

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

12th January 2009

Meeting Number 0901

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 12th January 2009** 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 M.J.Izzard
Cllr P.M.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.

Cllr Dale opened the meeting at 7:30 p.m. and asked for any apologies. Cllr Harwood & D.Cllr Whiting (ENC meeting). 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 **0812 – 15th December 2008** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0812** with no amendments.

Proposed: Cllr Emerson Seconded: Cllr Wooding Decision: Unanimous

4 Planning and Licensing Matters.

4.1 Designation Order – restricting alcohol consumption in Higham Ferrers.

Cllr Dale explained the proposed area affected. The designation order under s13(2) *Criminal Justice & Police Act 2001* was being sought by Higham Ferrers TC to reduce alcohol related incidents in the town centre and recreational areas.

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

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

4.2 Update on any previously considered application.

The CRE AD plant application had now been granted. The Stanwick chicken shed had been granted by committee, with a landscaping condition requiring extra planting to the south, whilst the land adjacent to *Eastview* was still to be determined.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

The CRE generator application No.2 appeal will be heard before a planning inspector at a Public Inquiry on 10th February 2009.

4.3 NCC Planning Applications- consultation on local list documents to accompany standard form 1APP.

The Clerk advised that NCC had had to adopt the standardised national list of planning forms from 6th April 2008. NCC has previously consulted on what local documents should be included and has now published its proposals for further consultation. This appears to be fairly comprehensive and it was recommended that this was responded to positively.

The meeting agreed to the proposed response to the consultation and instructed the Clerk to notify NCC accordingly.

Proposed: Cllr Dale Seconded: Cllr Foulger Decision: Unanimous

5 Financial Transactions.

5.1 The following invoices were due for payment – E-On Energy Services (St Lighting maintenance (Oct – Dec 08)) and Eastern Area Neighbourhood Watch (SmartWater kit). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

Proposed: Cllr Izzard 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 Izzard Decision: Unanimous

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

5.4 The NCC grass cutting grant and the HMRC Vat refund had now been received.

Opening Balance for the meeting £5,944.80

Receipts since last meeting

Number	Sender	Description	Method	Amount
2008.30	NCC	Grass cutting grant 2008	BACS	£586.95
2008.31	HMRC	Vat refund 2007-8	BACS	£1,061.28
Total Receipts this meeting				<u>£1,648.23</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.32	E-On	St Lt maint (Oct – Dec 08)	000722	£148.96
2008.33	EANHWMT	SmartWater kit	000723	£19.00
2008.34	M.H.Hunter	Expenses to 0901	000724	£55.22
Total Expenditure this meeting				<u>£223.18</u>

Closing Balance for this meeting £7,369.85

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6 Updates on Projects List.

6.1 Highways & footways Issues.

The Clerk confirmed the dog bins had now been correctly installed in Joe's/High Lane and Foot Lane. NCC Highways had carried out repairs to the footbridge by Bidwell ford (as highlighted by Cllr Izzard) just before Christmas.

Cllr Foulger advised of a raised BT cover on the footway by 2 Sawyers Crescent. Cllr Dale will pursue with BT.

Cllr Dale advised he contacted AW about a burst water pipe under the grass opposite *Hall Farm* in Water Lane.

6.2 Street Lighting.

The Clerk advised that the unmetered supplies certificate had been updated for replacement of lamp 26 (*School House*).

Cllr Izzard advised that Lamp 20 (opposite *Fieldview*) appeared to be intermittent rather than dead.

6.3 Ditches.

Cllr Emerson reported that the ditch in Joe's/High Lane was still waiting to be cleared (currently frozen).

6.4 E-Government.

The Clerk advised for the 30 day period ending 11th January 2009 of the 1,114 hits, 11.57% came from the US, 2.65% from Europe & 4.44% from other countries.

The 2008 year site access figures (18,689) showed a 10.8% increase on 2007 (16,867), continuing the yearly increase since the site was started in 2003.

The domain name registration has been renewed for a further 2 years.

6.5 Rights of Way.

Cllr Izzard advised that the handrail on the steps of MM13 by the B645 had been replaced.

6.6 Trees.

Cllr Wooding advised that the ivy needed cutting back on the sequoia at *School House* to prevent damage to the tree.

6.7 Community Safety

Cllr Emerson advised that a Vauxhall Vectra had been parked in Water Lane since before Christmas. Cllr Emerson would check if it was taxed and if not, report it to ELVIS for tracing/removal.

6.8 Allotments.

The Clerk advised that due to staff changes, ENC Planning had lost the background information to the pre-application enquiry. This had been resubmitted. In the meantime, he had produced a form to be completed by the interested residents which he wanted to use as part of the evidence base. Cllr Dale offered to undertake this.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

7 Review of the 3rd quarter budget control sheet FY08/09.

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

Increase Other income +£409.95	Increase St Lighting +£250.00
Reduce Repairs -£66.00	Increase General Admin +£50.00
Reduce Clerk's salary -£600.50	Increase General Reserves +£847.18
Reduce Hall hire -£19.50	
Reduce Audit fee -£65.00	
Reduce Grants -£300.00	

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

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

8 Setting the Precept for FY09/10.

The Clerk advised the meeting of the key points of the budget and suggested two options that the Council may wish to adopt. In light of the current economic downturn, both would provide a small reduction in Council Tax contributions from the residents.

The meeting agreed to set the Precept for FY09/10 at £9,000.00 and instructed the Clerk to inform ENC accordingly.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

9 Update on the recent fire at the World Rubber tire recycling plant.

Cllr Dale advised that the latest fire (4th in 8 years) had started around 14:00 on Boxing Day, with 8 fire engines attending. Upper Higham Lane had been closed for several days. The fire was now burning out naturally and the water courses were dammed to reduce/prevent pollution.

Cllrs raised concerns on toxic nature of fumes e.g. Northampton residents being advised to keep indoors. Lack of warning/communication e.g. in summer villagers often slept with open windows, so had the time/wind direction been different, the first residents would have known when they woke up choking. How the tyres ignited on a frosty winter day? Why no security or CCTV in light of previous fires?

Cllrs Dale & Harwood would see the head of ENC Environmental Services and a representative from the Environment Agency on Friday 16th January at ENC to discuss the concerns raised.

10 Proposal for Rural Housing survey.

Cllr Dale advised ENC was offering a free housing needs survey to PTCs to assess the need for affordable housing around the district. To avoid confusing residents with two surveys in short succession, the Clerk would contact ENC to see if the rural housing questions could be easily incorporated in the village appraisal.

11 Update on DCLG consultation: Local Authority publicity.

The Clerk advised that DCLG were consulting on Local Authority publicity. The original code was introduced in 1988 and amended in 2001 (English County, District and London Borough Councils only). Its purpose is to ensure publicity funds are not misused (e.g. for political purposes).

The Clerk will draft a response for the Council's consideration at the next meeting.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

12 Visits, Training & Courses.

Thurs 22nd Jan – NCC & Shaw Healthcare opening of residential home in Rushden @ 14:00.
Fri 22nd Feb – Mayor Raunds invite to Dr Busker *Pirate Evening* at Snooks, Raunds (£5).
Weds 18th Mar – NCC Parish Conference at R&DFC conference suite @ 16:30.

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 Foulger

Decision: Unanimous

14 Councillor's Reports (information only)

The Clerk advised that CCP were looking to expand the successful 7-13 yrs rural play scheme into two other areas (0-7 yrs and 13+ yrs) for Easter. It was agreed to invite residents to indicate which age group would be of most use in the next newsletter.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on Monday 9th February 2009 in the Chelveston Village Hall.

The meeting closed at 8:32 p.m.

Issued on 17th January 2009.

Pages 1393 – 1401 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				
12/12/2008	I/2008/293/MHH	E-On Energy Services	Invoice for St Lighting Maintenance (Oct - Dec 08)	Actioned
12/12/2008	I/2008/296/MHH	EN Neighbourhood Watch	SmartWater kit invoice	Actioned
12/12/2008	I/2008/298/MHH	Active Ageing Network	Newsletter Vol 2 Issue 6 Winter 2008	Circulated
15/12/2008	I/2008/299/MHH	NCC (Mark Chant)	NCC MWDF - Core Strategy submission	File
15/12/2008	I/2008/300/MHH	HMRC	VAT guidance for works on village halls, leisure and sports facilities.	File
20/12/2008	I/2008/301/MHH	HMRC	BACS remittance advice for VAT refund 2007-8	File
20/12/2008	I/2008/302/MHH	ENC Planning	Notification of CRE Gen App 2 appeal on 10th Feb 2009	File
20/12/2008	I/2008/303/MHH	ENC (Tom Morrissey)	Designation Order - restricting alcohol in Higham Ferrers	Actioned
22/12/2008	I/2008/304/MHH	MGWSP (P.Williams)	Parish Highways satisfaction survey	Actioned
22/12/2008	I/2008/305/MHH	Raunds TC	Invite to an evening with Dr Busker "Pirate Evening"	File
23/12/2008	I/2008/306/MHH	UMSO (Joanne Vernon)	Updated Unmetered Supplies Certificate	File
24/12/2008	I/2008/307/MHH	Police	Monthly Crime Statistics	Circulated
24/12/2008	I/2008/308/MHH	ENC	Reports of Committees January 2009	Circulated
30/12/2008	I/2008/309/MHH	NCC (Claire Spokes)	Consultation on "local list" forms to accompany standard form 1APP	Actioned
30/12/2008	I/2008/310/MHH	DCLG (Paul Rowsell)	Consultation on Local Authority publicity	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						
13/12/2008	O/2008/111/MHH	Parish Cllrs	Minutes 0812	Delivered		
15/12/2008	O/2008/112/MHH	DCLG (Paul Rowsell)	Consultation on Code of Conduct - Cllrs & employees	Posted	0812.8	I/2008/255/MHH
20/12/2008	O/2008/113/MHH	E-On Energy Services	Payment of invoice	Posted	0812.5.1	I/2008/281/MHH
20/12/2008	O/2008/114/MHH	SLCC	Payment of fees	Posted	0812.5.1	I/2008/277/MHH
20/12/2008	O/2008/115/MHH	ENC Planning	Response to new detached dwelling at land at <i>East View</i>	Posted	0812.4.1	I/2008/272/MHH
29/12/2008	O/2008/116/MHH	NCC (Phil Watson)	CRE routes when Upper Higham Lane closed	Posted		
30/12/2008	O/2008/117/MHH	MGWSP (Lara Inglott)	2009 S136 agreement for grass cutting	Posted	0812.9	I/2008/245/MHH
31/12/2008	O/2008/118/MHH	MGWSP (P.Williams)	Parish Highways satisfaction survey	Posted		I/2008/304/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
2008.20	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	C	-£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	C	-£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	C	-£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	C	-£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	C	-£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	C	-£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	C	-£79.81	£0.00	-£79.81	£5,944.80	Gen. Admin	0812.5.3	MHH, MJI, MWE	LGA 1972 S111
2008.30	10/12/2008	I/2008/294/MHH	NCC	Grass cutting grant	BACS	C	£586.95	£0.00	£586.95	£6,531.75	Misc. Receipts			LGA 1972 S136
2008.31	16/12/2008	I/2008/301/MHH	HMRC	VAT refund	BACS	C	£1,061.28	£0.00	£1,061.28	£7,593.03	Vat			C&E notice 749
2008.32	12/01/2008	I/2008/293/MHH	E-On Energy Services	St Lt Maint (Oct - Dec 08)	000722	C	-£129.53	-£19.43	-£148.96	£7,444.07	St Lighting	0901.5.1	MHH, MLF, PM	PCA 1957 S3
2008.33	12/01/2008	I/2008/296/MHH	Eastern Area N Watch	SmartWater	000723	C	-£19.00	£0.00	-£19.00	£7,425.07	Misc. Expenses	0901.5.1	MHH, MLF, PM	LGA 1972 S111
2008.34	12/01/2008	O/2009/002/MHH	M.H.Hunter	Expenses 0901	000724	C	-£55.22	£0.00	-£55.22	£7,369.85	Gen. Admin	0901.5.2	MHH, MLF, PM	LGA 1972 S111
Balance C/F							£0.00	£8,154.75	-£784.90	£7,369.85	£7,369.85			

[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		£586.95	£0.00	£586.95
305th BG memorial donations		£0.00	£0.00	£0.00
VAT refund		£1,061.28	£0.00	£1,061.28
Income		£14,822.24	£0.00	£14,822.24
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£756.77	-£14.96	-£771.73
St Lighting		-£1,340.40	-£153.32	-£1,493.72
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		-£19.00	£0.00	-£19.00
S137	£0.00	£0.00	£0.00	£0.00
Expenditure	£0.00	-£6,667.49	-£784.90	-£7,452.39
Income + Expenditure	£0.00	£8,154.75	-£784.90	£7,369.85

Audit tables	
Brought Forward	£4,148.82
Precept	£8,950.00
Other income	£1,723.42
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£7,452.39
Balance	£7,369.85
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
06/12/2008	Orange - ISP broadband									£17.99
10/12/2008	FOI publication guide (draft)	5					35			
14/12/2008	Pre-minutes for Clerk & Chair	5					5			
20/12/2008	E-On Energy Services - payment of invoice		36	1						
20/12/2008	SLCC - payment of fees		36	1			1			
20/12/2008	DCLG - Code of Conduct response	2	36	1			2			
20/12/2008	ENC Planning - application response	1	36	1			1			
20/12/2008	Minutes 0812 - 3 P.Cllrs & File	9					27			
20/12/2008	Easyspace - domain registration (2 yrs)									£27.03
29/12/2008	NCC - CRE route clarification	1	36	1			1			
30/12/2008	MGWSP - Grass cutting agreement		36	1			1			
09/01/2009	Agenda 0901 - 7 P.Cllrs & File	4					28			
TOTALS		£1.62	£2.16	£0.36	£0.00	£0.00	£6.06	£0.00	£0.00	£45.02

TOTAL VALUE = £55.22

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

9th February 2009

Meeting Number 0902

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 9th February 2009** 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: 2

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. D.Cllr P.Whiting (prior engagement). The meeting agreed to accept this apology.

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

None.

3 Minutes of Previous Meetings.

The minutes of the Parish Council meeting **0901 – 12th January 2009** had been circulated.

The meeting resolved to approve the minutes of meeting **0901** with no amendments.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

4 Planning and Licensing Matters.

4.1 Update on any previously considered application.

The outline application for the land adjacent to *Eastview* had now been granted by officer delegation, with conditions for trees, land drainage and building height.

The CRE generator application No.2 appeal will be heard before a planning inspector at a Public Inquiry on 10th February 2009.

4.2 NCC MWDF Locations for Waste and Minerals DPDs.

The Clerk advised that NCC had issued the Development Plan Documents for the locations of the waste and minerals sites for consultation. In regard to nearby sites, the Rushden Sanders Lodge (WL19) & Higham Ferrers east (WL20) industrial estates and the CRE site (WS12) were included in waste and Ringstead/Raunds (MA9) was in minerals.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

This Council had previously supported the principle of using urban industrial sites, though had commented on the proximity of the Ferrers school to the south of WL20 and had objected to rural sites with poor road links, but WS12 was now already in place.

Any expansion of the CRE site would have to show that it was in line with the intent of the WLP or MWDF (whichever is adopted at the time if any expansion proposal was made).

Cllr Harwood suggested contacting Ringstead Parish and Raunds Town Councils for their views on minerals site MA9.

The meeting agreed to respond to the consultation in line with previous consultations and instructed the Clerk to notify NCC accordingly.

Proposed: Cllr Dale

Seconded: Cllr Izzard Decision: Unanimous

5 Financial Transactions.

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

Proposed: Cllr Emerson

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 Mommersteeg

Seconded: Cllr Dale Decision: Unanimous

- 5.3 The bank statements for the month of January have not been received & reconciled.

Opening Balance for the meeting	£7,369.85
--	------------------

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
2008.35	E-On	St Lt power (Oct – Dec 08)	000725	£377.72
2008.36	M.H.Hunter	Expenses to 0902	000726	£37.71
Total Expenditure this meeting				£415.43

Closing Balance for this meeting	£6,954.42
---	------------------

6 Updates on Projects List.

6.1 Highways & footways Issues.

The Clerk advised that the public bench in Caldecott near the junction with Bidwell Lane had been struck by a vehicle that had misjudged the bend in the snow. The cast iron legs had been sheared off. Cllr Wooding commented the bench was probably the most used, especially by cyclists and walkers. After debate it was agreed to investigate costs of replacement with another metal framed bench.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

The Clerk advised he had checked the self-help grit bins in Water Lane and requested NCC refill them. He had also reported the floods on the B645 near Bidwell Lane again.

Cllr Dale had succeeded in getting *Street Doctor* to order BT to fix the defective manhole cover in Sawyers Crescent.

6.2 **Street Lighting.**

The Clerk advised that lamp 33 (adjacent *The Marches*) had been damaged by a motorist on Friday 6th February. E-On Energy Services have made the lamp safe and will advise cost of repairs. The driver had supplied insurance details and notified the police.

Cllr Izzard confirmed lamp 20 (opposite *Gardenfields*) is intermittent.

6.3 **Ditches.**

Cllr Emerson reported that Blacksmith's Cottage would be likely to flood again once the ditch on High/Joes Lane thawed.

6.4 **E-Government.**

The Clerk advised for the 30 day period ending 8th February 2009 of the 1,375 hits, 8.41% came from the US, 3.66% from Europe & 2.12% from other countries.

The WI had been given a draft of the web-page on their branch history for corrections, prior to going live.

6.5 **Rights of Way.**

Cllr Izzard advised no report.

6.6 **Trees.**

Cllr Wooding advised that the digital maps for the TPOs had now been received and he was in the process of correcting them.

Cllr Dale explained he had been made aware of an issue in Foot Lane, where trees had been planted by a resident approx 10 years ago on NCC land without approval, which were now damaging property of an adjacent landowner. NCC had instructed that the trees be removed. Cllr Harwood asked if it would be possible for negotiate with NCC to replace them with a more suitable (non-invasive) hedge to provide screening?

6.7 **Community Safety**

Cllr Emerson advised of a traffic incident near the *White House*. He asked if the Council could approach NCC Highways about mirrors again. It was agreed the Clerk would ask, but it was also noted the NCC had previously refused such requests.

6.8 **Allotments.**

The Clerk had resubmitted the lost background information to ENC Planning for the pre-application enquiry. Cllr Dale advised the interested residents had completed a form (for evidence base), though Cllrs had then supplied additional names to be contacted.

7 **Update on recent fire at the World Rubber tyre recycling plant.**

Cllrs Dale & Harwood had met with the head of ENC Environmental Services and a representative from the Environment Agency (EA) on Friday 16th January at ENC to discuss the concerns raised at meeting 0901.

It has emerged that the EA inspected the site on Christmas Eve and the Northants Fire & Rescue Service (NF&RS) had checked the site about 8 weeks beforehand. The NF&RS policy is to save the buildings, not to add water to douse the fire, since this pollutes the nearby water course. The EA would have liked to have added oxygen to the fire to allow it to burn out quicker, but does not have the authority to order this.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Although the EA are responsible for protecting the environment, they are not responsible for the health of the village residents. This lies with the Health Protection Agency (HPA). Accordingly a multi-agency meeting with this Council, ENC, EA, HPA, Northants Fire & Rescue, NCC Emergency Planning and Northants Teaching Primary Care Trust is to be held on Mon 9th March (deferred from 9th February due to weather).

Cllr Wooding commented that it did not appear to be a problem with the process (as regulated by the EA), rather the storage and emergency response.

8 Debate on Rural Housing survey and Village Appraisal 2009.

The Clerk had provided Cllr Dale with the NACRE housing needs survey questions to assess the need for affordable housing. Cllr Dale felt it would cause confusion having two surveys in one year and proposed to combine the NACRE questions into the 2009 Village Appraisal.

Cllr Dale outlined his proposals for the 2009 appraisal and when this would be conducted.

The meeting resolved to approve the 2009 Village Appraisal to be conducted in Summer 2009 after the APA and authorised the various actions required to undertake this.

Proposed: Cllr Dale

Seconded: Cllr Izzard

Decision: Unanimous

9 Update on DCLG consultation: Local Authority publicity.

The Clerk advised that DCLG were consulting on Local Authority publicity. The original code was introduced in 1988 and amended in 2001 (English County, District and London Borough Councils only). Its purpose is to ensure publicity funds are not misused (e.g. for political purposes). The Clerk then went through the draft response with the meeting.

The meeting resolved to approve the draft response and instructed the Clerk to notify DCLG accordingly.

Proposed: Cllr Foulger

Seconded: Cllr Mommersteeg Decision: Unanimous

10 Proposal for grass cutting contract 2009.

Cllr Dale advised the Council needed to contract the ENC consortium. The contract had been amended to include 8 cuts of Duchy Close – Hillside footpath as previously requested.

The meeting resolved to approve the 2009 grass cutting contract and instructed the Clerk to notify ENC accordingly.

Proposed: Cllr Foulger

Seconded: Cllr Harwood

Decision: Unanimous

11 Proposal for creation of a Local Liaison Group for the CRE plant (under NCC LLG charter).

The Clerk advised that NCC were proposing the creation of a Local Liaison Group (LLG) specifically to address issues with the operation of the CRE site. This would involve Parish, District and County Cllrs, the Environment Agency, officers from NCC Waste Management and ENC Environmental Services and managers from CRE.

The LLG would allow issues to be raised by the Cllrs, solutions to be proposed by CRE and the results monitored by the officers. It was stressed the purpose of the LLG was not to revisit the planning permission, since that was now lawfully granted.

Whilst supporting the principle of the LLG, Cllr Harwood had concerns that it would be chaired by an NCC officer, potentially a planning officer involved in the original decision. He would prefer an elected chair (e.g. a NCC Cllr) or else an NCC Waste Management officer.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

The meeting resolved to agree to the creation of an LLG, with the reservations expressed and instructed the Clerk to notify NCC accordingly.

Proposed: Cllr Dale

Seconded: Cllr Izzard

Decision: Unanimous.

12 Proposal for binding of archive minutes.

The Clerk advised that although this Council had taken measures to safeguard the electronic minutes, by making them publically accessible through the Council's website from 2002, there remained the issue of protecting the legal hardcopy minutes (Nov 1993 to present). The Clerk wished to investigate the costs of binding as a more permanent record.

The meeting resolved to approve the investigation of the costs of binding the 2000-2004 minutes and instructed the Clerk to act accordingly.

Proposed: Cllr Wooding

Seconded: Cllr Foulger

Decision: Unanimous.

13 Visits, Training & Courses.

Fri 22nd Feb – Mayor Raunds invite to Dr Busker *Pirate Evening* at Snooks, Raunds (£5).

Mon 9th Mar – World Rubber multi agency mtg at ENC @ 10:30 (Chair & Clerk).

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

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 Mommersteeg Decision: Unanimous

15 Councillor's Reports (information only)

The Clerk advised that the CPRE *Stop the Drop* campaign is due on 20th – 29th Mar, whereas *Operation Spring Clean* normally takes place in the first weekend in March i.e. before the first grass cut. The Clerk would contact ENC for bags, pickers, etc.

Cllr Foulger reminded the meeting the two Council appointed trustees for the Sawyer's Charity were due for appointment in May 2009.

Cllr Emerson reported fly tipping up by the old airfield south entrance and Cllr Harwood reminded the meeting of when the delayed waste and recycling collections would take place due to the adverse weather last week. Cardboard could be taken to the Newton Rd recycling centre in Rushden.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on Monday 9th March 2009 in the Chelveston Village Hall.

The meeting closed at 8:54 p.m.

Issued on 14th February 2009.

