered to the landowner yet?

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

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

Proposed: Cllr Harwood Seconded: Cllr Mommersteeg Decision: Unanimous

14 Councillor's Reports.

The Clerk advised that Wootton & East Hunsbury Parish Council had recently voted themselves a £4,000 attendance allowance for Council meetings (independent recommendation was £750). To cover this, the Precept was due to rise 16%. By comparison this Council's £80 Chairman's allowance was looking good value!

Cllr Izzard raised the issue of speeding on the Raunds Road. It was agreed that future traffic calming plans would be discussed at the next meeting.

Cllr Mommersteeg advised that Preserve were holding a Promise Auction on 18th April and requested it be included in the Apr/May newsletter.

Date of Next Meeting:

An Ordinary Meeting of the Council would be held on 14th April 2008 in the Chelveston Village Hall.

The meeting closed at 8:53 p.m.

Issued on 11th March 2008.

Pages 1307 – 1315 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log

Date of Receipt	Document Number	Correspondent	Description	Action Required
2008				
24/01/2008	I/2008/026/MHH	NCC (Joanne Maddams)	Parish Emergency Planning Conf on 17th July @ WBC	File
09/02/2008	I/2008/043/MHH	ENC (Beth Gordon)	Dog Control Orders - seminar on 31st March 2008	File
16/02/2008	I/2008/044/MHH	ENC Planning	Application for extra 9 holes on existing 9 hole course, Rushden Golf Club	File
18/02/2008	I/2008/045/MHH	ENC (Michael Burton)	Reciept of response to RNOTP LDD	File
18/02/2008	I/2008/046/MHH	NACRE	Launch of Green Space Toolkit for communities on 16th April 2008	File
18/02/2008	I/2008/047/MHH	ENC Planning	Planning Application for extra 9 holes at Rushden Golf Course	Actioned
23/02/2008	I/2008/048/MHH	ENC (Lorraine Campion)	Invite to ENC Chairman's Charity Spring dinner on 19th April	File
23/02/2008	I/2008/049/MHH	CCP (Jackie Ackroyd)	Posters for International Women's Day	Awaiting
23/02/2008	I/2008/050/MHH	ENC Planning	Planning Appeal against ENC refusal of CRE generator application	File
23/02/2008	I/2008/051/MHH	ENC Planning	Details of CRE generator appeal	Awaiting
25/02/2008	I/2008/052/MHH	NCC (Sarah Burr)	Award of grant from NCC for replacing St Lamp	File
25/02/2008	I/2008/053/MHH	ENC	Reports of Committees - March 2008	File
28/02/2008	I/2008/054/MHH	PPI Forum	Notice of PPI meetings in Northampton	File
28/02/2008	I/2008/055/MHH	ENC Planning	Notification of ENC planning mtg on CRE AD appliacion on 5th March	Actioned
28/02/2008	I/2008/056/MHH	ENC (Keith Osborne)	Invite to ENC Council meeting on 3rd March 2008	File
28/02/2008	I/2008/057/MHH	Michael Smith	Copy of objection letter sent to NCC for CRE AD plant	File
05/03/2008	I/2008/058/MHH	NACRE	Village News and survey	Circulated
05/03/2008	I/2008/059/MHH	Beds BC	Notification that Nuon have withdrawn windfarm appeal	File
05/03/2008	I/2008/060/MHH	ENC (Keith Osborne)	Budget notes for ENC mtg on 3rd March	Circulated
07/03/2008	I/2008/061/MHH	NCC (Mark Chant)	MWDF - Control & Management DPD discussion paper notification	Actioned
08/03/2008	I/2008/062/MHH	C&CD	Clerks & Councils Direct - Issue 56 March 2008	Circulated
08/03/2008	I/2008/063/MHH	Mr & Mrs Bagley	Objection to change of <i>Star & Garter</i> licensing hours	File
08/03/2008	I/2008/064/MHH	NCT (Joanne Wake)	Grant request	Awaiting
08/03/2008	I/2008/065/MHH	ABB	Invoice for St Lighting Maintenance (Jan - Mar 08)	Actioned
08/03/2008	I/2008/066/MHH	NCC	BACS Advice slip for Cllr empowerment grant (Lamp 11)	File
08/03/2008	I/2008/067/MHH	NWB	Bank Statements	File
10/03/2008	I/2008/068/MHH	Bletsoe & Son	Copy of objection to ENC on behalf of Graham Hill	File

**Chelveston-cum-Caldecott Parish Council
Northamptonshire**

Clerk's Outgoing Correspondence Log

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2008						
16/02/2008	O/2008/012/MHH	Parish	Newsletter - Feb/Mar 2008 issue	Delivered		
05/02/2008	O/2008/013/MHH	Parish Cllrs	Minutes 0802	Delivered		
12/02/2008	O/2008/014/MHH	DCLG (William Tandoh)	Response to local Standards Board consultation	Posted	0802.9	I/2008/023/MHH
12/02/2008	O/2008/015/MHH	ENC (Michael Burton)	Response to Rural North, Oundle & Thrapston Plan	Posted	0802.4.2	I/2008/016/MHH
12/02/2008	O/2008/016/MHH	Fire & Rescue service	Response to consultation on operational response times	Posted	0802.10	I/2008/032/MHH
12/02/2008	O/2008/017/MHH	ENC (Jane Stanhope)	Grass cutting contract schedule for 2008	Posted	0802.6.1	I/2008/035/MHH
12/02/2008	O/2008/018/MHH	ENC (Mrs Terrie Watson)	Reponse to district wide graffiti policy	Posted	0802.15	I/2008/037/MHH
28/02/2007	O/2008/019/MHH	NCC Planning	Report on CRE Biomass plant application	Delivered	0802.4.1	I/2008/028/MHH
28/02/2007	O/2008/020/MHH	NCC Planning	Response to application - CRE Biomass plant	Delivered	0802.4.1	I/2008/028/MHH
18/02/2008	O/2008/021/MHH	Justin Beveridge	Thank you letter for work on CRE application	Delivered	0802.15	
29/02/2008	O/2008/022/MHH	NCALC	QPS application form	Delivered		
05/03/2008	O/2008/023/MHH	Parish Cllrs	Agenda 0803	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

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2007.53	07/02/2008	I/2008/002/MHH	NCC	Grass cutting grant	BACS	C	£565.46	£0.00	£565.46	£3,781.50	Misc. Receipts			LGA 1972 S136
2007.54	11/02/2008	O/2008/013/MHH	M.H.Hunter	Expenses 0802	000691		-£34.47	£0.00	-£34.47	£3,747.03	Gen. Admin	0802.5.2	MHH, MLF, PM	LGA 1972 S111
2007.55	10/03/2008	O/2008/024/MHH	A.R.Dale	Donation of Clerk's salary	Cash	C	£1.00	£0.00	£1.00	£3,748.03	Misc. Receipts			LGA 1972 S139
2007.56	26/02/2008	O/2008/022/MHH	NCALC	QPS application fee	000692		-£29.38	£0.00	-£29.38	£3,718.65	Gen. Admin		MHH, ARD, MLF	LGA 1972 S111
2007.57	10/03/2008	I/2008/065/MHH	ABB	St Lt Maint (Jan - Dec 08)	000693		-£128.68	-£22.52	-£151.20	£3,567.45	St Lighting	0803.6.1	MHH, MLF, PM	PCA 1957 S3
2007.58	10/03/2008	O/2008/024/MHH	M.H.Hunter	Expenses 0803	000694		-£57.14	£0.00	-£57.14	£3,510.31	Gen. Admin	0803.6.2	MHH, MLF, PM	LGA 1972 S111
2007.59	10/03/2008	O/2008/024/MHH	M.H.Hunter	Salary	Cash	C	-£1.00	£0.00	-£1.00	£3,509.31	Clerk's Salary	0803.6.3		LGA 1972 S112
Balance C/F							£0.00	£4,573.43	-£1,064.12	£3,509.31	£3,509.31			

[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
- RTRA Road Traffic Regulations Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheque 000677 not issued

Category	S137	Amount	VAT	Total
Brought Forward		£1,358.87	£0.00	£1,358.87
Precept		£7,500.00	£0.00	£7,500.00
Bank Interest		£76.96	£0.00	£76.96
Misc. Receipts		£566.46	£0.00	£566.46
305th BG memorial donations		£580.00	£0.00	£580.00
VAT refund		£3,924.98	£0.00	£3,924.98
Income		£14,007.27	£0.00	£14,007.27
Clerk's Salary		-£1.00	£0.00	-£1.00
Gen. Admin		-£904.23	-£21.49	-£925.72
St Lighting		-£1,528.35	-£267.45	-£1,795.80
St Lighting repairs		-£612.00	-£107.10	-£719.10
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£2,838.11	-£496.66	-£3,334.77
Elections		-£1,136.65	£0.00	-£1,136.65
Insurance		-£454.70	£0.00	-£454.70
Grants		-£595.00	£0.00	-£595.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£136.00	£0.00	-£136.00
Audit		-£285.00	-£49.88	-£334.88
Village Hall		-£144.00	£0.00	-£144.00
305th BG memorial costs		-£798.80	-£121.54	-£920.34
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00	£0.00	£0.00	£0.00
Expenditure	£0.00	-£9,433.84	-£1,064.12	-£10,497.96
Income + Expenditure	£0.00	£4,573.43	-£1,064.12	£3,509.31

Audit tables	
Brought Forward	£1,358.87
Precept	£7,500.00
Other income	£5,148.40
Wages	£1.00
Loan interest	£0.00
Other Expenditure	£10,496.96
Balance	£3,509.31
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 @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/02/2008	Orange - ISP broadband									£17.99
10/02/2008	Pre-minutes for Clerk	5								
12/02/2008	ENC - RNOTP response	2	34	1			2			
12/02/2008	ENC - Graffiti response	1	34	1			1			
12/02/2008	ENC - Grass-cutting contract	2	34	1			2			
12/02/2008	DCLG - Standards Boards charging PTCs	1	34	1			1			
12/02/2008	Northants F&R - response to consultation	1					1			
13/02/2008	Minutes 0802 - 3 P.Cllrs & File	9					27			
16/02/2008	Feb/Mar Newsletter (215)	2								£21.50
16/02/2008	A4 Ring binder									£1.49
18/02/2008	J.Beveridge - Thank you letter	1		1			1			
28/02/2008	NCC - CRE AD response letter	2				3	6			
28/02/2008	CRE AD response report	29					87			
29/02/2008	NCALC - QPS application form	6				1	6			
05/03/2008	Agenda 0803 - 7 P.Cllrs & File	5					35			
TOTALS		£3.96	£1.36	£0.30	£0.00	£0.40	£10.14	£0.00	£0.00	£40.98

TOTAL VALUE = £57.14

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

14th April 2008

Meeting Number 0804

Minutes of an **Ordinary Meeting** of the Parish Council held at **7:30 p.m. - Monday 14th April 2008** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: One member of the public.

Open Forum.

Cllr Dale explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. None.

1 Apologies.

- 1.1 Cllr Dale opened the meeting at 7:30 p.m. and asked for any apologies. Cllr Wooding (holiday) and D.Cllr Whiting (prior engagement). 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 (as recipient).
2.2 Cllr Foulger declared a personal interest in item 10 (by virtue of office).

3 Minutes of Previous Meetings.

The minutes of the ordinary Parish Council meeting **0803 – 10th March 2008** had been circulated.

The meeting resolved to:

- 3.1 Approve the minutes of meeting **0803** with the no amendments.

Proposed: Cllr Izzard Seconded: Cllr Emerson Decision: Unanimous

4 Planning and Licensing Matters.

4.1 New applications.

None.

4.2 Update on previous applications.

The Clerk advised that the objection against the change in licensing conditions at the *Star & Garter* had been withdrawn. NCC Planning had deferred the Westwood (13th May) and CRE (date tbc) AD plant applications whilst additional information was obtained. The

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Planning Inspectorate had decided the public interest in the CRE generator appeal was sufficient to require it to go to a formal public inquiry. ENC was recommending refusal for the Rushden Golf Course extension due to Highways issues.

5 Financial Transactions.

- 5.1 The following invoices were due for payment – NALH (annual subscription) and NCALC (annual subscription). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

Proposed: Cllr Dale Seconded: Cllr Foulger Decision: Unanimous

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

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

- 5.3 As this was the last meeting of the Council year, the Chairman's allowance (£80) was due. Without precedent to future Chairmen, Cllr Dale waived his allowance.

- 5.4 A grant request has been received from the National Childbirth Trust (no previous grants awarded). The meeting agreed to not to award a grant.

- 5.5 The bank statements for the month of March have been received and reconciled.

Opening Balance for the meeting £3,509.31

Receipts since last meeting

Number	Sender	Description	Method	Amount
2007.61	NCC	C.Cllr Empowerment grant (lamp 11)	BACS	£612.00
Total Receipts this meeting				<u>£612.00</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.01	NALH	Annual Subscription	000695	£5.00
2008.02	NCALC	Annual Subscription	000696	£105.00
2008.03	M.H.Hunter	Expense to 0804	000697	£64.99
Total Expenditure this meeting				<u>£174.99</u>

Closing Balance for this meeting £3,946.32

6 Updates on Projects List.

6.1 Highways & footways Issues.

Cllr Dale expressed his disappointment that no response had been received from NCC Highways regarding either the footway report or his subsequent letter to the Director of Customer Service. He intended to continue to pursue the matter, hopefully to get a response in time for the APA.

6.2 Street Lighting.

The Clerk advised that that the two faulty lights (Lamp 14 – permanently on & Lamp 21 – missing lamp cover) had been reported and repaired.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6.3 Ditches.

The Clerk advised that as requested by Cllr Emerson, he had notified NCC of the blocked road drains on Disbrowe Court, which had caused flooding at *Blacksmiths Cottage*. He had subsequently checked with NCC to see if a bond was still held for Hartswood Developments Ltd.

6.4 E-Government.

The Clerk advised for the 30 day period ending 13th April 2008 of the 1,747 hits, 7.44% came from the US, 2.00% from Europe & 2.66% from other countries.

7 Update on Quality Parish Scheme.

Cllr Dale announced that the Council had been successful in its recent QPS submission and was now the 549th QPS Council in England & Wales, the 7th in Northamptonshire and the first Quality Parish Council in the district (Thrapston TC is already the first Quality Town Council in the district).

The Council's web-site and letterhead would be amended to include the QPC logo. A letter of congratulations had been received from the Chief Executive of ENC.

8 Arrangements for the annual audit of accounts ending 31st March 2008.

The Clerk (as RFO) went through the draft accounts. Cllr Harwood asked about the amount of reserves (approx £1,200) and the Clerk confirmed this was less than in previous years and well below the permitted 1.5x Precept limit.

The timeline for this year's audit would be;

Internal Audit and completion of sections 1 & 4 between 13th May and 6th June 2008.

Display public notice from 2nd June 2008.

Council to adopt section 1 & complete section 2 of Annual Return by 9th June 2008.

Accounts available for public inspection from 16th June to 11th July 2008.

Completed accounts to External Auditor by 18th July 2008.

Cllr Dale advised the Council was required to review the effectiveness of the internal audit and referred to the review undertaken by the Clerk and Cllr Foulger (as IFV) issued with the agenda. The Council needed to be satisfied that the review was appropriate to the likely risks.

The meeting agreed to adopt the review and authorised the Chairman and Clerk/RFO to sign on behalf of the Council.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

Cllr Dale advised the Council need to appoint an independent Internal Auditor. The Clerk confirmed that Mr Hill had indicated he was available.

The meeting agreed to appoint Mr Hill as the Independent Internal Auditor and authorised the Clerk to agree his remuneration.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

9 Debate on traffic calming.

Cllr Dale reminded the meeting that traffic calming had been a big feature of last year's APA, but the Council did not have funds available to proceed in-year. The works carried out in the past were reviewed. Cllr Emerson felt that red road surfaces were most effective, whilst Cllr Izzard favoured chicanes and square humps. Cllr Mommersteeg commented on a 7.5t

Chelveston-cum-Caldecott Parish Council

Northamptonshire

weight limit for the Caldecott Rd (C59) and the former traffic island at the jct with the B645 (removed due to reduced visibility). Cllr Emerson suggested NCC Highways be asked what other anti-speeding innovations were available.

Cllr Dale suggested problem areas were Raunds Rd (B663), Foot Lane jct with Higham Rd (B645), Caldecott Rd (C59) from jct with B645 and Water Lane/Sawyers Crescent as a rat run between the B645 and B663. Cllr Harwood felt the Council should decide the priority of the different speeding locations, so as to concentrate efforts on the highest one.

Cllrs Dale and Izzard suggested making Sawyers Crescent one way (Raunds Rd to Water Lane direction), so as to reduce both the rat-running and associated speeding. The views of the residents would need to be considered. Also considered was a peak hour right turn prohibition (Raunds Rd into Sawyers Crescent), but the traffic flow on the B663 is unlikely to support this.

10 Report on the parish charities - Part 1: The James & Thomas Sawyer Charity (No.240194).

Cllr Dale reminded the meeting that the Council had asked the Clerk to look into the parish charities (0709.13). Following information provided by the Charity Commission and the Charity Secretaries/Clerks, the Clerk was now able to report back on the first of these.

A PowerPoint presentation followed on the history of the charity, the current trustees and the work of the modern charity.

Cllr Foulger answered questions on the charity and agreed to convey the Council's surprise on the accumulated reserves back to the other trustees. The presentation (without the finances) would be added to the Council's website.

11 Arrangements for the Annual Parish Assembly.

Cllr Dale reminded the meeting the APA needed to be held before the 1st June 2008. One option was to hold it before the Annual Meeting of the Council on the 12th May 2008.

Topics: draft accounts, update from PRESERVE, plus updates on traffic calming & footways.

12 Update on Dog Control Orders.

Cllr Dale advised the meeting that ENC were minded to introduce two dog control orders district-wide on all land which is open to the air and to which the public are entitled to have access ("removal of dog faeces" and "putting and keeping a dog on a lead when directed to do so by an authorised officer"). Trained staff could impose fixed penalty notices (£75) for failing to comply. If the Council wished to introduce any of the other three orders ("not keeping a dog on a lead", "permitting a dog to enter land from which dogs are excluded" or "taking more than the specified number of dogs on a lead") then Council would have to cover costs of signage.

The meeting resolved not to apply for the other dog control orders and instructed the Clerk to notify ENC accordingly.

Proposed: Cllr Dale

Seconded: Cllr Emerson

Decision: Unanimous

13 Visits, Training & Courses.

Tues 15th Apr: CPRE *Northants Planning & Landscapes* at Cranford Hall @ 18:00 (£28).

Weds 16th Apr: Green Space Toolkit for communities at NACRE @ 18:30.

Sat 19th Apr: ENC Chairman's Charity Ball at Wadenhoe House @ 19:00 (£35).

Thurs 17th Jul: Northants Emergency Planning at WBC @ 18:30.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

14 Rights of Way Report.

The Clerk (as PPW) advised that the ROW team had been transferred to the MGWSP partnership and had been relocated to the Brixworth depot. With regard to the stile, due to be delivered to the landowner to replace the one on footpath MM6 by the Raunds Rd, this was still awaiting delivery. It was now back on the ROW officer's "to do" list. Cllr Izzard reported some work appeared to have been carried out.

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

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

Proposed: Cllr Foulger Seconded: Cllr Harwood Decision: Unanimous

16 Councillor's Reports.

The Clerk advised that Cllr Foulger had provided him with an 1807 copy of the 1801 inclosure map, which in turn had been passed on to him by (then) Cllr Knight, who had been a member of the Council till 1972. Information from this was now being copied to the history pages of the web site.

The meeting resolved that the Public and Press should be excluded from the meeting under s100A of the Local Government Act 1972 from item 17 as they involve the likely disclosure of exempt information as defined in paragraphs 3 & 5 of Schedule 12A of the Act.

17 Play/Recreation Area.

The Clerk notified the meeting of the responses to the pre-application enquiry to both the ENC Development control and Planning Policy teams.

Cllr Dale asked about the provision of allotments. The Clerk confirmed the original ones beside the Raunds Rd had been sold and the land developed back in the 1950's.

Date of Next Meeting:

The Annual Parish Assembly would be held on 12th May 2008 in the Chelveston Village Hall, to be followed by the Annual Meeting of the Council.