Pages 1402 – 1410 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2009				
09/01/2009	I/2009/003/MHH	CCP (Debbie Craddock)	Play programme for 0-7 & 13+ years	Awaiting
09/01/2009	I/2009/004/MHH	ENC (Keith Osborne)	Notice of ENC mtg on Mon 12 th Jan 2009 @ ENC	Circulated
10/01/2009	I/2009/006/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 61 January 2009	Circulated
23/01/2009	I/2009/009/MHH	NCC (Linda Walker)	NCC draft budget consultation meetings	File
23/01/2009	I/2009/010/MHH	CPRE (Paul Hayter)	CPRE <i>Stop the Drop</i> campaign (20 th - 29 th March 2009)	File
23/01/2009	I/2009/011/MHH	Raunds TC	Race night posters for Sat 7 th Feb 2009 @ Saxon Hall, Raunds	File
23/01/2009	I/2009/012/MHH	NCC Planning Policy	NCC MWDF - proposed Locations for Waste & Minerals DPDs	Awaiting
23/01/2009	I/2009/013/MHH	Nene & Ouse Transport	Trip guide: Feb - Apr 2009	Circulated
23/01/2009	I/2009/014/MHH	ENC (Pat Bird)	FOI guides for PTCs	File
23/01/2009	I/2009/015/MHH	ENC (Tamsin Dennis)	Reference maps for TPOs	Tree Warden
24/01/2009	I/2008/016/MHH	NCC (Nick Leigh)	NCC MWDF Core Strategy examination on 17 th & 31 st March 2009	File
24/01/2009	I/2009/017/MHH	ENC (Mike Deacon)	Multi-agency mtg regarding fires at the World Rubber site @ ENC	Awaiting
24/01/2009	I/2009/018/MHH	NCC (Phil Watson)	CRE routing agreement and Local Liaison Group invite	Awaiting
24/01/2009	I/2009/019/MHH	ENC (Denise Beard)	<i>Struggling to Pay</i> booklets	Circulated
24/01/2009	I/2009/020/MHH	Raunds TC	Ballroom lesson posters for Sat 2 nd Feb 2009 @ Saxon Hall, Raunds	File
26/01/2009	I/2009/021/MHH	Beds BC (Paul Rowland)	Beds BC adopting Climate Change & Pollution SPD	File
30/01/2009	I/2009/022/MHH	Highfields Joinery	Leaflet on joinery services	File
30/01/2009	I/2009/023/MHH	ENC (Geoff Oliver)	Grass cutting contract 2009	File
30/01/2009	I/2009/024/MHH	ENC (Rachel Reeds)	Meeting of the ENC Standards Board on Weds 4 th February 2009	Circulated
31/01/2009	I/2009/025/MHH	ENC Planning	Outline permission granted for land near <i>Eastview</i> , Raunds Rd	File
31/01/2009	I/2009/026/MHH	ENC (Rachel Reeds)	Meeting of the ENC Standards Board on Weds 4 th February 2009	Circulated
31/01/2009	I/2009/027/MHH	NACRE (Robert Herring)	Village of the Year competition	File
02/02/2009	I/2009/028/MHH	E-On	Invoice for St Lighting Power (Oct - Dec 08)	Awaiting
03/02/2009	I/2009/029/MHH	CCP (Jackie Ackroyd)	Posters for International Women's Day	Awaiting
09/02/2009	I/2009/030/MHH	NVOP Health Forum	Poster for mtg on Weds 4 th March @ Full Gospel Church, Rushden.	Awaiting
09/02/2009	I/2009/031/MHH	MGWSP (Paul Williams)	Acknowledge of parish satisfaction survey	File
09/02/2009	I/2009/032/MHH	ENC (Geoff Oliver)	Grass cutting contract 2009	Actioned

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2009						
09/01/2009	O/2009/002/MHH	Parish Cllrs	Minutes 0901	Delivered		
12/01/2009	O/2009/003/MHH	ENC (Rob Austin)	Precept request	Posted	0901.8	I/2008/273/MHH
17/01/2009	O/2009/004/MHH	E-On Energy Services	Payment of invoice	Posted	0901.5.1	I/2008/293/MHH
17/01/2009	O/2009/005/MHH	EANHWMT	Payment of invoice	Posted	0901.5.1	I/2008/296/MHH
18/01/2009	O/2009/006/MHH	NCC (Claire Spokes)	Response to local list consultation	Posted	0901.4.3	I/2008/309/MHH
18/01/2009	O/2009/007/MHH	ENC (Tom Morrissey)	Higham Ferrers Designation Order response	Posted	0901.4.1	I/2008/303/MHH
02/02/2009	O/2009/008/MHH	Parish Cllrs	Agenda 0902	Delivered		
07/02/2009	O/2009/010/MHH	Parish	Feb/Mar 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
2008.26	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	C	-£79.81	£0.00	-£79.81	£5,944.80	Gen. Admin	0812.5.3	MHH, MJI, MWE	LGA 1972 S111
2008.30	10/12/2008	I/2008/294/MHH	NCC	Grass cutting grant		BACS	£586.95	£0.00	£586.95	£6,531.75	Misc. Receipts			LGA 1972 S136
2008.31	16/12/2008	I/2008/301/MHH	HMRC	VAT refund		BACS	£1,061.28	£0.00	£1,061.28	£7,593.03	Vat			C&E notice 749
2008.32	12/01/2008	I/2008/293/MHH	E-On Energy Services	St Lt Maint (Oct - Dec 08)	000722		-£129.53	-£19.43	-£148.96	£7,444.07	St Lighting	0901.5.1	MHH, MLF, PM	PCA 1957 S3
2008.33	12/01/2008	I/2008/296/MHH	Eastern Area N Watch	SmartWater	000723		-£19.00	£0.00	-£19.00	£7,425.07	Misc. Expenses	0901.5.1	MHH, MLF, PM	LGA 1972 S111
2008.34	12/01/2008	O/2009/002/MHH	M.H.Hunter	Expenses 0901	000724		-£51.69	-£3.53	-£55.22	£7,369.85	Gen. Admin	0901.5.2	MHH, MLF, PM	LGA 1972 S111
2008.35	09/02/2009	I/2009/028/MHH	E-On	St Lt Power (Oct - Dec 08)	000725		-£328.45	-£49.27	-£377.72	£6,992.13	St Lighting	0902.5.1	MHH, MLF, GH	PCA 1957 S3
2008.36	09/02/2009	O/2009/009/MHH	M.H.Hunter	Expenses 0902	000726		-£37.71	£0.00	-£37.71	£6,954.42	Gen. Admin	0902.5.2	MHH, MLF, GH	LGA 1972 S111
Balance C/F							£0.00	£7,792.12	-£837.70	£6,954.42	£6,954.42			

[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		£586.95	£0.00	£586.95
305th BG memorial donations		£0.00	£0.00	£0.00
VAT refund		£1,061.28	£0.00	£1,061.28
Income		£14,822.24	£0.00	£14,822.24
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£790.95	-£18.49	-£809.44
St Lighting		-£1,668.85	-£202.59	-£1,871.44
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		-£19.00	£0.00	-£19.00
S137	£0.00	£0.00	£0.00	£0.00
Expenditure	£0.00	-£7,030.12	-£837.70	-£7,867.82
Income + Expenditure	£0.00	£7,792.12	-£837.70	£6,954.42

Audit tables	
Brought Forward	£4,148.82
Precept	£8,950.00
Other income	£1,723.42
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£7,867.82
Balance	£6,954.42
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
06/01/2009	Orange - ISP broadband									£17.99
12/01/2009	Pre-minutes for Clerk & Chair	5								
10/01/2009	Quarterly budget control sheet	1					7			
12/01/2009	Precept calculations	1					7			
12/01/2009	ENC - Precept request		36	1						
12/01/2009	CD-R disks for data backups (100)									£10.00
12/01/2009	NN JPU letter	2								
12/01/2009	NCC budget letter	2								
12/01/2009	NCC local list	19								
17/01/2009	E-On Energy Services - payment of invoice		36	1						
17/01/2009	EANHWMT - payment of invoice		36	1			1			
17/01/2009	Minutes 0901 - 3 P.Cllrs & File	9					27			
18/01/2009	ENC - Designation order response	1	36	1			1			
18/01/2009	NCC local list response	1	36	1			1			
24/01/2009	ENC - World Rubber fire mtg	1								
24/01/2009	NCC MWDF exmaination	9								
01/02/2009	Agenda 0902 - 7 P.Cllrs & File	4					28			
TOTALS		£3.30	£1.80	£0.30	£0.00	£0.00	£4.32	£0.00	£0.00	£27.99

TOTAL VALUE = £37.71

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

9th March 2009

Meeting Number 0903

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 9th March 2009** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: 1 member of the public

Open Forum.

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

1 Apologies.

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

Cllr Dale advised that item 17 would be deferred to the next meeting and allotments would be dealt with under item 7.8.

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

None.

3 Notification of Executive Action under SO83

The Clerk advised that as the cheque had been received from the insurers, he had sought approval from the Chairman, Vice-Chairman and IFV to place the order on E-On Energy Services to replace lamp 33, as this was at zero net cost to the Council.

4 Minutes of Previous Meetings.

The minutes of the Parish Council meeting **0902 – 9th February 2009** had been circulated.

The meeting resolved to approve the minutes of meeting **0902** with no amendments.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

5 Planning and Licensing Matters.

5.1 Update on any previously considered application.

The CRE generator application No.2 appeal had been heard before a planning inspector at a Public Inquiry on 10th February 2009. The decision was awaited.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

5.2 NCC MWDF Locations for Waste and Minerals DPDs.

In response to Cllr Harwood's request, the Clerk advised that Ringstead and Stanwick PCs had confirmed they were against the Ringstead/Raunds (MA9) minerals site. Raunds TC had been contacted, but no formal response has been received at this time.

The Clerk confirmed the consultation responses had been submitted in line with previous consultations.

6 Financial Transactions.

6.1 The following invoices were due for payment – none.

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 Wooding Decision: Unanimous

6.3 In keeping with tradition, the Chairman donated the Clerk's salary of £1.00.

6.4 The bank statements for the months of January and February have now been received & reconciled.

Opening Balance for the meeting £6,954.42

Receipts since last meeting

Number	Sender	Description	Method	Amount
2008.37	NWB	Interest (Oct – Dec 08)	Bank	£28.23
2008.38	Highways Ins	Claim for lamp 33	100043	£668.00
2008.39	Cllr Dale	Donation of Clerk's salary	Cash	£1.00
Total Receipts this meeting				<u>£697.23</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.40	M.H.Hunter	Expenses to 0903	000727	£49.49
2008.41	M.H.Hunter	Clerk's Salary	Cash	£1.00
Total Expenditure this meeting				<u>£50.49</u>

Closing Balance for this meeting **£7,601.16**

7 Updates on Projects List.

7.1 Highways & footways Issues.

The Clerk advised that the damaged public bench in Caldecott has been removed, along with the items collected during Operation Spring Clean. In Caldecott this included a 45 gallon drum, a butane gas bottle, a car wheel with tyre and over 18 sacks/boxes of rubbish.

Costs of a new metal framed bench with low maintenance recycled "wood like" slats were in the order of £831 for a traditional style seat (budget 09/10 for repairs = £650). Cllr Harwood suggested approaching C.Cllr Lawson for 50% funding.

The Clerk advised the new build property next to *Hall Farmhouse* (14 Water Lane) would be called *New Farmhouse* (12 Water Lane).

Chelveston-cum-Caldecott Parish Council

Northamptonshire

The Clerk confirmed the self-help grit bins in Water Lane had now been refilled and a missing drain cover in Caldecott had been replaced. The gas valve cover near *Yew Tree Cottage* reported by Cllr Foulger is also due to be replaced.

7.2 Street Lighting.

The Clerk advised that the replacement lamp 33 (adjacent *The Marches*) was due to be installed w/c 16th March. In accordance with the Council's lighting policy, this would be 35w SOX on a 5m column.

7.3 Ditches.

Cllr Emerson advised NCC had jetted out some of the drains in the village.

7.4 E-Government.

The Clerk advised for the 30 day period ending 8th March 2009 of the 1,675 hits, 5.22% came from the US, 2.07% from Europe & 4.71% from other countries.

The main site homepage picture had been updated to show Operation Spring Clean and the WI had been added to the history site. A resident has provided further names to the list of village bakers.

7.5 Rights of Way.

Cllr Izzard advised no issues.

7.6 Trees.

Cllr Wooding advised no action yet with the trees in Foot Lane as the resident concerned has been away. In response to a letter from a resident of Hillside, Cllr Wooding would look at the Willow tree with a view to pollarding.

7.7 Community Safety

In response to Cllr Emerson's request, the Clerk advised that NCC Highways had not yet responded with the current policy on traffic mirrors.

Cllr Emerson advised that cattle had been let loose from a field on Raunds Rd, resulting in cattle wandering through the village in the early hours until rounded up. Four cattle were injured and one car was damaged.

7.8 Allotments.

The Clerk advised that ENC planning had confirmed the provision of allotments in the parish had policy support and would be considered a positive development. The land owners had now been invited to enter into negotiations.

8 Update on recent fire at the World Rubber tyre recycling plant.

Cllrs Dale advised the multi agency meeting had now been deferred to April, at a date to be advised.

9 Update on creation of a Local Liaison Group for the CRE plant (under NCC LLG charter).

The Clerk advised that NCC had been notified of this Council's willingness to participate and offered to give up one place so as to allow the other three adjoining PCs to send a representative. Concerns about the proposed NCC officer chairmanship had also been passed on. No response has been received from NCC at this time.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

10 Proposal for binding of archive minutes.

The Clerk had received a quote (£104.50 ex-Vat) for collection, binding and delivery of the 2000 – 2004 minutes, including a 25% discount due to the Clerk's membership of SLCC.

The meeting resolved to approve binding of the 2000-2004 minutes and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

11 Annual review of the Council's risk assessments.

The meeting reviewed the risk assessment in light of the year's experiences.

The meeting resolved to approve the 2009 Risk assessments and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

12 Annual review of effectiveness of the internal audit.

The meeting reviewed the effectiveness of the internal audit in light of the year's experiences.

The meeting resolved to approve the review of effectiveness of the internal audit and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

13 Appointment of internal Auditor for the Annual Return (year ending 31st March 2009).

Cllr Dale advised the date for the completion of the Annual Return had moved forward one month again to 30th June. This was the final move as set out in the 2006 audit regulations. The Council needed to appoint an Internal Auditor. The Clerk confirmed that Mr J.Hill FCA of Finedon was available again, but this would be his last year.

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

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

14 Visits, Training & Courses.

Tues 17th Mar – CCP demo of Play Ranger Programme at Pemberton Centre @ 17:30.

[Post meeting note – cancelled due to lack of interest]

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

The meeting agreed to send Cllrs Harwood & Izzard to the conference.

Tues 21st Apr – CPRE 2009 Planning Roadshow at Gt. Houghton @ 18:00.

Mon 11th May – NCC Emergency Planning at Thrapston @ 18:30.

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 Dale Seconded: Cllr Emerson Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

16 Councillors Reports (information only)

The Clerk advised that DCLG had now issued guidance on the Power of Well-being. To be eligible to use the power, 4 conditions must be met (Qualified Clerk, Electoral Test, Training and Statement of Intent).

For the Clerk to be qualified, it would be necessary to undertake a module on the Power of Well-being as an add-on to his existing CILCA qualification. The Council currently meets the electoral Test (2/3rd elected), but the 2 hour training module would have to be attended by at least 6 (80%) of the Cllrs. Following publication of the Statement of Intent, the eligibility lasts till the day before the next Annual Meeting in an election year (i.e. up to 4 years).

The Clerk advised the final 2008 pay award for Clerks from ACAS was 2.75%. Cllr Harwood advised this award had caused concern for larger councils, such as ENC, given the current low level of inflation. The Clerk pointed out this was the settlement for last April, when inflation had been higher.

The Clerk advised a change to the political make-up of ENC. D.Cllr Costello (Raunds Saxon ward) had changed from Conservative to independent. D.Cllr Gell was now the group leader of the (2) independents and D.Cllr Mercer of the (38) Conservatives.

Cllr Dale advised of an Open Gardens event on weekend 4th / 5th July, in aid of the RNIB and the Parish church, organised by Sharon Smart. This will be advertised in the Apr/May newsletter. The Council has been asked to ensure the verges are neatly cut beforehand.

Cllr Dale advised that Barbara Ding, Executive Director and Monitoring Officer of ENC, would be retiring at the end of May. Her successor would be Sharn Mathews of Chesterfield City Council.

Cllr Dale advised the St John the Baptist PCC had passed on 50 packs of low energy bulbs for the elderly and other deserving persons within the parish and asked for ideas how to distribute them. Cllr Izzard suggested they be given out at the Annual Parish Assembly (provisionally on Mon 11th May).

Cllr Harwood asked how old the bench was in Caldecott. Cllrs Mommersteeg & Wooding could not remember a time when it wasn't there, but it was agreed to ask Cllr Foulger on his return.

Date of Next Meeting:

The next ordinary meeting of the Council would on the third Monday, so as to avoid Easter, and be held on Monday 20th April 2009 in the Chelveston Village Hall.

The meeting closed at 8:28 p.m.

Issued on 14th March 2009.

Pages 1411 – 1419 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2009				
24/01/2009	I/2009/017/MHH	ENC (Mike Deacon)	Multi-agency mtg regarding fires at the World Rubber site @ ENC	Awaiting
11/02/2009	I/2009/033/MHH	NCALC	NCLAC <i>Update</i> Issue 1/09 Jan/Feb 2009	File
11/02/2009	I/2009/034/MHH	ENC (Barbara Ding)	Retirement letter (end May 2009)	File
11/02/2009	I/2009/035/MHH	ENC	New address - New Farmhouse, 12 Water Lane, Chelveston	File
11/02/2009	I/2009/036/MHH	BDO Stoy Hayward	<i>Local Council Briefing</i> - Spring 2009	File
14/02/2009	I/2009/037/MHH	Community Consultation Ltd	Rural Parish Insurance Scheme details	File
14/02/2009	I/2009/038/MHH	E-On Energy Services	Quote to replace damaged lamp 33 (adj <i>The Marches</i>)	Actioned
14/02/2009	I/2009/039/MHH	CCP (Debbie Craddock)	Play programme for 0-7 & 13+ years	Awaiting
14/02/2009	I/2009/040/MHH	ENC (Michael Burton)	Schedule of proposed changes to RNOTP	File
20/02/2009	I/2009/041/MHH	NWB	Bank Statements	File
20/02/2009	I/2009/042/MHH	Highways Insurance	Cheque for claim against damage to lamp 33	Actioned
21/02/2009	I/2009/043/MHH	MGWSP (Lara Inglott)	Confirmation of grass cutting grant under s136 LGA 1972	File
21/02/2009	I/2009/044/MHH	ENC Planning	Confirmation that allotment provision would be a positive development	File
21/02/2009	I/2009/045/MHH	ENC	Reports of Committees March 2009	Circulated
21/02/2009	I/2009/046/MHH	Active Ageing (Pam Wilton)	Poster for celebrating Active Ageing on 10 th Mar @ Nene Centre	Actioned
21/02/2009	I/2009/047/MHH	NWB	Receipt for insurance cheque	File
24/02/2009	I/2009/048/MHH	ENC (Keith Osborne)	Notice of ENC mtg on Mon 2 nd Mar 2009 @ ENC	File
27/02/2009	I/2009/049/MHH	Raunds TC	Poster for <i>Granddad told me these...</i> on Sat 28 th Mar @ Saxon Hall	Actioned
27/02/2009	I/2009/050/MHH	CPRE (Sally Hanrahan)	CPRE planning roadshow on Tues 21 st Apr @ Great Houghton	File
27/02/2009	I/2009/051/MHH	ENC (Keith Osborne)	Additional papers for ENC mtg on Mon 2 nd Mar	File
27/02/2009	I/2009/052/MHH	ENC	Housing Service booklets	File
05/03/2009	I/2009/053/MHH	ENC (Robert Austin)	BACS payment advice for Comm. Safety Grant	File
07/03/2009	I/2009/054/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 62 March 2009	Circulated
07/03/2009	I/2009/055/MHH	Lamps & Tubes (M.Taylor)	Sales catalogue	File
07/03/2009	I/2009/056/MHH	ENC (Mike Deacon)	Posters for Sound Byte - Noise Action Week	Actioned
07/03/2009	I/2009/057/MHH	Came & Company	Flyer on Parish Council insurance	File
07/03/2009	I/2009/058/MHH	NACRE	<i>Community Speed Watch</i> Vol 3 Spring 2009	Circulated
07/03/2009	I/2009/059/MHH	SBE	<i>Town & Parish Standard</i> Issue 4 February 2009	Circulated
07/03/2009	I/2009/060/MHH	ENC	Minutes of Scrutiny Committee mtg held on 25 th February 2009	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.
2009						
14/02/2009	O/2009/009/MHH	Parish Cllrs	Minutes 0902	Delivered		
07/02/2009	O/2009/010/MHH	Parish	Feb/Mar Newsletter	Delivered		
11/02/2009	O/2009/011/MHH	DCLG (Karl Holden)	Response to publicity consultation	Posted	0902.9	I/2008/310/MHH
15/02/2009	O/2009/012/MHH	E-On	Payment of invoice	Posted	0902.5.1	I/2009/028/MHH
21/02/2009	O/2009/013/MHH	E-On Energy Services	Order for replacement St lamp 33	Posted	0902.6.2	I/2009/038/MHH
21/02/2009	O/2009/014/MHH	Charles Wells	Allotment provision in Chelveston	Posted	0902.6.8	
27/02/2009	O/2009/015/MHH	ENC (Louise Cahill)	Invoice for St lamp 26 grant	Posted	0812.6.2	I/2008/281/MHH
02/03/2009	O/2009/016/MHH	Parish Cllrs	Agenda 0903	Posted		

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
2008.35	09/02/2009	I/2009/028/MHH	E-On	St Lt Power (Oct - Dec 08)	000725	C	-£328.45	-£49.27	-£377.72	£6,992.13	St Lighting	0902.5.1	MHH, MLF, GH	PCA 1957 S3
2008.36	09/02/2009	O/2009/009/MHH	M.H.Hunter	Expenses 0902	000726	C	-£37.71	£0.00	-£37.71	£6,954.42	Gen. Admin	0902.5.2	MHH, MLF, GH	LGA 1972 S111
2008.37	31/12/2008	I/2009/041/MHH	NWB	Interest (Oct - Dec 08)	Bank	C	£28.23	£0.00	£28.23	£6,982.65	Interest			
2008.38	23/02/2009	I/2009/042/MHH	Highways Insurance	Lamp 33 insurance claim	100043	C	£668.00	£0.00	£668.00	£7,650.65	Misc. Receipts			LGA 1972 S111
2008.39	09/03/2009		Cllr A.R.Dale	Donation of Clerk's Salary	Cash	C	£1.00	£0.00	£1.00	£7,651.65	Misc. Receipts	0903.6.3		LGA 1972 S139
2008.40	09/03/2009	O/2009/017/MHH	M.H.Hunter	Expenses 0903	000727	C	-£49.49	£0.00	-£49.49	£7,602.16	Gen. Admin	0903.6.2	MHH, PM, GH	LGA 1972 S111
2008.41	09/03/2009		M.H.Hunter	Clerk's Salary	Cash	C	-£1.00	£0.00	-£1.00	£7,601.16	Clerk's Salary	0903.6.3		LGA 1972 S112
Balance C/F							£0.00	£8,438.86	-£837.70	£7,601.16	£7,601.16			

[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

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		£103.42	£0.00	£103.42
Misc. Receipts		£1,255.95	£0.00	£1,255.95
305th BG memorial donations		£0.00	£0.00	£0.00
VAT refund		£1,061.28	£0.00	£1,061.28
Income		£15,519.47	£0.00	£15,519.47
Clerk's Salary		-£1.00	£0.00	-£1.00
Gen. Admin		-£840.44	-£18.49	-£858.93
St Lighting		-£1,668.85	-£202.59	-£1,871.44
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		-£19.00	£0.00	-£19.00
S137	£0.00	£0.00	£0.00	£0.00
Expenditure	£0.00	-£7,080.61	-£837.70	-£7,918.31
Income + Expenditure	£0.00	£8,438.86	-£837.70	£7,601.16

Audit tables	
Brought Forward	£4,148.82
Precept	£8,950.00
Other income	£2,420.65
Wages	£1.00
Loan interest	£0.00
Other Expenditure	£7,917.31
Balance	£7,601.16
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
06/02/2009	Orange - ISP broadband									£17.99
07/02/2009	Newsletter (200)									£24.00
09/02/2009	Pre-minutes for Clerk & Chair	5								
15/02/2009	E-On - payment of invoice		36	1						
11/02/2009	DCLG - response to publicity consultation	4	36	1			2			
11/02/2009	ENC - Grass cutting contract		36	1						
15/02/2009	Minutes 0902 - 3 P.Cllrs & File	9					27			
21/02/2009	E-On Energy Services - lamp 33 order	1	36	1			1			
27/02/2009	ENC - Invoice for CSF grant	1	36	1			1			
02/03/2009	Agenda 0903 - 7 P.Cllrs & File	4		7			28			
TOTALS		£1.44	£1.80	£0.72	£0.00	£0.00	£3.54	£0.00	£0.00	£41.99

TOTAL VALUE = £49.49

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

20th April 2009

Meeting Number 0904

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 20th April 2009** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: D.Cllr Whiting
2 members of the public

Open Forum.

Cllr Wooding explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. Pieter Mommersteeg spoke on the MWDF Core Strategy Public Examination and the issues raised by the inspector. Jenny Harwood raised the problem with overhanging brambles at Hillside (previously reported to Spire Homes).

1 Apologies.

Cllr Wooding opened the meeting at 7:40 p.m. and asked for any apologies. Cllrs Dale (work commitments) and Harwood (ENC meeting). The meeting agreed to accept these apologies.

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

None.

3 Notification of Executive Action under SO83

The Clerk advised that as the St Lighting budget was under-spent, he had sought approval from the Chairman & Vice-Chairman to pay an invoice in-year, rather than wait till this meeting.

4 Minutes of Previous Meetings.

The minutes of the Parish Council meeting **0903 – 9th March 2009** had been circulated. The meeting resolved to approve the minutes of meeting **0903** with no amendments.

Proposed: Cllr Wooding Seconded: Cllr Mommersteeg Decision: Unanimous

5 Planning and Licensing Matters.

5.1 EN/07/02238/OUT — Amended outline application for residential development at Darsdale Farm and *Rushmere*, Chelveston Road, Raunds.

Cllr Wooding explained the plans. Problems for Chelveston centred on the additional traffic heading south on the B663 (Raunds Rd), which already suffered from speeding. The meeting felt that if the application was to be granted, then a S106 contribution toward traffic calming measures should be sought.

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

Proposed: Cllr Wooding Seconded: Cllr Izzard Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

- 5.2 **EN/09/00442/TPO—Tree works on Wellingtonia T2 to lift crown 2-3m to allow clearance over footway, remove deadwood and defective branches at 14 High Street, Chelveston.**

Cllr Wooding explained the application, which had been brought about by a request from MGWSP. Cllr Wooding felt the works should be carried out by a competent tree surgeon.

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

Proposed: Cllr Wooding Seconded: Cllr Emerson Decision: Unanimous

- 5.3 **Update on any previously considered application.**

The CRE generator application No.2 appeal had been heard before a planning inspector at a Public Inquiry on 10th February 2009. The decision is awaited.

The NCC MWDF Core Strategy Public Examination had been adjourned for up to 6 months max, as the inspector had advised at the pre-hearing that the document would fail the test for soundness unless NCC provided more evidence to justify the decisions in it.

6 Financial Transactions.

- 6.1 The following invoices were due for payment – ENC (Grass cutting Aug 08 – Feb 09), E-On Energy Services (Lamp 33 replacement) and NCALC (2009-10 subscription). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed

Proposed: Cllr Emerson Seconded: Cllr Foulger 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 Izzard Seconded: Cllr Emerson Decision: Unanimous

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

Opening Balance for the meeting	£7,601.16
--	------------------

Receipts since last meeting

Number	Sender	Description	Method	Amount
2008.42	ENC	CSF grant (lamp 26)	BACS	£390.00
Total Receipts this meeting				£390.00

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2008.43	E-On Energy	St Lt maintenance (Jan – Mar 09)	000728	£148.96
2009.01	ENC	Grass-cutting (Aug 08 - Feb 09)	000729	£1,362.77
2009.02	E-On Energy	Lamp 33 replacement	000730	£768.20
2009.03	NCALC	Fees 2009-10	000731	£110.82
2009.04	M.H.Hunter	Expenses to 0904	000732	£61.16
Total Expenditure this meeting				£2,451.91

Closing Balance for this meeting	£5,539.25
---	------------------

Chelveston-cum-Caldecott Parish Council

Northamptonshire

7 Updates on Projects List.

7.1 Highways & footways Issues.

The Clerk advised that NCC were trialling a poster campaign on the 7.5t Amenity Weight Restrictions (AWR) routes and had asked for volunteer parishes that would display the posters on rotation. The Clerk had responded and if successful, the campaign would take place in summer.

The MGWSP top 10 priorities exercise earlier in the year had resulted in a 53% response with some 2,195 items identified. Parking, footway improvements and pedestrian crossing had been targeted for this year.

The Clerk confirmed the gas valve cover near *Yew Tree Cottage* reported by Cllr Foulger and the culvert railing by Water Lane/B645 jct had been replaced. The failed VMS on Higham Hill (B645) had been repaired and the impacted chevron sign by the jct to the south entrance to the former MOD land reported.

7.2 Street Lighting.

The Clerk advised that the replacement lamp 33 (adjacent *The Marches*) had been replaced. The Unmetered Supplies certificate had been updated.

7.3 Ditches.

Cllr Emerson advised no progress on the High/Joes Lane ditch. He was advised a tasking order would be raised once the ditch dried out. He will chase NCC accordingly.

7.4 E-Government.

The Clerk advised for the 30 day period ending 19th April 2009 of the 1,158 hits, 7.90% came from the US, 2.15% from Europe & 2.32% from other countries. Listed buildings had been added to the main site (which was causing some debate) and Fr Brockhouse's e-mail address had been added to the Church webpage on the history site.

7.5 Rights of Way.

Cllr Izzard advised no report.

7.6 Trees.

Cllr Wooding advised the offending trees in Foot Lane had now been removed and the boundary to JST now looked a mess. Cllr Dale had requested the Council agree to the liaising with the landowner, nearby residents and other relevant agencies to provide alternate screening.

The meeting resolved to liaise with the landowner, nearby residents and other relevant agencies to provide alternate screening along Foot Lane and instructed the Cllr Dale to act accordingly.

Proposed: Cllr Wooding Seconded: Cllr Izzard Decision: Unanimous

Cllr Wooding advised further complaints had been received regarding tree works in Water Lane. Generally the meeting felt the area had been improved by the works done, but had concerns as to whether any new trees would be planted.

7.7 Community Safety

Cllr Emerson advised he was to due to meet John Robinson (NCC) regarding access to/from the *White House*.

Cllr Foulger advised that, in response to a request from a resident of Raunds Rd, he was trying to organise a loan of the speed boards (max three weeks).

7.8 Allotments.

The Clerk advised the land owner had confirmed they had no objection to the Council's proposals in principle, so long as the annual bonfire & fireworks event wasn't

Chelveston-cum-Caldecott Parish Council

Northamptonshire

compromised. They would now instruct their solicitors to draw up a heads of terms letter. The Clerk requested approval to investigate costs of suitable solicitors to act for the Council.

The meeting resolved to investigate costs of solicitors and instructed the Clerk to act accordingly.

Proposed: Cllr Wooding Seconded: Cllr Emerson Decision: Unanimous

The Clerk requested that in keeping with the Council's plans to provide an allotment provision within the parish, £2,000 from the year just ended was moved to a restricted reserve for allotments.

The meeting resolved to create a restricted reserve of £2,000 for allotments and instructed the Clerk to act accordingly.

Proposed: Cllr Foulger Seconded: Cllr Izzard Decision: Unanimous

8 Further update on recent fire at the World Rubber tyre recycling plant.

Cllr Wooding reported on the multi agency meeting, held on 7th April 2009, attended by Cllrs Dale and Harwood, including the lack of a primary water supply and slow burn.

Cllr Emerson asked that Cllrs Dale & Harwood report in full at the next meeting.

9 Review of draft end of year accounts for 2008-9.

The Clerk presented the draft accounts, which were awaiting the final interest payment. Cllr Wooding asked Cllr Foulger (as IFV) to confirm he concurred with the figures, which he did.

The meeting noted the draft accounts and agreed to these being used at the Annual Parish Assembly.

Proposed: Cllr Izzard Seconded: Cllr Foulger Decision: Unanimous

10 Review of the Council's insurance arrangements.

Cllr Wooding advised the Council's insurance was due in June. Until recently the market was limited, but now other insurance companies were now providing products. It was therefore opportune to seek alternate quotes, with a view to the Council deciding at the May meeting.

At the recent PCC Annual Meeting it was confirmed that the Cross of Sorrow, the names of the war dead under the East window and the 305th BG memorial plaque on the tower were covered under the PCC's insurance.

11 Arrangements for the Annual Parish Assembly 2009.

Cllr Wooding advised this was provisionally due on Mon 11th May, with the Annual meeting of the Council to follow. However, C.Cllr Lawson and D.Cllr Whiting would be involved in the Higham Ferrers Mayor-making, meaning no County Cllr representation at the meetings. If the meeting moved back to Tues 12th May, this could be avoided. The Village Hall was available and the Clerk would make arrangements to alter his day off.

The meeting resolved to set the date for the APA and the Annual meeting of the Council as Tuesday 12th May 2009 and instructed the Clerk to act accordingly.

Proposed: Cllr Wooding Seconded: Cllr Mommersteeg Decision: Unanimous

The meeting debated items for the APA, including the low energy light bulbs, a Preserve update, the tyre fire, the NCC elections, the Darsdale development and the new bench.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

12 Visits, Training & Courses.

Tues 21st Apr – CPRE 2009 Planning Roadshow at Gt. Houghton @ 18:00.
Thurs 23rd Apr – “Highways – The Way Forward” at Park Inn Hotel, N’ton @ 17:30.
Mon 11th May – NCC Emergency Planning at Thrapston @ 18:30.
Sat 30th May – 40th CW UK Reunion tour including 305th BG memorial, Yelden Church service for the plaque of Lt Sellers B17 crash in 1944 (14:00) and BBMF fly-by (15:00).

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 Izzard Seconded: Cllr Emerson Decision: Unanimous

14 Councillors Reports (information only)

The Clerk advised that the 2000-2004 minutes had been sent off for binding. Notification had been received from the Equality & Human Rights Commission on the new Equality Bill currently going through Parliament; this would combine the existing 3 duties (race, disability & gender) into one harmonised duty covering age, disability, gender, gender identity, race, religion or belief and sexual orientation. This is due to be in force in 2011.

The Clerk advised the district wide Dog Control orders come into force on 27th April, though officers would issue warnings in the first month, rather than the £75 penalty notices. The dog bin in Foot Lane had not been emptied again until a resident complained. ENC had been notified, but the smell would be unacceptable if this continued into summer.

Cllr Wooding advised that there was a vacancy for a Parish Councillor to serve on the ENC standards Board and asked if any Cllrs wished to stand for election. None.

Cllr Wooding advised that Cllr Dale had asked if the replacement galvanised chains on the 305th BG memorial should remain silver or be painted black. Following debate, the meeting agreed the chains should be silver.

Cllr Wooding advised the telephone box outside the *Star & Garter* had been removed along with the concrete base. The soil had been seeded, but Cllr Emerson stated the missing “The Green” sign was more noticeable now.

Cllr Izzard reported the BT duct cover in Sawyers Crescent had still not been replaced.

Cllr Foulger indicated he believed that *Acorn Cottage* had been purchased by a developer. In response to a question from the last meeting, he recalled the Caldecott bench had been installed in 1968 or 1969.

Date of Next Meeting:

The Annual meeting of the Council would be held on 12th May 2009 in the Chelveston Village Hall, after the APA.

The meeting closed at 8:58 p.m.

Issued on 25th April 2009.

Pages 1420 – 1428 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
21/02/2009	I/2009/045/MHH	ENC	Reports of Committees March 2009	Circulated
07/03/2009	I/2009/054/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 62 March 2009	Circulated
07/03/2009	I/2009/058/MHH	NACRE	<i>Community Speed Watch</i> Vol 3 Spring 2009	Circulated
07/03/2009	I/2009/059/MHH	SBE	<i>Town & Parish Standard</i> Issue 4 February 2009	Circulated
07/03/2009	I/2009/060/MHH	ENC	Minutes of Scrutiny Committee mtg held on 25 th February 2009	Circulated
09/03/2009	I/2009/061/MHH	ENC (J.Stanhope)	Invoice for grass cutting (Aug 08 - Feb 09)	Actioned
12/03/2009	I/2009/063/MHH	BTCV	BTCV conservation work that can be undertaken	File
12/03/2009	I/2009/064/MHH	NCC (Mark Chant)	Confirmation of receipt of response to MWDF Waste locations	File
12/03/2009	I/2009/065/MHH	E-On Energy Services	Invoice for St Lighting Maintenance (Jan - Mar 09)	Actioned
14/03/2009	I/2009/066/MHH	NCC (Mark Chant)	Confirmation of receipt of response to MWDF Minerals locations	File
14/03/2009	I/2009/067/MHH	CCP	Promotion evening on 17 th March cancelled. Easter Programme	File
14/03/2009	I/2009/068/MHH	Dogs Trust (Clarissa Baldwin)	Posters for Dogs Trust	Actioned
21/03/2009	I/2009/069/MHH	NCC (Matthew Clarke)	7.5t AWT - awareness campaign	Actioned
21/03/2009	I/2009/070/MHH	EMDA	<i>EMDA News</i> Winter 2009	Circulated
23/03/2009	I/2009/071/MHH	NACRE (Natalie Westland)	Rural Housing Enabler post closing due to lack of funding	File
27/03/2009	I/2009/072/MHH	EMRA (Andrew Pritchard)	EM Regional Plan - Partial Review update	File
27/03/2009	I/2009/073/MHH	ENC (Su Davies)	Community Funding Advice Day @ ENC on 10 th July 2009	File
27/03/2009	I/2009/074/MHH	MGWSP (Richard Woodhouse)	Request for contact details of local farmers to assist with snow ploughs	Actioned
28/03/2009	I/2009/075/MHH	E-On Energy Services	Invoice for Street Lamp 33 replacement	Actioned
28/03/2009	I/2009/076/MHH	NACRE	<i>Village Viewpoint</i> Spring 2009	Circulated
30/03/2009	I/2009/077/MHH	EMDA	Details update	Actioned
30/03/2009	I/2009/078/MHH	E-On (Central Networks)	Updated Unmetered Supplies certificate	File
03/04/2009	I/2009/079/MHH	ENC (J.Stanhope)	Chaser for payment	File
03/04/2009	I/2009/080/MHH	ENC (Jenny Ray)	Election Registration posters	Actioned
03/04/2009	I/2009/081/MHH	ENC (Rachel Reeds)	Notice of Standards Committee mtg @ ENC on 8 th April 2009	Circulated
03/04/2009	I/2009/082/MHH	ICO (Richard Thomas)	Update on FOIA and EIR DVD	File
03/04/2009	I/2009/083/MHH	BDO Stoy Hayward	Annual Return	Awaiting
04/04/2009	I/2009/084/MHH	ENC Planning	Amended outline application for residential dev't at <i>Darsdale Farm</i> , Raunds	Actioned
09/04/2009	I/2009/085/MHH	ENC Planning	Tree works on Wellingtonia T2 at 14 High St, Chelveston	Actioned
09/04/2009	I/2009/086/MHH	Raunds Music Festiva	Posters for Raunds Music Festival	Actioned
11/04/2009	I/2009/087/MHH	ENC (Keith Osborne)	Nominations for Parish Rep on EN Standards Board	File
11/04/2009	I/2009/088/MHH	Allianz Insurance plc	Insurance renewal	Awaiting
11/04/2009	I/2009/089/MHH	ENC (Clarie Preddy)	Dog Control Orders now in force	File
11/04/2009	I/2009/090/MHH	NCALC	Membership invoice for 2009-10, <i>Update</i> Issue 2/09 March-April 2009	Actioned
11/04/2009	I/2009/091/MHH	NCC (Zafran Khan)	Transport & Highways event on 23 rd April @ Park Inn Hotel, N'ton	File
11/04/2009	I/2009/092/MHH	CCP	Chichele Exhibition events 2009	Circulated
13/04/2009	I/2009/093/MHH	NWB	Bank Statements	File
14/04/2009	I/2009/094/MHH	Charles Wells	No objection in principle	File
17/04/2009	I/2009/095/MHH	E-On	Invoice for St Lighting power (Jan - Mar 09)	Awaiting
18/04/2009	I/2009/096/MHH	ENC (J.Stanhope)	Invoice for grass cutting (Mar 09)	Awaiting
18/04/2009	I/2009/097/MHH	ENC	Reports of Committees April 2009	Circulated
20/04/2009	I/2009/098/MHH	E&HRC (Nicola Brewer)	Public Sector duties under new Equality Bill	File

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2009						
14/03/2009	O/2009/017/MHH	Parish Cllrs	Minutes 0903	Delivered		
09/03/2009	O/2009/018/MHH	Parish Cllrs	Risk register 2009	Adopted	0903.11	I/2009/036/MHH
09/03/2009	O/2009/019/MHH	Parish Cllrs	Review of effectiveness of the Internal Audit	Adopted	0903.12	I/2009/036/MHH
09/03/2009	O/2009/020/MHH	NCC (Mark Chant)	NCC MWDF - Minerals locations consultation response	Posted	0902.4.2	I/2009/012/MHH
09/03/2009	O/2009/021/MHH	NCC (Mark Chant)	NCC MWDF - Waste locations consultation response	Posted	0902.4.2	I/2009/012/MHH
15/03/2009	O/2009/022/MHH	E-On Energy Services	Payment of invoice	Posted	SO83	I/2009/065/MHH
27/03/2009	O/2009/023/MHH	NCC (Matthew Clarke)	7.5t AWT - awareness campaign	Posted		I/2009/069/MHH
28/03/2009	O/2009/024/MHH	Parish	Apr/May Parish Newsletter	Delivered		
30/03/2009	O/2009/025/MHH	Charles Wells	Chaser for allotment provision	Posted	0902.6.8	
11/04/2009	O/2009/026/MHH	Shaw & Sons Ltd	Order for 2000-4 minutes binding	Posted	0903.10	
11/04/2009	O/2009/027/MHH	MGWSP (Richard Woodhouse)	Contact details as requested	Posted		
14/04/2009	O/2009/028/MHH	Parish Cllrs	Agenda 0904	Delivered		

Receipts and Payments Account 2009/2010

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power	
2009.00	01/04/2009		Opening Balance	Brought Forward	Bt Fwd		£7,842.20	£0.00	£7,842.20	£7,842.20					
2009.01	20/04/2009	I/2009/061/MHH	ENC	Grass-cutting (Aug 08 - Feb 09)	000729		-£1,159.80	-£202.97	-£1,362.77	£6,479.43	Grass Cutting	0904.6.1	MHH, MLF, PMM	HA 1980 S96	
2009.02	20/04/2009	I/2009/075/MHH	E-On Energy Services	Lamp 33 replacement	000730		-£668.00	-£100.20	-£768.20	£5,711.23	St Lighting	0904.6.1	MHH, MLF, PMM	PCA 1957 S3	
2009.03	20/04/2009	I/2009/090/MHH	NCALC	Subscription renewal	000731		-£110.82	£0.00	-£110.82	£5,600.41	Subscriptions	0904.6.1	MHH, MLF, PMM	LGA 1972 S143	
2009.04	20/04/2009	O/2009/029/MHH	M.H.Hunter	Expenses 0904	000732		-£61.16	£0.00	-£61.16	£5,539.25	Gen. Admin	0904.6.2	MHH, MLF, PMM	LGA 1972 S111	
Balance C/F							£0.00	£5,842.42	-£303.17	£5,539.25	£5,539.25				

[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

Category	S137	Amount	VAT	Total
Brought Forward		£7,842.20	£0.00	£7,842.20
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		£7,842.20	£0.00	£7,842.20
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£61.16	£0.00	-£61.16
St Lighting		-£668.00	-£100.20	-£768.20
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£1,159.80	-£202.97	-£1,362.77
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		-£110.82	£0.00	-£110.82
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	-£1,999.78	-£2,302.95
Income + Expenditure		£0.00	£5,842.42	-£303.17
				£5,539.25

Audit tables	
Brought Forward	£7,842.20
Precept	£0.00
Other income	£0.00
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£2,302.95
Balance	£5,539.25
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
06/03/2009	Orange - ISP broadband									£17.99
09/03/2009	Risk & audit drafts for review	3					18			
09/03/2009	Pre-minutes for Clerk & Chair	5								
09/03/2009	NCC MWDF minerals site response	1	36	1			1			
09/03/2009	NCC MWDF waste site response	3	36	1			3			
14/03/2009	Minutes 0903 - 3 P.Cllrs & File	9			3		27			
15/03/2009	E-On Energy Services - payment of invoice		36	1						
02/04/2009	Charles Wells - chaser	1	36	1			1			
04/04/2009	Apr/May Newsletter [200]									£24.00
11/04/2009	Shaw & Sons - order for binding	1	996				1			
11/04/2009	MGWSP - local farmers	1	36	1			1			
14/04/2009	Agenda 0904 - 7 P.Cllrs & File	4		7			28			
TOTALS		£1.68	£11.76	£0.72	£0.21	£0.00	£4.80	£0.00	£0.00	£41.99

TOTAL VALUE = £61.16

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of the Annual Parish Assembly

12th May 2009

Meeting Number APA09

Minutes of the **Annual Parish Assembly** held at 7:30 p.m. - **Monday 12th May 2009** in the Chelveston Village Hall.

Present :- Councillors :	Cllr. A.R.Dale (Chairman) Cllrs M.W.Emerson, M.L.Foulger, G.Harwood, M.J.Izzard, P.Mommersteeg & M.W.Wooding.
Clerk:	Mr. M.H.Hunter
Guests:	Mr P.Mommersteeg (Preserve) Cllr D.Lawson MBE (NCC) Cllr P.Whiting (ENC) Cllr A.Dunn (HFTC)
Public:	21 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 – none.

2 Minutes of the Annual Parish Assembly held on 12th May 2008.

Cllr Dale outlined the minutes of the previous meeting. Cllr Dale proposed and Cllr Harwood 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 various planning applications, replacing street lamps, dealing with fly tipping, organising Operation Spring Clean (collecting some 18 sacks of rubbish plus larger items), working with NCC Highways on potholes and prioritisation of tasks, litter and dog bins, allotments, Cllrs roles and preparing for two events in the parish.