The meeting closed at 9:10 p.m.

Issued on 16th April 2008.

Pages 1316 – 1324 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2008				
11/03/2008	I/2008/070/MHH	NCC (Mark Chant)	MWDF - Control & Management DPD discussion paper	Awaiting
19/03/2008	I/2008/076/MHH	Police	Monthly Crime Report - February 2008	Circulated
22/03/2008	I/2008/082/MHH	EMDA	EMDA News Spring 2008	Circulated
02/04/2008	I/2008/085/MHH	Allianz Insurance plc	Insurance renewal forms & policy update, employers certificate	Awaiting
03/04/2008	I/2008/086/MHH	ENC (Claire Preddy)	Dog Control Orders	Awaiting
03/04/2008	I/2008/087/MHH	BDO Stoy Hayward	Annual Return form for year ending 31st March 2008	Awaiting
11/04/2008	I/2008/093/MHH	ENC	Repors of Committees (April 2008)	Circulated
12/04/2008	I/2008/094/MHH	MENCAP (Phil Hetherington)	Grant request	Awaiting
14/04/2008	I/2008/095/MHH	ENC (David Oliver)	Congratulations letter from ENC on gaining QPS	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.
2008						
10/03/2008	O/2008/024/MHH	Parish Cllrs	Minutes 0803	Delivered		
10/03/2008	O/2008/025/MHH	ENC Licensing	Response to <i>Star & Garter</i> change of times	Posted	0803.5.2	
12/03/2008	O/2008/026/MHH	ENC Planning	Response to Golf Club application	Posted	0803.5.1	I/2008/047/MHH
13/03/2008	O/2008/027/MHH	ABB	Payment of invoice	Posted	0803.6.1	I/2008/065/MHH
25/03/2008	O/2008/028/MHH	Planning Inspectorate	Response to CRE generator appeal	Posted	0803.5.3	I/2008/051/MHH
24/03/2008	O/2008/029/MHH	Mrs P.Ellis	Chaser for Charitable Objectives information	Posted	0709.13	
24/03/2008	O/2008/030/MHH	Atkins (Maggie Andrews)	Thank you letter for B663 ditch problem	Posted		
29/03/2008	O/2008/031/MHH	Mrs P.Ellis	Thank letter for response	Posted	0709.13	I/2008/083/MHH
05/04/2008	O/2008/032/MHH	Parish	Newsletter - Apr/May 2008 issue	Delivered		
06/04/2008	O/2008/033/MHH	Parish Cllrs	Review of the effectiveness of the internal audit	Delivered		I/2008/078/MHH
07/04/2008	O/2008/034/MHH	Parish Cllrs	Agenda 0804	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2008/2009

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2008.00	01/04/2007		Opening Balance	Brought Forward	Bt Fwd		£4,121.31	£0.00	£4,121.31	£4,121.31				
2008.01	14/04/2008	I/2008/069/MHH	NALH	Subscription renewal	000695		-£5.00	£0.00	-£5.00	£4,116.31	Subscriptions	0804.5.1	MHH, MLF, PM	LGA 1972 S143
2008.02	14/04/2008	I/2008/084/MHH	NCALC	Subscription renewal	000696		-£105.00	£0.00	-£105.00	£4,011.31	Subscriptions	0804.5.1	MHH, MLF, PM	PCA 1957 S3
2008.03	14/04/2008	O/2008/035/MHH	M.H.Hunter	Expenses 0804	000697		-£64.99	£0.00	-£64.99	£3,946.32	Gen. Admin	0804.5.2	MHH, MLF, PM	LGA 1972 S111
Balance C/F							£0.00	£3,946.32	£0.00	£3,946.32	£3,946.32			

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- C&E Customs & Excise
- HA Highways Act
- LA Litter Act
- LGFA Local Govt Act
- LGFA Local Govt Finance Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheque 000698 not issued

Category	S137	Amount	VAT	Total
Brought Forward		£4,121.31	£0.00	£4,121.31
Precept		£0.00	£0.00	£0.00
Bank Interest		£0.00	£0.00	£0.00
Misc. Receipts		£0.00	£0.00	£0.00
305th BG memorial donations		£0.00	£0.00	£0.00
VAT refund		£0.00	£0.00	£0.00
Income		£4,121.31	£0.00	£4,121.31
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£64.99	£0.00	-£64.99
St Lighting		£0.00	£0.00	£0.00
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
Elections		£0.00	£0.00	£0.00
Insurance		£0.00	£0.00	£0.00
Grants		£0.00	£0.00	£0.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.00	£0.00	-£110.00
Audit		£0.00	£0.00	£0.00
Village Hall		£0.00	£0.00	£0.00
305th BG memorial costs		£0.00	£0.00	£0.00
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00			£0.00
Expenditure		£0.00	-£174.99	-£174.99
Income + Expenditure		£0.00	£3,946.32	£3,946.32

Audit tables	
Brought Forward	£4,121.31
Precept	£0.00
Other income	£0.00
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£174.99
Balance	£3,946.32
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 @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/03/2008	Orange - ISP broadband									£17.99
10/03/2008	Pre-minutes for Clerk	5								
10/03/2008	ENC Licensing - <i>Star & Garter</i> response	1	34	1			1			
12/03/2008	ENC Planning - Golf Club response	1	34	1			1			
13/03/2008	ABB - payment of invoice		34	1						
13/03/2008	Minutes 0803 - 3 P.Cllrs & File	9					27			
14/03/2008	QPS interview at NCALC with Cllr Dale								34	
15/03/2008	A4 Ring binder									£1.49
24/03/2008	Mrs P.Ellis - information chaser	1	34	1			1			
24/03/2008	Atkins - thank you letter	1	34	1			1			
25/03/2008	Planning Inspectorate - CRE Gen appeal	6	68		1		6			
29/03/2008	Mrs P.Ellis - thank you letter	1	34	1			1			
05/04/2008	Apr/May Newsletter (215)	2								£21.50
08/04/2008	Review of internal Audit	2					14			
09/04/2008	Agenda 0804 - 7 P.Cllrs & File	5					35			
TOTALS		£2.04	£2.72	£0.36	£0.07	£0.00	£5.22	£0.00	£13.60	£40.98

TOTAL VALUE = £64.99

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of the Annual Parish Assembly

12th May 2008

Meeting Number APA08

Minutes of the **Annual Parish Assembly** held at 7:30 p.m. - **Monday 12th May 2008** in the Chelveston Village Hall.

Present :- Councillors : Cllr. A.R.Dale (Chairman)
Cllrs M.W.Emerson, M.L.Foulger, G.Harwood,
M.J.Izzard & M.W.Wooding.

Clerk: Mr. M.H.Hunter

Guests: Ms D.Strong (NCC Head of Transport Project)
PC R.Jones (East Northants South SCT)
Mr C.Pentland & Dr A.Gray (Preserve)

Public: 27 members of the public

1 Introduction & Apologies.

Cllr Dale welcomed everyone to the meeting and explained that this was a meeting of the parish (rather than the Council). Cllr Dale introduced the other members of the Council and the guests present.

Apologies were received from Cllr P.Mommersteeg and D.Cllr P.Whiting.

2 Minutes of the Extra-Ordinary Parish Assembly held on 19th November 2007.

Cllr Dale outlined the minutes of the previous meeting. Cllr Dale proposed and Cllr Wooding seconded the adoption of the minutes. Cllr Dale & the Clerk then signed the minutes.

3 Annual Report of the Parish Council

Cllr Dale outlined the Council's activities over the last year, including the 305th memorial service, the various planning applications, the footway report, dealing with fly tipping, organising Operation Spring Clean (collecting some 45 sacks of rubbish), working with the brewery and licensing panel to keep the village pub running, the problems with ditches and brooks and achieving Quality Parish Council accreditation.

4 Draft accounts for the year ending 31st March 2008

The Clerk went through the draft accounts, showing the running costs to be around £10k/yr.

5 Footpath Repairs and Traffic Calming

Ms Debbie Strong explained the differences between the earlier Atkins (lump sum) and the current MGWSP (activity based) contracts and confirmed that funding for highways remaining limited. There would be a return to area based maintenance teams with a mobile reactive team (by July/Aug). £250k allocated for footway repairs based on min 20mm vertical displacement, with £155k for capital projects.

In response to questions from the floor - May be opportunities for a Local Delivery Vehicle (LDV) for siding out in partnership with the Parish Council (double taxation issues). NCC can recall utility (e.g. cable TV, gas, etc) contractors to make good their installation works up

Chelveston-cum-Caldecott Parish Council

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to one year after the work completed. Cars parked on footways were a contributing factor to damaged surfaces. The Parish Council's footway report was good, but NCC would like to see local prioritisation so they can fix the things that matter most.

6 Community Policing

PC Bob Jones explained that the 19 crimes in a year in the parish had to be considered in the context of the 359 crimes in three months in Rushden. There is an increase in criminals driving out to areas that they are not known to commit crimes. Explained the make up of the EN South SCT and how the contact cards he had distributed to the meeting are processed and used to set the priorities for future SCT activities.

Questions from the floor included visible police presence, response to household alarms and a failure of the police to take witness statements.

7 Update on the CRE proposals for the former airfield.

Chris Pentland gave a presentation on the three applications and the forthcoming Development Control meeting at ENC on Wednesday 14th May. He stressed the need to get individual comments in to NCC and ENC.

Cllr Dale reminded the meeting that ENC follows formal rules and the public needed to be well behaved to avoid being removed.

8 Any other matter the Electorate wish to debate.

Cllr Dale asked the meeting about any other matters they wished to raise. Jenny Ranson raised the issue of a dead Cherry tree in Raunds Rd, David Kightley raised the issue of a collapsing boundary wall in Caldecott, Janet McMillan referred to speeding cars on Water Lane and Richard Thorncroft suggested using the website to highlight recent criminal activities.

9 Summary of the meeting.

Cllr Dale summarised the meeting and thanked the residents for attending.

The meeting closed at 9:05 p.m.

Issued on 15th May 2008

Page 1325 -1326 signed under seal as a true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of the Annual Meeting of the Parish Council

12th May 2008

Meeting Number 0805

Minutes of the **Annual Meeting** of the Parish Council held at 9:10 p.m. - **Monday 12th May 2008** in the Chelveston Village Hall.

Present: - Councillors: Cllr A.R.Dale (Chairman)
Cllr M.W.Wooding (Vice-chairman)
Cllr M.W. Emerson
Cllr M.L.Foulger
Cllr G.Harwood MBE
Cllr M.J.Izzard

Clerk: Mr. M.H.Hunter

Public: 1 member of the public.

Open Forum.

Cllr Dale explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. None.

1 Apologies.

Cllr Dale opened the meeting at 9:10 p.m. and asked for any apologies. Cllr Mommersteeg (holiday) and D.Cllr Whiting (prior engagement). The meeting agreed to accept these apologies.

2 Election of Chairman

Cllr Harwood proposed Cllr Dale, seconded Cllr Wooding. No other nominations and carried unanimous.

Cllr Dale thanked the other Cllrs for their support and signed his declaration of office.

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

Cllr Harwood advised that he would not be able to take part in the planning application when determined by ENC, as he was previously considered to have pre-determined it.

4 Election of Vice-chairman

Cllr Harwood proposed Cllr Wooding, seconded Cllr Izzard. No other nominations and carried unanimous.

5 Election of IFV

Cllr Wooding proposed Cllr Foulger, seconded Cllr Emerson. No other nominations and carried unanimous.

6 Minutes of Previous Meetings.

The minutes of the ordinary Parish Council meeting **0804 – 14th April 2008** had been circulated. Cllr Harwood advised an error on page 1317 item 4.2, "formal public hearing" should read "formal public inquiry". Cllr Foulger advised an error on page 1317 item 5.5, "Clerk's salary" should read "Expenses to 0804".

Chelveston-cum-Caldecott Parish Council

Northamptonshire

The meeting resolved to:

Approve the minutes of meeting **0804** with the above amendments.

Proposed: Cllr Harwood Seconded: Cllr Izzard Decision: Unanimous

7 Planning and Licensing Matters.

7.1 New applications.

EN/08/00/451/FUL - change of use of redundant MOD buildings for electricity generation and switching room; construction and use of ancillary plant and equipment at the CRE Park, Chelveston.

The Clerk advised of an Executive action under SO83, in that he had needed the Council's consent to formally request ENC Planning to delay early determination of this application, as contrary being to procedure. The Council noted the action.

Cllr Dale explained the plans. The application would be determined on 14th May with the case officer recommending granting. It was agreed that Cllr Dale would speak at the ENC committee meeting.

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

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

7.2 Update on previous applications.

NCC would decide Westwood on 13th May with officer's recommendation to grant.

CRE AD plant would not be determined by NCC before 1st July, whilst additional information was obtained.

The Planning Inspectorate formal public inquiry was due 22nd July, though CRE had indicated they would withdraw if the second generator application was successful.

ENC had granted the Rushden Golf Course extension following withdrawal of the Highways objections.

BCC MWDF I&O phase was to have further consultation for 8 new sites, inc a Biogen AD plant at the Twinwoods Technology Park.

8 Financial Transactions.

- 8.1 The following invoices were due for payment – ENC (Grass cutting Aug 07 – Mar 08) and Allianz Insurance (annual premium). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

- 8.2 A grant request has been received from Mencap (no previous grants awarded). The meeting agreed not to award a grant. The Clerk suggested the Council should produce a policy on grant awards, so as to reduce the number of unsuccessful requests to Council.

Cllr Harwood considered this appropriate and proposed it to the meeting, which agreed and instructed the Clerk to act accordingly.

Proposed: Cllr Harwood Seconded: Cllr Emerson Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

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

Proposed: Cllr Wooding Seconded: Cllr Foulger Decision: Unanimous

- 8.4 The bank statements for the month of April have been received and reconciled.

Opening Balance for the meeting £3,946.32

Receipts since last meeting

Number	Sender	Description	Method	Amount
2007.62	NWB	Interest (Jan – Mar 08)	Bank	£27.51
2008.04	ENC	Precept (50%)	BACS	£4,475.00
Total Receipts this meeting				<u>£4,502.51</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.05	ENC	Grass cutting (Aug 07 – Mar 08)	000699	£1,626.11
2008.06	Allianz	Annual Premium	000700	£475.33
2008.07	M.H.Hunter	Expenses to 0805	000701	£26.77
Total Expenditure this meeting				<u>£2,128.21</u>

Closing Balance for this meeting £6,320.62

9 Updates on Projects List.

9.1 Highways & footways Issues.

The Clerk advised that a temporary 20 mph speed limit on the B645 (Kimbolton Rd) would be in place from 19th May for two days to protect roadworks.

The Clerk advised the NCC Causality Reduction Unit (CRU) had agreed to add the B663 (Raunds Rd) to phase 4 of the temporary vehicle activated sign project. This would most likely happen toward the end of 2008. However, the request for barriers on the B645 (Kimbolton Rd) by *Blacksmith's Cottage* was unlikely to be funded as only one incident in the last three years.

9.2 Street Lighting.

Cllr Izzard reported that the lamp 21 opposite *Pretoria Cottages* was on permanently.

9.3 Ditches.

No report

9.4 E-Government.

The Clerk advised for the 30 day period ending 11th May 2008 of the 1,654 hits, 8.01% came from the US, 1.99% from Europe & 3.77% from other countries. A web page on fly tipping has been added, along with the QPC page.

10 Issues raised from the APA.

Deferred to next meeting.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

11 Proposal to redistribute roles and responsibilities amongst the Councillors.

Cllr Dale reminded the Council the Clerk had provided background information on this with the agenda. The proposal sought to include all Cllrs having a defined role and avoiding any one Cllr being overloaded. As Cllr Mommersteeg was absent at this meeting, it was suggested that the actual distribution of roles take place at the June meeting, but Cllrs needed to consider what roles and how the allocation process should work.

The meeting agreed to the proposal and instructed the Clerk list the available roles for the next meeting.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

12 Review of financial risk assessments and risk management

Cllr Dale reminded the Council the Clerk had provided background information on this with the agenda. The proposal sought to provide reassurance to the Council that it had considered its financial risks and was managing them. This would get increasingly important as the precept rose over the years.

The meeting resolved to adopt the financial risk assessments and instructed the Clerk to implement the management actions accordingly.

Proposed: Cllr Foulger Seconded: Cllr Harwood Decision: Unanimous

13 Debate on landscaping and planting around the 305th BG memorial.

Cllr Dale reminded the meeting that the grassed area around the memorial was maintained by the neighbours. Following some planting of small shrubs beside the path on the RHS, some criticisms had been made and Cllr Wooding had asked for the planting and landscaping to be debated.

It was agreed to defer this to next meeting and invite Mary Murphy to attend.

14 Request for date change to August and September 2008 meetings.

Cllr Dale asked if the August and September dates could move back to the third Monday of the month, due to work commitments. The Clerk commented that a regular date aided members to plan accordingly, but that he had also been guilty of moving dates in the past.

Cllr Izzard pointed out that the August meeting only happened if there was urgent business.

The meeting resolved to change the date of the September meeting to 15th and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Harwood Decision: Unanimous

15 Visits, Training & Courses.

Tues – Thurs 20 - 22nd May: NALC Annual Conference at the Winter Gardens, Eastbourne £248.06 per delegate.

Mon 9th Jun: Annual ENC – PTC cluster meeting on improving communications at Hargrave Village Hall @ 19:30. Cllr Harwood was attending as an ENC ward Cllr. Cllr Emerson volunteered to attend on behalf of the Parish Council.

Thurs 17th Jul: Northants Emergency Planning at WBC @ 18:30.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

16 Rights of Way Report.

The Clerk (as PPW) advised that footpath M16 (Caldecott to centre of the former MOD land) was overgrown between the site perimeter gate and the vehicle gate. The landowner would be contacted.

Cllr Izzard asked about the width of gaps where stiles have been removed to allow easier access for the less-abled. The Clerk would check with ROW.

17 Approval of Chairman's & Clerk's Correspondence Logs.

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

Proposed: Cllr Dale

Seconded: Cllr Wooding

Decision: Unanimous

18 Councillor's Reports.

Cllr Harwood confirmed that Margaret Andrews had been transferred from Atkins to MGWSP and advised that Louise Cahill (ENC Community Safety Team) would be sending over some information for the next parish newsletter.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 9th June 2008 in the Chelveston Village Hall.

The meeting closed at 9:59 p.m.

Issued on 17th May 2008.