4 Draft accounts for the year ending 31st March 2009

The Clerk went through the draft accounts, with restricted reserves of £4,800 and general reserves of £3,000.

5 Report on the recent fire at World Rubber Tyres

Cllrs Dale and Harwood explained the background to the multi-agency meeting in April following the Council's concerns after the 4th fire in 8 years at the site. It had been proposed the multi-agency emergency plan be created to capture issues that fall between the different agencies. Views from the meeting were mixed as to continuing the slow burn or going for an accelerated (but potentially more odorous) fast burn.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6 Update on the CRE proposals for the former airfield

Pieter Mommersteeg gave a presentation on the status of the CRE applications/appeals. Biomass (AD) plant granted, but works not yet started as planning conditions not yet fulfilled. Biofuel generator (no.2) refused and appealed – awaiting Planning Inspector's decision. Wind Farm – no application submitted yet.

7 Statement on the June NCC elections by the candidates.

Cllrs Lawson & Dunn each spoke briefly on how they believed being an NCC Cllr could make a difference on local issues.

Cllr Dale reminded the meeting that NCC & MEP elections would be on Thursday 4th June, with the NCC results to be announced on Friday 5th June.

8 Any other matter the Electorate wish to debate.

Cllr Dale asked the meeting about any other matters they wished to raise.

Arthur Wright asked about the USAF housing annex (wheelie bins have turned up). The Clerk confirmed Defence Estates had been contacted.

Sharron Smart proposed a vote of thanks to Cllr Dale for all his hard work, endorsed by the meeting.

Chris Pentland asked about the blockage in the Water Lane ford. Some local residents are happy with this as it slows traffic. Meeting agreed that it was better to leave it till autumn and then have it cleared before the frost/ice onset.

Jenny Harwood asked about the winter floods on the B645 – gullies have been cleared.

Chris Pentland reported footpath gateway by Bldg 102 on the former airfield was loose and the footpath needed cutting. Cllr Izzard (as PPW) confirmed this route was on the NCC ROW cutting cycle.

9 Summary of the meeting.

Cllr Dale summarised the meeting and thanked the residents for attending. He invited those attending to take some of the free low-energy light bulbs donated by the PCC of St John the Baptist church.

The meeting closed at 8:50 p.m.

Issued on 13th May 2009

Page 1429-1430 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 2009

Meeting Number 0905

Minutes of the **Annual Meeting** of the Parish Council held at 9:00 p.m. - **Monday 12th May 2009** 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: 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 9:02 p.m. and asked for any apologies - D.Cllr Whiting. The meeting agreed to accept this apology.

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.

None.

4 Election of Vice-chairman

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

5 Election of Internal Financial Verifier

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

6 Election of Trustees (2) to the Sawyer's charity

Cllr Dale explained that the Council needed to elect two trustees to serve a three year term. He reminded the meeting that in 2008 the Council had been concerned by the lack of disbursements and that the trust appeared to be accumulating and that the trustees had been asked to address this (0804.10). However, the latest accounts still showed to the trust to be accumulating with no disbursements.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Cllr Foulger advised that the Chelveston trustee co-opted by the elected Chelveston trustees had indicated he wished to stand down one year early.

Cllr Dale advised that three nominations (Cllrs Dale & Foulger and Mrs Pentelow) had been received for the two elected trustee posts, but so as to allow the widest spread of responsibilities in the village, he announced he was withdrawing his nomination.

Accordingly, the meeting resolved to elect Cllr Foulger and Mrs Glenda Pentelow to be the trustees for 2009-2012 and instructed the Clerk to inform the Clerk of the Sawyer's Charity accordingly.

7 Minutes of Previous Meetings.

The minutes of the ordinary Parish Council meeting **0904 – 20th April 2009** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0904** with the no amendments.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

8 Planning and Licensing Matters.

8.1 Update on previous applications.

The RNOTP had just completed three days of examination hearing sessions before the Planning Inspector to consider the issues raised at the earlier submission sessions. His report is expected in June 2009. In view of the delays in the RNOTP, ENC is considering combining the Raunds Area Plan and the Three Towns Plan into one (Four Towns Plan).

The TPO in High St and the *Darsdale Farm* (Raunds) development have not yet been determined. The CRE generator application No.2 appeal had been heard before a planning inspector at a Public Inquiry on 10th February 2009 is still awaited.

9 Review of the Council's insurance arrangements.

Cllr Dale advised that the Clerk had sent out details of two policies with the agendas and the meeting now had to choose which to take up. The meeting debated the extra cover v increased excess, but noted the Council had not claimed in over 7 years.

The meeting resolved to:

Appoint Norwich Union as the Council's insurer and instructed the Clerk to act accordingly..

Proposed: Cllr Emerson Seconded: Cllr Wooding Decision: Unanimous

10 Financial Transactions.

10.1 The following invoices were due for payment – E-On (St Lighting power Jan – Mar 09), ENC (Grass cutting Mar 09) and Broker Network (insurance 2009-10). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

10.2 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 Harwood Seconded: Cllr Wooding Decision: Unanimous

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

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Opening Balance for the meeting £5,539.25

Receipts since last meeting

Number	Sender	Description	Method	Amount
2008.44	NWB	Interest (Jan – Mar 09)	Bank	£2.66
2009.05	ENC	Precept (50%)	BACS	£4,500.00
Total Receipts this meeting				<u>£4,502.66</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2009.06	E-On	St Lt Power (Jan – Mar 09)	000733	£374.73
2009.07	ENC	Grass cutting (Mar 09)	000735	£439.85
2009.08	Broker Network	Annual Premium	000736	£432.01
2009.09	M.H.Hunter	Expenses to 0905	000737	£29.96
Total Expenditure this meeting				<u>£1,276.55</u>

Closing Balance for this meeting **£8,765.36**

11 Updates on Projects List.

11.1 Highways & footways Issues.

The Clerk advised Turney Landscapes had suffered a machine failure whilst grass cutting on Friday 8th May, leaving strips of un-mown grass. They had returned on Tuesday 12th May to strim the worst affected areas. Cllr Wooding was not impressed by the work which looked patchy. Cllr Emerson felt the Council should consider investing in its own grass cutting machinery next year.

11.2 Street Lighting.

No issues.

11.3 Ditches.

Cllr Emerson to chase Street Doctor again regarding the Joe's/High Lane ditch.

11.4 E-Government.

The Clerk advised for the 30 day period ending 11th May 2009 of the 1,145 hits, 6.75% came from the US, 1.89% from Europe & 0.85% from other countries.

11.5 Rights of Way

Cllr Izzard reported ENC Cllr Gell had contacted him about incorrect route of footpath MM3 from Duchy Close to the B645. NCC ROW had confirmed the route was an anomaly, but couldn't be changed without a legal order. This was not considered a priority for this year.

11.6 Trees

Cllr Wooding noted the ivy still needed to be removed from the Wellingtonia by *School House*. Likewise the Hillside willow tree had been cut back.

Cllr Dale advised he had spoken to the landowners regarding the state of their boundary fence in Foot Lane following the removal of the unlawfully planted trees and it had been agreed that a new fence would be installed.

11.7 Community Safety

Cllr Emerson reported on a burglary in the village on 2nd May.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

11.8 Allotments.

Cllr Dale advised that the Clerk had received bids from solicitors to act on behalf of the Council, but unfortunately the land owner had since written to advise of a change of decision and that that the land was being retained for potential future development.

The meeting agreed the Clerk would write to the landowner regarding their change of decision and request a meeting with Cllr Dale.

At 9:30 p.m. under SO1(d) (Duration and time of meetings), it was resolved to continue.

12 Further update on recent fire at the World Rubber tyre recycling plant

As this had been covered at the APA, it was resolved to dispense with this item.

13 Update of the CRE Local Liaison group

Cllr Dale advised the NCC had confirmed that Phil Watson normally chaired the LLG meetings, but on this occasion had offered Roy Boulton (Hd of Planning). NCC Waste management officers were focused on domestic waste and thus deemed inappropriate by NCC for an industrial waste process.

At the request of Cllr Harwood, the Clerk had contacted Cogenhoe & Whiston PC for their experience of a minerals LLG chaired by Roy Boulton.

The meeting resolved to continue to press for an independent chairman.

14 Request for a Reference Book

The Clerk advised that the 8th edition of Charles Arnold-Baker would be available in June, which he could purchase 20% discounted through the SLCC (£53.60).

The meeting resolved to:

Authorise the Clerk to order the reference book.

Proposed: Cllr Dale

Seconded: Cllr Wooding

Decision: Unanimous

15 Issues raised from the APA.

Deferred to the next meeting.

16 Visits, Training & Courses.

Weds 20th May – Planning Aid planning seminar at N'ton @ 18:00 (Cllr Foulger)
Sat 30th May – 40th CW UK Reunion tour including 305th BG memorial (10:30) and Yelden Church service for the unveiling of a plaque for Lt Sellers B17 crash in 1944 (14:00).
[Post meeting note – M& YPC have issued formal invite to Chairman to attend]

Sat 4th July – Chelveston Open Gardens event. Details tba.

Fri/Sat 4th & 5th Sept – NALC national conference at RCP, London (£207).

Weds 14th Oct – NCALC AGM at tba @ 19:00.

Sat 24th Oct – SLCC national conference at Staverton Park, Daventry (£tba)

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

Chelveston-cum-Caldecott Parish Council

Northamptonshire

18 Councillor's Reports.

The Clerk confirmed the statutory notices for the 2008-9 accounts had been displayed.

Cllr Dale advised that Ray Dyer of Chelveston is now a trained bee-keeper and is available for swarm collection in the area. Cllr Izzard suggested that this be reported in the next newsletter.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 8th June 2009 in the Chelveston Village Hall.

The meeting closed at 9:45 p.m.

Issued on 13th May 2009.

Pages 1431 – 1439 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
07/03/2009	I/2009/054/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 62 March 2009	Circulated
07/03/2009	I/2009/058/MHH	NACRE	<i>Community Speed Watch</i> Vol 3 Spring 2009	Circulated
07/03/2009	I/2009/059/MHH	SBE	<i>Town & Parish Standard</i> Issue 4 February 2009	Circulated
07/03/2009	I/2009/060/MHH	ENC	Minutes of Scrutiny Committee mtg held on 25 th February 2009	Circulated
21/03/2009	I/2009/070/MHH	EMDA	<i>EMDA News</i> Winter 2009	Circulated
03/04/2009	I/2009/081/MHH	ENC (Rachel Reeds)	Notice of Standards Committee mtg @ ENC on 8 th April 2009	Circulated
03/04/2009	I/2009/083/MHH	BDO Stoy Hayward	Annual Return	Awaiting
11/04/2009	I/2009/088/MHH	Allianz Insurance plc	Insurance renewal	Actioned
17/04/2009	I/2009/095/MHH	E-On	Invoice for St Lighting power (Jan - Mar 09)	Actioned
18/04/2009	I/2009/096/MHH	ENC (J.Stanhope)	Invoice for grass cutting (Mar 09)	Actioned
20/04/2009	I/2009/098/MHH	E&HRC (Nicola Brewer)	Public Sector duties under new Equality Bill	File
24/04/2009	I/2009/099/MHH	ENC (Jenny Ray)	MEP & NCC Notices of Election	Actioned
24/04/2009	I/2009/100/MHH	ENC (Robert Austin)	BACS advice for Precept 2009-10 (50%)	File
24/04/2009	I/2009/101/MHH	ENC (A.Rookes)	Chaser for payment (already paid)	File
24/04/2009	I/2009/102/MHH	ENC (David Oliver)	Invite to ENC Annual mtg on Weds 13 th May 2009	File
24/04/2009	I/2009/103/MHH	ENC (Keith Osborne)	Notice of ENC mtg on Mon 27 th April 2009	Circulated
02/05/2009	I/2009/104/MHH	Police	Police newsletter issue 7 (April 2009)	Circulated
02/05/2009	I/2009/105/MHH	Charles Wells	No longer wish to lease land for allotments	File
02/05/2009	I/2009/106/MHH	Hedleys Solicitors LLP	Details of previous service for parish councils	File
02/05/2009	I/2009/107/MHH	Came & Company	Insurance renewal	Actioned
08/05/2009	I/2009/108/MHH	C&CD	<i>Clerks & Councils Direct</i> Issue 63 May 2009	Circulated
08/05/2009	I/2009/109/MHH	Wilson Browne LLP	Details of previous service for parish councils	File
08/05/2009	I/2009/110/MHH	ENC (J.Stanhope)	Chaser for grass cutting invoice	File
09/05/2009	I/2009/111/MHH	ENC (Keith Osborne)	Notice of ENC Annual mtg on Weds 13 th May 2009	Circulated
09/05/2009	I/2009/112/MHH	ENC (Jenny Ray)	MEP & NCC Statement of Persons Nominated	Actioned
10/05/2009	I/2009/113/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.
2009						
25/04/2009	O/2009/029/MHH	Parish Cllrs	Minutes 0904	Delivered		
20/04/2009	O/2009/030/MHH	ENC Planning	Response to Darsdale developement, Raunds	Posted	0904.5.1	I/2009/084/MHH
20/04/2009	O/2009/031/MHH	ENC Planning	Response to TPO request	Posted	0904.5.2	I/2009/085/MHH
20/04/2009	O/2009/032/MHH	ENC (J.Stanhope)	Payment of invoice	Posted	0904.6.1	I/2009/061/MHH
20/04/2009	O/2009/033/MHH	E-On Energy Services	Payment of invoice	Posted	0904.6.1	I/2009/075/MHH
20/04/2009	O/2009/034/MHH	NCALC	Payment of invoice	Posted	0904.6.1	I/2009/090/MHH
26/04/2009	O/2009/035/MHH	Headley Solicitors LLP	Request for local govt experience and costs	Posted	0904.7.8	
26/04/2009	O/2009/036/MHH	Wilson Browne LLP	Request for local govt experience and costs	Posted	0904.7.8	
27/04/2009	O/2009/037/MHH	Parish Cllrs	Agenda APA09	Delivered		
03/05/2009	O/2009/038/MHH	Parish Cllrs	Agenda 0905	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2009/2010

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2009.00	01/04/2009		Opening Balance	Brought Forward	Bt Fwd		£7,844.86	£0.00	£7,844.86	£7,844.86				
2009.01	20/04/2009	I/2009/061/MHH	ENC	Grass-cutting (Aug 08 - Feb 09)	000729	C	-£1,159.80	-£202.97	-£1,362.77	£6,482.09	Grass Cutting	0904.6.1	MHH, MLF, PMM	HA 1980 S96
2009.02	20/04/2009	I/2009/075/MHH	E-On Energy Services	Lamp 33 replacement	000730		-£668.00	-£100.20	-£768.20	£5,713.89	St Lighting	0904.6.1	MHH, MLF, PMM	PCA 1957 S3
2009.03	20/04/2009	I/2009/090/MHH	NCALC	Subscription renewal	000731	C	-£110.82	£0.00	-£110.82	£5,603.07	Subscriptions	0904.6.1	MHH, MLF, PMM	LGA 1972 S143
2009.04	20/04/2009	O/2009/029/MHH	M.H.Hunter	Expenses 0904	000732		-£61.16	£0.00	-£61.16	£5,541.91	Gen. Admin	0904.6.2	MHH, MLF, PMM	LGA 1972 S111
2009.05	28/04/2009	I/2009/100/MHH	ENC	Precept	BACS	C	£4,500.00	£0.00	£4,500.00	£10,041.91	Precept			LGFA 1992 S41
2009.06	12/05/2009	I/2009/095/MHH	E-On	St Lighting Power (Jan - Mar 09)	000733		-£325.85	-£48.88	-£374.73	£9,667.18	St Lighting	0905.10.1	MHH, MLF, PMM	PCA 1957 S3
2009.07	12/05/2009	I/2009/096/MHH	ENC	Grass-cutting (Mar 09)	000735		-£382.48	-£57.37	-£439.85	£9,227.33	Grass Cutting	0905.10.1	MHH, MLF, PMM	HA 1980 S96
2009.08	12/05/2009	I/2009/107/MHH	Network brokers	Insurance (2009-10)	000736		-£432.01	£0.00	-£432.01	£8,795.32	Insurance	0905.10.1	MHH, MLF, PMM	LGA 1972 S111
2009.09	12/05/2009	O/2009/040/MHH	M.H.Hunter	Expenses 0905	000737		-£29.96	£0.00	-£29.96	£8,765.36	Gen. Admin	0905.10.2	MHH, MLF, PMM	LGA 1972 S111
							Balance C/F	£0.00	£9,174.78	-£409.42	£8,765.36			

[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 000734 not used

Category	S137	Amount	VAT	Total
Brought Forward		£7,844.86	£0.00	£7,844.86
Precept		£4,500.00	£0.00	£4,500.00
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		£12,344.86	£0.00	£12,344.86
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£91.12	£0.00	-£91.12
St Lighting		-£993.85	-£149.08	-£1,142.93
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£1,542.28	-£260.34	-£1,802.62
Elections		£0.00	£0.00	£0.00
Insurance		-£432.01	£0.00	-£432.01
Grants		£0.00	£0.00	£0.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.82	£0.00	-£110.82
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	-£3,170.08	-£3,579.50
Income + Expenditure		£0.00	£9,174.78	-£409.42

Audit tables	
Brought Forward	£7,844.86
Precept	£4,500.00
Other income	£0.00
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£3,579.50
Balance	£8,765.36
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
06/04/2009	Orange - ISP broadband									£17.99
20/04/2009	Draft accounts for review	4					28			
20/04/2009	Pre-minutes for Clerk & Chair	5					5			
20/04/2009	ENC Planning - response to Darsdale	2	36	1			1			
20/04/2009	ENC Planning - response to tree works		36	1						
20/04/2009	ENC - payment of invoice		36	1						
20/04/2009	E-On - payment of invoice		36	1						
20/04/2009	NCALC - payment of invoice		36	1						
25/04/2009	Minutes 0904 - 3 P.Cllrs & File	9				3	27			
26/04/2009	Info request to Hedleys Solicitors	1	36	1			1			
26/04/2009	Info request to Wilson Browne Solicitors	1	36	1			1			
04/05/2009	Agenda APA09 - 7 P.Cllrs & File	1		7			7			
04/05/2009	Agenda 0905 - 7 P.Cllrs & File	5		7			35			
TOTALS		£1.68	£2.52	£1.26	£0.21	£0.00	£6.30	£0.00	£0.00	£17.99

TOTAL VALUE = £29.96

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

8th June 2009

Meeting Number 0906

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 8th June 2009** 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: 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.

Cllr Dale opened the meeting at 7:30 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.

None.

3 Minutes of Previous Meetings.

The minutes of the Annual Meeting of the Parish Council **0905 – 12th May 2009** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0905** with the no amendments.

Proposed: Cllr Dale Seconded: Cllr Harwood Decision: Unanimous

4 Planning and Licensing Matters.

Cllr Harwood did not take part in item 4.1 to avoid predetermination at ENC.

4.1 EN/09/00699/FUL—Single storey side extension at 5 Pokas Cottages, Chelveston.

Cllr Dale explained the plans. The resubmitted application had altered the rear of extension to be in line with the original buildings, the stairway was now in the original building and the heights of the extension were correspondingly lower. The proposed new chimney had also been removed.

The Clerk confirmed the comments from the neighbours were as before, with *the Byre* objecting (extension overbearing and not in proportion) and the other occupants of *Pokas Cottages* being concerned about access and damage to the drains.

The meeting considered the height of the extensions, the extension size compared to the original house and the plot in which it sits, the street scene, access and parking.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

The meeting resolved 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.

The Planning Inspector had allowed the CRE generator application No.2 appeal, but had refused costs against ENC. He had imposed a number of conditions and made comments about the Greenfield nature of the majority of the former airfield site.

The TPO consent at 14 High St has been approved by officer delegation.

The *Darsdale Farm* (Raunds) development has not yet been determined.

5 Financial Transactions.

5.1 The following invoices were due for payment – Shaw & Sons Ltd (binding of minutes 2000-4). The meeting resolved to approve this 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 Wooding Seconded: Cllr Emerson Decision: Unanimous

5.3 The bank statements for the month of May have not yet been received and reconciled.

Opening Balance for the meeting				£8,765.36
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
2009.10	Shaw & Sons	Binding minutes 2000-4	000738	£98.90
2009.11	M.H.Hunter	Expenses to 0906	000739	£79.91
Total Expenditure this meeting				£178.81
Closing Balance for this meeting				£8,586.55

6 Updates on Projects List.

6.1 Highways & footways Issues.

Cllr Dale advised of footway repair markings had appeared for the footways outside 19-21 Water Lane and next to the 305th memorial. In response to the Clerk's earlier request, the footway in Caldecott from the post box to the Village Hall had been sided out.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Cllr Dale advised that a resident had written to the Council to suggest that the link road in front of *Middle Farm Villa* should be closed to through traffic at the eastern end. This would increase the safety of vehicles exiting from the courtyard next to *Middle Farm Villa* and of vehicles waiting to turn right onto the B663 (Raunds Rd) by moving them further away from the blind bend at the *White House*. Cars would still be able to park on the link road.

Cllr Wooding was concerned that cars parking in the closed link road would have difficulty reversing out onto the Raunds Rd. Cllr Foulger felt the triangle would have to be cut back to allow HGVs to turn left from the B663 (Raunds Rd) to the B645 (Kimbolton Rd). Cllr Harwood suggested asking NCC Highways to visit the site for their proposals and the meeting agreed.

The Clerk advised NCC had issued a formal letter to cut back the brambles overgrowing the footway in Hillside.

6.2 **Street Lighting.**

No issues reported.

6.3 **Ditches.**

Cllr Emerson advised work had finally started on laying a new 6in pipe from the ditch to the drain in Joe's/High Lane, to prevent further flooding at *Blacksmith's Cottage*. Cllr Wooding was concerned that it might silt up, but Cllr Emerson felt the water flow should be sufficient to keep it running free.

Cllr Harwood congratulated Cllr Emerson on his persistence and determination in bringing this matter to resolution.

Cllr Emerson advised the next problem was the continual flooding of the B645 (near the Bidwell Lane jct) whenever there was heavy rain. Cllr Wooding suggested the nearest road drain was only a soakaway, whereas it needed a storm drain.

6.4 **E-Government.**

The Clerk advised for the 30 day period ending 7th June 2009 of the 1,237 hits, 8.21% came from the US, 0.86% from Europe & 0.44% from other countries.

A new web-page on the main site covered the recent visit by the 40th Combat Wing Reunion Tour to the 305th BG memorial on 30th May. This had received over 50 hits in the first 24 hours.

6.5 **Rights of Way**

Cllr Izzard reported he had contacted NCC ROW regarding grass cutting (new contract being awarded) and the gates on MM16 & MM17. Cllrs Harwood & Emerson described the poor state of the gates.

6.6 **Trees**

Cllr Dale reported an issue with a Willow Tree at 5 Hillside affecting a resident in Duchy Close. Spire Homes (landowner) considered the problem was their tenant's, not theirs.

6.7 **Community Safety**

The Clerk advised that Northants Police Casualty Reduction Team had installed a traffic monitor on Lamp 44 (Higham Hill).

Cllr Emerson reported there had been a break-in in Kimbolton Rd in May and damage to a car on *the Green* in June.

6.8 **Allotments.**

The Clerk reported he had written to the landowner, as requested, pointing out it would be unlikely a development opportunity would arise in the next decade and requesting a meeting with the Council Chairman.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

7 Adoption of the accounts for the year ending 31st March 2009.

Cllr Foulger (as IFV) advised the final interest payment had been received and the accounts had been internally audited with no issues or matters arising. The Council now needed to formally adopt the accounts.

The meeting resolved to:

Adopt the accounts for the year ending 31st March 2009.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

8 Approval of the Statement of Accounts and the Annual Governance Statement for the year ending 31st March 2009.

Cllr Dale reminded the meeting of the Cllrs responsibility for the Council's finances. He then went through the Statement of Accounts and asked for the meeting's approval to sign the statement.

The meeting resolved to:

Approve the Statement of Accounts for the year ending 31st March 2009.

Proposed: Cllr Harwood Seconded: Cllr Izzard Decision: Unanimous

Cllr Dale then went through the Annual Governance Statement and asked for the meeting's approval to sign the statement.

The meeting resolved to:

Approve the Annual Governance Statement for the year ending 31st March 2009.

Proposed: Cllr Dale Seconded: Cllr Foulger Decision: Unanimous

9 Matters arising from the APA.

Cllr Dale went through the issues raised at the APA – mixed views on slow/fast burn, Water Lane ford, B645 winter flooding and footpath gateway onto the former airfield.

The meeting considered that these were already being dealt with and no additional actions were required.

10 Participation in the CCP summer play-schemes.

Cllr Dale advised there were 3 play schemes this year – PRP (Play Ranger Programme for under 7's), RCP (Rural Community Programme for 7-13) and Summer Blast (13+).

PRP & RCP runs from 10:00 – 12:00 and 4:00 – 16:00 from last week of July till third week of August, whilst Summer Blast runs from 14:00 – 16:00 from last week of July till first week of September.

The costs to the Council would be the hire of the Village Hall (3 hrs per session).

Cllr Dale did not think there were sufficient children in the village to justify the sessions. Cllr Harwood suggested the Council advertise those being held in Stanwick and Raunds.

The meeting resolved to:

Not to participate in the CCP play-schemes and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

11 Update on the USAF Housing Annex.

Cllr Dale advised the former USAF Housing Annex was no longer required by the USAF and had been returned to Defence Estates, who were now considering disposal options. The waste bins had recently been removed from the site. Annington Estates would not be involved in the disposal.

12 Consideration of items for the annual ENC-Local Council meeting in June.

Cllr Dale advised the next annual meeting would take place on Weds 24th June at 7:30 pm at Chelveston Village Hall. Cllr Dale would attend on behalf of the Council (Cllr Harwood would be attending as the ENC ward member). The meeting had to decide what issues to raise.

The meeting suggested the *Darsdale Farm* development (S106 funding for traffic calming), footway on B663, grass cutting supervision and ENC's views on the proposed sale of the Defence Estates housing (currently classed as Open Countryside in the draft Three Towns Plan). The Clerk would notify ENC accordingly.

13 Funding for landscaping works at the 305th BG memorial.

Cllr Dale explained he wished to plant some perennials in the bed at the back of the memorial and purchase some approved weed killer for the gutters and recently sided out footways.

The meeting resolved to:

Vire £50 from the 305th memorial reserves and authorised Cllr Dale to purchase the plants and weed killer.

Proposed: Cllr Emerson Seconded: Cllr Foulger Decision: Unanimous

14 Visits, Training & Courses.

Weds 24th June – Annual ENC/Local Councils mtg at Chelveston Village Hall @ 19:30.

Sat 4th July – Chelveston Open Gardens event. Details tba.

Fri/Sat 4th & 5th Sept – NALC national conference at RCP, London (£207).

Weds 14th Oct – NCALC AGM at tba @ 19:00.

Sat 24th Oct – SLCC national conference at Staverton Park, Daventry (£tba)

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 Dale Seconded: Cllr Harwood Decision: Unanimous

16 Councillor's Reports.

The Clerk confirmed the both the Annual Report and June/July newsletters had been issued.

The bound minutes (2000-4) were shown to the meeting and it was agreed that these will be deposited at the County Records Office.

Cllr Dale advised that Derek Lawson MBE had held the Higham Ferrers division seat on NCC with 76.5% share of the vote.

Cllr Wooding requested a hedgerow exemption letter be obtained from the Rural Payments Agency so that the field hedgerow on the B645 (Higham Hill) could be cut back. The Clerk would confirm with the farmer first.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 13th July 2009 in the Chelveston Village Hall. The provision of replacement benches would be discussed at that meeting.

The meeting closed at 8:43 p.m.

Issued on 13th June 2009.

Pages 1440 – 1449 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2009				
03/04/2009	I/2009/083/MHH	BDO Stoy Hayward	Annual Return	Actioned
16/05/2009	I/2009/114/MHH	ENC Standards Board	Annual report 2008	Circulated
16/05/2009	I/2009/115/MHH	ENC Planning	Re-submission for single storey ext at 5 Pokas Cottages	Actioned
24/05/2009	I/2009/116/MHH	ENC (Jenny Ray)	Notices of Poll (NCC)	Actioned
24/05/2009	I/2009/117/MHH	Shaw & Sons Ltd	Invoice for binding 2000-4 minutes	Actioned
24/05/2009	I/2009/118/MHH	Came & Company	Invoice for insurance 2009-10	Actioned
24/05/2009	I/2009/119/MHH	ENC (Richard Hankins)	Grass cutting	File
24/05/2009	I/2009/120/MHH	Arthur Wright	Objection to 5 Pokas Cottages extension	File
24/05/2009	I/2009/121/MHH	CCP (Jackie Ackroyd)	Summer 2009 Rural Community playgroup programme	Actioned
29/05/2009	I/2009/122/MHH	NCALC	Update Issue 2/09 May-June 2009	Circulated
29/05/2009	I/2009/123/MHH	EMRA (Andrew Pritchard)	Regional Plan Partial Review: Options Consultation	File
29/05/2009	I/2009/124/MHH	CCP (Benedict Sharland)	Summer 2009 Blast playgroup programme	Actioned
29/05/2009	I/2006/125/MHH	Wildacre	Projects for Life - Spring Fete on Sun 31 st May @ noon.	File
29/05/2009	I/2009/126/MHH	ENC (Barbara Ding)	Goverance Toolkit CD ver 3	File
29/05/2009	I/2009/127/MHH	ENC (Barbara Ding)	Goverance Toolkit CD ver 3 - withdrawn (CD duff)	File
05/06/2009	I/2009/128/MHH	ENC (Sharn Matthews)	Introducing new Monitoring Officer	File
06/06/2009	I/2009/129/MHH	ENC Planning	Planning consent for TPO works at 14 High St	File
06/06/2009	I/2009/130/MHH	ENC Planning	Planning Appeal granted for CRE Gen App 2	File
06/06/2009	I/2009/131/MHH	Malcolm Russen	Request to modify road layout by Middle Farm Villa	Actioned

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

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2009						
12/05/2009	O/2009/039/MHH	Parish Cllrs	Minutes APA09	Delivered		
12/05/2009	O/2009/040/MHH	Parish Cllrs	Minutes 0905	Delivered		
12/05/2009	O/2009/041/MHH	E-On	Payment of invoice	Posted	0905.10.1	I/2009/095/MHH
12/05/2009	O/2009/042/MHH	ENC (J.Stanhope)	Payment of invoice	Posted	0905.10.1	I/2009/096/MHH
30/05/2009	O/2009/043/MHH	Parish	Annual Report newsletter	Delivered		
12/05/2009	O/2009/044/MHH	Sawyers charity (P.Ellis)	Election of Trustees (2009-2012)	Posted	0905.6	
25/05/2009	O/2009/045/MHH	Came & Company	Payment of invoice	Posted	0905.10.1	I/2009/118/MHH
30/05/2009	O/2009/046/MHH	Allianz Insurance plc	Return of unused insurance documents	Posted	0905.9	I/2009/088/MHH
03/06/2009	O/2009/047/MHH	Parish Cllrs	Agenda 0906	Delivered		
06/06/2009	O/2009/048/MHH	Parish	June/July parish newsletter	Delivered		
08/06/2009	O/2009/049/MHH	BDO Stoy Hayward	Annual Return	Posted	0906.8	I/2009/083/MHH
06/06/2009	O/2009/050/MHH	Charles Wells	Meeting request	Posted	0905.11.8	I/2009/105/MHH

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2009/2010

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2009.00	01/04/2009		Opening Balance	Brought Forward	Bt Fwd		£7,844.86	£0.00	£7,844.86	£7,844.86				
2009.01	20/04/2009	I/2009/061/MHH	ENC	Grass-cutting (Aug 08 - Feb 09)	000729	C	-£1,159.80	-£202.97	-£1,362.77	£6,482.09	Grass Cutting	0904.6.1	MHH, MLF, PMM	HA 1980 S96
2009.02	20/04/2009	I/2009/075/MHH	E-On Energy Services	Lamp 33 replacement	000730		-£668.00	-£100.20	-£768.20	£5,713.89	St Lighting	0904.6.1	MHH, MLF, PMM	PCA 1957 S3
2009.03	20/04/2009	I/2009/090/MHH	NCALC	Subscription renewal	000731	C	-£110.82	£0.00	-£110.82	£5,603.07	Subscriptions	0904.6.1	MHH, MLF, PMM	LGA 1972 S143
2009.04	20/04/2009	O/2009/029/MHH	M.H.Hunter	Expenses 0904	000732		-£61.16	£0.00	-£61.16	£5,541.91	Gen. Admin	0904.6.2	MHH, MLF, PMM	LGA 1972 S111
2009.05	28/04/2009	I/2009/100/MHH	ENC	Precept	BACS	C	£4,500.00	£0.00	£4,500.00	£10,041.91	Precept			LGFA 1992 S41
2009.06	12/05/2009	I/2009/095/MHH	E-On	St Lighting Power (Jan - Mar 09)	000733		-£325.85	-£48.88	-£374.73	£9,667.18	St Lighting	0905.10.1	MHH, MLF, PMM	PCA 1957 S3
2009.07	12/05/2009	I/2009/096/MHH	ENC	Grass-cutting (Mar 09)	000735		-£382.48	-£57.37	-£439.85	£9,227.33	Grass Cutting	0905.10.1	MHH, MLF, PMM	HA 1980 S96
2009.08	12/05/2009	I/2009/107/MHH	Network brokers	Insurance (2009-10)	000736		-£432.01	£0.00	-£432.01	£8,795.32	Insurance	0905.10.1	MHH, MLF, PMM	LGA 1972 S111
2009.09	12/05/2009	O/2009/040/MHH	M.H.Hunter	Expenses 0905	000737		-£29.96	£0.00	-£29.96	£8,765.36	Gen. Admin	0905.10.2	MHH, MLF, PMM	LGA 1972 S111
2009.10	08/06/2009	I/2009/117/MHH	Shaw & Sons Ltd	Minute binding (2000-4)	000738		-£86.00	-£12.90	-£98.90	£8,666.46	Gen. Admin	0906.5.1	MHH, MLF, GH	LGA 1972 S111
2009.11	08/06/2009	O/2009/051/MHH	M.H.Hunter	Expenses 0906	000739		-£79.91	£0.00	-£79.91	£8,586.55	Gen. Admin	0906.5.2	MHH, MLF, GH	LGA 1972 S111
							Balance C/F	£0.00	£9,008.87	-£422.32	£8,586.55	£8,586.55		

[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 000734 not used

Category	S137	Amount	VAT	Total
Brought Forward		£7,844.86	£0.00	£7,844.86
Precept		£4,500.00	£0.00	£4,500.00
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		£12,344.86	£0.00	£12,344.86
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£257.03	-£12.90	-£269.93
St Lighting		-£993.85	-£149.08	-£1,142.93
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£1,542.28	-£260.34	-£1,802.62
Elections		£0.00	£0.00	£0.00
Insurance		-£432.01	£0.00	-£432.01
Grants		£0.00	£0.00	£0.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.82	£0.00	-£110.82
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	-£3,335.99	-£422.32	-£3,758.31
Income + Expenditure	£0.00	£9,008.87	-£422.32	£8,586.55

Audit tables	
Brought Forward	£7,844.86
Precept	£4,500.00
Other income	£0.00
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£3,758.31
Balance	£8,586.55
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
06/05/2009	Orange - ISP broadband									£17.99
11/05/2009	NCC Emergency Planning seminar @ ENC								13	
12/05/2009	Pre-APA minutes for Clerk & Chair	2					2			
12/05/2009	Pre-minutes for Clerk & Chair	5					5			
12/05/2009	DLP projector lamp charge (1.5 hrs)									£1.50
12/05/2009	ENC - payment of invoice		36	1						
12/05/2009	E-On - payment of invoice		36	1						
12/05/2009	Came & Co. - new business forms	4	36	1						
12/05/2009	Sawyers charity - election of trustees	1	36	1			1			
16/05/2009	Minutes 0905 - 3 P.Cllrs & File	9			3		27			
16/05/2009	Minutes APA09 - 3 P.Cllrs & File	2					6			
25/05/2009	Came & Co. - payment of invoice		36	1			1			
30/05/2009	Allianz Insurance cancellation	1	36	1			1			
01/06/2009	Annual Report Newsletter [200]	2								£24.00
01/06/2009	Internal Audit & fee	7								£21.59
03/06/2009	Agenda 0906 - 7 P.Cllrs & File	4		7			28			
TOTALS		£2.22	£2.16	£0.78	£0.21	£0.00	£4.26	£0.00	£5.20	£65.08

TOTAL VALUE = £79.91

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

13th July 2009

Meeting Number 0907

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Monday 13th July 2009** in the Chelveston Village Hall.

Present: - Councillors: Cllr A.R.Dale (Chairman)
Cllr M.W. Emerson
Cllr M.L.Foulger
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. Mr & Mrs Parsons spoke about their plans for 5 *Pokas Cottages*. Mrs Harwood spoke about the public bench on the triangular green.

1 Apologies.

Cllr Dale opened the meeting at 7:42 p.m. and asked for any apologies – Cllrs Harwood (ENC meeting) and Wooding (holiday) and D.Cllr Whiting. The meeting agreed to accept these apologies.

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

Cllr Dale declared a prejudicial interest in item 5.2 (recipient of expenses).

3 Minutes of Previous Meetings.

The minutes of the Ordinary Meeting of the Parish Council **0906 – 8th June 2009** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0906** with the no amendments.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

4 Planning and Licensing Matters.

4.1 Update on previous applications.

5 *Pokas Cottages* had not yet been determined due to the ENC Development Committee running out of time on Weds 1st July and it will now be determined on Weds 22nd July. A letter has been received by the applicants, asking if this Council could reconsider its decision (0906.4.1), but the applicants have been advised to address the ENC Development Committee instead, as this would be contrary to SO36. The *Darsdale Farm* (Raunds) development has not yet been determined.

The Public Examination and Inspector's report on the Rural North, Oundle and Thrapston Plan LDD has concluded the plan will be sound if his changes are adopted. These include the deletion of Policy 16 (Wind Farms), which is likely to flow across to the revised Raunds Area and Three Towns Plans before they are put forward.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

5 Financial Transactions.

- 5.1 The following invoices were due for payment – E-On Energy services (St Lighting Maintenance (Apr – Jun 09)) and SLCC (reference book). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

- 5.2 Cllr Dale had incurred expenses for the 305th BG memorial planting. The meeting resolved to approve the payment & authorised the appropriate cheque to be signed.

Proposed: Cllr Emerson Seconded: Cllr Mommersteeg 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 Foulger Seconded: Cllr Izzard Decision: Unanimous

- 5.4 The bank statements for the months of May & June have been received and reconciled.

Opening Balance for the meeting £8,586.55

Receipts since last meeting

Number	Sender	Description	Method	Amount
2009.12	NWB	Interest (Apr – Jun 09)	Bank	£1.08

Total Receipts this meeting £1.08

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2009.13	E-On Energy	St Lt Maint (Apr – Jun 09)	000740	£158.29
2009.14	SLCC	Reference book	000744	£55.60
2009.15	A.R.Dale	305 th BG memorial planting	000742	£11.92
2009.16	M.H.Hunter	Expenses to 0907	000743	£54.45

Total Expenditure this meeting £280.26

Closing Balance for this meeting £8,307.37

- 5.5 FY09/10 1st Quarter budget review.

The Clerk went through the budget control sheet and proposed the following virements;

Deposit A/C interest -£60.00 Clerks salary -£637.75

St Lighting +£750.00 Insurance -£47.99

The meeting resolved to:

Approve the virements and instructed the Clerk to act accordingly.

Proposed: Cllr Emerson Seconded: Cllr Foulger Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6 Updates on Projects List.

6.1 Highways & footways Issues.

Cllr Dale advised a resident had written to the Council asking for assistance in replacing the damaged metal open bar railings opposite *Poplar Farm Barns*. The Clerk had raised a Street Doctor request and it was tasked for inspection.

The Clerk confirmed that, as requested by Cllr Wooding, a letter had been sent to the landowner to allow derogation from the hedgerow scheme (currently preventing cutting of the hedgerow beside the footway along Higham Hill).

Cllr Izzard advised the BT duct in Sawyer's Crescent had still not been repaired. Cllr Dale asked the Clerk to provide the Street Doctor number so this could be chased up.

6.2 Street Lighting.

No report.

6.3 Ditches.

Cllr Emerson asked if repair work had been carried out on the B645 near Bidewell junction, as the flooding had not appeared to be as bad as before during the recent rains. The meeting was not aware of any works being undertaken yet.

6.4 E-Government.

The Clerk advised for the 30 day period ending 12th July 2009 of the 957 hits, 6.89% came from the US, 2.87% from Europe & 0.24% from other countries.

The Clerk advised the Council's website host (ISP) was due for renewal. Two ISP packages were offered for comparison. Cllr Dale advised the meeting he felt the EUKHost ISP offered more services that were compliant with latest government e-gov guidelines.

The meeting resolved to:

Contract with EUKHost as the ISP to host the Council's web-site and instructed the Clerk to act accordingly.

Proposed: Cllr Emerson Seconded: Cllr Izzard Decision: Unanimous

The Clerk advised that moving to a government domain name (Chelveston.gov.uk) will cost £92 for two years.

The meeting resolved to:

Not to move to a government domain name.

Proposed: Cllr Emerson Seconded: Cllr Izzard Decision: Unanimous

6.5 Rights of Way

Cllr Izzard reported that an order had been raised for the gate on MM17 to be repaired. The Clerk advised a local farmer had not yet been contracted by ROW to cut the paths over his land.

Cllr Foulger advised that Christine Foulger had cut back undergrowth to the entrances to the footpaths across Duchy Fields; however the third entrance had a steep slope which could benefit from a step. Cllr Izzard agreed to contact ROW.

6.6 Trees

No report.

6.7 Community Safety

Cllr Emerson reported one break-in in July.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6.8 Allotments.

The Clerk reported that the first landowner had declined a meeting with the Chairman. Subsequently, Cllr Dale had become aware of an alternate site in the parish and the Clerk had approached the second landowner accordingly.

A one acre plot (sufficient for 12-15 10 pole plots) is available for lease, though there is no water supply on the site. The Clerk had therefore contacted the first landowner to seek permission to lay a water pipe over their land.

The meeting debated possible allotment income v costs with a view to reaching a target lease fee. Cllr Izzard suggested holding a meeting of the potential tenants to assess their views on the plot rents.

The meeting resolved to:

Arrange a meeting of the potential tenants, to outline the Council's proposals and ascertain their views on the plot rents.

Proposed: Cllr Izzard Seconded: Cllr Emerson Decision: Unanimous

The Clerk is investigating external funding via the National Lottery's £50m Local Food Programme to assist with the costs of fencing, water supplies, sheds, etc. The stage one cut-off date is 21st August 2009.

7 Report on the ENC – Local Councils meeting.

Cllr Dale reported on the recent meeting, held at Chelveston Village Hall on Weds 24th June 2009. Local Councils attending the meeting were Stanwick and this Parish Council.

Items discussed included Stanwick's recent unsuccessful village hall grant application, availability of allotment land, the *Darsdale Farm* development and S106 contributions, a cycle/footway on the B663 and development of Chelveston Base Crescent.

8 Debate on the maintenance and replacement of the public benches.

Cllr Dale advised the meeting that Cllr Wooding had offered to build a replacement bench to replace the one lost during winter. The remains of the cast legs of the previous bench would need removing from the concrete base. Cllr Dale agreed to take care of this.

The Clerk advised the public bench on the triangle green near 1 Sawyers Crescent was overdue some preventative/restorative maintenance.

The meeting resolved to:

Accept Cllr Wooding's offer of a replacement bench for Caldecott and carry out maintenance to the public bench on the triangle green and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

9 Update on the CRE baseline noise monitoring.

Cllr Dale advised the Council (along with other surrounding CRE site) had been contacted by Phillips Planning Services to co-operate on taking the baseline noise measurements. The Council had agreed, with noise monitors currently located in the Cllr Harwood & the Clerk's gardens. They would be in place for 2-3 weeks.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

10 Donation of a lawnmower to the Council.

Cllr Dale advised that an 18" cut lawnmower had been donated to the Council. This would be used to keep the 305th BG memorial grass, etc in order.

The meeting needed to decide whether to insure the lawnmower and if so, for what value.

The meeting resolved to:

Not to insure the lawnmower.

Proposed: Cllr Emerson Seconded: Cllr Izzard Decision: Unanimous

11 Debate on the use of the MGWSP Parish Enhancement Gangs in the parish.

Cllr Dale advised that MGWSP had recently announced two dedicated gangs would be set up to work with the parish councils to undertake minor improvement / safety works as agreed between area teams and the Councils. It is envisaged that a gang should visit each parish once per year which will equate to one to two days work.

After debate, it was agreed that siding out and weedkiller spraying of the footways should be the two priorities for the gang.

12 Visits, Training & Courses.

Fri/Sat 4th & 5th Sept – NALC national conference at RCP, London (£207).

Tues/Fri 15th – 18th Sept – NALC Leadership Academy at Warwick Univ (£808.45)

Weds 14th Oct – NCALC AGM at Moulton VH @ 19:30.

Sat 24th Oct – SLCC national conference at Staverton Park, Daventry (£30)

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 Foulger Seconded: Cllr Izzard Decision: Unanimous

14 Councillor's Reports.

Cllr Foulger asked about the number of children in the parish. Cllr Dale suggested the only update available would be through the 2009 Parish Appraisal. It was agreed that this would be a topic for the next meeting.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 10th August (if required), else Tuesday 1st September 2009 (brought forward to reduce the gap) in the Chelveston Village Hall.

The meeting closed at 8:50 p.m.

Issued on 17th July 2009.