Pages 1327 – 1335 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2008				
19/03/2008	I/2008/076/MHH	Police	Monthly Crime Report - February 2008	Circulated
22/03/2008	I/2008/082/MHH	EMDA	EMDA News Spring 2008	Circulated
02/04/2008	I/2008/085/MHH	Allianz Insurance plc	Insurance renewal forms & policy update, employers certificate	Actioned
03/04/2008	I/2008/086/MHH	ENC (Claire Preddy)	Dog Control Orders	Awaiting
03/04/2008	I/2008/087/MHH	BDO Stoy Hayward	Annual Return form for year ending 31st March 2008	Awaiting
11/04/2008	I/2008/093/MHH	ENC	Reports of Committees (April 2008)	Circulated
12/04/2008	I/2008/094/MHH	MENCAP (Phil Hetherington)	Grant request	File
14/04/2008	I/2008/095/MHH	ENC (David Oliver)	Congratulations letter from ENC on gaining QPS	File
16/04/2008	I/2008/096/MHH	BDO Stoy Hayward	Details of internet access	Audit File
16/04/2008	I/2008/097/MHH	ENC (Keith Osborne)	Invite to ENC Council meeting on 21st April 2008	Circulated
19/04/2008	I/2008/098/MHH	ENC (David Oliver)	Invite to 36th Annual mtg of ENC and Chairman's do afterwards	Actioned
21/04/2008	I/2008/099/MHH	NALC	NALC conference 2008 at Eastbourne	File
21/04/2008	I/2008/100/MHH	Police	Northamptonshire North Newsletter issue 5 April 2008	Circulated
21/04/2008	I/2008/101/MHH	Police	Monthly Crime Statistics	Circulated
21/04/2008	I/2008/102/MHH	NCC (Phil Watson)	Addition consultation reports for NCC/08/00003/WAS	Actioned
21/04/2008	I/2008/103/MHH	ENC Planning	Application for generator plant at CRE Park, Chelveston	Actioned
21/04/2008	I/2008/104/MHH	NCC ROW (Richard Hall)	ROW Improvement Plan 2007-2011	ROW File
23/04/2008	I/2008/105/MHH	WeedWise	Confirmation of Weedwise retaining vegetation control contract	File
24/04/2008	I/2008/106/MHH	ENC	Payment Advice for Precept (50%)	File
25/04/2008	I/2008/107/MHH	ENC (Jane Stanhope)	Invoice for grass cutting (Aug 07 - Mar 08)	Actioned
25/04/2008	I/2008/108/MHH	NCC CRU (Steve Barber)	Response to B645 safety barrier request	File
30/04/2008	I/2008/109/MHH	Planning Inspectorate	Public Inquiry to be held on Tues 22nd July 2008 @ ENC	File
01/05/2008	I/2008/110/MHH	NCC (Mark Chant)	MWDF CMD discussion paper response acknowledgement	File
01/05/2008	I/2008/111/MHH	BCC (Andrew Marsh)	MWDF - new waste sites	File
01/05/2008	I/2008/112/MHH	ENC (Keith Osborne)	Agenda for 36th Annual mtg of ENC on 7th May 2008	Circulated
02/05/2008	I/2008/113/MHH	NCC (James Griffin)	Notification of Westwood AD plant committee mtg on 13th May 2008	File
02/05/2008	I/2008/114/MHH	ENC (Keith Osborne)	Still require another PC member of the Standards Board	Circulated
03/05/2008	I/2008/115/MHH	NCC CRU (Steve Barber)	B663 added to VAS phase 4 scheme	File
03/05/2008	I/2008/116/MHH	BBC (Susan Garbutt)	Bedford LDF - Issues & Options for allocations	File
07/05/2008	I/2008/117/MHH	ENC Planning	Notice of CRE gen application committee hearing on Weds 14th May	Actioned
08/05/2008	I/2008/118/MHH	NCC (Terry Chapman)	Confirmation of advance signage for works on C59/U30331 jct	File
08/05/2008	I/2008/119/MHH	NCC (G.Thorp)	Temporary 20 mph speed limit on Kimbolton Rd (B645) for works	File
09/05/2008	I/2008/120/MHH	C&CD	Clerks & Councils Direct Issue 57 May 2008	Circulated
10/05/2009	I/2008/121/MHH	NWB	Bank Statements	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.
2008						
16/04/2008	O/2008/035/MHH	Parish Cllrs	Minutes 0804	Delivered		
15/04/2008	O/2008/036/MHH	NALH	Payment of invoice	Posted	0804.5.1	I/2008/069/MHH
15/04/2008	O/2008/037/MHH	NCALC	Payment of invoice	Posted	0804.5.1	I/2008/084/MHH
24/04/2008	O/2008/038/MHH	ENC (David Oliver)	Acceptance to 36th Annual mtg of ENC & Chairman's do	Posted		I/2008/098/MHH
25/04/2008	O/2008/039/MHH	NCC (Mark Chant)	MWDF: Control & Management of Development response	Posted	0803.5.4	I/2008/070/MHH
05/05/2008	O/2008/040/MHH	Parish	Agenda APA07	Delivered		
28/04/2008	O/2008/041/MHH	NCC CRU (Steve Barber)	Casulty Reduction works on C59	Posted		I/2008/108/MHH
29/04/2008	O/2008/042/MHH	Parish Cllrs	Financial risk assessment & risk management sheet	Delivered		
12/05/2008	O/2008/043/MHH	NCC (Phil Watson)	Response to consultation reports for NCC/08/00003/WAS	Posted		I/2008/102/MHH
12/05/2008	O/2008/044/MHH	ENC Planning	Response to CRE generator application 2	Posted		I/2008/103/MHH
08/05/2008	O/2008/045/MHH	Parish Cllrs	Agenda 0805	Delivered		

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

S&P= Supply + Print

Date	Item	A4 S & P @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/04/2008	Orange - ISP broadband									£17.99
13/04/2008	Pre-minutes for Clerk	5								
15/04/2008	NALH - payment of invoice		34	1			1			
15/04/2008	NCALC - payment of invoice		34	1			1			
18/04/2008	Minutes 0804 - 3 P.Cllrs & File	9					27			
24/04/2008	ENC - 36th ENC Annual mtg acceptance		34	1						
27/04/2008	NCC - MWDF C&MD DPD response	2	34	1			2			
28/04/2008	NCC - CRU works on C59	1	34	1			1			
05/05/2008	Agenda APA08 - 7 P.Cllrs & File	1					7			
08/05/2008	Agenda 0805 - 7 P.Cllrs & File	7					49			
TOTALS		£1.50	£1.70	£0.30	£0.00	£0.00	£5.28	£0.00	£0.00	£17.99

TOTAL VALUE = £26.77

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

9th June

Meeting Number 0806

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 9th June 2008** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: 1 member of the public.

Open Forum.

Cllr Dale explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. None.

1 Apologies.

Cllr Dale opened the meeting at 7:30 p.m. and asked for any apologies. Cllrs Emerson & Harwood (attending another meeting) and D.Cllr Whiting (prior engagement). The meeting agreed to accept these apologies. It was noted that Cllr Wooding had not sent apologies.

[Post-meeting note: Cllr Wooding was unable to attend due to a family emergency just prior to the meeting].

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

None.

3 Minutes of Previous Meeting.

The minutes of the Annual Parish Council meeting **0805 – 12th May 2008** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0805** with the no amendments.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

4 Planning and Licensing Matters.

4.1 New applications.

EN/08/00568/REM - Approval of reserved matters pursuant to EN/06/01615/OUT for the erection of a two storey detached dwelling house at Hall Farm, 14 Water Lane, Chelveston.

Cllr Dale explained the plans. The Clerk advised that 2 *St Johns Cottages* had no objections and no response from 21 & 22 Hillside. It was agreed to request ENC require that the external appearance should be as submitted.

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

Proposed: Cllr Izzard Seconded: Cllr Foulger Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

EN/08/00635/QRV - Proposal by BT to remove the public phone box next to the *Star & Garter* PH, Chelveston.

Cllr Dale explained the proposal. There has been a notice on the box since May and Consultation is open till 13th July. Additionally it had been highlighted in the June/July parish Newsletter.

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

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

4.2 Update on previous applications.

NCC had granted the Westwood AD plant on 13th May and ENC had refused the CRE second generator application on 4th June.

The CRE AD plant would not be determined by NCC before 1st July, whilst additional information was obtained.

The Planning Inspectorate formal public inquiry on the CRE first generator application was due 22nd July.

The Rural North, Oundle and Thrapston Plan (RNOTP) was undergoing the Independent Public Examination, with the Pre-Examination meeting due on 26th June at ENC. This Council had raised issues on polices 16 and 17, as matters decided for the RNOTP were likely to flow across to the Raunds Area Plan and Three Towns Plan.

5 Financial Transactions.

5.1 The following invoices were due for payment – none.

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

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

5.3 The bank statements for the month of May have been received, but reconciliation has identified a 5p overpayment to ENC. This has been referred back to NWB.

Opening Balance for the meeting	£6,320.62
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Receipts since last meeting

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

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.08	M.H.Hunter	Expenses to 0806	000702	£51.65
Total Expenditure this meeting				£51.65

Closing Balance for this meeting	£6,268.97
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Chelveston-cum-Caldecott Parish Council

Northamptonshire

6 Updates on Projects List.

6.1 Highways & footways Issues.

The Clerk advised that NCC Highways would be carrying out surface dressing on the B645 (Kimbolton Rd) in summer (June – Aug).

Cllr Dale had previously notified the Clerk of the high length of grass on Water Lane, affecting views of the ford and the B645 splays, but NCC had not yet responded to the query as to when the next cut was due.

Cllr Dale wanted to know when the area technician was next due to make his monthly visit and requested the Clerk ask NCC accordingly.

6.2 Street Lighting.

The Clerk confirmed that the lamp 21 (opposite *Pretoria Cottages*) and lamp 6 (jct of Sawyers Crescent and Water Lane) had been repaired.

Cllr Mommersteeg reported that lamp 34 (near Duchy Farm cottages) was out and the adjacent trees were covering it.

6.3 Ditches.

No report.

6.4 E-Government.

The Clerk advised for the 30 day period ending 8th June 2008 of the 1,999 hits, 8.02% came from the US, 1.93% from Europe & 3.61% from other countries.

Due to the growing size of the website (50+ pages), the history pages had now been set up as a separate sub-site. A web page on the Eady family has been added.

7 Issues raised from the APA.

Cllr Dale reminded the meeting that this had been deferred from the Annual meeting. Items raised at the APA included traffic calming, a rise in criminal activities and footway condition.

The police had now patrolled Chelveston on three occasions and would undertake speed monitoring if targeted information was provided, so as to make best use of their resources.

8 Debate on landscaping and planting around the 305th BG memorial.

Cllr Dale reminded the meeting that this had been deferred from the last meeting.

Issue 1 – state of grass cutting on the LHS (when facing the memorial). Cllr Dale had agreed to undertake the grass cutting & strimming on this area until the end of the season when it will be reviewed.

Issue 2 – planting in the corner on the RHS. It was agreed that this is acceptable.

Issue 3 – the gas valve hut on the LHS. It was agreed to plant a laurel bush in the gap between the valve hut and the fence, so as to hide the rough ground behind it. Cllr Izzard offered to source a suitable bush.

Issue 4 – box hedge on the pathway on the RHS leading to *Chapel Cottage*. It was agreed this detracted from the layout of the memorial as it was unbalanced (compared to the LHS) and led the eye away from the memorial. Cllr Dale agreed to speak to the neighbours.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

9 Proposal to redistribute roles and responsibilities amongst the Councillors.

Cllr Dale reminded the Council the Clerk had provided background information on this with the agenda. All Cllrs had been asked to indicate the roles they would prefer. On the basis of preferences expressed, the roles would be allocated as follows;

Cllr Foulger: Parish Highways representative.
Cllr Harwood: No additional parish role due to taking on additional roles at ENC.
Cllr Izzard: Parish Path Warden.
Cllr Mommersteeg: Village Hall Committee Trustee.

It was agreed to offer Cllr Emerson the Community Safety role and Cllr Wooding the Tree warden role.

[Post-meeting note: Both Cllrs have accepted the roles offered]

The meeting agreed to the above Cllrs taking on the roles and instructed the Clerk to advise the relevant outside parties accordingly.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

10 Adoption of grants policy.

Cllr Dale reminded the meeting that the Cllrs had asked the Clerk to formulate a grants policy and this had been included with the minutes.

The meeting agreed to adopt the grants policy and instructed the Clerk to act accordingly.

Proposed: Cllr Foulger Seconded: Cllr Mommersteeg Decision: Unanimous

11 Approval of the Statement of Accounts and the Annual Governance Statement for the accounts ending 31st March 2008.

The Clerk advised the Independent Internal Auditor had recently had a cataract operation and was therefore unable to drive for a few days. The audit was now scheduled to take place on Thursday 12th June. It was requested that the Council delegate authority to the Chairman and Clerk to sign section 1 (Statement of Accounts) on behalf of the Council once the internal auditor had confirmed he was satisfied.

The meeting resolved to authorise the Chairman and Clerk to sign the Statement of Accounts once the Auditor had confirmed he was satisfied.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

Cllr Dale took the meeting through section 2 (Annual Governance Statement).

The meeting resolved to authorise the Chairman and Clerk to sign the Annual Governance Statement.

Proposed: Cllr Foulger Seconded: Cllr Izzard Decision: Unanimous

The Clerk confirmed the statutory notices had been displayed.

12 Visits, Training & Courses.

Mon 9th Jun: Annual ENC – PTC cluster meeting on improving communications at Hargrave Village Hall @ 19:30. Cllr Harwood was attending as an ENC ward Cllr and Cllr Emerson was attending on behalf of the Parish Council.

Thurs 17th Jul: Northants Emergency Planning at WBC @ 18:30.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

13 Rights of Way Report.

The Clerk (as PPW) advised that ROW had been asked about the width of gaps where stiles have been removed to allow easier access for the less-abled and a reply was awaited.

Cllr Izzard asked if there had been any further news on Footpath Y20 to Yelden. The Clerk would enquire of BCC ROW for the next meeting.

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

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

Proposed: Cllr Dale

Seconded: Cllr Foulger

Decision: Unanimous

15 Councillor's Reports.

The Clerk advised that both the special edition newsletter covering the Annual Report and the regular June/July newsletter had been delivered to the residents.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 14th July 2008 in the Chelveston Village Hall.

The meeting closed at 8:38 p.m.

Issued on 12th June 2008.

Pages 1336 – 1344 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2008				
03/04/2008	I/2008/087/MHH	BDO Stoy Hayward	Annual Return form for year ending 31st March 2008	Awaiting
09/05/2008	I/2008/120/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 57 May 2008	Circulated
14/05/2008	I/2008/122/MHH	ENC Planning	Application for two storey detached dwelling at Hall Farm, Water Lane	Actioned
15/05/2008	I/2008/123/MHH	ENC (Barbara Wiggins)	ENC Chairman Cllr Dudley Hughes would like inviting to events	File
17/05/2008	I/2008/124/MHH	NCC (Chris Whittington)	Temporary 20 mph speed limit order on Kimbolton Rd (B645)	File
17/05/2008	I/2008/125/MHH	ENC (Jane Stanhope)	Chaser for grass cutting payment	File
17/05/2008	I/2008/126/MHH	ENC Planning	Application to remove the phone box from outside the <i>Star & Garter</i>	Actioned
17/05/2008	I/2008/127/MHH	423rd ABG, USAF	Invite to Chairman to RAF Molesworth Hanger Dance 2008	File
17/05/2008	I/2008/128/MHH	NCC ROW (Richard Hall)	Parish Path Wardens - the way forward	ROW File
21/05/2008	I/2008/129/MHH	Police	Monthly Crime Statistics	Circulated
21/05/2008	I/2008/130/MHH	NN JPU (Andrew Longley)	NN JPU planning updates database update	Actioned
21/05/2008	I/2008/131/MHH	ENC Planning	Addition information for EN/08/0041/FUL (CRE Gen App No.2)	Actioned
21/05/2008	I/2008/132/MHH	ENC	ENC Chairman invite to Civic Service @ Woodford on 8th June	Actioned
27/05/2008	I/2008/133/MHH	NCC (John Raisin)	Changes to NCC invoice & payment systems	File
29/05/2008	I/2008/134/MHH	ENC Planning	Notification of planning mtg on 4th June to hear (NCC) CRE AD plant	File
29/05/2008	I/2008/135/MHH	ENC Planning	Notification of planning mtg on 4th June to determine CRE gen app 2	Actioned
29/05/2008	I/2008/136/MHH	NCC (Maureen Jerram)	Invite to LINK stakeholder mtg on 5th or 6th June	File
29/05/2008	I/2008/137/MHH	New Horizons (Julia Baulch)	Request for information	Awaiting
03/06/2008	I/2008/138/MHH	NCALC	Update issue 3/08 (May-June 2008)	Circulated
03/06/2008	I/2008/139/MHH	ENC (Su Davies)	Funding schemes update list	File
07/06/2008	I/2008/140/MHH	NWB	Bank Statements	File
07/06/2008	I/2008/141/MHH	NACRE	Village Viewpoint Summer 2008	Circulated
09/06/2008	I/2008/142/MHH	NCC Highways	Surface dressing B645 (Kimbolton Rd) in June- Aug	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.
2008						
15/05/2008	O/2008/046/MHH	Parish Cllrs	Minutes AP08	Delivered		
17/05/2008	O/2008/047/MHH	Parish Cllrs	Minutes 0805	Delivered		
12/05/2008	O/2008/048/MHH	ENC Planning	Supplementary response to CRE generator application 2	Posted	0805.7.1	I/2008/103/MHH
13/05/2008	O/2008/049/MHH	ENC Planning	Covering letter for responses to CRE generator apps	Posted	0805.7.1	I/2008/103/MHH
17/05/2008	O/2008/050/MHH	ENC (Jane Stanhope)	Payment of invoice	Posted	0805.8.4	I/2008/107/MHH
21/05/2008	O/2008/051/MHH	Parish Cllrs	Grants policy	Delivered	0805.8.2	
23/05/2008	O/2008/052/MHH	Allianz Insurance plc	Payment of invoice	Posted	0805.8.4	I/2008/085/MHH
26/05/2008	O/2008/053/MHH	Parish	Annual Report newsletter	Delivered		
27/05/2008	O/2008/054/MHH	ENC (Barbara Wiggins)	Reply to ENC - PTC mtg on 9th June @ Hargrave	e-mail	0805.15	
28/05/2008	O/2008/055/MHH	ENC Planning	Supplementary response to CRE generator application 2	Delivered	0805.7.1	I/2008/131/MHH
29/05/2008	O/2008/056/MHH	ENC Planning	Response to BT application to remove the phone box	e-mail		I/2008/126/MHH
01/06/2008	O/2008/057/MHH	Parish Cllrs	Agenda 0806	Delivered		
12/06/2008	O/2008/058/MHH	Parish Cllrs	Minutes 0806	Delivered		
07/06/2008	O/2008/059/MHH	Parish	June/July Newsletter	Delivered		
07/06/2008	O/2008/060/MHH	NWB	Query on overpayment (cheque 0006990)	Posted		I/2008/140/MHH

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2008/2009

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power	
2008.00	01/04/2007		Opening Balance	Brought Forward	Bt Fwd		£4,148.82	£0.00	£4,148.82	£4,148.82					
2008.01	14/04/2008	I/2008/069/MHH	NALH	Subscription renewal	000695	C	-£5.00	£0.00	-£5.00	£4,143.82	Subscriptions	0804.5.1	MHH, MLF, PM	LGA 1972 S143	
2008.02	14/04/2008	I/2008/084/MHH	NCALC	Subscriptions renewal	000696	C	-£105.00	£0.00	-£105.00	£4,038.82	Subscriptions	0804.5.1	MHH, MLF, PM	PCA 1957 S3	
2008.03	14/04/2008	O/2008/035/MHH	M.H.Hunter	Expenses 0804	000697	C	-£64.99	£0.00	-£64.99	£3,973.83	Gen. Admin	0804.5.2	MHH, MLF, PM	LGA 1972 S111	
2008.04	29/04/2008	I/2008/106/MHH	ENC	Precept (50%)	BACS	C	£4,475.00	£0.00	£4,475.00	£8,448.83	Precept			LGFA 1992 S41	
2008.05	12/05/2008	I/2008/107/MHH	ENC	Grass-cutting (Aug 07 - Mar 08)	000699	C	-£1,383.92	-£242.19	-£1,626.11	£6,822.72	Grass cutting	0805.8.1	MHH, GH, MLF	HA 1980 S96	
2008.06	12/05/2008	I/2008/085/MHH	Allianz Insurance	Annual premium	000700	C	-£475.33	£0.00	-£475.33	£6,347.39	Insurance	0805.8.1	MHH, GH, MLF	LGA 1972 S111	
2008.07	12/05/2008	O/2008/047/MHH	M.H.Hunter	Expenses 0805	000701	C	-£26.77	£0.00	-£26.77	£6,320.62	Gen. Admin	0805.8.2	MHH, GH, MLF	LGA 1972 S111	
2008.08	09/06/2008	O/2008/058/MHH	M.H.Hunter	Expenses 0806	000702		-£51.65	£0.00	-£51.65	£6,268.97	Gen. Admin	0806.5.2	MHH, MLF, PM	LGA 1972 S111	
							Balance C/F	£0.00	£6,511.16	-£242.19	£6,268.97	£6,268.97			

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- C&E Customs & Excise
- HA Highways Act
- LA Litter Act
- LGFA Local Govt Act
- LGFA Local Govt Finance Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheque 000698 not issued

Category	S137	Amount	VAT	Total
Brought Forward		£4,148.82	£0.00	£4,148.82
Precept		£4,475.00	£0.00	£4,475.00
Bank Interest		£0.00	£0.00	£0.00
Misc. Receipts		£0.00	£0.00	£0.00
305th BG memorial donations		£0.00	£0.00	£0.00
VAT refund		£0.00	£0.00	£0.00
Income		£8,623.82	£0.00	£8,623.82
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£143.41	£0.00	-£143.41
St Lighting		£0.00	£0.00	£0.00
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£1,383.92	-£242.19	-£1,626.11
Elections		£0.00	£0.00	£0.00
Insurance		-£475.33	£0.00	-£475.33
Grants		£0.00	£0.00	£0.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.00	£0.00	-£110.00
Audit		£0.00	£0.00	£0.00
Village Hall		£0.00	£0.00	£0.00
305th BG memorial costs		£0.00	£0.00	£0.00
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00		£0.00	£0.00
Expenditure	£0.00	-£2,112.66	-£242.19	-£2,354.85
Income + Expenditure	£0.00	£6,511.16	-£242.19	£6,268.97

Audit tables	
Brought Forward	£4,148.82
Precept	£4,475.00
Other income	£0.00
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£2,354.85
Balance	£6,268.97
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 @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/05/2008	Orange - ISP broadband									£17.99
11/05/2008	Pre-minutes for Clerk	7								
11/05/2008	Risk assessment table & Cllr roles	2					14			
11/05/2008	Annual mtg election notes	1					7			
13/05/2008	ENC - CRE Gen response	11				1	11			
13/05/2008	NCC - CRE AD response	7	68			1	7			
15/05/2008	Minutes APA08 - 3 P.Cllrs & File	2					6			
17/05/2008	Minutes 0805 - 3 P.Cllrs & File	9					27			
17/05/2008	ENC - Payment of invoice		34	1						
23/05/2008	Allianz Insurance - payment of invoice		34	1						
27/05/2008	EN South SCT posters (2)						2			
29/05/2008	ENC - CRE Gen response	5				1	5			
30/05/2008	Annual Report newsletter (215)	2								£21.50
02/06/2008	Grant policy	1					7			
04/06/2008	Agenda 0806 - 7 P.Cllrs & File	5					35			
TOTALS		£3.12	£1.36	£0.12	£0.00	£0.30	£7.26	£0.00	£0.00	£39.49

TOTAL VALUE = £51.65

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

14th July

Meeting Number 0807

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 14th July 2008** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: D.Cllr P.Whiting.