Pages 1450 – 1458 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2009				
16/05/2009	I/2009/114/MHH	ENC Standards Board	Annual report 2008	Circulated
29/05/2009	I/2009/122/MHH	NCALC	Update Issue 2/09 May-June 2009	Circulated
06/06/2009	I/2009/131/MHH	Malcolm Russen	Request to modify road layout by <i>Middle Farm Villa</i>	Actioned
12/06/2009	I/2009/132/MHH	NCALC (Anne Millar)	Receipt for NCALC subscription	File
13/06/2009	I/2009/133/MHH	NWB	Bank Statements	File
13/06/2009	I/2009/134/MHH	PPS (Al Morrow)	Updating baseline noise measurements	Actioned
13/06/2009	I/2009/135/MHH	ENC (Jenny Ray)	Posters - results of NCC & MEP elections	Actioned
13/06/2009	I/2009/136/MHH	Came & Company	Insurance Policy documents	File
15/06/2009	I/2009/137/MHH	ENC (Sharn Matthews)	Replacement PC Toolkit CD	File
15/06/2009	I/2009/138/MHH	E-On Energy Services	Invoice for St Lt maintenance (Apr - Jun 09)	Actioned
20/06/2009	I/2009/139/MHH	Charles Wells	Do not wish to meet to discuss	File
20/06/2009	I/2009/140/MHH	NCC (Courtney Claunch)	New NCC Volunteers coordinator - request for details	Actioned
20/06/2009	I/2009/141/MHH	NCC (Courtney Claunch)	Parish Highways Rep scheme update	HW Rep
20/06/2009	I/2009/142/MHH	ENC (Rachel Reeds)	Agenda for ENC mtg on Mon 22 nd June 2009	File
20/06/2009	I/2009/143/MHH	ENC (Barbara Wiggins)	Agenda for ENC - PTC mtg at Chelveston on Weds 24 ^h June 2009	File
04/07/2009	I/2009/144/MHH	SLCC	Invoice for book	Actioned
04/07/2009	I/2009/145/MHH	C&CD	<i>Clerks & Councils Direct</i> issue 64 July 2009	Circulated
04/07/2009	I/2009/146/MHH	EMDA	<i>EMDA News</i> Spring 2009	Circulated
04/07/2009	I/2009/147/MHH	ENC Planning	Date of hearing for 5 Pokas Cottages	File
04/07/2009	I/2009/148/MHH	NACRE	<i>Village Viewpoint</i> Summer 2009	Circulated
04/07/2009	I/2009/149/MHH	ENC (Rachel Reeds)	Meeting of the ENC Standards Board on Weds 8 ^h July 2009	Circulated
04/07/2009	I/2009/150/MHH	EMRA (Andrew Pritchard)	Regional Plan Partial Review: Options Consultation	File
06/07/2009	I/2009/151/MHH	Christine Foulger	Request for repairs to Highways fencing opposite Poplar Farm barns	Actioned
10/07/2009	I/2009/152/MHH	ENC Planning	Update on RNOTP LDD	File
10/07/2009	I/2009/153/MHH	NWB	Bank Statements	File
10/07/2009	I/2009/154/MHH	Mr & Mrs Parsons	Letter in support of 5 <i>Pokas Cotages</i> by applicants	File
11/07/2009	I/2009/155/MHH	ENC (Kevin Skerry)	Anti-litter poster	Actioned
11/07/2009	I/2009/156/MHH	ENC	Reports of Committees July 2009	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.
2009						
08/06/2009	O/2009/051/MHH	Parish Cllrs	Minutes 0906	Delivered		
08/06/2009	O/2009/052/MHH	ENC Planning	Response to single storey ext at 5 Pokas Cottages	Posted	0906.4.1	I/2009/115/MHH
08/06/2009	O/2009/053/MHH	Shaw & Sons Ltd	Payment of invoice	Posted	0906.5.1	I/2009/117/MHH
15/06/2009	O/2009/054/MHH	PPS (Al Morrow)	Sites for noise measurements	Posted		I/2009/134/MHH
22/06/2009	O/2009/055/MHH	NCC (Courtney Claunch)	Details of NCC volunteers	Posted		I/2009/140/MHH
05/07/2009	O/2009/056/MHH	Charles Wells	Water pipe across field	Posted	0906.6.8	
05/07/2009	O/2009/057/MHH	Stuart Carr	Hedge on Higham Hill - derogation letter	Delivered	0906.16	
05/07/2009	O/2009/058/MHH	Parish Cllrs	Agenda 0907	Delivered		
05/07/2009	O/2009/059/MHH	CCP	Summer playschemes - declined	Posted	0906.10	I/2009/121/MHH

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2009/2010

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2009.12	30/06/2009	I/2009/153/MHH	NWB	Interest (Apr - Jun 09)	Bank	C	£1.08	£0.00	£1.08	£8,587.63	Interest			
2009.13	13/07/2009	I/2009/138/MHH	E-On Energy Services	St Lighting Maint (Apr - Jun 09)	000740		-£137.64	-£20.65	-£158.29	£8,429.34	St Lighting	0907.5.1	MHH, MLF, PMM	PCA 1957 S3
2009.14	13/07/2009	I/2009/144/MHH	SLCC	Reference book	000744		-£55.60	£0.00	-£55.60	£8,373.74	Gen. Admin	0907.5.1	MHH, MLF, PMM	LGA 1972 S111
2009.15	13/07/2009	O/2009/161/MHH	A.R.Dale	305th BG planting expenses	000742		-£11.92	£0.00	-£11.92	£8,361.82	305 costs	0907.5.2	MHH, MLF, PMM	WM(LAP) 1923 S1
2009.16	13/07/2009	O/2009/160/MHH	M.H.Hunter	Expenses 0907	000743		-£54.45	£0.00	-£54.45	£8,307.37	Gen. Admin	0907.5.3	MHH, MLF, PMM	LGA 1972 S111
Balance C/F							£0.00	£8,750.34	-£442.97	£8,307.37	£8,307.37			

[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 000734, 000741 not used

Category	S137	Amount	VAT	Total
Brought Forward		£7,844.86	£0.00	£7,844.86
Precept		£4,500.00	£0.00	£4,500.00
Bank Interest		£1.08	£0.00	£1.08
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		£12,345.94	£0.00	£12,345.94
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£367.08	-£12.90	-£379.98
St Lighting		-£1,131.49	-£169.73	-£1,301.22
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£1,542.28	-£260.34	-£1,802.62
Elections		£0.00	£0.00	£0.00
Insurance		-£432.01	£0.00	-£432.01
Grants		£0.00	£0.00	£0.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.82	£0.00	-£110.82
Audit		£0.00	£0.00	£0.00
Village Hall		£0.00	£0.00	£0.00
305th BG memorial costs		-£11.92	£0.00	-£11.92
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00	£0.00	£0.00	£0.00
Expenditure	£0.00	-£3,595.60	-£442.97	-£4,038.57
Income + Expenditure	£0.00	£8,750.34	-£442.97	£8,307.37

Audit tables	
Brought Forward	£7,844.86
Precept	£4,500.00
Other income	£1.08
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£4,038.57
Balance	£8,307.37
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
06/06/2009	Orange - ISP broadband									£17.99
06/06/2009	June/July Newsletter [200]	2								£24.00
06/06/2009	Charles Wells - allotments	1	36	1			1			
07/06/2009	Pre-minutes for Clerk & Chair	5								
08/06/2009	FY08-09 accounts	4					28			
08/06/2009	ENC - response to application	1	36	1			1			
08/06/2009	Shaw & Sons - payment of invoice		36	1						
08/06/2009	BDO Stoy Hayward - Annual Return	1					2			
13/06/2009	Minutes 0906 - 3 P.Cllrs & File	10				3	30			
15/06/2009	Ring Binder									£1.99
15/06/2009	PPS - noise monitoring	1	36	1			1			
22/06/2009	NALC posters	2								
05/07/2009	Charles Wells - water pipe to allotments	1	36	1			1			
05/07/2009	Stuart Carr - Higham Hill hedge	1		1			1			
05/07/2009	CCP - declined summer playschemes	1					1			
06/07/2009	Agenda 0907 - 7 P.Cllrs & File	4		7			28			
TOTALS		£2.04	£1.80	£0.78	£0.21	£0.00	£5.64	£0.00	£0.00	£43.98

TOTAL VALUE = £54.45

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

1st September 2009

Meeting Number 0908

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. - **Tuesday 1st September 2009** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: 2 members of the public.

Open Forum.

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

1 Apologies.

Cllr Dale opened the meeting at 7:33 p.m. and asked for any apologies – Cllrs Emerson (social engagement) and Mommersteeg (holiday) and D.Cllr Whiting. The meeting agreed to accept these apologies.

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

None.

3 Notification of Executive Action under SO83.

The Clerk advised that the St Lighting power and the external audit invoices had arrived in August. Rather than convene a meeting just to pay these invoices, he had sought approval from the Chairman, Vice-Chairman and IFV to pay the invoices in August.

4 Minutes of Previous Meetings.

The minutes of the Ordinary Meeting of the Parish Council **0907 – 13th July 2009** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0907** with no amendments.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

5 Planning and Licensing Matters.

- 5.1 **EN/09/01189/OHL** - Application to upgrade an existing overhead electricity line that runs from Chelveston Rd, Higham Ferrers to the former RAF Chelveston.

Cllr Dale explained this was an application under the *s37 Electricity Act 1989* rather than the *Town & Country Planning Act 1990*, so it would be determined by the SofS rather than ENC or NCC. This part of the application covered replacing the existing 11KV from near Moulton College, Higham Ferrers to the former airfield boundary with a 33KV line. The CRE AD and bio-fuel generators would just about require 33KV if operated at max output.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

The Clerk advised the existing 11KV was itself once a 33KV line, but was downgraded over the years due to no longer being required. The works would replace one set of poles and wires with another, as well as removing the interconnectors where it crossed other 11KV lines.

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

- 5.2 **EN/09/01190/OHL** - Application to replace the existing overhead electricity line that runs from Chelveston Rd, Higham Ferrers to Station Rd, Irthlingborough, with a 33KV wooden pole overhead line and underground cable from Chelveston Rd, Higham Ferrers to Irthlingborough at the A6.

Cllr Dale explained this was another application under the *s37 Electricity Act 1989*. This part of the application covered replacing the existing 11KV from near Moulton College, Higham Ferrers to the A6 at Irthlingborough with a 33KV line.

In this application the replacement line would not follow the original route, but would reduce the overhead lines by using an underground cable for part of the route.

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

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

The meeting agreed that the Clerk would write separately to highlight the piecemeal nature of the applications, which appear designed to by-pass the EIA thresholds.

- 5.3 **Update on previous applications.**

5 *Pokas Cottages* had granted by the ENC Development Committee on 22nd July.

The *Darsdale Farm* (Raunds) development has not yet been determined, but in keeping with 0907.7, the applicant's agent had been contacted to highlight the Council's concerns and to enquire as to what mitigation be could provided. Stanwick PC had advised their objections were more than traffic related and accordingly they considered they could not follow this route.

ENC had rejected the amended Rural North, Oundle and Thrapston Plan LDD, contrary to officer's advice to accept. This represented 5 years work, estimated at £800k, and would have ramifications to local planning policy. The delivery of the revised Raunds Area and Three Towns Plans will be affected.

6 Financial Transactions.

- 6.1 The following invoices were due for payment – none.
- 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 Wooding Decision: Unanimous

- 6.3 The bank statements for the month of July has been received and reconciled, the statements for August have not yet been received.
- 6.4 The external audit had been concluded with no matters arising. The statutory notices had been posted.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Opening Balance for the meeting					£8,307.37
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	
2009.17	E-On	St Lt Power (Apr – Jun 09)	000745	£375.33	
2009.18	BDO Stoy Hayward	External audit fee	000746	£155.25	
2009.19	M.H.Hunter	Expenses to 0908	000747	£157.39	
Total Expenditure this meeting					£687.97
Closing Balance for this meeting					£7,619.40

7 Updates on Projects List.

7.1 Highways & footways Issues.

The Clerk confirmed that, as requested by Cllr Wooding, the landowner had cut of the hedgerow beside the footway along Higham Hill). Cllr Dale advised the footways outside 19 & 21 Water Lane had been replaced and the "hole in the Green" had been filled in.

7.2 Street Lighting.

No report.

7.3 Ditches.

No report.

7.4 E-Government.

The Clerk advised for the 30 day period ending 1st September 2009 of the 1,554 hits, 6.55% came from the US, 5.09% from Europe & 10.2% from other countries.

The Clerk confirmed the Council's website host (ISP) had been changed to EUKHost.

The history web-site had gained 5 pages covering village life in 1945-51 from a former resident who had emigrated to Australia. Cllr Dale suggested an audio history from the older residents.

7.5 Rights of Way

Cllr Izzard reported works would be carried out on footpath MM5 to add steps from the B645 (Higham Rd) down into Duchy Field. The gateway onto the former airfield site had been repaired.

7.6 Trees

Cllr Harwood reported the TPO works to lift the crown of the *Wellingtonia* had been completed. Cllr Wooding reported the ivy still needed removing from the *Wellingtonia* by *School house*. Cllr Dale reported the Willow Tree in Hillside looked better for being cut back.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

7.7 Community Safety

Cllr Dale reported on two incidents in the village. Cllr Harwood advised the EN South SCT had a new sergeant (Greg Harrison). The recent figures for the SCT showed a drop in all types of crime since the SCT manpower had been increased.

7.8 Allotments.

Cllr Dale updated the Council on the meeting held on 27th July with potential tenants and nearby residents, to consider the possible concerns of the nearby residents and the possible mitigation measures that might address these.

The Clerk has submitted a stage one application for funding via the National Lottery's £50m Local Food Programme to assist with the capital costs of fencing, sheds, etc.

8 Residential Land Availability 2009.

Cllr Dale reported on the updates since 2008.

9 Election of a Parish Council Candidate Representative to the ENC Standards Board.

Cllr Dale advised that three candidates (from different councils) were standing and the Parish Councils needed to vote for their preferred representative. The Clerk issued out the voting sheets with the candidates' information. The Cllrs would vote individually and then the Council vote would reflect the result of this.

As a result of the Cllr voting, the Council voted for Cllr Fiona Cowan (Collyweston PC).

10 Update on the Parish Emergency Plan.

Cllr Dale advised the Council of his meeting with the new NCC Emergency Planning Officer and proposed the way forward would be a meeting of Cllrs and community members, which he would facilitate. Cllr Wooding felt the Cllrs should do the ground work first, before involving the community.

The meeting resolved to:

Proceed with an emergency planning meeting of the Cllrs, and then bring in the community input at a subsequent meeting.

Proposed: Cllr Wooding Seconded: Cllr Foulger Decision: Unanimous

11 Visits, Training & Courses.

Fri/Sat 4th & 5th Sept – NALC national conference at RCP, London (£207).

Mon 14th & 21st Sept – NCALC Power of Well Being training at Raunds TC (details TBC)

Tues/Fri 15th – 18th Sept – NALC Leadership Academy at Warwick Univ (£808.45)

Weds 14th Oct – NCALC AGM at Moulton VH @ 19:30.

Sat 24th Oct – SLCC national conference at Staverton Park, Daventry (£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 Izzard Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

13 Councillor's Reports.

Cllr Wooding raised the issue with cars parking on the grass adjacent to the 305th BG memorial, whilst Cllr Izzard referred to the B645 (near Bidwell lane jct) floods – Cllr Dale to action both. Cllr Foulger asked about the state of grass-cutting.

It being 09:00 p.m. in accordance with SO1 (d) the Council agreed to continue the meeting.

Cllr Dale advised the *Sustainable Communities Act* had been watered down just prior to being made law, with the deletion of Local Councils from the bodies that Principle Authorities must consult. Sustainable Communities Act Amendment Bill seeks to alter the Act back to its original wording and MPs are being asked to support Early Day Motion 1545 to achieve this. The Council could write to Peter Bone MP to request he does so.

The meeting resolved to write to Peter Bone MP to support Early Day Motion 1545.

Proposed: Cllr Dale Seconded: Cllr Harwood Decision: Unanimous

It was resolved that the public & press were to be excluded from item 14 on the grounds that the business to be transacted involves the likely disclosure of exempt information.

14 Allotment Lease.

The Clerk went through the draft lease terms and advised the Council needed to decide what it would pay for the annual lease over the next 5 years, before he could proceed further.

The meeting resolved to:

Agree to the proposed conditions, set the target annual lease amount and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Harwood Decision: Unanimous

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 12th October 2009 in the Chelveston Village Hall.

The meeting closed at 9:22 p.m.

Issued on 6th September 2009.

Pages 1459 – 1467 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2009				
17/07/2009	I/2009/157/MHH	ENC (Josh Ysternes)	Residential Land Availability 2009	Actioned
17/07/2009	I/2009/158/MHH	ENC Planning	5 Pokas Cottages to be determined on 22 nd July	File
17/07/2009	I/2009/159/MHH	NCC (Courtney Claunch)	Highways Rep annual conference day on Weds 9 th Dec	HW Rep
17/07/2009	I/2009/160/MHH	ENC	Minutes of Policy & Resources Committee mtg held on 13th July 2009	File
17/07/2009	I/2009/161/MHH	ENC (Keith Osborne)	Notice of meeting of the ENC Council on 20 th July 2009	File
24/07/2009	I/2009/162/MHH	CCP (Benedict Sharland)	Posters for Summer Playschemes	Actioned
24/07/2009	I/2009/163/MHH	E-On	Invoice for St Lt power (April - June 2009)	Actioned
24/07/2009	I/2009/164/MHH	EUKHOST	Invioce for website hosting	Actioned
24/07/2009	I/2009/165/MHH	Hayes McKenzie	Confirmation of noise monitoring kit collected	File
24/07/2009	I/2009/166/MHH	Charles Wells	Decline to have water supplies routed across CW land	File
24/07/2009	I/2009/167/MHH	Beds BC (Paul Rowland)	Appeal by Nuon over Poddington Wind turbines	File
01/08/2009	I/2009/168/MHH	NCALC	Update Issue 4/09 July - August 2009	Circulated
01/08/2009	I/2009/169/MHH	I&DEA	Prepared for a pandemeic? Leaflet	Circulated
01/08/2009	I/2009/170/MHH	ENC Planning	Planning granted for 5 Pokas Cottages	File
01/08/2009	I/2009/171/MHH	PPS (Al Morrow)	Thank you letter for noise monitoring	File
01/08/2009	I/2009/172/MHH	Vitalise (Clare Ellisden)	Information on activities and request for funding	File
01/08/2009	I/2009/173/MHH	ENC (Mike Greenway)	Changes to Communit Development Team	File
01/08/2009	I/2009/174/MHH	ENC (Keith Osborne)	Notice of election of Parish Council rep to ENC Standards Board	File
01/08/2009	I/2009/175/MHH	BDO Stoy Hayward	Notice of Conclusion of Audit and invoice	Actioned
07/08/2009	I/2009/176/MHH	NWB	Bank Statements	File
07/08/2009	I/2009/177/MHH	Children's Society	Posters for Burton Latimar Garage Sale	Actioned
07/08/2009	I/2009/178/MHH	ENC Standards Board	Voting papers for Parish Council rep to ENC Standards Board	Actioned
17/08/2009	I/2009/179/MHH	SSR Planning	Acknowledge of O/2009/066/MHH	File
22/08/2009	I/2009/180/MHH	NCC (Courtney Claunch)	Introuction to the Parish Path Wardens	PPW
22/08/2009	I/2009/181/MHH	NCC (Courtney Claunch)	Chaser for Highway Rep conference	HW Rep

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2009						
13/07/2009	O/2009/060/MHH	Parish Cllrs	Minutes 0907	Delivered		
13/07/2009	O/2009/061/MHH	Cllr A.R.Dale	Remittance Advice - 305th BG memorial planting	Delivered	0907.5.2	
14/07/2009	O/2009/062/MHH	E-On Energy Services	Payment of invoice	Posted	0907.5.1	I/2009/138/MHH
14/07/2009	O/2009/063/MHH	SLCC	Payment of invoice	Posted	0907.5.1	I/2009/144/MHH
03/08/2009	O/2009/064/MHH	Allotment Tenants	Minutes of Allotment mtg held on 27 th July 2009	Delivered	0907.6.8	
08/08/2009	O/2009/065/MHH	Parish	Aug - Sept Newsleter	Delivered		
09/08/2009	O/2009/066/MHH	SSR Planning	Darsdale Farm development - Chelveston Rd	Posted	0907.7	
09/08/2009	O/2009/067/MHH	BDO Stoy Hayward	Payment of invoice	Posted	SO83	I/2009/175/MHH
09/08/2009	O/2009/068/MHH	E-On	Payment of invoice	Posted	SO83	I/2009/163/MHH
21/08/2009	O/2009/069/MHH	Local Food	Grant application (hardcopy of e-application)	Posted	0907.6.8	
22/08/2009	O/2009/070/MHH	ENC Planning	Allotment provision in Chelveston	Posted	0907.6.8	I/2009/044/MHH
24/08/2009	O/2009/071/MHH	Parish Cllrs	Agenda 0908	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2009/2010

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2009.12	30/06/2009	I/2009/153/MHH	NWB	Interest (Apr - Jun 09)	Bank	C	£1.08	£0.00	£1.08	£8,587.63	Interest			
2009.13	13/07/2009	I/2009/138/MHH	E-On Energy Services	St Lighting Maint (Apr - Jun 09)	000740		-£137.64	-£20.65	-£158.29	£8,429.34	St Lighting	0907.5.1	MHH, MLF, PMM	PCA 1957 S3
2009.14	13/07/2009	I/2009/144/MHH	SLCC	Reference book	000744	C	-£55.60	£0.00	-£55.60	£8,373.74	Gen. Admin	0907.5.1	MHH, MLF, PMM	LGA 1972 S111
2009.15	13/07/2009	O/2009/161/MHH	A.R.Dale	305th BG planting expenses	000742	C	-£11.92	£0.00	-£11.92	£8,361.82	305 costs	0907.5.2	MHH, MLF, PMM	WM(LAP) 1923 S1
2009.16	13/07/2009	O/2009/160/MHH	M.H.Hunter	Expenses 0907	000743	C	-£54.45	£0.00	-£54.45	£8,307.37	Gen. Admin	0907.5.3	MHH, MLF, PMM	LGA 1972 S111
2009.17	09/08/2009	I/2009/163/MHH	E.On	St Lt Power (Apr - Jun 09)	000745		-£326.37	-£48.96	-£375.33	£7,932.04	St Lighting	SO83	MHH, MLF, MWW	PCA 1957 S3
2009.18	09/08/2009	I/2009/175/MHH	BDO Stoy Hayward	External Audit	000746		-£135.00	-£20.25	-£155.25	£7,776.79	Audit	SO83	MHH, MLF, MWW	LGA 1972 S111
2009.19	01/09/2009	O/2009/073/MHH	M.H.Hunter	Expenses 0908	000747		-£146.43	-£10.96	-£157.39	£7,619.40	Gen. Admin	0908.6.2	MHH, MLF, GH	LGA 1972 S111
Balance C/F							£0.00	£8,142.54	-£523.14	£7,619.40	£7,619.40			

[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 000734, 000741 not used

Category	S137	Amount	VAT	Total
Brought Forward		£7,844.86	£0.00	£7,844.86
Precept		£4,500.00	£0.00	£4,500.00
Bank Interest		£1.08	£0.00	£1.08
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		£12,345.94	£0.00	£12,345.94
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£513.51	-£23.86	-£537.37
St Lighting		-£1,457.86	-£218.69	-£1,676.55
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£1,542.28	-£260.34	-£1,802.62
Elections		£0.00	£0.00	£0.00
Insurance		-£432.01	£0.00	-£432.01
Grants		£0.00	£0.00	£0.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.82	£0.00	-£110.82
Audit		-£135.00	-£20.25	-£155.25
Village Hall		£0.00	£0.00	£0.00
305th BG memorial costs		-£11.92	£0.00	-£11.92
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00			£0.00
Expenditure	£0.00	-£4,203.40	-£523.14	-£4,726.54
Income + Expenditure	£0.00	£8,142.54	-£523.14	£7,619.40

Audit tables	
Brought Forward	£7,844.86
Precept	£4,500.00
Other income	£1.08
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£4,726.54
Balance	£7,619.40
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
06/07/2009	Orange - ISP broadband									£17.99
10/07/2009	Letter ref 5 Pokas Cottage	1								
13/07/2009	Budget Control Sheets Q1	1					7			
13/07/2009	Pre-minutes for Clerk & Chair	5								
13/07/2009	Ring binder									£1.99
14/07/2009	E-On Energy Services - payment of invoice		36	1						
14/07/2009	SLCC - payment of invoice		36	1						
19/07/2009	ISP change									£83.99
23/07/2009	Minutes 0907 - 3 P.Cllrs & File	10			3		30			
03/08/2009	DLP projector lamp charge (1hr)									£1.00
06/08/2009	Orange - ISP broadband									£17.99
08/08/2009	Aug/Sept Newsletter [200]									£24.00
09/08/2009	Allotment mtg letter	2								
09/08/2009	E-On - payment of invoice		36							
09/08/2009	BDO Stoy Hayward - payment of invoice		36							
09/08/2009	SSR Planning - Darsdale Farm S106	3	36	1			1			
21/08/2009	Local Food - grant application	9	72		1		1			
22/08/2009	ENC Planning - allotment enquiry 2	6	36		1		2			
23/08/2009	Agenda 0908 - 7 P.Cllrs & File	4		7			28			
TOTALS		£2.46	£2.88	£0.60	£0.35	£0.00	£4.14	£0.00	£0.00	£146.96

TOTAL VALUE = £157.39

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

12th October 2009

Meeting Number 0909

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 12th October 2009** 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 M.J.Izzard
Cllr P.Mommersteeg

Clerk: Mr. M.H.Hunter

Public: 1 member of the public.

Open Forum.

Cllr Dale explained that this was an opportunity to speak on any agenda item for a max of 15 minutes before the meeting started. Mrs J.Harwood indicated she wished to speak on the Ringstead Wind Farm.

1 Apologies.

Cllr Dale opened the meeting at 7:31 p.m. and asked for any apologies – Cllr Harwood (ENC mtg) and D.Cllr Whiting. 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 Ordinary Meeting of the Parish Council **0908 – 1st September 2009** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0908** with no amendments.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

4 Planning and Licensing Matters.

4.1 Pre-application notification of wind farm at *Grange Farm, Ringstead*

Cllr Dale explained this was not a formal application, rather advance notification by the developer (Volkswind UK) of their intentions. The site would contain 5x 2.5MW turbines (12.5MW total) at *Grange Farm* (near the A45 roundabout opposite the BP garage). The proposed turbines would have hub height 80m and rotor diameter 90-93m to give max height 126.5m. Application likely to be submitted late 2009 for 2011 build.

Ringstead PC had been contacted for their views. Despite a possible offer of half the output of one turbine (sufficient to provide free power for all Ringstead homes for the next 25 years), residents had already contacted the PC to complain.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

This site will be approx 4.5 miles from the existing Burton Wold wind farm (10 turbines), which already has an application in with Kettering BC to add a further 7 turbines. The CRE site (poss. 14 turbines) is approx 3.2 miles from the proposed Ringstead site and is approx 6.4 miles from Burton Wold.

Thus if all applications were to be approved, it would mean that in a very small area there would be three separate wind farms, two of which would potentially have the tallest turbines in the UK and which will be visible for miles in every direction. This may strengthen the case for cumulative visual impact.

Cllr Izzard referred to the Kimbolton and Podington sites and Mrs J.Harwood spoke on cumulative effect. Cllr Wooding felt it would be difficult to look out of the village in any direction without seeing a wind farm.

4.2 Update on previous applications.

The *Darsdale Farm* (Raunds) development has not yet been determined. A recent exhibition at Raunds Town Hall by a developer showed aspirations for building 300 homes at the northern end of Raunds.

5 Financial Transactions.

- 5.1 The following invoices were due for payment – E-On Energy Services (St Lt Maint (Jul-Sep 09)), ENC (Grass cutting (Apr – Jul 09)) and SLCC (Conference day rate). The meeting resolved to approve these payments & authorised the appropriate cheques to be signed.

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

- 5.3 The bank statements for the month of August have been received and a 2p overpayment error identified. If the next utility statement does not show the overpayment, the Clerk will request the Council approves writing-off the difference. The statements for September have not yet been received.

- 5.4 The VAT refund claim for 2008-9 has been submitted.

Opening Balance for the meeting	£7,619.40
--	------------------

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
2009.20	E-On	St Lt maint (Jul - Sept 09)	000748	£158.29
2009.21	ENC	Grass cutting (Apr – Jul 09)	000749	£1,759.40
2009.22	SLCC	Conference fee	000750	£34.50
2009.23	M.H.Hunter	Expenses to 0908	000751	£66.13
Total Expenditure this meeting				£2,018.32

Closing Balance for this meeting	£5,601.08
---	------------------

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6 Updates on Projects List.

6.1 Highways & footways Issues.

The Clerk advised that as the previous “handy man” contractor had taken up full time employment and was no longer doing “odd jobs” he had been looking for a replacement. A possible new contractor had been identified and the Clerk was waiting for a quote for the bench repair on the triangular green, plus a copy of his public liability insurance.

Cllr Dale asked about repainting the gateway on the Raunds Rd (B663). The Clerk confirmed he was covered by the Council’s insurance if he was undertaking an activity authorised by the Council.

6.2 Street Lighting.

The Clerk advised that a Duchy close resident had reported Lamp 15 (nr 15 Duchy Close) as dead, now repaired. Lamp 44 (B645 Higham Hill crossing) has also been reported.

Cllr Izzard referred to the intermittent lamp 20 (outside *Gardenfields*, Raunds Rd). The Clerk advised this had been reported intermittent over several years and suggested getting a quote for its replacement. The meeting agreed.

6.3 Ditches.

The Clerk advised that MGWSP have been working on the B645 drains opposite the Bidewell Lane jct.

Cllr Dale reported that the water pipes under the Water Lane ford had not yet been jetted out ready for winter

6.4 E-Government.

The Clerk advised for the 30 day period ending 11th October 2009 of the 1,141 hits, 0.95% came from the US, 1.81% from Europe & 5.49% from other countries.

The history web-site had gained a further 7 pages covering village life in 1945-51 from a former resident who had emigrated to Australia. At Cllr Dale’s suggestion, a digital recorder has been acquired to record an audio history from the older residents.

6.5 Rights of Way

Cllr Izzard reported Richard Gell’s footpath group had been prevented from working on a stile replacement (MM13) as MGWSP had declared the adjacent B645 possessed too great a safety risk.

6.6 Trees

Cllr Wooding reported the Ivy on the Wellingtonia at *School House* had not yet been cleared. Cllr Foulger advised he had now cut though the ivy stems surrounding the tree.

6.7 Community Safety

Cllr Izzard reported on an incident in Raunds Rd.

6.8 Allotments.

Cllr Dale updated the meeting. ENC Planning was considering the pre-application details and, due to unfamiliarity with this type of proposal, were taking legal advice. Details of the lease would be discussed later in item 14.

The Clerk advised that the stage one application for funding via the National Lottery’s £50m *Local Food* Programme, to assist with the capital costs of fencing, sheds, etc., had passed and the Council could now proceed to submitting a full application.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

7 FY2009-10 2nd Quarter budget review.

The Clerk went through the budget control sheet and proposed the following virements;

Audit	-£15.00	Grass cutting	+£440.00
Clerk's salary	-£637.75		

The meeting resolved to:

Approve the virements and instructed the Clerk to act accordingly.

Proposed: Cllr Dale

Seconded: Cllr Izzard

Decision: Unanimous

8 NCC Highways – consultation on Traffic Management Permit Scheme.

Cllr Dale advised that NCC Highways were proposing to introduce a permit system for road works on strategic and traffic sensitive roads in the county, as permitted under the *Traffic Management Act 2004*. This would involve statutory undertakers and contractors applying for permits to undertake street works.

Most affecting the parish were – what consultation/notification would exist between the permit authority and the Council and how would temporary road closures for events under *s21 Town Police Clauses Act 1847* be affected?

Cllr Dale asked about consultation on diversion routes, given some recent impractical ones.

After debate the meeting agreed that the Clerk should respond to the consultation highlighting the above.

Proposed: Cllr Dale

Seconded: Cllr Emerson

Decision: Unanimous

9 Debate on adoption of a Training Policy.

Cllr Dale advised the Clerk had produced a draft Training Policy for the Council to consider. The twin objectives were to encourage all Cllrs to undertake relevant training, such that the Council could make better informed decisions and to aid the future re-accreditation process in 2012. The commitment to undertake training would also be brought to the attention of any candidates for the Council elections in 2011.

The meeting resolved to adopt the Training Policy and instructed the Clerk to act accordingly.

Proposed: Cllr Dale

Seconded: Cllr Foulger

Decision: Unanimous

10 Update on the Parish Emergency Plan.

Cllr Dale went through the Parish Emergency Response Plan (PERP) meeting held on Weds 30th September. The meeting had concluded the three most likely incidents that would require parish assistance were – major Road Traffic Accident, fires at industrial/farm premises and gas leak/explosion.

Due to liability issues, the PREP would only be activated at the request of the emergency services and similarly the Parish Emergency Response Team (PERT) would be under the control of the emergency services. Any task requests would be carried out by volunteers.

Emergency kit held at the village hall was to be reviewed and an article in the next parish newsletter would ask for volunteers to register their skills/ assets for possible (voluntary) use.

11 Visits, Training & Courses.

Weds 14th Oct – NCALC AGM at Moulton VH @ 19:30. Cllr Foulger attending.

Sat 24th Oct – SLCC national conference at Staverton Park, Daventry (£30). Clerk attending.

Tues 1st Dec – NCALC Planning training session at NCALC, Litchborough @ 18:30 (£11).

Chelveston-cum-Caldecott Parish Council

Northamptonshire

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

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

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

13 Councillor's Reports.

The Clerk advised the Oct/Nov newsletter had been issued. As requested at the previous meeting (0908.13), Peter Bone MP had been asked to sign Early Day Motion 1545.

A request had been received just prior to the meeting for grant funding for the annual fireworks display at the *Star & Garter* on Thurs 5th November. Total costs were expected to be £650 (previous grants £150 annually). The request had arrived too late for this meeting.

[Post Meeting Note] This would now be actioned at the re-scheduled November meeting.

Cllr Dale advised he was applying to become a non-executive director of NACRE. If successful his register of interests would require amendment.

Cllr Izzard referred to fly tipping in Bidwell Lane (reported) and Cllr Dale reported fly tipping on bridleway MM14 (Bedfordshire side).

Cllr Foulger reported on the motions to be voted at the forthcoming NCALC AGM.

It was resolved that the public & press were to be excluded from item 14 & 15 on the grounds that the business to be transacted involves the likely disclosure of exempt information.

14 Allotment Lease

The Clerk advised the lease value had been discussed with the landowner in line with the previous meeting (0908.14) and agreed in principle for the 5 year period. The landowner needed to provide the Land Registry details in order that good title can be established (a safeguard for the Council and the grant funding).

At this time the Council could proceed with the lease (subject to good title), but this carried an element of risk until the outcome of the ENC Planning legal brief was known.

The meeting resolved to proceed with the lease (subject to good title) and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

15 Annual review of the Clerk's contract.

The Clerk advised the April 2009 national pay award would result in a 1% pay rise, taking the budget figure from £2,559 to £2,584. Additionally an extra day's holiday had been awarded, which for a 5hr/wk p/t staff meant the Council now only paid him to work for 4.60 hrs instead of 4.62 hours!

The Council had now operated for just under a year with the Clerk "remote working" during weekdays. The meeting had to decide if this approach meets the Council's needs (i.e. to continue the arrangement or recruit a replacement).

The meeting resolved to:

Continue the present arrangements and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 2nd November 2009 in the Chelveston Village Hall. This is rescheduled from the planned meeting on the 9th November due to a number of Cllrs being unavailable.

The meeting closed at 8:37 p.m.

Issued on 17th October 2009.

Pages 1468 – 1477 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2009				
01/08/2009	I/2009/168/MHH	NCALC	Update Issue 4/09 July - August 2009	Circulated
01/08/2009	I/2009/169/MHH	I&DEA	Prepared for a pandemic? Leaflet	Circulated
01/09/2009	I/2009/184/MHH	C&CD	Clerks & Councils Direct September 2009 Issue 65	Circulated
05/09/2009	I/2009/185/MHH	Northants 50+ network	Getting involved register	File
11/09/2009	I/2009/186/MHH	ENC (Keith Osborne)	Posters for electoral registration	Actioned
11/09/2009	I/2009/187/MHH	E-On Energy Services	Invoice for St Lt Maintenance (Jul - Sept 09)	Actioned
11/09/2009	I/2009/188/MHH	ENC (Jane Stanhope)	Invoice for grass cutting (Apr - Jul 09)	Actioned
14/09/2009	I/2009/189/MHH	NWB	Bank Statements	File
18/09/2009	I/2009/190/MHH	NCC (David Grindley)	Consultation on NCC Traffic Management Permit Scheme	Awaiting
18/09/2009	I/2009/191/MHH	ENC Planning	ENC - no objection to power line upgrade Higham Rd to former airfield	File
18/09/2009	I/2009/192/MHH	ENC Planning	ENC - no objection to power line upgrade A6 to Higham Rd	File
18/09/2009	I/2009/193/MHH	NALH	Hindsight Issue 15 September 2009	Circulated
18/09/2009	I/2009/194/MHH	NCC (Sarah Fallon)	Informal Adult Learning Project info request	Awaiting
18/09/2009	I/2009/195/MHH	Volkswind (UK) Ltd	Information on proposed Grange Farm Windfarm @ Ringstead	File
18/09/2009	I/2009/196/MHH	CVL Systems	Info on CCTV products	File
25/09/2009	I/2009/197/MHH	ENC (Robert Austin)	BACS advice for Precept 2009-10 (50%)	File
25/09/2009	I/2009/198/MHH	EMDA	EMDA News Summer/Autumn 2009	Circulated
30/09/2009	I/2009/199/MHH	Northants 50+ network	Newsletter Vol 3 Issue 9 Autumn 2009	Circulated
02/10/2009	I/2009/200/MHH	ENC (Jane Stanhope)	Chaser for I/2009/188/MHH	File
03/10/2009	I/2009/201/MHH	ENC (Alice Duggan)	Dates for Code of Conduct training	Awaiting
03/10/2009	I/2009/202/MHH	Local Food (Graham Heal)	Confirmation of stage one assessment passed	File
05/10/2009	I/2009/203/MHH	SLCC	Invoice for Conference	Actioned
05/10/2009	I/2009/204/MHH	NCC (Christine Norman)	Northants Electric Blanket testing week posters	Awaiting
05/10/2009	I/2009/205/MHH	E-On Energy Services	Chaser for I/2009/187/MHH	File

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
2009						
24/08/2009	O/2009/072/MHH	Stuart Carr	Land lease	Draft	0907.6.8	
01/09/2009	O/2009/073/MHH	Parish Cllrs	Minutes 0908	Delivered		
07/09/2009	O/2009/074/MHH	ENC Planning	Reponse to application EN/09/01189/OHL	Posted	0908.5.1	I/2009/182/MHH
07/09/2009	O/2009/075/MHH	ENC Planning	Reponse to application EN/09/01190/OHL	Posted	0908.5.2	I/2009/183/MHH
02/10/2009	O/2009/076/MHH	Parish	Oct/Nov Newsletter	Delivered		
03/10/2009	O/2009/077/MHH	Northants ET	Request for permission to use articles on web-site	Posted		
03/10/2009	O/2009/078/MHH	Peter Bone MP	Request for MP to sign EDM 1545	Posted	0908.13	
03/10/2009	O/2009/079/MHH	Rt Hon John Denham MP	EIA & other planning issues	Posted	0908.5.2	
04/10/2009	O/2009/080/MHH	Parish Cllrs	Agenda 0909	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2009/2010

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power	
2009.17	09/08/2009	I/2009/163/MHH	E.On	St Lt Power (Apr - Jun 09)	000745	C	-£326.37	-£48.96	-£375.33	£7,932.04	St Lighting	SO83	MHH, MLF, MWW	PCA 1957 S3	
2009.18	09/08/2009	I/2009/175/MHH	BDO Stoy Hayward	External Audit	000746	C	-£135.00	-£20.25	-£155.25	£7,776.79	Audit	SO83	MHH, MLF, MWW	LGA 1972 S111	
2009.19	01/09/2009	O/2009/073/MHH	M.H.Hunter	Expenses 0908	000747		-£146.43	-£10.96	-£157.39	£7,619.40	Gen. Admin	0908.6.2	MHH, MLF, GH	LGA 1972 S111	
2009.20	12/10/2009	I/2009/187/MHH	E-On Energy Services	St Lighting Maint (Jul - Sept 09)	000748		-£137.64	-£20.65	-£158.29	£7,461.11	St Lighting	0909.5.1	MHH, MLF, PMM	PCA 1957 S3	
2009.21	12/10/2009	I/2009/188/MHH	ENC	Grass-cutting (Apr - Jul 09)	000749		-£1,529.91	-£229.49	-£1,759.40	£5,701.71	Grass Cutting	0909.5.1	MHH, MLF, PMM	HA 1980 S96	
2009.22	12/10/2009	I/2009/203/MHH	SLCC	One day conference rate	000750		-£30.00	-£4.50	-£34.50	£5,667.21	Gen. Admin	0909.5.1	MHH, MLF, PMM	LGA 1972 S111	
2009.23	12/10/2009	O/2009/082/MHH	M.H.Hunter	Expenses 0909	000751		-£66.13	£0.00	-£66.13	£5,601.08	Gen. Admin	0909.5.2	MHH, MLF, PMM	LGA 1972 S111	
Balance C/F							£0.00	£6,378.86	-£777.78	£5,601.08	£5,601.08				

[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 000734, 000741 not used

Category	S137	Amount	VAT	Total
Brought Forward		£7,844.86	£0.00	£7,844.86
Precept		£4,500.00	£0.00	£4,500.00
Bank Interest		£1.08	£0.00	£1.08
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		£12,345.94	£0.00	£12,345.94
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£609.64	-£28.36	-£638.00
St Lighting		-£1,595.50	-£239.34	-£1,834.84
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£3,072.19	-£489.83	-£3,562.02
Elections		£0.00	£0.00	£0.00
Insurance		-£432.01	£0.00	-£432.01
Grants		£0.00	£0.00	£0.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.82	£0.00	-£110.82
Audit		-£135.00	-£20.25	-£155.25
Village Hall		£0.00	£0.00	£0.00
305th BG memorial costs		-£11.92	£0.00	-£11.92
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00		£0.00	£0.00
Expenditure	£0.00	-£5,967.08	-£777.78	-£6,744.86
Income + Expenditure	£0.00	£6,378.86	-£777.78	£5,601.08

Audit tables	
Brought Forward	£7,844.86
Precept	£4,500.00
Other income	£1.08
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£6,744.86
Balance	£5,601.08
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
06/09/2009	Orange - ISP broadband									£17.99
01/09/2009	Pre-minutes for Clerk & Chair	5								
01/09/2009	Minutes 0907 - 3 P.Cllrs & File	9			3		27			
05/09/2009	Blackwell - OS map file of allotment field									£40.25
07/09/2009	ENC Planning - response to application	1	36	1			1			
07/09/2009	ENC Planning - response to application	1					1			
03/10/2009	Northants ET - request copy consent	1	36	1			1			
03/10/2009	Peter Bone MP - EDM 1545	1	36	1			1			
03/10/2009	Rt Hon John Denham MP - EIA & issues	2	36	1			2			
04/10/2009	Training Policy	1					7			
04/10/2009	Agenda 0909 - 7 P.Cllrs & File	4		7			28			
TOTALS		£1.50	£1.44	£0.66	£0.21	£0.00	£4.08	£0.00	£0.00	£58.24

TOTAL VALUE = £66.13

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

2nd November 2009

Meeting Number 0910

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 2nd November 2009** 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 M.J.Izzard
Cllr P.Mommersteeg

Clerk: Mr. M.H.Hunter

Public: 1 member of the public.

Open Forum.

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

1 Apologies.

Cllr Dale opened the meeting at 7:30 p.m. and asked for any apologies – Cllr Harwood (prior engagement) and D.Cllr P.Whiting. 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 Ordinary Meeting of the Parish Council **0909 – 12th October 2009** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0909** with no amendments.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

4 Planning and Licensing Matters.

- 4.1 EN/09/01256/FUL—redevelopment of site to create detached double garage, erection of new detached one and half storey dwelling and new vehicular access at store 3 rear of *Redwood*, Raunds Rd, Chelveston.

Cllr Dale explained the plans. The Clerk confirmed he had contacted *Gardenfields* and *the Maples*, both objecting (backland development beyond the building line, overlooking & drainage).

Following debate, the Cllrs had no objection in principle to the design and form of the proposed dwelling, but objected to the location, being outside the village development boundary, which was established with public consultation during 2002-5 as part of the ENC local development framework, and had concerns of setting a precedent.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Since the planning policy that created the boundary was within the remit of ENC, it was agreed the status of the village development boundary needed to be clarified by ENC.

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

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

- 4.2 EN/09/01498/FUL— Proposed two storey rear extension, single storey extension, detached double garage and brick wall with gate to side of existing dwelling at *Eastview*, Raunds Rd, Chelveston.

Cllr Dale explained the plans. The Clerk confirmed he had contacted *Wildacre* and *the Maples*, with no objections.

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

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

- 4.3 **Update on previous applications.**

The *Darsdale Farm* (Raunds) development has not yet been determined. The Clerk of Tilbrook PC had requested assistance with the Bicton windfarm (Kimbolton – Stow Longa) application (up to 8x 2-3MW turbines) and Preserve had been contacted to assist.

Following the recent exhibition at Raunds Town Hall, the developer has submitted an outline application for *Northdale End* (310 homes plus community, care and employment facilities) in Raunds (see item 12).

5 Financial Transactions.

- 5.1 The following invoice was due for payment – E-On (St Lt Power (Jul-Sep 09)). The meeting resolved to approve this payment and authorised the appropriate cheque to be signed.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

- 5.2 A grant request has been received for Andrea Claydon for fireworks at the annual village bonfire (previous grants £150).

The meeting resolved to award a grant for £150 and authorised the appropriate cheque to be signed.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

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

Proposed: Cllr Dale Seconded: Cllr Foulger Decision: Unanimous

- 5.4 The bank statements for the month of September have been received and reconciled. As identified at the previous meeting there is a 2p overpayment error. As the next utility statement did not show the overpayment, the Clerk requested the Council approved writing-off the difference.

The meeting resolved to write-off the 2p overpayment and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Foulger Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Opening Balance for the meeting £5,601.08

Receipts since last meeting

Number	Sender	Description	Method	Amount
2009.24	ENC	Precept (50%)	BACS	£4,500.00
2009.25	NWB	Interest (Jul – Sep 2009)	Bank	£1.00
Total Receipts this meeting				<u>£4,501.00</u>

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2009.26	E-On	St Lt power (Jul - Sept 09)	000752	£375.33
2009.27	Andrea Claydon	Grant for fireworks	000753	£150.00
2009.28	M.H.Hunter	Expenses to 0910	000754	£87.61
2009.29	E-On	Overpayment write-off	000745	£0.02
Total Expenditure this meeting				<u>£612.96</u>

Closing Balance for this meeting £9,489.12

6 Updates on Projects List.

6.1 Highways & footways Issues.

The Clerk advised that he was waiting for a quote for the Silver Jubilee bench repair on the triangular green, plus a copy of potential new contractor's public liability insurance.

Cllr Emerson advised a strip of footway outside Middle Farm House had been retarmaced.

6.2 Street Lighting.

The Clerk advised that Lamp 44 (B645 Higham Hill crossing) had been repaired.

The Clerk advised the quote for replacing the intermittent lamp 20 (outside *Gardenfields*, Raunds Rd) with a 35w SOX lamp was £196.95 (ex-Vat).

The meeting resolved to:

Approve the replacement of lamp 20 and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

6.3 Ditches.

No report

6.4 E-Government.

The Clerk advised for the 30 day period ending 1st November 2009 of the 1,529 hits, 6.01% came from the US, 1.92% from Europe & 1.36% from other countries. The history web-site had gained a further 3 pages covering village life in 1945-51 from a former resident who had emigrated to Australia.