Open Forum.

Cllr Dale explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. None.

1 Apologies.

Cllr Dale opened the meeting at 7:30 p.m. and asked for any apologies. Cllrs Emerson (family engagement) & Harwood (ENC meeting). The meeting agreed to accept these apologies.

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

None.

The Clerk reminded Cllrs that the annual renewal of the Register of Interests was due and he would contact each Cllr individually.

3 Minutes of Previous Meeting.

The minutes of the Parish Council meeting **0806 – 9th June 2008** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0806** with the no amendments.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

4 Planning and Licensing Matters.

4.1 New applications.

None.

4.2 Update on previous applications.

CRE had withdrawn its appeal to the first generator application.

The applicants had withdrawn the application for a two storey detached dwelling house at Hall Farm, 14 Water Lane, Chelveston.

ENC's Policy & Resources committee would be discussing the BT plans to withdraw the 31 phone boxes in the district this evening.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

In view of the likelihood that the CRE AD plant application may be heard before the next scheduled meeting, it was confirmed that Cllr Dale (or a substitute if not available) be authorised to attend the NCC planning meeting to speak on behalf of the Council. Cllr Wooding suggested our request to speak should be registered in advance.

A copy of a recent Preserve advert in the ET was shown to the Council.

5 Financial Transactions.

- 5.1 The following invoices were due for payment – ABB (St Lighting maintenance (Apr – Jun 08)). The meeting resolved to approve the payment & authorised the appropriate cheque to be signed.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

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

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

- 5.3 The bank statements for the month of June have been received & reconciled. The missing 5p had been refunded by NWB.

Opening Balance for the meeting £6,268.97

Receipts since last meeting

Number	Sender	Description	Method	Amount
2008.9	NWB	Interest (Apr – Jun 08)	Bank	£38.65
Total Receipts this meeting				<u>£38.65</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.10	ABB	St Lt Maint (Apr – Jun 08)	000703	£151.20
2008.11	M.H.Hunter	Expenses to 0807	000704	£72.47
Total Expenditure this meeting				<u>£223.67</u>

Closing Balance for this meeting £6,083.98

6 Updates on Projects List.

6.1 **Highways & footways Issues.**

Cllr Dale advised that NCC had cut the verges including Water Lane and had agreed to notify the Council when the area technician was next due to make his monthly visit.

Mr Zafran Khan (NCC Interim Head of Transport & Highways) had sent out a questionnaire on Highways communications. It was agreed the Clerk should respond for the Council.

Cllr Wooding commented on a resident who had made a Street Doctor report since the APA and it had been rectified. It was suggested that the Cllrs may wish to make a number of Street Doctor reports for the qualifying (i.e. 20mm up or down) potholes, etc.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6.2 Street Lighting.

The Clerk confirmed that the lamps 7 (opposite 17 Water Lane) and 34 (near Duchy Farm cottages) had been reported as dead. Two landowners had been approached to cut back overhanging trees that were masking street lights.

6.3 Ditches.

No report.

6.4 E-Government.

The Clerk advised for the 30 day period ending 13th July 2008 of the 1,628 hits, 10.40% came from the US, 2.62% from Europe & 1.81% from other countries.

A new page on trees has been added to the admin site, as well as adding the Cllrs new roles. On the history site three charities have been added. A number of requests for the village hall and locations of graves had been received, which were forwarded accordingly.

7 Adoption of the Accounts for the year ending 31st March 2008.

Cllr Dale reminded the meeting that these had been issued with the agendas and were similar to the draft accounts presented at the APA, save for the final interest payment. The Independent Internal Auditor had audited the accounts with no matters raised.

The meeting agreed to adopt the accounts and instructed the Chairman and Clerk to sign accordingly.

Proposed: Cllr Foulger Seconded: Cllr Wooding Decision: Unanimous

8 First Quarter Budget review.

The Clerk went through the accounts and the following virements were agreed;

Balance B/F + £623.77 (actuals)	Clerks salary - £600.50
Insurance - £1.67 (actuals)	Unrestricted Reserves + £93.00

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

9 Report on the Annual ENC – PTC meeting.

In absence of Cllrs Emerson & Harwood, the Clerk updated the meeting from Cllr Emerson's notes.

10 ENC Open Spaces Strategy consultation.

Cllr Dale advised the meeting that ENC was updating its records on Open Space (defined as areas to which the public have access). The existing 4 areas (the Churchyard and 3 roadside verges/splays) were discussed and possible additional sites were debated.

The meeting agreed to propose the additional areas and instructed the Clerk to inform ENC accordingly.

Proposed: Cllr Foulger Seconded: Cllr Mommersteeg Decision: Unanimous

11 Visits, Training & Courses.

Thurs 17th Jul: Northants Emergency Planning at WBC @ 18:30.

Weds 24th Sept: NALC "Off to a flying start" at NACRE @ 18:45 (£29 per Cllr).

The meeting agreed to book a place for Cllr Mommersteeg.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Weds 15th Oct: NCALC AGM (& QPC presentation) at Billing @ 19:30.

Cllrs Dale, Wooding, Foulger & the Clerk would attend, with Cllrs Wooding & Foulger as the voting delegates.

Sat 18th Oct: SLCC National Conference at Wokefield Park, Reading @ tbc (£30) Clerk.

12 Rights of Way Report.

Cllr Izzard confirmed the NCC ROW officer had been to see him in his new role as PPW and provided him with a map of the ROW in the parish.

The Clerk advised that in response to Cllr Izzard's request, BCC ROW had advised that the landowners appeared unwilling to enter into a voluntary dedication. Damage had been caused to the boundary fence on Y20 on the Beds side, leading to cattle escaping into Yelden. The BCC ROW officer was investigating installing a stile.

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

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

Proposed: Cllr Dale

Seconded: Cllr Wooding

Decision: Unanimous

14 Councillor's Reports.

The Clerk advised a resident of Raunds Rd was enquiring about the provision of allotments. Cllr Izzard confirmed he had supplied him with contacts of nearby towns and villages.

Cllr Wooding raised an issue with the B645 visibility splay on the Chelveston roundabout on the A6 bypass.

Cllr Foulger queried the tree lopping that had occurred at *Middle Farmhouse*. Cllr Wooding (as the Tree Warden) confirmed that Yew trees needed lopping hard and that they would grow all the better for it.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 15th September 2008 in the Chelveston Village Hall, unless urgent business required an additional meeting.

The meeting closed at 8:22 p.m.

Issued on 17th July 2008.

Pages 1345 – 1352 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2008				
03/04/2008	I/2008/087/MHH	BDO Stoy Hayward	Annual Return form for year ending 31st March 2008	Actioned
09/05/2008	I/2008/120/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 57 May 2008	Circulated
10/06/2008	I/2008/144/MHH	ABB	Quarterly St Lighting maintenance invoice	Actioned
12/06/2008	I/2008/145/MHH	ENC Planning	Date for Public Inquiry into CRE Gen App 1 appeal	File
12/06/2008	I/2008/146/MHH	Planning Inspectorate	CRE Gen App 1 appeal withdrawn	File
12/06/2008	I/2008/147/MHH	ENC (Mick Bowerman)	Mtg of the ENC standards Board on 18th June @ ENC	File
12/06/2008	I/2008/148/MHH	Police	Monthly Crime Statistics	File
13/06/2008	I/2008/149/MHH	ENC (Michael Nartey)	Open Space Strategy	Actioned
13/06/2008	I/2008/150/MHH	ENC Planning	CRE Gen App 2 Application refused	File
16/06/2008	I/2008/151/MHH	ENC (Giovanna Bezzina)	Climate Friendly Communities	File
16/06/2008	I/2008/152/MHH	Raunds TC	Cllr Peter Wathen elected Mayor	File
16/06/2008	I/2008/153/MHH	ABB	Invoice chaser	File
16/06/2008	I/2008/154/MHH	ENC Planning	CRE Gen App 1 appeal withdrawn	File
17/06/2008	I/2008/155/MHH	ENC Planning	Hall Farm application withdrawn	File
19/06/2008	I/2008/156/MHH	ENC (Michael Burton)	RNOTP - notice of schedule of proposed changes	File
25/06/2008	I/2008/157/MHH	ENC (Keith Osborne)	Notice of an ENC meeting on Monday 30th June @ ENC	File
26/06/2008	I/2008/158/MHH	Northants ICAS	Invite to Northants ICAS Open Day @ Tithe Barn, W/Boro	File
30/06/2008	I/2008/159/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 58 July 2008	File
30/06/2008	I/2008/160/MHH	BBC (Martin Tidy)	Consultation on Climate Change SPD	Awaiting
02/07/2008	I/2008/161/MHH	ENC (Mick Bowerman)	Notice of a Standards Board meeting on Wednesday 9th July @ ENC	File
04/07/2008	I/2008/162/MHH	ABB	Invoice chaser	File
08/07/2008	I/2008/163/MHH	BBC (Martin Tidy)	Consultation on Bedford LDF - Allocations & Designations Plan	Awaiting
08/07/2008	I/2008/164/MHH	NWB	Bank Statements	File
11/07/2008	I/2008/165/MHH	ENC	Reports of Committees - July 2008	File
11/07/2008	I/2008/166/MHH	NCC (Zafran Khan)	Highways's communication questionnaire	Actioned
12/07/2008	I/2008/168/MHH	ENC (Barbara Ding)	Register of Interests update for Cllrs	Awaiting
15/07/2008	I/2008/169/MHH	Preserve	Newsletter No.7 (July 2008)	File

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Outgoing Correspondence Log

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2008						
12/06/2008	O/2008/058/MHH	Parish Cllrs	Minutes 0806	Delivered		
07/06/2008	O/2008/059/MHH	Parish	June/July Newsletter	Delivered		
07/06/2008	O/2008/060/MHH	NWB	Query on overpayment (cheque 0006990)	Posted	0806.5.3	I/2008/140/MHH
10/06/2008	O/2008/061/MHH	ENC Planning	Response to Hall Farm , 14 Water Lane application	Posted	0806.4.1	I/2008/122/MHH
18/06/2008	O/2008/062/MHH	NCC Planning	Update on CRE AD plant objections	Posted	0806.4.2	
26/06/2008	O/2008/063/MHH	BDO Stoy Hayward	Annual Return - explantion of differences	Posted	0806.11	I/2008/087/MHH
07/07/2008	O/2008/064/MHH	Parish Cllrs	Agenda 0807	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2008/2009

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2008.08	09/06/2008	O/2008/058/MHH	M.H.Hunter	Expenses 0806	000702	C	-£51.65	£0.00	-£51.65	£6,268.97	Gen. Admin	0806.5.2	MHH, MLF, PM	LGA 1972 S111
2008.09	10/06/2008	I/2008/164/MHH	NWB	Interest (Apr - Jun 08)	Bank	C	£38.68	£0.00	£38.68	£6,307.65	Interest			
2008.10	14/07/2008	I/2008/144/MHH	ABB	St Lt Maintenance (Apr - Jun 08)	000703		-£128.68	-£22.52	-£151.20	£6,156.45	St Lighting	0807.5.1	MHH, MLF, PM	PCA 1957 S3
2008.11	14/07/2008	O/2008/064/MHH	M.H.Hunter	Expenses 0807	000704		-£72.47	£0.00	-£72.47	£6,083.98	Gen. Admin	0807.5.2	MHH, MLF, PM	LGA 1972 S111
Balance C/F							£0.00	£6,348.69	-£264.71	£6,083.98	£6,083.98			

[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
- RTRA Road Traffic Regulations Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheque 000698 not issued

Category	S137	Amount	VAT	Total
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Precept		£4,475.00	£0.00	£4,475.00
Bank Interest		£38.68	£0.00	£38.68
Misc. Receipts		£0.00	£0.00	£0.00
305th BG memorial donations		£0.00	£0.00	£0.00
VAT refund		£0.00	£0.00	£0.00
Income		£8,662.50	£0.00	£8,662.50
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£215.88	£0.00	-£215.88
St Lighting		-£128.68	-£22.52	-£151.20
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£1,383.92	-£242.19	-£1,626.11
Elections		£0.00	£0.00	£0.00
Insurance		-£475.33	£0.00	-£475.33
Grants		£0.00	£0.00	£0.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.00	£0.00	-£110.00
Audit		£0.00	£0.00	£0.00
Village Hall		£0.00	£0.00	£0.00
305th BG memorial costs		£0.00	£0.00	£0.00
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00		£0.00	£0.00
Expenditure	£0.00	-£2,313.81	-£264.71	-£2,578.52
Income + Expenditure	£0.00	£6,348.69	-£264.71	£6,083.98

Audit tables	
Brought Forward	£4,148.82
Precept	£4,475.00
Other income	£38.68
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£2,578.52
Balance	£6,083.98
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 @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/06/2008	Orange - ISP broadband									£17.99
08/06/2008	Pre-minutes for Clerk	5								
07/06/2008	NWB - overpayment query	1	34	1			1			
07/06/2008	June/July newsletter (215)	2								£21.50
07/06/2008	Ring binder									£1.99
09/06/2008	Internal Audit fee									£21.99
10/06/2008	ENC - response to application		34	4						
16/06/2008	Minutes 0806 - 3 P.Cllrs & File	9					27			
18/06/2008	NCC Planning objection update	2	34	1			2			
28/06/2008	BDO Stoy Haward - Audit forms	1					5			
08/07/2008	Annual accounts - 7 P.Cllrs & file	4					28			
09/07/2008	Budget Control sheet (Qtr 1)	1					7			
09/07/2008	Agenda 0807 - 7 P.Cllrs & File	4					28			
TOTALS		£1.74	£1.02	£0.36	£0.00	£0.00	£5.88	£0.00	£0.00	£63.47

TOTAL VALUE = £72.47

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of a Planning Meeting of the Parish Council

4th August 2008

Meeting Number 0808

Minutes of a **Planning Meeting** of the Parish Council held at 7:30 p.m. - **Monday 4th August 2008** in the Chelveston Village Hall.

Present: - Councillors: Cllr A.R.Dale (Chairman)
Cllr M.W.Wooding (Vice-chairman)
Cllr M.W.Emerson
Cllr M.L.Foulger
Cllr G.Harwood MBE
Cllr M.J.Izzard
Cllr P.M.Mommersteeg

Clerk: Mr. M.H.Hunter

Public: One member of the public.

Open Forum.

Cllr Dale explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. None.

1 Apologies.

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

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

None.

3 Notification of Executive Action (SO83).

The Clerk advised that the Council had been asked to respond to re-submission of the new build next to Hall Farm, Water Lane. Having consulted with the Chairman, Vice-chairman and IFV, the Clerk had responded in the same manner as the previous application.

4 Planning and Licensing Matters.

- 4.1 **EN/08/01092/FUL**—Erection of agricultural storage building at Carr Brothers Depot, Upper Higham Lane.

Cllr Dale explained the plans. As there were no nearby properties, the Clerk had not consulted any neighbours.

Cllr Harwood suggested boundary screening, but Cllr Wooding did not feel this was necessary as the building faced on to open fields with no neighbouring properties that would be affected.

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

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

- 4.2 **Update on previous applications.**

ENC had applied for costs for unreasonable behaviour of CRE in its withdrawal of its appeal to the first generator application.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

The applicants had re-submitted the application for a two storey detached dwelling house at Hall Farm, 14 Water Lane, Chelveston, without the garage and slightly further back, so as to be more in keeping with the surrounding properties.

The CRE AD plant application would not be heard before 16th September as further information was still required by NCC.

4.3 **BT proposal to remove Payphone adjacent to *Star & Garter* PH.**

Cllr Dale reminded the meeting the Council had previously reluctantly decided not to oppose the removal of the payphone. ENC had confirmed it would not object if this Council didn't.

Reasons for not objecting included; low usage (av. 1 call every other day), no adverse feedback from residents following article in the newsletter, availability of private phones within the village and good mobile signal availability.

Reasons to object included; high usage within the 31 Payphones identified for removal, loss of public service, last box in community area and required for emergency calls.

Cllr Harwood felt the view of the *Star & Garter* would be improved with the phone box removed. Cllrs Wooding & Izzard felt it was important that the concrete base was removed and restored to grass.

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

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous.

4.4 **Residential Land Availability 2008.**

The Clerk advised no changes since RLA 2007 – CHE10 (next to Hall Farm, Water Lane) is the only site with outline permission.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 15th September 2008 in the Chelveston Village Hall, unless urgent business required an additional meeting.

The meeting closed at 7:49 p.m.

Issued on 4th August 2008.

Pages 1353 – 1354 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

15th September 2008

Meeting Number 0809

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 15th September 2008** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: D.Cllr P.Whiting & 1 member of the public.

Open Forum.

Cllr Dale explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. None.

1 Apologies.

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

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

None.

The Clerk confirmed all the Cllrs had renewed their Register of Interests and the ENC Monitoring Officer had been notified accordingly.

3 Notification of Executive Action (SO 83).

The Clerk advised that renewal of the Council's web-site had become due since the last full meeting in July. Having consulted with the Chairman, Vice-Chairman and IFV, the Clerk had renewed the service and claimed as expenses under SO 83.

The Clerk advised that the NCC Officer's report for the CRE biomass application had referred to an issue that did not appear to have been consulted on. Having consulted with the Chairman, Vice-Chairman and IFV, the Clerk had formally requested the application be deferred pending consultation under SO 83.

4 Minutes of Previous Meetings.

The minutes of the Parish Council meeting **0807 – 14th July 2008** and the Planning meeting **0808 - 4th August 2008** had been circulated.

The meeting resolved to:

Approve the minutes of meetings **0807 and 0808** with the no amendments.

Proposed: Cllr Izzard Seconded: Cllr Emerson Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

5 Planning and Licensing Matters.

5.1 NCC MWDF – Locations for Waste Development Supplementary Preferred Options consultation.

Cllr Dale advised that NCC were consulting on an additional Preferred Option site (Kettering - south of A14) and 21 general industrial areas. The rationale for identifying the industrial areas on an OS base plan was to give greater clarity to what the MWDF Core Strategy says about locating facilities on industrial areas and therefore to give an 'in principle' support at these locations.

The Clerk had prepared a response for the Council's consideration.

The meeting agreed to the draft response and instructed the Clerk to act accordingly.

Proposed: Cllr Wooding Seconded: Cllr Foulger Decision: Unanimous

5.2 Update on any previously considered application.

The revised application for a two storey detached dwelling house at Hall Farm, 14 Water Lane, Chelveston had been approved by officer delegation.

The CRE AD plant application would be heard on Tuesday 16th September, starting at 10:00. Cllr Dale was registered to speak to the Development Committee meeting.

The independent inspector hearings on the Rural North, Oundle & Thrapston Plan will start on Tuesday 7th October and are scheduled to last for 2 weeks.

6 Financial Transactions.

6.1 The following invoices were due for payment – E-On Energy Services (St Lighting maintenance (Jul - Sept 08)) and ENC (Grass cutting (Apr – Jul 08)). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

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

Proposed: Cllr Foulger Seconded: Cllr Mommersteeg Decision: Unanimous

6.3 The bank statements for the months of July and August had been received & reconciled.

Opening Balance for the meeting	£6,083.98
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Receipts since last meeting

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

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.12	E-On Energy	St Lt Maint (Jul - Sept 08)	000705	£151.20
2008.13	ENC	Grass cutting (Apr – Jul 08)	000706	£1,669.17
2008.14	M.H.Hunter	Expenses to 0809	000707	£206.45
Total Expenditure this meeting				£2,026.82

Closing Balance for this meeting	£4,057.16
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Chelveston-cum-Caldecott Parish Council

Northamptonshire

7 Updates on Projects List.

7.1 Highways & footways Issues.

Cllr Dale advised that there were on-going issues with the bi-monthly cut of the footpath along Duchy Close to Hillside. He intended to propose the Council increase this to monthly cutting when the contract was review next year.

The Clerk confirmed he had received a purchase order from NCC for the S136 grass cutting grant (as required by NCC's new supplier payment software).

7.2 Street Lighting.

Cllr Dale reported that E-On UK had bought ABB's highway lighting business. The new company would be called E-On Energy Services Ltd.

NCC had asked for a report and publicity details of the Cllr Empowerment grant from C.Cllr Derek Lawson MBE. This had been provided.

Cllr Emerson highlighted a problem at 21 Duchy Close and requested the Clerk investigate the cost of screening.

7.3 Ditches.

Cllr Emerson reported on the problems near *Blacksmith's Cottage*.

7.4 E-Government.

The Clerk advised for the 30 day period ending 14th September 2008 of the 1,240 hits, 6.26% came from the US, 3.63% from Europe & 3.52% from other countries.

A new page on street lighting has been added to the admin site. On the history site the list of all men in the parish who were known to have served in WW1 had been added.

7.5 Rights of Way.

Cllr Izzard advised a tasking order had been raised to refit the bridleway sign on MM14 onto the former airfield site and the NCC ROW had cut back the overgrown bushes around the footbridge on the Raunds Rd to MM8.

Cllr Emerson asked about the Water Lane ford footbridge and path – this was Highways not ROW and a Street Doctor report should be raised.

7.6 Trees.

Cllr Wooding had been surveying the trees, but noted the TPO maps were quite old. He asked if it would be possible to have a more modern map. The Clerk agreed to liaise with the ENC Tree Officer and GIS Technician.

Cllr Dale reported on the problems with the Willow Tree near 5 Duchy Close on Spire Homes land.

7.7 Community Safety.

Cllr Emerson reported on the recent visit by the mobile police station to the village on Sat 30th August.

8 Update on the NCC Play builder project.

Cllr Dale advised that NCC had been awarded a £1.1m grant to develop up to 25 play areas for 8-13 yrs in the next three years – phase 1 is for up to 6 areas, with each BC/DC able to bid for up to two at max £50k capital funding each. ENC therefore wants councils to bid for the places so that it select the two best. However, as the capital needs to be spent by 31st March 2009, ENC will only accept bids for those sites that either don't need planning permission (e.g. refurbishment of older facilities) or have already been granted. Therefore there was little realistic chance at phase 1 for councils that are not already in a position to build or refurbish a play area.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Cllr Dale advised on the relatively few children in the target age range and suggested more likely the Council would not be ready until phase 3.

The meeting agreed not to bid for phase 1 and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

9 Proposal to protect Council assets with *SmartWater*.

Cllr Dale explained that each *SmartWater* kit contains a unique DNA-style forensic code which is simply dabbed into the nooks and crannies of your valuables. Each code is stored on a secure database together the owner's details. Once dry it is virtually impossible to remove and any traces will glow under UV light, thus linking criminals to the crime scene and property back to its owner.

The RRP price of *SmartWater* is £43.48 (ex-Vat), plus £10 post and packing regardless of kits. *SmartWater* have agreed a concessionary price of £15 (plus post & packing) for Community Groups (inc Parish Councils) who have a Police link backing. The Clerk identified Council assets which could be protected.

The meeting agreed to purchase the discounted *SmartWater* kit and instructed the Clerk to act accordingly.

Proposed: Cllr Emerson Seconded: Cllr Wooding Decision: Unanimous

10 Proposal to replace St Lamp 26 (adj *School House*).

Cllr Dale reminded the meeting of the Council's on-going commitment to replace the older mercury lamps with the more efficient sodium units, with funding budgeted in-year. Lamp 26 covered the junction of Higham Rd & Caldecott Rd and the crossing points on both roads. Its weak illumination was therefore a safety issue.

The Clerk had consulted with the lighting maintainer who had recommended a 55w SOX unit. If the Council was minded to approve replacement, the Clerk would apply to ENC for Community Safety funding to offset part of the costs.

The meeting agreed to replace lamp 26 with a 55w SOX unit and instructed the Clerk to act accordingly.

Proposed: Cllr Wooding Seconded: Cllr Foulger Decision: Unanimous

11 Debate on provision of allotments.

Cllr Dale advised the meeting that there was a shortage of allotments in the area. Following a recent article in the Parish Newsletter to gauge interest, several residents had contacted him.

During the debate it was agreed that if the Council was to pursue this the allotments should be in the parish or not at all. Due to the complexities of allotment law, it was agreed that the Clerk should obtain a specific legal textbook. The Council would approach local landowners to gauge interest in providing land for allotments.

Proposed: Cllr Wooding Seconded: Cllr Mommersteeg Decision: Unanimous

12 Visits, Training & Courses.

Weds 24th Sept: NCALC "*Off to a flying start*" at NACRE @ 18:45 (£29) Cllr Mommersteeg.

Sat 11th Oct: ENC Chairman's charity ball at Oundle @ 20:00 (£33).

Weds 15th Oct: NCALC AGM (& QPC presentation) at Billing @ 19:30.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Cllrs Dale, Wooding, Foulger & the Clerk would attend, with Cllrs Wooding & Foulger as the voting delegates.

Thurs 16th Oct: ENC & NACRE seminar on Affordable Housing at ENC @ 19:15.

Sat 18th Oct: SLCC National Conference at Wokefield Park, Reading (£30) Clerk.

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

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

Proposed: Cllr Dale

Seconded: Cllr Izzard Decision: Unanimous

14 Councillor's Reports (information only).

Cllr Wooding advised his wife and he would be planting more bulbs in the parish verges.

Cllr Dale advised he had been approached by a landowner about not replacing a section of Highways metal fencing, as it provided safer access for his farm machinery.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 13th October 2008 in the Chelveston Village Hall.

The meeting closed at 8:42 p.m.

Issued on 28th September 2008.

Pages 1355 – 1363 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log

Date of Receipt	Document Number	Correspondent	Description	Action Required
2008				
09/05/2008	I/2008/120/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 57 May 2008	Circulated
30/06/2008	I/2008/160/MHH	BBC (Martin Tidy)	Consultation on Climate Change SPD	File
08/07/2008	I/2008/163/MHH	BBC (Martin Tidy)	Consultation on Bedford LDF - Allocations & Designations Plan	File
11/07/2008	I/2008/166/MHH	NCC (Zafran Khan)	NCC Highways communication questionnaire	Actioned
12/07/2008	I/2008/168/MHH	ENC (Barbara Ding)	Register of Interests update for Cllrs	Actioned
15/07/2008	I/2008/169/MHH	Preserve	Newsletter No.7 (July 2008)	File
17/07/2008	I/2008/170/MHH	ENC Planning	Re-submission of new build by <i>Hall Farm</i> , Water Lane w/o garage	Actioned
17/07/2008	I/2008/171/MHH	N'ton Town FC (S.Malin)	Ticket vouchers for new resident welcome packs offer	File
17/07/2008	I/2008/172/MHH	ENC (Josh Ystenes)	Residential Land Availability 2007	Actioned
18/07/2008	I/2008/173/MHH	ENC (Keith Osborne)	Notice of an ENC meeting on Monday 21st July @ ENC	File
18/07/2008	I/2008/174/MHH	NCC	Leaflet on Recycling "Lets get it sorted" Summer 2008	File
18/07/2008	I/2008/175/MHH	EMDA	EMDA News Summer 2008	File
19/07/2008	I/2008/176/MHH	ENC (Mick Bowerman)	Notification that Ian Grady (Northants Acre) has passed away	File
19/07/2008	I/2008/177/MHH	ENC (Keith Osborne)	Additional papers for ENC mtg on 21st July	File
19/07/2008	I/2008/178/MHH	NCALC	Request for delegates for AGM on 15th Oct @ Billing	Actioned
23/07/2008	I/2008/179/MHH	ENC Planning	Application of erection of agricultural shed at Upper Higham Lane site	Actioned
23/07/2008	I/2008/180/MHH	NCALC	Update issue 4/08	File
23/07/2008	I/2008/181/MHH	Vitalise	Grant request	File
24/07/2008	I/2008/182/MHH	USAF	Invite to Tops In Blue 2008 tour "Deja Blue"	File
26/07/2008	I/2008/183/MHH	GOEM	Conference on Climate Change on 10th Sept @ N'ton	File
26/07/2008	I/2008/184/MHH	NACRE	<i>The Playing Field</i> Summer 2008	File
29/07/2008	I/2008/185/MHH	ENC Planning	Draft response to BT proposals to remove 31 payphones	File
30/07/2008	I/2008/186/MHH	Police	<i>SmartWater</i> offer to PTCs	File
31/07/2008	I/2008/187/MHH	NCC (Sarah Burr)	Questionnaire on Empowering Cllrs scheme award	Actioned
01/08/2008	I/2008/188/MHH	SLCC (Mike Page)	Invoice for National Conference (day delegate)	Actioned
02/08/2008	I/2008/189/MHH	NWB	Bank Statements	File
05/08/2008	I/2008/190/MHH	BBC (Susan Garbutt)	Allocations & Designation DPD consultation	File
07/08/2008	I/2008/191/MHH	Police	Monthly Parish Crime Report - June	Circulated
08/08/2008	I/2008/192/MHH	EMRCC (Liz Reeson)	F&R service Regional Control Centre @ Castle Donington , Leics	Circulated
09/08/2008	I/2008/193/MHH	Age Concern	Request for information on befriender schemes in the parish?	Actioned
09/08/2008	I/2008/194/MHH	Easyspace	Receipt for website hosting renewal	File
11/08/2008	I/2008/195/MHH	ENC	Poster for ENC Chairman's charity autumn ball	Actioned
18/08/2008	I/2008/196/MHH	ABB	Aquisition of ABB by E.ON	File
18/08/2008	I/2008/197/MHH	ENC (Cherry French)	The Big Tidy Up campaign	File
18/08/2008	I/2008/198/MHH	Police	Monthly Crime Statistics	Circulated
18/08/2008	I/2008/199/MHH	Raunds TC	Poster for Children's stories at the Saxon Hall on 12th Sept	Actioned
19/08/2008	I/2008/200/MHH	ENC Planning	Planning permission for new build next to <i>Hall Farmhouse</i> , Water Lane	File
20/08/2008	I/2008/201/MHH	ENC (Paul Wilcox)	Phase 1 applications for NCC Playbuild grants	File
28/08/2008	I/2008/202/MHH	NCC (Mark Chant)	NCC MWDF - Locations for Waste Dev DPD consultation	Actioned
28/08/2008	I/2008/203/MHH	NN JPU	NN Core Spatial Strategy (Adopted June 2008)	File
30/08/2008	I/2008/204/MHH	EN Vol & Comm Forum	Poster for mtg on Thurs 11th Sept on Funding & Training	Actioned
30/08/2008	I/2008/205/MHH	USAF	Invite to USAF Ball @ RAF Alconbury on 26th Sept	File
01/09/2008	I/2008/206/MHH	NCC (John Raisin)	NCC Ordering and Invoice Payment Process update	File
01/09/2008	I/2008/207/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 59 September 2008	Circulated
02/09/2008	I/2008/208/MHH	NCC	Locations for Waste Development - supplementary pref options	Actioned
02/09/2008	I/2008/209/MHH	NCC Planning	CRE biomass application to be heard on 16th September	Actioned
06/09/2008	I/2008/210/MHH	NWB	Bank Statements	File
10/09/2008	I/2008/211/MHH	E-On Energy Services	Quotation for replacement of lamp 26 (adj <i>School House</i>)	Awaiting
10/09/2008	I/2008/212/MHH	E-On Energy Services	Invoice for quarterly St Lt maintenance (Jul-Sept 08)	Actioned
10/09/2008	I/2008/213/MHH	Police	Monthly Crime Statistics	Circulated
10/09/2008	I/2008/214/MHH	ENC (Michael Burton)	Independent Examination of RNOTP starting 7th Oct	File
11/09/2008	I/2008/215/MHH	ENC (J.Stanhope)	Invoice for grass cutting (Apr - Jul 08)	Actioned
11/09/2008	I/2008/216/MHH	ENC (Mick Bowerman)	Meeting of the ENC Standards Board on 17th Oct	Circulated
12/09/2008	I/2008/217/MHH	Active Ageing Network	Active Ageing Network newsletter Vol 2 issue 5 Summer 2008	Circulated
13/09/2008	I/2008/218/MHH	NCC (Chris Dickens)	Purchase order for S136 grass cutting grant	Awaiting

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.
2008						
17/07/2008	O/2008/065/MHH	Parish Cllrs	Minutes 0807	Delivered		
15/07/2008	O/2008/066/MHH	ABB	Payment of invoice	Posted	0807.5.1	I/2008/144/MHH
21/07/2008	O/2008/067/MHH	ENC Planning	Application response to new build by <i>Hall Farm</i>	Posted		I/2008/170/MHH
22/07/2008	O/2008/068/MHH	NCALC	Delegates to AGM	Posted	0807.11	I/2008/178/MHH
24/07/2008	O/2008/069/MHH	ENC (Michael Nartey)	Open Space Strategy	Posted	0807.10	I/2008/149/MHH
30/07/2008	O/2008/070/MHH	Parish Cllrs	Agenda 0808	Delivered		
02/08/2008	O/2008/071/MHH	NCC (Zafran Khan)	NCC Highways communication questionnaire	Posted	0807.6.1	I/2008/166/MHH
04/08/2008	O/2008/072/MHH	Parish Cllrs	Minutes 0808	Delivered		
05/08/2008	O/2008/073/MHH	ENC Planning	Application response to agri shed at Upper Higham Lane	Posted	0808.4.1	I/2008/179/MHH
09/08/2008	O/2008/074/MHH	Parish	Aug/Sept Newsletter	Delivered		
09/08/2008	O/2008/075/MHH	NCC (Sarah Burr)	Questionnaire on Empowering Cllrs scheme award	Posted		I/2008/187/MHH
31/08/2008	O/2008/076/MHH	NCALC	New Cllrs course booking	Posted	0808.11	
17/09/2008	O/2008/077/MHH	NCC	Response to Locations for Waste Dev consultation	Posted		I/2008/208/MHH
10/09/2008	O/2008/078/MHH	Parish Cllrs	Agenda 0809	Delivered		
11/09/2008	O/2008/079/MHH	NCC Planning	Request for delay due to non-consultation	Delivered		I/2008/209/MHH

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2008/2009

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2008.09	10/06/2008	I/2008/164/MHH	NWB	Interest (Apr - Jun 08)	Bank	C	£38.68	£0.00	£38.68	£6,307.65	Interest			
2008.10	14/07/2008	I/2008/144/MHH	ABB	St Lt Maintenance (Apr - Jun 08)	000703	C	-£128.68	-£22.52	-£151.20	£6,156.45	St Lighting	0807.5.1	MHH, MLF, PM	PCA 1957 S3
2008.11	14/07/2008	O/2008/064/MHH	M.H.Hunter	Expenses 0807	000704	C	-£72.47	£0.00	-£72.47	£6,083.98	Gen. Admin	0807.5.2	MHH, MLF, PM	LGA 1972 S111
2008.12	15/09/2008	I/2008/212/MHH	E-On Energy Services	St Lt Maintenance (Jul - Sep 08)	000705		-£128.68	-£22.52	-£151.20	£5,932.78	St Lighting	0809.6.1	MHH, MLF, PM	PCA 1957 S3
2008.13	15/09/2008	I/2008/215/MHH	ENC	Grass-cutting (Apr - Jul 08)	000706		-£1,420.57	-£248.60	-£1,669.17	£4,263.61	Grass cutting	0809.6.1	MHH, MLF, PM	HA 1980 S96
2008.14	15/09/2008	O/2008/080/MHH	M.H.Hunter	Expenses 0809	000707		-£191.49	-£14.96	-£206.45	£4,057.16	Gen. Admin	0809.6.2	MHH, MLF, PM	LGA 1972 S111
Balance C/F							£0.00	£4,607.95	-£550.79	£4,057.16	£4,057.16			

[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
- RTRA Road Traffic Regulations Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheque 000698 not issued

Category	S137	Amount	VAT	Total
Brought Forward		£4,148.82	£0.00	£4,148.82
Precept		£4,475.00	£0.00	£4,475.00
Bank Interest		£38.68	£0.00	£38.68
Misc. Receipts		£0.00	£0.00	£0.00
305th BG memorial donations		£0.00	£0.00	£0.00
VAT refund		£0.00	£0.00	£0.00
Income		£8,662.50	£0.00	£8,662.50
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£407.37	-£14.96	-£422.33
St Lighting		-£257.36	-£45.04	-£302.40
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£2,804.49	-£490.79	-£3,295.28
Elections		£0.00	£0.00	£0.00
Insurance		-£475.33	£0.00	-£475.33
Grants		£0.00	£0.00	£0.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.00	£0.00	-£110.00
Audit		£0.00	£0.00	£0.00
Village Hall		£0.00	£0.00	£0.00
305th BG memorial costs		£0.00	£0.00	£0.00
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00		£0.00	£0.00
Expenditure		£0.00	-£4,054.55	-£4,054.55
Income + Expenditure	£0.00	£4,607.95	-£550.79	£4,057.16

Audit tables	
Brought Forward	£4,148.82
Precept	£4,475.00
Other income	£38.68
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£4,605.34
Balance	£4,057.16
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 @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/07/2008	Orange - ISP broadband									£17.99
13/07/2008	Pre-minutes for Clerk	4								
15/07/2008	ABB - payment of invoice		34	1						
15/07/2008	BDO Stoy Haward - Audit forms	1					5			
18/07/2008	Minutes 0807 - 3 P.Cllrs & File	9					27			
21/07/2008	ENC Planning - response to application		34	1						
22/07/2008	NCALC - AGM delegates		34	1			1			
23/07/2008	SLCC - day delegate		34	1			1			
24/07/2008	ENC -Open Spaces Strategy response	1	34	1			3			
30/07/2008	Agenda 0808 - 7 P.Cllrs & File	1					7			
02/08/2008	Labels (8 per sheet, 100 sheets)									£9.95
02/08/2008	NCC Highways Comms response	1					1			
04/08/2008	Pre-minutes for Clerk	2								
04/08/2008	Minutes 0808 - 3 P.Cllrs & File	2					6			
06/08/2008	Orange - ISP broadband									£17.99
05/08/2008	ENC Planning - response to application		34	1						
09/08/2008	Easyspace - website renewal									£65.15
09/08/2008	Aug/Sept Newsletter (215)									£21.50
09/08/2008	NCC - Cllr grant questionnaire	1					1			
25/08/2008	SLCC - day delegate fee		34	1						£35.25
31/08/2008	NCALC - Course fee	1	34	1						£29.00
11/09/2008	Agenda 0809 - 7 P.Cllrs & File	4					28			
TOTALS		£1.62	£2.72	£0.48	£0.00	£0.00	£4.80	£0.00	£0.00	£196.83

TOTAL VALUE = £206.45

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

13th October 2008

Meeting Number 0810

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 13th October 2008** in the Chelveston Village Hall.

Present: - Councillors: Cllr A.R.Dale (Chairman)
Cllr M.W.Wooding (Vice-chairman)
Cllr M.W.Emerson
Cllr M.L.Foulger
Cllr G.Harwood MBE (after item 5.5)
Cllr M.J.Izzard
Cllr P.M.Mommersteeg

Clerk: Mr. M.H.Hunter

Public: 3 members of the public.

Open Forum.

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

Mrs J.Harwood spoke about parking problems in High St (*Middle farm Villa* to 2 High St) and the road sweeper not being able to get into Water Lane due to parked cars at the junction with High St.

Cllr Mommersteeg updated the meeting on Preserve's activities.

1 Apologies.

Cllr Dale opened the meeting at 7:31 p.m. and asked for any apologies. Cllr Harwood (ENC meeting) & D.Cllr Whiting (prior engagement). The meeting agreed to accept these apologies.

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

None.

3 Minutes of Previous Meetings.

The minutes of the Parish Council meeting **0809 – 15th September 2008** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0809** with no amendments.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

4 Planning and Licensing Matters.

Cllrs Dale, Emerson, Foulger, Izzard, Mommersteeg & Wooding declared an informal site visit in connection with application EN/08/01725/FUL.

4.1 EN/08/01725/FUL – proposed single storey side extension and refurbishment of existing dwelling at 5 Pokas Cottages, Chelveston.

Mr A.Wright spoke to object to this application.

Chelveston-cum-Caldecott Parish Council

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Cllr Dale explained the plans. The Clerk advised he had contacted *The Byre*, No's 1, 2, 3 & 4 *Pokas Cottages*, 10 High St and 6 Britten Close with 6 supporting & 1 objecting. Neighbouring residents had asked that the Council consider a condition to prevent heavy traffic over the unadopted track, due to the shallow depth of the water & sewage pipes that ran beneath the track.

The meeting considered the matters raised by Mr Wright along with their own observations. Although supporting in principle, there were concerns regarding the lack of detailed roof height information and the potential for the extension to overbear on the neighbouring property (*The Byre*).

The meeting agreed to object to the application as presented and instructed the Clerk to notify ENC accordingly.

Proposed: Cllr Emerson Seconded: Cllr Wooding Decision: Unanimous

4.2 **EN/08/01722/LBC – sub-dividing first floor bathroom with stud/plasterboard partition to create a corridor *The Cottage*, Chelveston.**

Cllr Dale explained the plans. The Clerk advised that as there were no external changes, he had not consulted neighbouring properties.

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

Proposed: Cllr Wooding Seconded: Cllr Izzard Decision: Unanimous

4.3 **NCC MWDF – Core Strategy consultation.**

Cllr Dale advised that NCC were consulting on Core Strategy that would then go to the independent Inspector before adoption. The Clerk had prepared a response for the Council's consideration.

The meeting agreed to the draft response and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

4.4 **NCC MWDF – Control & Management of Development consultation.**

Cllr Dale advised that NCC were consulting on the Control & Management of Development of those sites granted permission under the new framework. The Clerk had prepared a response for the Council's consideration.

The meeting agreed to the draft response and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

4.5 **Update on any previously considered application.**

The CRE AD plant application had been approved by the Development Committee on Tuesday 16th September, following officer advice. Speakers against the application included Cllr Dale, D.Cllr Harwood, C.Cllr Lawson, Pieter Mommeesteeg (Preserve) and Trevor Watson (Head of ENC Planning). Approx 50 members of the public had attended.

The ENC Open Space Strategy map for the parish has been updated with the new proposed areas requested by the Council at the July meeting (0807).

5 Financial Transactions.

- 5.1 The following invoices were due for payment – E-On (St Lighting power (Jan - Jun 08)). The meeting resolved to approve this payment & authorised the appropriate cheque to be signed.

Proposed: Cllr Izzard Seconded: Cllr Dale Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

- 5.2 A grant request had been received from Andrea Claydon for funding toward the village bonfire and fireworks on 5th November (previous applicants awarded £150).

The meeting resolved to grant the request for £150 & authorised the appropriate cheque to be signed.

Proposed: Cllr Wooding Seconded: Cllr Izzard Decision: Unanimous

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

Proposed: Cllr Mommersteeg Seconded: Cllr Izzard Decision: Unanimous

- 5.4 The Clerk confirmed the audit for the year ending 31st March 2008 had been completed with no matters arising.

The Council agreed to approve and accept the findings of the Annual Return and instructed the Clerk to display the public notices accordingly.

Proposed: Cllr Foulger Seconded: Cllr Dale Decision: Unanimous

- 5.5 The bank statements for the month of September had been received & reconciled.

Opening Balance for the meeting	£6,083.98
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Receipts since last meeting

Number	Sender	Description	Method	Amount
2008.15	ENC	Precept (50%)	BACS	£4,475.00
2008.16	NWB	Interest (Jun – Sept 08)	Bank	£36.51
Total Receipts this meeting				£4,511.51

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.17	E-On	St Lt Power (Jan - Jun 08)	000708	£655.37
2008.18	A.Claydon	Grant for village bonfire/fireworks	000709	£150.00
2008.19	M.H.Hunter	Expenses to 0810	000710	£29.16
Total Expenditure this meeting				£834.53

Closing Balance for this meeting	£7,734.14
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Cllr Harwood joined the meeting.

6 Updates on Projects List.

6.1 Highways & footways Issues.

The Clerk advised he had received a request from Zafran Khan (Interim Head of NCC Transport & Highways) who wanted to know this Council's top ten priorities (Street Doctor, footway resurfacing, siding out, traffic calming, parking and white lining).

Cllr Wooding highlighted problems with dog fouling on Joes/High Lane. The Clerk suggested providing a dog bin to assist dog owners in clearing up. Cllr Harwood suggested publicised prosecutions as a deterrent to others.

The meeting agreed to investigate the provision of a dog bin near the gate and to remind dog owners of their responsibilities in the parish newsletter, finally resorting to prosecutions if these measures did not work.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6.2 Street Lighting.

The Clerk confirmed E-On Energy Services had been asked to quote for screening lamp 12 at 21 Duchy Close, but Cllr Emerson reported the work had been completed today.

The Clerk advised that the grant request to ENC for 2/3rds of the replacement of lamp 26 at *School House* had been approved. The order had been placed accordingly.

6.3 Ditches.

No report.

6.4 E-Government.

The Clerk advised for the 30 day period ending 12th October 2008 of the 1,331 hits, 5.71% came from the US, 3.43% from Europe & 7.32% from other countries.

6.5 Rights of Way.

Cllr Izzard advised that works were on going regarding the gateway and bridleway sign up at the former airfield site.

Cllr Dale confirmed a Street Doctor report had been raised for the Water Lane ford footbridge and path, which had been attended to the next day.

6.6 Trees.

The Clerk had left a message for the ENC Tree Officer regarding the TPO plans prior to his going on holiday, but no response has been received to date.

Cllr Wooding has been photographing the preserved trees as a record.

In response to Cllr Izzard, Cllrs Wooding & Dale had looked at the cherry trees on the Raunds Rd, but none of them appeared to be dead (though one was noticeably weaker than the rest).

6.7 Community Safety

No report.

6.8 Allotments.

Cllr Dale advised a possible site had been indentified. Legal advice was awaited before proceeding.

7 Quarterly Budget Control sheet review (July – September 2008).

The Clerk went through the figures and proposed the following virements;

Reduce grass cutting -£101.51	Reduce 305 th memorial reserve -£326.20
Reduce Clerk's salary -£600.50	Increase 305 th memorial works +£326.20
Increase general reserves + £700	

The meeting agreed to proposed virements and instructed the Clerk to act accordingly.

Proposed: Cllr Dale

Seconded: Cllr Wooding

Decision: Unanimous

8 Maintenance work on the 305th BG War Memorial.

Cllr Dale advised that Ian White, the UK representative for the 305th BGMA had contacted the Council, as he was concerned about a number of issues, such as the japanned chains rusting and staining the stonework. Additionally he also reported a set of tire tracks (believed to be a motor scooter or moped attempting a wheelie) at the rear of the memorial.

Cllr Dale proposed the following works be undertaken – remove the chains and replace with galvanized chains, dipped in black hammerite, use brick acid to remove rust marks from stonework, remove plaques and treat supporting panel for rust, delay treating the Queen's benches till spring.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

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

Proposed: Cllr Foulger Seconded: Cllr Harwood Decision: Unanimous

9 Consultation on the DCLG Making & Enforcement of Byelaws.

Cllr Dale advised that DCLG were consulting on revised arrangements for the Making & Enforcement of Byelaws by local authorities. The Clerk had prepared a response for the Council's consideration.

The meeting agreed to the draft response and instructed the Clerk to act accordingly.

Proposed: Cllr Mommersteeg Seconded: Cllr Dale Decision: Unanimous

10 Update on the new Freedom of Information publication scheme requirements.

Cllr Dale advised that the Information Commissioner had approved one new model Publication Scheme for all public authorities, replacing the different ones currently in use. The Council will need to adopt the new scheme before 1st January 2009 and make a guide to information available to the public to assist them to access information.

To this end, a template has been produced for local councils. Following a training session to be held at ENC late this month, the Clerk will draft the template for the Council's consideration.

11 Visits, Training & Courses.

Weds 15th Oct: NCALC AGM (& QPC presentation) at Billing @ 19:30 - Cllrs Dale, Wooding, Foulger & the Clerk would attend, with Cllrs Wooding & Foulger as the voting delegates.

Thurs 16th Oct: ENC & NACRE seminar on Affordable Housing at ENC @ 19:15.

Sat 18th Oct: SLCC National Conference at Wokefield Park, Reading (£30) - Clerk.

Thurs 23rd Oct: ENC IT session on FOI changes at ENC @ 19:30 - Clerk.

Weds 29th Oct: EA & NCC Flood Fair at NBC Guildhall offices @ 09:00 – 18:00.

Sun 9th Nov: Remembrance Day service at the Parish Church @ 9:00 – Cllr Dale & Clerk.

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

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

Proposed: Cllr Dale Seconded: Cllr Foulger Decision: Unanimous

13 Councillor's Reports (information only)

The Clerk advised that Thrapston TC (a Quality Council) had been unsuccessful in requesting devolved powers from ENC to determine householder planning applications.

Cllr Mommersteeg reported back on her recent training course for new Cllrs.

Cllr Foulger reported the Millennium garden grass had been cut, but not collected at the last cut.

Cllr Wooding advised that the landowner would be cutting down self-set elders from the front of Wateryard Spinney later in the year.

Chelveston-cum-Caldecott Parish Council

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The Public and Press will be excluded from the meeting under s100A of the Local government Act 1972 from item 14 as it involves the likely disclosure of exempt information as defined in paragraphs 1, 3 & 4 of Part 1 of Schedule 12A of the Act.

14 Annual review of Clerk's contract (SO14).

Cllr Dale reminded the meeting that the Council were required to review the Clerk's contract annually.

The Clerk advised that he had passed his CILCA qualification in 2006 and therefore was entitled to one additional salary point (i.e. to NJC salary point 21) under condition 7 of the contract.

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

Proposed: Cllr Dale Seconded: Cllr Foulger Decision: Unanimous

For the future the Clerk asked the meeting to consider how it would carry out the annual appraisals of the Council staff.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 10th November 2008 in the Chelveston Village Hall.

The meeting closed at 9:15 p.m.

Issued on 14th October 2008.

Pages 1364 – 1373 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
07/08/2008	I/2008/191/MHH	Police	Monthly Parish Crime Report - June	Circulated
08/08/2008	I/2008/192/MHH	EMRCC (Liz Reeson)	F&R service Regional Control Centre @ Castle Donington , Liecs	Circulated
12/09/2008	I/2008/217/MHH	Active Ageing Network	Active Ageing Network newsletter Vol 2 issue 5 Summer 2008	Circulated
13/09/2008	I/2008/218/MHH	NCC (Chris Dickens)	Purchase order for S136 grass cutting grant	Awaiting
17/09/2008	I/2008/219/MHH	MGWSP (John Robinson)	Parish Highways Reps Review July/August 2008	Circulated
28/09/2008	I/2008/220/MHH	ENC (Robert Austin)	BACS advice for 50% Precept payment	File
28/09/2008	I/2008/221/MHH	NCALC	Update Issues 5 (Sept - Oct 2008)	Circulated
28/09/2008	I/2008/222/MHH	E-On (Power)	Invoice for St Lighting power (Jan- Jun 2008)	Actioned
28/09/2008	I/2008/223/MHH	SBE	Standard Issue 3 September 2008	Circulated
28/09/2008	I/2008/224/MHH	BBC (Martin Tidy)	Consultation on Climate Change SPD	File
28/09/2008	I/2008/225/MHH	NCC (Mark Chant)	Acknowledgement of response to MWDF supplementatray pref options	File
28/09/2008	I/2008/226/MHH	ENC (Michael Nartey)	Modified maps for open space strategy	File
28/09/2008	I/2008/227/MHH	NCC (Mark Chant)	Consultation on MWDF Control & Management pref approach	Actioned
28/09/2008	I/2008/228/MHH	NCC (Mark Chant)	Consultation on MWDF proposed Core Strategy submission	Actioned
28/09/2008	I/2008/229/MHH	DCLG (Stephen McAllister)	Consultation on the making & enforcement of byelaws	Actioned
28/09/2008	I/2008/230/MHH	ENC (Pat Bird)	FOI new publication scheme update	Awaiting
30/09/2008	I/2008/231/MHH	ENC Planning	Application for single stoey side ext & reburishment of 5 Pokas Cottages	Actioned
01/10/2008	I/2008/232/MHH	Raunds TC	Invite to evening with Dr Busker at Raunds Snooker club on 20th Feb	File
04/10/2008	I/2008/233/MHH	Andrea Claydon	Grant request fro village bonfire & fireworks	Actioned
07/10/2008	I/2008/234/MHH	ENC Planning	Listed building application for sub-dividing first floor bathroom <i>The Cottage</i>	Actioned
09/10/2008	I/2008/235/MHH	BBC (Ronald McKay)	Bedford LDF - Issues & Options for allocations update	File
09/10/2008	I/2008/236/MHH	NWB	Bank Statements	File
10/10/2008	I/2008/237/MHH	BDO Stoy Hayward	Notice of Conclusion of Audit & invoice for audit	Awaiting

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.
2008						
28/09/2008	O/2008/080/MHH	Parish Cllrs	Minutes 0809	Delivered		
16/09/2008	O/2008/081/MHH	ENC (Barbara Ding)	Updated ROI forms	Posted	0809.2	I/2008/168/MHH
17/09/2008	O/2008/082/MHH	E-On Energy Services	Payment of invoice	Posted	0809.6.1	I/2008/212/MHH
17/09/2008	O/2008/083/MHH	ENC (J.Stanhope)	Payment of invoice	Posted	0809.6.1	I/2008/215/MHH
02/10/2008	O/2008/084/MHH	ENC (Louise Cahill)	Community Safety Fund grant request	Posted	0809.10	
04/10/2008	O/2008/085/MHH	423rd ABG, USAF	Introduction & e-mail firewall issues	Posted		
04/10/2008	O/2008/086/MHH	Parish Cllrs	Agenda 0810	Delivered		
08/10/2008	O/2008/087/MHH	Parish	Oct / Nov newsletter	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2008/2009

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power	
2008.12	15/09/2008	I/2008/212/MHH	E-On Energy Services	St Lt Maintenance (Jul - Sep 08)	000705	C	-£128.68	-£22.52	-£151.20	£5,932.78	St Lighting	0809.6.1	MHH, MLF, PM	PCA 1957 S3	
2008.13	15/09/2008	I/2008/215/MHH	ENC	Grass-cutting (Apr - Jul 08)	000706	C	-£1,420.57	-£248.60	-£1,669.17	£4,263.61	Grass cutting	0809.6.1	MHH, MLF, PM	HA 1980 S96	
2008.14	15/09/2008	O/2008/080/MHH	M.H.Hunter	Expenses 0809	000707	C	-£191.49	-£14.96	-£206.45	£4,057.16	Gen. Admin	0809.6.2	MHH, MLF, PM	LGA 1972 S111	
2008.15	30/09/2008	I/2008/220/MHH	ENC	Precept (50%)	BACS	C	£4,475.00	£0.00	£4,475.00	£8,532.16	Precept			LGFA 1992 S41	
2008.16	30/09/2008	I/2008/236/MHH	NWB	Interest (Jul - Sep 08)	Bank	C	£36.51	£0.00	£36.51	£8,568.67	Interest				
2008.17	13/10/2008	I/2008/222/MHH	E-On	St Lt Power (Jan - Jun 08)	000708		-£624.16	-£31.21	-£655.37	£7,913.30	St Lighting	0810.5.1	MHH, MLF, PM	PCA 1957 S3	
2008.18	13/10/2008	I/2008/233/MHH	Andrea Claydon	Grant for village bonfire/fireworks	000709		-£150.00	£0.00	-£150.00	£7,763.30	Grants	0810.5.2	MHH, MLF, PM	LGA 1972 S145	
2008.19	13/10/2008	O/2008/088/MHH	M.H.Hunter	Expenses 0810	000710		-£29.16	£0.00	-£29.16	£7,734.14	Gen. Admin	0810.5.3	MHH, MLF, PM	LGA 1972 S111	
							Balance C/F	£0.00	£8,316.14	-£582.00	£7,734.14	£7,734.14			

[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
 - RTRA Road Traffic Regulations Act
 - WM(LAP) War Memorials (Local Authorities' Powers) Act

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305th BG memorial costs		£0.00	£0.00	£0.00
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00	£0.00	£0.00	£0.00
Expenditure	£0.00	-£4,857.87	-£582.00	-£5,439.87
Income + Expenditure	£0.00	£8,316.14	-£582.00	£7,734.14

Audit tables	
Brought Forward	£4,148.82
Precept	£8,950.00
Other income	£75.19
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£5,439.87
Balance	£7,734.14
Bank books	#
Assets	£0.00
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= check bank statements to reconcile with balance

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

S&P= Supply + Print

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11/09/2008	NCC Planning - CRE consultation issue	2				1	2			
14/09/2008	Pre-minutes for Clerk	4								
16/09/2008	ENC - ROI forms	1	68			1	8			
17/09/2008	E-On Energy Services - payment of invoice		34	1						
17/09/2008	ENC - Payment of invoice		34	1						
17/09/2008	NCC Planning - MWDF consult response	2	34	1			2			
28/09/2008	Minutes 0809 - 3 P.Cllrs & File	9					27			
02/10/2008	ENC - Comm Safety Fund grant request	4	34	1			1			
04/10/2008	Ring Binder									£1.99
04/10/2008	423rd ABG, USAF - e-mail communications	2	34	1			1			
07/10/2008	Quarterly Budget Control Sheets	1					7			
08/10/2008	Agenda 0810 - 7 P.Cllrs & File	4					28			
TOTALS		£1.74	£2.38	£0.30	£0.00	£0.20	£4.56	£0.00	£0.00	£19.98

TOTAL VALUE = £29.16

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

17th November 2008

Meeting Number 0811

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 17th November 2008** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: D.Cllr P.Whiting

Open Forum.

Cllr Wooding explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. None.

1 Apologies.

Cllr Wooding opened the meeting at 7:32 p.m. and asked for any apologies. Cllr Dale (prior engagement) & C.Cllr Lawson. The meeting agreed to accept these apologies.

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

Cllr Foulger declared a prejudicial interest in item 6.1 (recipient of expenses).

Cllr Harwood declared he would not be taking part in item 5.1 to avoid pre-determination at ENC.

3 Notification of Executive Action under SO83.

The Clerk advised that, following consultation with nearby residents, he requested approval from the Chairman, Vice-Chairman and IFV to order a new dog bin for the lane near to *Blacksmiths Cottage*.

4 Minutes of Previous Meetings.

The minutes of the Parish Council meeting **0810 – 13th October 2008** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0810** with no amendments.

Proposed: Cllr Harwood Seconded: Cllr Izzard Decision: Unanimous

5 Planning and Licensing Matters.

- 5.1 **EN/08/01462/FUL—Erection of 32,000 bird poultry house & feed silos at Holywell Farm, Chelveston Rd, Stanwick.**

Cllr Harwood did not take part in this item.

Cllr Wooding explained the plans. The Clerk advised he had contacted Stanwick PC, who had indicated they were unlikely to object. The Council had previously highlighted

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visual issues when viewed from the south (i.e. impacting on Chelveston Cliffs). Cllr Wooding considered screening to the south would mitigate the impact.

The meeting agreed to object to the application as submitted and instructed the Clerk to notify ENC accordingly.

Proposed: Cllr Wooding Seconded: Cllr Emerson Decision: Unanimous

5.2 APP/G2815/A/082088102/NWF—Appeal against refusal of ENC/08/00451/FUL - Change of use of redundant MOD buildings for electricity generation at Chelveston Renewable Energy Park.

Cllr Wooding explained that CRE were appealing on two grounds; that Bldg 102 was structurally sound and that the cable lying between the generator compound and the switchgear was a permitted development. Cllr Harwood felt the Council could raise other objections, to give the inspector the breadth of the objections that were not readily apparent from the ENC decision notice.

The meeting agreed to object to the appeal and instructed the Clerk to notify the Planning Inspectorate accordingly.

Proposed: Cllr Harwood Seconded: Cllr Wooding Decision: Unanimous

5.3 Update on any previously considered application.

The CRE AD plant application had been previously referred to GOEM by Preserve for a ruling on the need for a full Environmental Impact Assessment (EIA) as it was just below the 50,000 tonnes pa mandatory threshold. GOEM have now ruled a full EIA must be conducted and no planning decision can be made by NCC until this has been considered.

The application for an extension at 5 *Pokas Cottages* had been refused by officer delegation, as too large and overbearing on *The Byre*.

6 Financial Transactions.

6.1 The following invoices were due for payment – BDO Stoy Hayward (external audit fee), M.L.Foulger (poppy wreath), E-On (St Lighting power (Jul - Sep 08)), SLCC (textbook) and A.R.Dale (305th memorial chain). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

Proposed: Cllr Mommersteeg Seconded: Cllr Izzard Decision: Unanimous

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

Proposed: Cllr Mommersteeg Seconded: Cllr Izzard Decision: Unanimous

6.3 The bank statements for the month of October had been received & reconciled.

Opening Balance for the meeting £7,734.14

Receipts since last meeting

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

Chelveston-cum-Caldecott Parish Council

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Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.20	BDO Stoy Hayward	External audit fee	000711	£158.63
2008.21	M.L.Foulger	Poppy Wreath	000712	£16.50
2008.22	E-On	St Lt Power (Jul - Sep 08)	000713	£386.99
2008.23	SLCC	Textbook	000714	£17.20
2008.24	A.R.Dale	305 th memorial chain	000715	£63.00
2008.25	M.H.Hunter	Expenses to 0811	000716	£151.51
Total Expenditure this meeting				£793.83
Closing Balance for this meeting				£6,940.31

7 Updates on Projects List.

7.1 Highways & footways Issues.

The Clerk confirmed the dog bin had been ordered for Joes/High Lane and advised that ENC had offered a second bin free. In response to a suggestion by Cllr Harwood, he was consulting the residents in Foot Lane. Cllr Emerson asked how often the bins were emptied.

The meeting agreed to accept the second dog bin, subject to neighbour consultation and instructed the Clerk to act accordingly.

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

The Clerk advised that NCC had been invoiced for the s136 grant for grass cutting in 2008.

A landowner had complained about local flooding at *Blacksmiths Cottage* again. This had been referred to NCC, who had in turn passed it on to Anglian Water.

Cllr Foulger commented on the overhanging bushes in Hillside, Cllr Emerson referred to the problems with local flooding on the B645 near Bidwell Lane jct and Cllr Izzard highlighted the poor state of the footbridge by Bidwell ford.

7.2 Street Lighting.

The Clerk advised that lamp 26 at *School House* was due to be replaced next week.

7.3 Ditches.

Cllr s Foulger & Izzard confirmed the ditches they monitor were both coping with the recent heavy rain.

7.4 E-Government.

The Clerk advised for the 30 day period ending 16th November 2008 of the 1,436 hits, 7.99% came from the US, 1.93% from Europe & 4.23% from other countries. A new web-page on the pre-inclosure open fields had been added to the history site.

The *ZoneAlarm* firewall software is due for renewal in the next month. Cllr Wooding asked if the software could be recovered with the license key if it was accidentally lost. The Clerk confirmed it could.

The meeting agreed to the renewal and instructed the Clerk to act accordingly.

Proposed: Cllr Foulger Seconded: Cllr Wooding Decision: Unanimous.

7.5 Rights of Way.

Cllr Izzard advised the missing sign and gate on MM18 onto the former airfield had been replaced and the brick bridge over the stream (MM13 to VC23) near Chelveston Cliffs had been replaced with a new wooden bridge.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Cllr Foulger advised the handrail on the steps on MM13 by the B645 had rotted away.

7.6 **Trees.**

Cllr Wooding advised he still hadn't heard from the ENC tree officer regarding the TPO maps. Cllr Harwood offered to assist.

7.7 **Community Safety**

Cllr Emerson described a recent break-in at Duchy Close and the capture of 5 illegal immigrants near the golf course with the assistance of the force helicopter.

7.8 **Allotments.**

The Clerk advised a pre-application enquiry had been submitted to ENC Planning for ten 20 pole plots plus associated paths.

8 Adoption of Data Protection Policy.

Cllr Wooding reminded the meeting a draft had been included with the agendas. The Clerk explained the requirement and the rationale behind the policy. It was stressed it only applied to Council controlled data.

Cllr Harwood asked how Cllrs stood passing on details of (say) a resident asking for assistance without explicit permission to pass on their details. The Clerk advised that on balance there would be an implied permission to pass on their details to another Cllr/Officer so long as it was a necessary to achieving the assistance required (e.g. if they required assistance with their waste collection, it would necessary for the appropriate ENC officer to know which resident needed the assistance).

The meeting agreed to adopt the policy and instructed the Clerk to act accordingly.

Proposed: Cllr Emerson Seconded: Cllr Wooding Decision: Unanimous

The policy would be added to the Council's website.

9 Update on the new Freedom of Information publication scheme requirements.

Cllr Wooding advised that all councils would have to adopt the new scheme by 1st January 2009. There were two parts to be completed – the formal adoption of the model FOI publication scheme (without amendment) and the publication of the FOI guide to information.

It is intended that the Council will formally adopt the publication scheme and agree the new FOI guide at the December meeting.

10 Consultation on the DCLG Code of Conduct for Members and Employees.

Cllr Wooding advised that DCLG were (again) planning to update the Code of Conduct. Proposed changes relating to Cllrs include extending the code into their non-official capacity, by adding a requirement *not to bring their office into disrepute by conduct that is a criminal offence* (excludes fixed penalty notice offences) and making Para 12(2) compulsory on all councils. Also proposed was a code for employees.

The Clerk was drafting a response for the Council's consideration at the December meeting.

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11 Consultation on the EMRA review of RSS8 (East Midlands Regional Plan).

Cllr Wooding advised that EMRA were conducting a partial review of the East Midlands Regional Plan, including housing, waste and renewable energy. One suggestion is to set targets within the 11 Housing Management Areas (i.e. North Northants) rather than the region. Additionally the Government has proposed abolishing the Regional Assemblies and transferring their planning powers to the Regional Development Agencies (i.e. EMDA) by 2010.

The Clerk had drafted a response for the Council's consideration.

The meeting agreed to the response and instructed the Clerk to act accordingly.

Proposed: Cllr Emerson Seconded: Cllr Foulger Decision: Unanimous

12 Review of the grass-cutting arrangements for 2009.

Cllr Wooding advised the NCC s136 grant for 2009 would be £586.95, whilst the NCC provided service would be 4 cuts. The ENC consortium service was estimated at £3,040, though Cllr Dale had previously indicated that the footpath from Hillside to Duchy Close should be increased from 4 to 8 cuts, which would be approx £20 more.

The meeting agreed to look at revising the consortium grass cutting arrangements, so as to make a decision at the December meeting.

13 Budget proposals for 2009/2010.

Cllr Wooding reminded the meeting that this item was not setting the Precept for next year (that would be in January), rather it was for Cllrs to identify what activities the Council wished to undertake, so the Precept could be calculated to meet the budget requirements.

The Clerk reminded the meeting that 2009 would be a village appraisal questionnaire year.

14 Visits, Training & Courses.

Cllr Wooding advised the meeting that he had attended the NCALC AGM on 15th October and received the Quality Parish Council certificate on behalf of the Council.

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

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

Proposed: Cllr Wooding Seconded: Cllr Izzard Decision: Unanimous

16 Councillor's Reports (information only)

The Clerk advised that at the request of the Clerk of Covington Parish Meeting, he had conducted the internal audit on their accounts.

Cllr Foulger commented favourably on Cllr Dale's response to the NCC Draft Public Participation and External Communications Strategy consultation.

Cllr Emerson reported fly-tipping on the B645 toward Hargrave. Cllr Harwood suggested the ENC fly-tipping contact number should be published in the next parish newsletter.

Cllr Izzard asked if the Council could receive the data from the recent speed data collection on the B663 (Raunds Rd).

Chelveston-cum-Caldecott Parish Council

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Date of Next Meeting:

To avoid conflicting with an ENC mtg on the 8th December, the next ordinary meeting of the Council would be held on Monday 15th December 2008 in the Chelveston Village Hall.

The meeting closed at 9:07 p.m.

Issued on 18th November 2008.

Pages 1374 – 1383 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
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Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
13/09/2008	I/2008/218/MHH	NCC (Chris Dickens)	Purchase order for 2008 S136 grass cutting grant	Actioned
10/10/2008	I/2008/237/MHH	BDO Stoy Hayward	Notice of Conclusion of Audit & invoice for audit	Actioned
10/10/2008	I/2008/238/MHH	Michael Foulger	Expenses claim for Poppy Wreath	Actioned
11/10/2008	I/2008/240/MHH	BBC Planning	Application for 3 wind turbines at Poddington	File
14/10/2008	I/2008/242/MHH	Police	Monthly Crime Statistics	Circulated
15/10/2008	I/2008/243/MHH	E-On (Power)	Invoice for St Lighting power (Jul - Sep 2008)	Actioned
16/10/2008	I/2008/244/MHH	SLCC	Invoice for Allotment law book	Actioned
16/10/2008	I/2008/245/MHH	MGWSP (Lara Inglott)	2009 S136 agreement for grass cutting	Awaiting
17/10/2008	I/2008/246/MHH	Northants Healthcare NHS Trust	Consultation on redevelopment of Rushden Hospital on 13th Nov	File
17/10/2008	I/2008/247/MHH	EMRA (Andrew Pitchard)	Consultation of partial review of RSS8	Actioned
17/10/2008	I/2008/248/MHH	USAF	Invite to Veteran's Day ceremony at Cambridge US military cemetery	File
21/10/2008	I/2008/249/MHH	BBC (Ronald McKay)	Adoption of Bedford Town Centre Action Plan	File
22/10/2008	I/2008/250/MHH	Abbey (Lesley Muir)	Checking on customer service of Council's account	Actioned
23/10/2008	I/2008/251/MHH	ENC (Geoff Oliver)	Estimated costs for grass cutting 2009	Awaiting
24/10/2008	I/2008/252/MHH	ENC	Reports of Committees (November 2008)	Circulated
30/10/2008	I/2008/253/MHH	NCC (Mark Chant)	Receipt of response to MWDF C&MD consultation	File
30/10/2008	I/2008/254/MHH	NCC (Mark Chant)	Receipt of response to MWDF Core Strategy consultation	File
30/10/2008	I/2008/255/MHH	DCLG (Paul Rowsell)	Consultation on Code of Conduct - Cllrs & employees	Awaiting
30/10/2008	I/2008/256/MHH	ENC Planning	Application for 32,000 bird poultry house @ <i>Holywell Farm</i> , Stanwick	Actioned
01/11/2008	I/2008/258/MHH	ENC (John Ware)	Open Space Strategy on hold due to staff changes	File
01/11/2008	I/2008/259/MHH	NCC (Jim Harker)	Consultation on NCC public participation & communication strategy	Actioned
02/11/2008	I/2008/260/MHH	C&CD	Clerks & Councils Direct Issue 60 November 2008	Circulated
03/11/2008	I/2008/261/MHH	NACRE	NACRE Annual Report 2008, Village Viewpoint Winter 2008	Circulated
04/11/2008	I/2008/262/MHH	ENC Planning	Planning Appeal against ENC refusal of CRE generator application	Actioned
05/11/2008	I/2008/263/MHH	NWB	Bank Statements	File
05/11/2008	I/2008/264/MHH	ENC	Minutes of Planning Policy Committee held on 30th Oct @ ENC	Circulated
12/11/2008	I/2008/265/MHH	NV Older Persons' forum	Meeting on 10th December @ Rushden Full Gospel Church	File
12/11/2008	I/2008/266/MHH	Adrian Dale	Expenses claim for 305th BG memorial chains	Actioned
14/11/2008	I/2008/267/MHH	Police	Speedwatch update, Monthly Crime statistics & newsletter (issue 6)	Circulated
15/11/2008	I/2008/268/MHH	ENC Planning	Refusal of planning permission for 5 <i>Pokas Cottages</i>	File
15/11/2008	I/2008/269/MHH	Solutions 4 Playgrounds	Pricelist for playground inspections	File
15/11/2008	I/2008/270/MHH	ENC (Rachel Reeds)	Meeting of the ENC Standards Board on 19th Nov	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.
2008						
14/10/2008	O/2008/088/MHH	Parish Cllrs	Minutes 0810	Delivered		
18/10/2008	O/2008/089/MHH	NCC Planning Policy	MWDF - Core Strategy consultation response	Posted	0810.4.3	I/2008/228/MHH
18/10/2008	O/2008/090/MHH	NCC Planning Policy	MWDF - Control & Development consultation response	Posted	0810.4.4	I/2008/227/MHH
10/10/2008	O/2008/091/MHH	E-On Energy Services	Order for replacement St Lamp 26	Posted	0809.10	I/2008/211/MHH
15/10/2008	O/2008/092/MHH	DCLG (Vanita Patel)	Byelaws consultation response	Posted	0810.9	I/2008/229/MHH
15/10/2008	O/2008/093/MHH	E-On	Payment of invoice	Posted	0810.5.1	I/2008/222/MHH
16/10/2008	O/2008/094/MHH	ENC Planning	Response to application at <i>The Cottage</i> , Chelveston	Posted	0810.4.2	I/2008/234/MHH
17/10/2008	O/2008/095/MHH	ENC Planning	Response to application at <i>5Pokas Cottages</i> , Chelveston	Posted	0810.4.1	I/2008/231/MHH
27/10/2008	O/2008/096/MHH	Parish Cllrs	Data Protection Policy	Delivered	0811.8	
26/10/2008	O/2008/097/MHH	NCC (Max Andrews)	Response to Highways top 10 priorities request	E-mail	0810.6.1	
27/10/2008	O/2008/098/MHH	Abbey (Lesley Muir)	Reminder that Council's account was closed in 2003	Posted		I/2008/250/MHH
12/11/2008	O/2008/099/MHH	Parish Cllrs	Agenda 0811	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2008/2009

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2008.15	30/09/2008	I/2008/220/MHH	ENC	Precept (50%)	BACS C		£4,475.00	£0.00	£4,475.00	£8,532.16	Precept			LGFA 1992 S41
2008.16	30/09/2008	I/2008/236/MHH	NWB	Interest (Jul - Sep 08)	Bank C		£36.51	£0.00	£36.51	£8,568.67	Interest			
2008.17	13/10/2008	I/2008/222/MHH	E-On	St Lt Power (Jan - Jun 08)	000708 C		-£624.16	-£31.21	-£655.37	£7,913.30	St Lighting	0810.5.1	MHH, MLF, PM	PCA 1957 S3
2008.18	13/10/2008	I/2008/233/MHH	Andrea Claydon	Grant for village bonfire/fireworks	000709 C		-£150.00	£0.00	-£150.00	£7,763.30	Grants	0810.5.2	MHH, MLF, PM	LGA 1972 S145
2008.19	13/10/2008	O/2008/088/MHH	M.H.Hunter	Expenses 0810	000710 C		-£29.16	£0.00	-£29.16	£7,734.14	Gen. Admin	0810.5.3	MHH, MLF, PM	LGA 1972 S111
2008.20	17/11/2008	I/2008/237/MHH	BDO Stoy Hayward	External audit fee 2008	000711		-£135.00	-£23.63	-£158.63	£7,575.51	Audit	0811.6.1	MHH, MJI, MWE	LGA 1972 S111
2008.21	17/11/2008	I/2008/238/MHH	M.L.Foulger	Poppy Wreath	000712		-£16.50	£0.00	-£16.50	£7,559.01	Gen. Admin	0811.6.1	MHH, MJI, MWE	LGA 1972 S111
2008.22	17/11/2008	I/2008/242/MHH	E-On	St Lt Power (Jul - Sep 08)	000713		-£329.35	-£57.64	-£386.99	£7,172.02	St Lighting	0811.6.1	MHH, MJI, MWE	PCA 1957 S3
2008.23	17/11/2008	I/2008/244/MHH	SLCC	Text book	000714		-£17.20	£0.00	-£17.20	£7,154.82	Gen. Admin	0811.6.1	MHH, MJI, MWE	LGA 1972 S111
2008.24	17/11/2008	I/2008/266/MHH	A.R.Dale	305th BG memorial chains	000715		-£63.00	£0.00	-£63.00	£7,091.82	305 costs	0811.6.1	MHH, MJI, MWE	WM(LAP) 1923 S1
2008.25	17/11/2008	O/2008/100/MHH	M.H.Hunter	Expenses 0811	000716		-£151.51	£0.00	-£151.51	£6,940.31	Gen. Admin	0811.6.2	MHH, MJI, MWE	LGA 1972 S111
						Balance C/F	£0.00	£7,603.58	-£663.27	£6,940.31	£6,940.31			

[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
- RTRA Road Traffic Regulations Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheque 000698 not issued

Category	S137	Amount	VAT	Total
Brought Forward		£4,148.82	£0.00	£4,148.82
Precept		£8,950.00	£0.00	£8,950.00
Bank Interest		£75.19	£0.00	£75.19
Misc. Receipts		£0.00	£0.00	£0.00
305th BG memorial donations		£0.00	£0.00	£0.00
VAT refund		£0.00	£0.00	£0.00
Income		£13,174.01	£0.00	£13,174.01
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£621.74	-£14.96	-£636.70
St Lighting		-£1,210.87	-£133.89	-£1,344.76
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£2,804.49	-£490.79	-£3,295.28
Elections		£0.00	£0.00	£0.00
Insurance		-£475.33	£0.00	-£475.33
Grants		-£150.00	£0.00	-£150.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.00	£0.00	-£110.00
Audit		-£135.00	-£23.63	-£158.63
Village Hall		£0.00	£0.00	£0.00
305th BG memorial costs		-£63.00	£0.00	-£63.00
Misc. Expenses		£0.00	£0.00	£0.00
S137		£0.00	£0.00	£0.00
Expenditure		£0.00	-£5,570.43	-£6,233.70
Income + Expenditure		£0.00	£7,603.58	-£663.27

Audit tables	
Brought Forward	£4,148.82
Precept	£8,950.00
Other income	£75.19
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£6,233.70
Balance	£6,940.31
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 @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/10/2008	Orange - ISP broadband									£17.99
08/10/2008	Oct/Nov Newsletter (215)									£21.50
10/10/2008	E-On Energy Services - order for lamp 26	1	34	1			1			
12/10/2008	Pre-minutes for Clerk	6								
12/10/2008	Copy of FOI guides	7								
14/10/2008	Minutes 0810 - 3 P.Cllrs & File	10					30			
15/10/2008	NCALC AGM								30	
15/10/2008	E-On - payment of invoice		34	1						
15/10/2008	DCLG byelaws consultation response	2	34	1			2			
16/10/2008	ENC - Response to application		34	1						
17/10/2008	ENC - Response to application	1	34	1			1			
18/10/2008	SLCC Conf (Wokefiled, Reading)								218	
19/10/2008	NCC Planning policy - MWDF responses	3	34	1			3			
19/10/2008	Audit conclusion notices for display						2			
27/10/2008	Abbey - Closed account info	1	34	1			1			
11/11/2008	Draft Data Protection policy	8					56			
12/11/2008	Agenda 0811 - 7 P.Cllrs & File	4					28			
TOTALS		£2.58	£2.38	£0.42	£0.00	£0.00	£7.44	£0.00	£99.20	£39.49

TOTAL VALUE = £151.51

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

15th December 2008

Meeting Number 0812

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 15th December 2008** in the Chelveston Village Hall.

Present: - Councillors: Cllr A.R.Dale (Chairman)
Cllr M.W.Wooding (Vice -chairman)
Cllr M.W.Emerson
Cllr M.L.Foulger
Cllr G.Harwood MBE
Cllr M.J.Izzard

Clerk: Mr. M.H.Hunter

Public: 1 member of the public.

Open Forum.

Cllr Dale explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. None.

1 Apologies.

Cllr Dale opened the meeting at 7:32 p.m. and asked for any apologies. Cllr Mommersteeg (prior engagement). The meeting agreed to accept this apology.

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

Cllr Foulger declared a prejudicial interest in item 5.1 (Trustee & Secretary of invoicing body).

Cllr Harwood declared he would not be taking part in item 4.1 to avoid pre-determination at ENC.

3 Minutes of Previous Meetings.

The minutes of the Parish Council meeting **0811 – 17th November 2008** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0811** with no amendments.

Proposed: Cllr Izzard Seconded: Cllr Wooding Decision: Unanimous

4 Planning and Licensing Matters.

4.1 EN/08/01989/OUT—New detached dwelling with integral garage and new vehicular access on land at East View, Raunds Rd, Chelveston.

Cllr Harwood did not take part in this item.

Cllr Dale explained the plans. The Clerk advised whilst neither *the Maples* or *Eastview* objected in principle, both had concerns about the proposed drainage of surface water into soakaways and the potential for localised flooding. *Eastview* also had concerns about the building line and the proposed style being based on *the Maples*. The Clerk had brought the lack of a tree survey with the application to the attention of the Case officer and the ENC Tree Officer had been advised.

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Northamptonshire

Cllr Izzard commented on local flooding and land drains.

The meeting agreed not to object to the application, but to request the trees are retained and highlight the local flooding issue and instructed the Clerk to notify ENC accordingly.

Proposed: Cllr Emerson Seconded: Cllr Izzard Decision: Unanimous

4.2 Update on any previously considered application.

The CRE AD plant application which GEOM had previously decided required a full EIA, had been successfully appealed by CRE and NCC and the decision reversed.

The NCC MWDF Core Strategy consultation ended with 258 responses by 67 organisations & individuals. This has now been submitted to the Secretary of State and will undergo a public examination in March 2009.

The Listed Building Consent for an internal dividing wall at *the Cottage* and the application for the agricultural shed at Carr Bros depot had both been granted by officer delegation. The Stanwick chicken shed was still under consideration, with objections from the Environment Agency over water run-off.

Cllr Harwood informed the meeting of the problems with extending the B645 footway opposite the Moulton College site on the Chelveston Rd, Higham Ferrers and asked the Council to remind NCC of its previous request for the Higham – Chelveston footway restoration.

5 Financial Transactions.

- 5.1 The following invoices were due for payment – E-On energy Services (replacement of lamp 26), SLCC/ILCM (fees 2008), Chelveston Village Hall (hall hire 2008). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

Proposed: Cllr Wooding Seconded: Cllr Izzard Decision: Unanimous

- 5.2 A grant request had been received by Northamptonshire Victim Support & Witness Service (last grant 2002: £50). Although the county charities have now amalgamated into one national charity, funds raised in the county are ring fenced. The grant request is therefore compliant with the recently adopted grants policy, save that information specific to the parish is not provided.

After debate, the meeting agreed not to grant the request.

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

Proposed: Cllr Dale Seconded: Cllr Foulger Decision: Unanimous

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

Opening Balance for the meeting £6,940.31

Receipts since last meeting

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

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Northamptonshire

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.26	SLCC / ILCM	Fees (2009)	000717	£80.00
2008.27	E-On	Replacement lamp 26	000718	£686.20
2008.28	Village Hall	Hall hire (2008)	000719	£149.50
2008.29	M.H.Hunter	Expenses to 0812	000721	£79.81
Total Expenditure this meeting				£995.51
Closing Balance for this meeting				£5,944.80

6 Updates on Projects List.

6.1 Highways & footways Issues.

The Clerk confirmed the dog bins had been ordered for Joe's/High Lane and Foot Lane.

NCC Highways had added the footbridge by Bidwell ford (as highlighted by Cllr Izzard) to their repairs list and were monitoring the local flooding on the B645 near Bidwell Lane jct (as highlighted by Cllr Emerson). Spire Homes has been contacted about overhanging brambles on the boundary of No.22 Hillside (as highlighted by Cllr Foulger).

The winter gritting leaflets were now available, with NCC- MGWSP increasing the gritting routes from 25 to 31 with 12 extra drivers. The Clerk would deposit the leaflets with the *Star & Garter* as usual.

Cllr Emerson described the attendance of both NCC & AW at *Blacksmiths Cottage* due to localised flooding.

6.2 Street Lighting.

The Clerk advised that lamp 26 at *School House* had been replaced and the 2/3rds grant requested from ENC Community Safety fund.

Lamp 20 (opposite *Fieldview*, Raunds Rd) has been reported as dead.

6.3 Ditches.

No report.

6.4 E-Government.

The Clerk advised for the 30 day period ending 14th December 2008 of the 1,309 hits, 11.12% came from the US, 1.62% from Europe & 5.02% from other countries. New web-pages on the pre-inclosure open fields and the 1977 Silver Jubilee have been added to the history site.

The domain name registration is due for renewal in the next month.

The meeting agreed to the renewal and instructed the Clerk to act accordingly.

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

6.5 Rights of Way.

Cllr Izzard advised that the steps on MM13 by the B645 had been cleaned and the handrail would be replaced. Following a request from Cllr Harwood, he had contacted NCC ROW who advised that a temporary diversion order had been granted on MM16 by Building 102 on the old MOD site.

6.6 Trees.

Cllr Wooding advised he had been contacted by residents of Water Lane, regarding works at Wateryard spinney. These were in line with what the landowner had previously notified to the Council.

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Following the assistance of Cllr Harwood, ENC were now proposing to make digital reference maps of the TPOs available.

6.7 Community Safety

No report.

6.8 Allotments.

The Clerk advised a response to the pre-application enquiry was now overdue and had been chased.

7 Adoption of new Freedom of Information Publication Scheme.

Cllr Dale explained that it was a statutory requirement to adopt the new FOI scheme, which replaces the one adopted in 2002 (minute 0208.10). This was in two parts; the first was the model FOI publication scheme, which, if adopted without modification, would be valid until further notice. The second was the FOI guide to the information the Council published and a draft had been included with the agendas.

7.1 The meeting agreed to adopt the model FOI publication scheme without modification and instructed the Clerk to act accordingly.

Proposed: Cllr Wooding Seconded: Cllr Emerson Decision: Unanimous

7.2 The meeting agreed to adopt the FOI guide to information as drafted and instructed the Clerk to act accordingly.

Proposed: Cllr Foulger Seconded: Cllr Izzard Decision: Unanimous

The FOI scheme would be updated on the Council's website.

8 Consultation on the DCLG Code of Conduct for Members and Employees.

The Clerk advised the meeting of the key points of the draft response to the DCLG regarding the proposed changes relating to Members Code and the introduction of the Employees code.

The meeting agreed to the proposed response and instructed the Clerk to inform DCLG accordingly.

Proposed: Cllr Dale Seconded: Cllr Harwood Decision: Unanimous

9 Review of the grass-cutting arrangements for 2009.

Cllr Dale advised the NCC s136 grant for 2009 would be £586.95 and the NCC provided service would be 4 cuts. The ENC consortium service was estimated at £3,060 for 8 cuts on all three services.

The Clerk advised that NCC required £5m insurance cover (which both the consortium and the Council had) and that only the Millennium Garden was a non-public area (est. £54). An option the Council might consider was recharging this back to the Village Hall via means a rebate on the hall hire (2008: £149.50)

The meeting agreed to the grass cutting consortium and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Harwood Decision: Unanimous

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10 Meeting dates for 2009.

Cllr Dale advised the Clerk had checked the Village Hall was available on the 2nd Mondays of the month –

Jan 12 th	May 11 th	Sep 14 th
Feb 9 th	Jun 8 th	Oct 12 th
Mar 9 th	Jul 13 th	Nov 9 th
Apr 20 th (3 rd Mon to avoid Easter)	Aug 10 th (if required)	Dec 14 th

The meeting agreed to the dates as proposed and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Foulger Decision: Unanimous

11 Visits, Training & Courses.

Weds 18th March – NCC Parish Conference at R&DFC conference suite @ 16:30.

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

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

Proposed: Cllr Dale Seconded: Cllr Foulger Decision: Unanimous

13 Councillor's Reports (information only)

The Clerk confirmed the December/January Newsletter had been issued at the start of December, with the ENC fly-tipping contact number (as requested by Cllr Harwood).

The Clerk advised the auction details for the Boxer Tower had arrived. It was noted the structural details of the mast were not included and these were requested and now received.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on Monday 12th January 2009 in the Chelveston Village Hall Cllr Harwood apologised as he would be at an ENC mtg.

The meeting closed at 8:50 p.m. and Cllr Dale wished his fellow Cllrs a Merry Christmas and looked forward to another eventful and active year for the Council.

Issued on 23rd December 2008.

Pages 1384 – 1392 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log

Date of Receipt	Document Number	Correspondent	Description	Action Required
14/10/2008	I/2008/242/MHH	Police	Monthly Crime Statistics	Circulated
16/10/2008	I/2008/245/MHH	MGWSP (Lara Inglott)	2009 S136 agreement for grass cutting	Awaiting
24/10/2008	I/2008/252/MHH	ENC	Reports of Committees (November 2008)	Circulated
02/11/2008	I/2008/260/MHH	C&CD	Clerks & Councils Direct Issue 60 November 2008	Circulated
03/11/2008	I/2008/261/MHH	NACRE	NACRE Annual Report 2008, Village Viewpoint Winter 2008	Circulated
05/11/2008	I/2008/264/MHH	ENC	Minutes of Planning Policy Committee held on 30th Oct @ ENC	Circulated
22/11/2008	I/2008/271/MHH	NCALC	Update - Issue 6/08 - November/December 2008	Circulated
22/11/2008	I/2008/272/MHH	ENC Planning	Outline application for new detached dwelling at land at East View	Actioned
22/11/2008	I/2008/273/MHH	ENC (Rob Austin)	Precept 2009/10 forms	Awaiting
22/11/2008	I/2008/274/MHH	NCC (Neil Holland)	Public Transport Guide (Sept 2008 issue)	File
22/11/2008	I/2008/275/MHH	ENC (Keith Osborne)	Notice of ENC mtg on Mon 24th Nov @ ENC	File
24/11/2008	I/2008/276/MHH	Preserve	Newsletter - Issue 8 - November 2008	File
24/11/2008	I/2008/277/MHH	SLCC / ILCM	Membership renewal for 2009	Actioned
26/11/2008	I/2008/278/MHH	EMDA	Annual Report to March 2008	Circulated
26/11/2008	I/2008/279/MHH	NCC (Mark Chant)	Confirmation of MWDF C&MD response received	File
26/11/2008	I/2008/280/MHH	Defence Estates	Boxer Tower tender pack	Awaiting
28/11/2008	I/2008/281/MHH	E-On Energy Services	Invoice for replacement St light 26	Actioned
29/11/2008	I/2008/282/MHH	Information Commisioner	FOI new publication scheme details	File
29/11/2008	I/2008/283/MHH	ENC Planning	Approval of List building Consent for <i>The Cottage</i> , Chelveston	File
01/12/2008	I/2008/284/MHH	MOJ	Booklet/DVD on "Making Sense of Human Rights"	File
01/12/2008	I/2008/285/MHH	NRHA (Craig Felts)	Northants Rural Housing Assoc Annual Report 2007/8	Circulated
04/12/2008	I/2008/286/MHH	ENC (Jenny Ray)	Electoral Register password protetcion	File
06/12/2008	I/2008/287/MHH	Victim Support (Glynn Bliss)	Annual Report 2006/7 and request for donation	File
09/12/2008	I/2008/288/MHH	Defence Estates	Boxer Tower structural report	Awaiting
09/12/2008	I/2008/289/MHH	NACRE	NACRE flyer and new NOW advisor	File
12/12/2008	I/2008/290/MHH	NWB	Bank Statements	File
12/12/2008	I/2008/291/MHH	Chelveston Village Hall	Invoice for hall hire 2008	Actioned
12/12/2008	I/2008/292/MHH	NCC / MGWSP	Winter gritting leaflets 2008/9	Actioned
12/12/2008	I/2008/293/MHH	E-On Energy Services	Invoice for St Lighting Maintenance (Oct - Dec 08)	Awaiting
12/12/2008	I/2008/294/MHH	NCC	BACS remittance advice for grass cutting grant 2008	File
12/12/2008	I/2008/295/MHH	E-On Energy Services	Statement	File
12/12/2008	I/2008/296/MHH	EN Neighbourhood Watch	SmartWater kit	Awaiting
12/12/2008	I/2008/297/MHH	ENC (Denise Beard)	Concessionary fares scheme 2009/10	File
12/12/2008	I/2008/298/MHH	Active Ageing Network	Newsletter Vol 2 Issue 6 Winter 2008	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.
2008						
16/11/2008	O/2008/100/MHH	Parish Cllrs	Minutes 0811	Delivered		
13/11/2008	O/2008/101/MHH	NCC (Chris Dickens)	Invoice for S136 grass-cutting grant 2008	Posted		I/2008/218/MHH
21/11/2008	O/2008/102/MHH	EMRA (Andrew Pitchard)	Consultation of partial review of RSS8	Posted	0811.11	I/2008/247/MHH
20/11/2008	O/2008/103/MHH	BDO Stoy Hayward	Payment of invoice	Posted	0811.6.1	I/2008/237/MHH
20/11/2008	O/2008/104/MHH	E-On	Payment of invoice	Posted	0811.6.1	I/2008/243/MHH
20/11/2008	O/2008/105/MHH	SLCC	Payment of invoice	Posted	0811.6.1	I/2008/244/MHH
21/11/2008	O/2008/106/MHH	ENC Planning	Response to Stanwick chicken shed application	Posted	0811.5.1	I/2008/256/MHH
23/11/2008	O/2008/107/MHH	HMRC	VAT refund claim	Posted		
01/12/2008	O/2008/108/MHH	Planning Inspectorate	Objection to CRE appeal of B102	Posted	0811.5.2	I/2008/262/MHH
06/12/2008	O/2008/109/MHH	Parish	Dec/Jan Newsletter	Delivered		
06/12/2008	O/2008/110/MHH	Parish Cllrs	Agenda 0812	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2008/2009

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power	
2008.20	17/11/2008	I/2008/237/MHH	BDO Stoy Hayward	External audit fee 2008	000711	C	-£135.00	-£23.63	-£158.63	£7,575.51	Audit	0811.6.1	MHH, MJI, MWE	LGA 1972 S111	
2008.21	17/11/2008	I/2008/238/MHH	M.L.Foulger	Poppy Wreath	000712		-£16.50	£0.00	-£16.50	£7,559.01	Gen. Admin	0811.6.1	MHH, MJI, MWE	LGA 1972 S111	
2008.22	17/11/2008	I/2008/242/MHH	E-On	St Lt Power (Jul - Sep 08)	000713	C	-£329.35	-£57.64	-£386.99	£7,172.02	St Lighting	0811.6.1	MHH, MJI, MWE	PCA 1957 S3	
2008.23	17/11/2008	I/2008/244/MHH	SLCC	Text book	000714		-£17.20	£0.00	-£17.20	£7,154.82	Gen. Admin	0811.6.1	MHH, MJI, MWE	LGA 1972 S111	
2008.24	17/11/2008	I/2008/266/MHH	A.R.Dale	305th BG memorial chains	000715		-£63.00	£0.00	-£63.00	£7,091.82	305 costs	0811.6.1	MHH, MJI, MWE	WM(LAP) 1923 S1	
2008.25	17/11/2008	O/2008/100/MHH	M.H.Hunter	Expenses 0811	000716	C	-£151.51	£0.00	-£151.51	£6,940.31	Gen. Admin	0811.6.2	MHH, MJI, MWE	LGA 1972 S111	
2008.26	15/12/2008	I/2008/277/MHH	SLCC / ILCM	Fees (2009)	000717		-£80.00	£0.00	-£80.00	£6,860.31	Subscriptions	0812.5.1	MHH, MJI, MWE	LGA 1972 S143	
2008.27	15/12/2008	I/2008/281/MHH	E-On Energy Services	Lamp 26 replacement	000718		-£584.00	-£102.20	-£686.20	£6,174.11	St Light Repairs	0812.5.1	MHH, MJI, MWE	PCA 1957 S3	
2008.28	15/12/2008	I/2008/291/MHH	Chelveston Village Hall	Hall hire 2008	000719		-£149.50	£0.00	-£149.50	£6,024.61	Hall	0812.5.1	MHH, MJI, MWE	LGA 1972 S111	
2008.29	15/12/2008	O/2008/111/MHH	M.H.Hunter	Expenses 0812	000721		-£79.81	£0.00	-£79.81	£5,944.80	Gen. Admin	0812.5.3	MHH, MJI, MWE	LGA 1972 S111	
							Balance C/F	£0.00	£6,710.27	-£765.47	£5,944.80	£5,944.80			

[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
- RTRA Road Traffic Regulations Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheques 000698 & 000720 not issued

Category	S137	Amount	VAT	Total
Brought Forward		£4,148.82	£0.00	£4,148.82
Precept		£8,950.00	£0.00	£8,950.00
Bank Interest		£75.19	£0.00	£75.19
Misc. Receipts		£0.00	£0.00	£0.00
305th BG memorial donations		£0.00	£0.00	£0.00
VAT refund		£0.00	£0.00	£0.00
Income		£13,174.01	£0.00	£13,174.01
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£701.55	-£14.96	-£716.51
St Lighting		-£1,210.87	-£133.89	-£1,344.76
St Lighting repairs		-£584.00	-£102.20	-£686.20
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£2,804.49	-£490.79	-£3,295.28
Elections		£0.00	£0.00	£0.00
Insurance		-£475.33	£0.00	-£475.33
Grants		-£150.00	£0.00	-£150.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£190.00	£0.00	-£190.00
Audit		-£135.00	-£23.63	-£158.63
Village Hall		-£149.50	£0.00	-£149.50
305th BG memorial costs		-£63.00	£0.00	-£63.00
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00		£0.00	£0.00
Expenditure	£0.00	-£6,463.74	-£765.47	-£7,229.21
Income + Expenditure	£0.00	£6,710.27	-£765.47	£5,944.80

Audit tables	
Brought Forward	£4,148.82
Precept	£8,950.00
Other income	£75.19
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£7,229.21
Balance	£5,944.80
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 @ 6p	Post pence	DL Env @ 6p	C5 Env @ 7p	A4 Env @ 10p	Copy @ 6p	Phone Calls	Mileage @ 40p/mile	Other
06/11/2008	Orange - ISP broadband									£17.99
17/11/2008	Pre-minutes for Clerk & Chair	5					5			
17/11/2008	Data Protection policy	8								
13/11/2008	Invoice for grass cutting grant	1	34	1			1			
20/11/2008	BDO Stoy Hayward - payment of invoice		34	1						
20/11/2008	E-On - payment of invoice		34	1						
20/11/2008	SLCC - payment of invoice		34	1						
21/11/2008	Minutes 0811 - 3 P.Cllrs & File	10					30			
21/11/2008	EMRA - RSS8 consultation response	2	34	1			2			
23/11/2008	HMRC - VAT refund claim	1	34	1			4			
01/12/2008	Planning Inspectorate - CRE gen 2 appeal	4	68		1		12			
06/12/2008	Parish Newsletter Dec/Jan (200)									£19.57
09/12/2008	Agenda 0812 - 7 P.Cllrs & File	4					28			
09/12/2008	ZoneAlarms firewall renewal									£32.08
TOTALS		£2.10	£2.72	£0.36	£0.07	£0.00	£4.92	£0.00	£0.00	£69.64

TOTAL VALUE = £79.81