The Clerk briefed the meeting on a new on-line mapping service, available to the Council for £10/year.

The meeting resolved to:

Purchase the new mapping service and instructed the Clerk to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Wooding Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6.5 Rights of Way

Cllr Izzard reported that D.Cllr Gell had advised that the definitive map was incorrect and footpath MM3 does not pass through the garden of *Hawthorne House*, but instead cuts across Duchy Field to the old stile. This would require repairs and steps in the bank to bring it back into use.

6.6 Trees

No report.

6.7 Community Safety

Cllr Emerson reported one criminal damage incident in October (Raunds Rd).

6.8 Allotments

The Clerk advised that the landowner felt that locating the allotments at the southern end of the field was a poor choice, as the surrounding trees would reduce the amount of sun and prolong any frosts; however the potential tenants were keen to go there, so as to avoid problems with the neighbours.

Cllr Dale was organising another meeting of the potential tenants and neighbours for Monday 9th November.

6.9 Parish Emergency Plan.

No report.

7 Parish Appraisal 2009.

Cllr Dale advised the Clerk had sent a draft out with the minutes. The format was similar to the 2002 appraisal, with a few amendments. Cllr Dale went through the process of how they would be delivered, collected and processed. Details would be included in the December newsletter to inform the parishioners.

The meeting resolved to:

Adopt the draft appraisal with no amendments and instructed Cllr Dale to act accordingly.

Proposed: Cllr Dale Seconded: Cllr Mommersteeg Decision: Unanimous

8 Debate on grass cutting for 2010-11.

Cllr Dale advised that the options were – reverting to NCC (verges only, 4 cuts per year) at £zero, staying with the ENC consortium (verges & millennium garden, 8 cuts per year) at approx £3,500, looking for alternate providers or undertaking the cutting in-house.

After debate the meeting agreed to obtain other quotes and instructed the Clerk to act accordingly.

Proposed: Cllr Wooding Seconded: Cllr Emerson Decision: Unanimous

9 Budget proposals for 2010-11.

The Clerk outlined two draft options for consideration, taking into account the current financial climate. Cllrs were reminded they had responsibility for setting the budget and did not have to follow the draft options. A final decision was required at the January meeting when the Precept would be set.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

10 Visits, Training & Courses.

Tues 1st Dec – NCALC Planning training session at NCALC, Litchborough @ 18:30 (£11).
Mon 8th Feb – Code of Conduct training session at ENC @ 19:00

Cllr Foulger reported back on the NCALC AGM and the Clerk on the SLCC AGM.

11 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

Under SO1(d) as the meeting had reached 9:00 pm, the meeting voted to continue.

12 Councillor's Reports.

The Clerk advised that Peter Bone MP had agreed to sign Early Day Motion 1545.

The Clerk advised that the response to the outline application for *Northdale End*, Raunds was due before the next meeting. Since this was an out of parish application which did not overly impact the parish, it was more appropriate to deal through Executive Action (SO83) than call an extra meeting. However, the Cllrs present may wish to express an opinion so as to guide the response. The Cllrs indicated that they considered this application to be better thought out and presented and more in keeping with the Raunds Area Plan.

The Clerk reminded the meeting that the annual check of the Register of Interest forms was due and this would be undertaken at the next meeting.

Cllr Foulger stated that NCALC had advised that Cllrs using their private vehicles for Council business should inform their insurers, so as to avoid claims being voided.

Cllr Dale advised he had addressed the ENC Policy & Resources Committee as a Cllr (but not representing the Council) regarding concerns he had on the transparency and process of the Manor Park leisure development being undertaken by ENC in Rushden.

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 14th December 2009 in the Chelveston Village Hall. In keeping with recent tradition, Cllrs were encouraged to bring mince pies and refreshments.

The meeting closed at 9:04 p.m.

Issued on 7th November 2009.

Pages 1478 – 1486 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log				
Date of Receipt	Document Number	Correspondent	Description	Action Required
2009				
01/08/2009	I/2009/168/MHH	NCALC	Update Issue 4/09 July - August 2009	Circulated
01/08/2009	I/2009/169/MHH	I&DEA	Prepared for a pandemic? Leaflet	Circulated
01/09/2009	I/2009/184/MHH	C&CD	Clerks & Councils Direct September 2009 Issue 65	Circulated
18/09/2009	I/2009/193/MHH	NALH	Hindsight Issue 15 September 2009	Circulated
25/09/2009	I/2009/198/MHH	EMDA	EMDA News Summer/Autumn 2009	Circulated
30/09/2009	I/2009/199/MHH	Northants 50+ network	Newsletter Vol 3 Issue 9 Autumn 2009	Circulated
03/10/2009	I/2009/201/MHH	ENC (Alice Duggan)	Dates for Code of Conduct training	File
05/10/2009	I/2009/204/MHH	NCC (Christine Norman)	Northants Electric Blanket testing week posters	File
17/10/2009	I/2009/206/MHH	NCALC	Update issue 5/09 September - October 2009	Circulated
17/10/2009	I/2009/207/MHH	Peter Bone MP	Confirmation that he will sign EDM 1545	File
17/10/2009	I/2009/208/MHH	ENC Planning	Application for redevelopment of site at rear of <i>Redwood</i> , Raunds Rd	Actioned
19/10/2009	I/2009/209/MHH	E-On	Invoice for St Lt power (July - Sept 2009)	Actioned
24/10/2009	I/2009/210/MHH	E-On Energy Services	Quote to replace lamp 20 (opposite <i>Gardenfields</i> , Raunds Rd)	Actioned
24/10/2009	I/2009/211/MHH	Lindsey Teak	Trade catalogue for benches	File
24/10/2009	I/2009/212/MHH	ENC Planning	Application for exts and detached garage at <i>Eastview</i> , Raunds Rd	Actioned
24/10/2009	I/2009/213/MHH	ENC	Taxi & Licensing panel minutes	Circulated
24/10/2009	I/2009/214/MHH	ENC	Reports of Committees (November 2009)	Circulated
24/10/2009	I/2009/215/MHH	ENC (Licensing Unit)	Consultation on Statement of Principles - Gambling Act 2005	File
24/10/2009	I/2009/216/MHH	NALC	Cllrs booklets	Circulated
25/10/2009	I/2009/217/MHH	NWB	Bank Statements	File
26/10/2009	I/2009/218/MHH	CGM (Tim Glover)	Introducing CGM and request to quote for grounds maintenance	File
26/10/2009	I/2009/219/MHH	NCC (Rose Little)	Info on Pocket Parks	TW
30/10/2009	I/2009/220/MHH	ENC (Keith Osborne)	Notice of ENC Council meeting on Monday 2 nd November	Circulated
30/10/2009	I/2009/221/MHH	ENC Planning	Outline application for <i>Northdale End</i> SUE at Raunds	Awaiting
30/10/2009	I/2009/222/MHH	HMRC	BACS remittance advice for VAT refund	File
02/11/2009	I/2009/223/MHH	ENC Planning	<i>Northdale End</i> consultation extended to 30 th Nov due to postal strikes	File
02/11/2009	I/2009/224/MHH	ENC (Sharn Matthews)	Annual update of members registers of interest declarations	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.
2009						
24/08/2009	O/2009/072/MHH	Stuart Carr	Land lease	Draft	0907.6.8	
04/10/2009	O/2009/081/MHH	Parish Cllrs	Training Policy	Delivered		
12/10/2009	O/2009/082/MHH	Parish Cllrs	Minutes 0909	Delivered		
12/10/2009	O/2009/083/MHH	HMC&R	VAT return for 2008	Posted		
12/10/2009	O/2009/084/MHH	SLCC	Payment of invoice	Posted	0909.5.1	I/2009/203/MHH
12/10/2009	O/2009/085/MHH	ENC	Payment of invoice	Posted	0909.5.1	I/2009/188/MHH
12/10/2009	O/2009/086/MHH	E-On Energy Services	Payment of invoice	Posted	0909.5.1	I/2009/187/MHH
17/10/2009	O/2009/087/MHH	Parish	Parish Appraisal 2009	Agreed		
25/10/2009	O/2009/088/MHH	Parish Cllrs	Agenda 0910	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2009/2010

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2009.20	12/10/2009	I/2009/187/MHH	E-On Energy Services	St Lighting Maint (Jul - Sept 09)	000748		-£137.64	-£20.65	-£158.29	£7,461.11	St Lighting	0909.5.1	MHH, MLF, PMM	PCA 1957 S3
2009.21	12/10/2009	I/2009/188/MHH	ENC	Grass-cutting (Apr - Jul 09)	000749		-£1,529.91	-£229.49	-£1,759.40	£5,701.71	Grass Cutting	0909.5.1	MHH, MLF, PMM	HA 1980 S96
2009.22	12/10/2009	I/2009/203/MHH	SLCC	One day conference rate	000750		-£30.00	-£4.50	-£34.50	£5,667.21	Gen. Admin	0909.5.1	MHH, MLF, PMM	LGA 1972 S111
2009.23	12/10/2009	O/2009/082/MHH	M.H.Hunter	Expenses 0909	000751		-£66.13	£0.00	-£66.13	£5,601.08	Gen. Admin	0909.5.2	MHH, MLF, PMM	LGA 1972 S111
2009.24	29/09/2009	I/2009/197/MHH	ENC	Precept (50%)	BACS	C	£4,500.00	£0.00	£4,500.00	£10,101.08	Precept			LGFA 1992 S41
2009.25	30/09/2009	I/2009/217/MHH	NWB	Interest (Jul - Sep 09)	Bank	C	£1.00	£0.00	£1.00	£10,102.08	Interest			
2009.26	02/11/2009	I/2009/209/MHH	E-On	St Lt Power (Jul -Sep 09)	000752		-£326.37	-£48.96	-£375.33	£9,726.75	St Lighting	0910.5.1	MHH, MLF, PMM	PCA 1957 S3
2009.27	02/11/2009	O/2009/090/MHH	Andrea Claydon	Fireworks grant	000753		-£150.00	£0.00	-£150.00	£9,576.75	Grants	0910.5.2	MHH, MLF, PMM	LGA 1972 S145
2009.28	02/11/2009	O/2009/089/MHH	M.H.Hunter	Expenses 0910	000754		-£87.61	£0.00	-£87.61	£9,489.14	Gen. Admin	0910.5.3	MHH, MLF, PMM	LGA 1972 S111
2009.29	02/11/2009	I/2009/163/MHH	E-On	Overpayment write-off		C	-£0.02	£0.00	-£0.02	£9,489.12	St Lighting	0910.5.4		PCA 1957 S3
Balance C/F							£0.00	£10,315.86	-£826.74	£9,489.12	£9,489.12			

[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 000734, 000741 not used

Category	S137	Amount	VAT	Total
Brought Forward		£7,844.86	£0.00	£7,844.86
Precept		£9,000.00	£0.00	£9,000.00
Bank Interest		£2.08	£0.00	£2.08
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		£16,846.94	£0.00	£16,846.94
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£697.25	-£28.36	-£725.61
St Lighting		-£1,921.89	-£288.30	-£2,210.19
St Lighting repairs		£0.00	£0.00	£0.00
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£3,072.19	-£489.83	-£3,562.02
Elections		£0.00	£0.00	£0.00
Insurance		-£432.01	£0.00	-£432.01
Grants		-£150.00	£0.00	-£150.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£110.82	£0.00	-£110.82
Audit		-£135.00	-£20.25	-£155.25
Village Hall		£0.00	£0.00	£0.00
305th BG memorial costs		-£11.92	£0.00	-£11.92
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00		£0.00	£0.00
Expenditure	£0.00	-£6,531.08	-£826.74	-£7,357.82
Income + Expenditure	£0.00	£10,315.86	-£826.74	£9,489.12

Audit tables	
Brought Forward	£7,844.86
Precept	£9,000.00
Other income	£2.08
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£7,357.82
Balance	£9,489.12
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
06/10/2009	Orange - ISP broadband									£17.99
11/10/2009	Oct/Nov Newsletter [200]									£24.00
11/10/2009	Lever arch file									£1.99
12/10/2009	Pre-minutes for Clerk & Chair	5								
12/10/2009	Budget Control sheets	1					7			
12/10/2009	VAT return for 2008-9		36	1			1			
12/10/2009	SLCC - payment of invoice		36	1						
12/10/2009	ENC - payment of invoice		36	1						
12/10/2009	E-On - payment of invoice		36	1						
19/10/2009	Minutes 0909 - 3 P.Cllrs & File	10			3		30			
24/10/2009	SLCC - Conference								70	
25/10/2009	Agenda 0910 - 7 P.Cllrs & File	4		7			28			
25/10/2009	Parish Appraisal draft	17					119			
TOTALS		£2.22	£1.44	£0.66	£0.21	£0.00	£11.10	£0.00	£28.00	£43.98

TOTAL VALUE = £87.61

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Minutes of an Ordinary Meeting of the Parish Council

14th December 2009

Meeting Number 0911

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 14th December 2009** 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 raised.

1 Apologies.

Cllr Dale opened the meeting at 7:30 p.m. and asked for any apologies – D.Cllr P.Whiting (prior engagement). 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 items 5.1 (Secretary of the Committee receiving payment) and 5.2 (recipient of expenses).

3 Minutes of Previous Meetings.

The minutes of the Ordinary Meeting of the Parish Council **0910 – 2nd November 2009** had been circulated.

The meeting resolved to:

Approve the minutes of meeting **0910** with no amendments.

Proposed: Cllr Izzard Seconded: Cllr Harwood Decision: Unanimous

4 Planning and Licensing Matters.

Cllr Harwood did not take part in item 4.1 to avoid possible pre-determination.

4.1 EN/09/01888/FUL—two storey side extension onto gable end wall at 37 Water Lane, Chelveston.

Cllr Dale explained the plans. The Clerk confirmed he had contacted 33 Water Lane with no objections and the local Rambler's Association had responded "no comment". The meeting questioned the owners about their plans.

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

Proposed: Cllr Dale Seconded: Cllr Izzard Decision: Unanimous

Chelveston-cum-Caldecott Parish Council

Northamptonshire

4.2 Update on previous applications

The *Northdale End* and *Darsdale Farm* (Raunds) developments have not yet been determined, though Raunds TC, the 4 District Cllrs & the County Cllr have all objected to *Northdale End*. The *Eastview* side extension has been granted and the *Redwood* rear development has been refused, both by officer delegation.

The NCC MWDF Core Strategy suggested changes are out for consultation (due 7th January 2010). Suggested change SC27 (rural hinterland facilities) would most affect this parish for future developments. SC33 (catchment areas) defers definition of this to the Control & Management of Development plan. Higham Ferrers & Rushden now form part of the Central Spine.

The Clerk would respond on behalf of the Council in consultation with the Chairman.

4.3 Update on planning guidelines for Gypsies and Travellers.

The provision of travellers sites is not as clear cut as permanent housing and any applicant would need to be able to demonstrate particular circumstances as to why a particular site should be developed for that purpose and show that there was an unmet need for such facilities, that could not be met elsewhere within the district by extending an existing site.

There was recently a Gypsy and Traveller Accommodation Assessment (GTAA) carried out within the county which set out the likely needs for additional pitches for the forthcoming years. ENC are currently working with the site owners in Ringstead regarding the potential for an extension of the existing facility, which is the preferred option.

Cllr Emerson advised of an unauthorised development at Bythorn (Cambs).

5 Financial Transactions.

Cllr Foulger did not take part in items 5.1 and 5.2.

- 5.1 The following invoices were due for payment – Village Hall Committee (hall hire 2009), E-On Energy Services (making lamp 1 safe), ENC (Grass-cutting (Aug – Oct 09)) and SLCC (Fees 2010). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

Proposed: Cllr Dale Seconded: Cllr Emerson Decision: Unanimous

- 5.2 The following Cllr expenses were due for payment – Cllr M.L.Foulger (remembrance wreath). The meeting resolved to approve this expense and authorised the appropriate cheque to be signed.

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

Proposed: Cllr Harwood Seconded: Cllr Wooding Decision: Unanimous

- 5.4 The bank statements for the months of October & November have been received and reconciled.

- 5.5 The VAT refund for 2008-9 has been received from HMRC.

Opening Balance for the meeting £9,489.12

Receipts since last meeting

Number	Sender	Description	Method	Amount
2009.30	HMRC	VAT refund 2008-9	BACS	£851.86
Total Receipts this meeting				<u>£851.86</u>

Chelveston-cum-Caldecott Parish Council

Northamptonshire

Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2009.31	M.L.Foulger	Remembrance wreath	000755	£16.50
2009.32	VHC	Hall hire 2009	000756	£162.50
2009.33	E-On Energy	Making safe Lamp 1	000757	£126.50
2009.34	ENC	Grass-cutting (Aug – Oct 09)	000758	£1,319.56
2009.35	SLCC	Fees 2010	000759	£80.00
2009.36	M.H.Hunter	Expenses to 0911	000760	£53.65
Total Expenditure this meeting				£1,758.71
Closing Balance for this meeting				£8,582.27

6 Updates on Projects List.

6.1 Highways & footways Issues.

The Clerk advised that he reported flooding on the B645 opposite Bidwell Lane on 7th December and road was now being dug up to install a new plastic drain pipe to the other side of the road, replacing the collapsed clay drain pipe.

MGWSP had advised they were due to carry out cleaning/emptying of the 160 gullies in the parish in March 2010. The Winter Driving leaflets were also distributed.

The Clerk had issued tender invites to two grass-cutting firms, plus the ENC consortium.

CPRE Northamptonshire was offering £75 funding for one year for parish litter pickers, who must pick litter at least once a fortnight and update the CPRE website with the results. The scheme was being funded by DEFRA.

Cllr Dale suggested that John Britten be approached if the funding was granted.

Cllr Foulger reported on the recent NCC Parish Highways Reps meeting. The general view appears to be that the scheme is a little disorganised, with issues concerning parking due to the 1.5 car spaces per house SPG on new developments in rural areas, leading to on street parking problems.

6.2 Street Lighting.

The Clerk advised that Lamp 20 (outside *Gardenfields*, Raunds Rd) had been replaced and that Lamp 1 (outside 37 Water Lane) had suffered vehicle impact damage, leading to Cllr Dale calling out E-On to make it safe. A quote for replacing the lamp, along with the call-out fee, had been submitted to the company's insurers.

The meeting resolved to:

Replace lamp 1 using the Street Lighting repairs funds and instructed the Clerk to act accordingly.

Proposed: Cllr Dale

Seconded: Cllr Izzard

Decision: Unanimous

The EU *Energy using Products* (EuP) directive will progressively affect the availability of replacement lamps for street lights. Sales of 100w Tungsten lamps ceased from Sept 2009 and SON-E lamps will cease from April 2012. The only high pressure Sodium Oxide lamp in the parish is a SON-T and is not affected. However, Mercury filament and vapour lamp sales will cease in April 2015 and the parish currently has 23 MBFU lamps.

The Council has for some years been replacing the 80w MBFU with 35w SOX lamps as and when they required replacement, but this may need to be accelerated over the next 5 years. There is an alternative 42w PL (compact fluorescent) lamp that provides white light if required, though this is slightly more expensive to run.

After debate, the Council agreed to continue to replace the MBFU lamps with 35w SOX, due to lower energy use and providing a safer monochromatic light in rain, fog & snow.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

6.3 Ditches.

Cllr Emerson reported the Joes/High Lane ditch had not burst its banks due to the raised bunding and the drain was coping. Cllr Foulger & Wooding reported no flooding in the Caldecott ditches.

6.4 E-Government.

The Clerk advised for the 30 day period ending 13th December 2009 of the 1,593 hits, 27.03% came from the US, 3.19% from Europe & 0.29% from other countries.

The history web-site now has 25 pages covering village life in 1945-51 from a former resident who had emigrated to Australia.

The Clerk advised the Zone Alarm firewall protection was due for renewal (approx £25).

The meeting resolved to:

Renew the firewall service and instructed the Clerk to act accordingly.

Proposed: Cllr Dale

Seconded: Cllr Harwood

Decision: Unanimous

6.5 Rights of Way

Cllr Izzard reported on footpaths;

MM3 – to be realigned to run beside *Hawthorn House*.

MM5 – steps to be installed after the crops had been harvested (i.e. from the field side).

MM7 – stile needs to be repaired in the paddock behind 41 Water Lane once the owner can be contacted by NCC ROW.

6.6 Trees

No report.

6.7 Community Safety

No report.

6.8 Allotments

Cllr Dale updated the meeting on progress with the development of the Allotment Gardens. The landowner has cut the grass in the field and the entrance for the new gateway at the south end of the site had been prepared. One of the prospective allotment holders will be supplying and fitting the gates. The old pond had also been dredged to provide for improved water supply to the site. There have been no costs incurred so far by the Parish Council in the project.

Following an assessment of soil quality and drainage, the landowner advised that the proposed siting of plots to the south of the site would not be viable and would be very hard to plough. He asked that the 1 acre area be moved to the flatter ground on the brow of the hill, or indeed even further north closer to the houses where soil quality is best. A 68m x 60m area has now been staked out at the top of the hill leaving a 25-35m buffer strip between the houses and the allotments. A test ploughing has been undertaken but the ground is still too wet for the equipment available. However, the landowner he is confident that with the drier and colder weather forecast, ploughing should be possible on this plot in the next two weeks.

Concerns have been expressed by some residents in Disbrowe Court who are unhappy with the changed location of the plots. Given the changes to the original proposals, these residents have also expressed the view that the project as a whole should be reconsidered and that formal planning permission should be applied for. They would be likely to object to the proposals given that the plots are now visible from their houses and that in their view the outlook from their houses would be adversely affected.

Chelveston-cum-Caldecott Parish Council

Northamptonshire

The Clerk advised the meeting that agricultural activity on agricultural land does not require planning permission (*s55(2)e Town and Country Planning Act 1990*). The landowner can essentially undertake any agricultural activity on this field, including the keeping of livestock. Allotments are themselves defined as agricultural activity following a test case (*Crowborough Parish Council v Secretary of State for the Environment and Wealden DC 1980*). The landowner is therefore entitled to lease out the field for allotment use and no planning permission is required. This was confirmed by ENC Planning earlier in the year.

Cllr Harwood advised the meeting that, from a planning perspective, residents are not entitled to have a specific view or outlook from their property maintained anyway and that this would not be a material objection even if planning permission had been required.

The meeting unanimously agreed to proceed with the plans as discussed and authorised Cllr Dale to determine the final location of the plots through agreement with the landowner.

6.9 Parish Emergency Plan

No report.

6.10 Parish Appraisal 2009

Cllr Dale reported the December/January newsletter had notified the village the appraisal was due to take place. Cllr Dale would arrange for the appraisals to be printed and issued to each Cllr, along with the list of houses they had been allocated (for delivery & collection) in January.

7 Dates of meetings 2010.

The Clerk issued the Cllrs with the 2010 meeting dates that had been booked, being the second Monday of the month, except for April.

8 Debate on a Parish Logo.

The Clerk presented to the meeting on how logo's were used in branding both local (the Parish Church and the village hall committee) and national organisations (the WI, E-On) and how a logo could be used by the Council.

The use of Coats of Arms and other heraldic devices used by former ancient borough councils (such as Higham Ferrers TC) were not considered appropriate due to the disproportionately high charges from the College of Arms (£4,975 with the discount for Parish Councils). Adopting a logo could draw on community input and to this end the Clerk had run a sample survey over the last month, revealing the Church, the 305th BG and the rural/agricultural nature of the parish to be the top three images that residents associated with the parish.

The Clerk showed a sample logo in crest/shield format, incorporating these images, in both letterhead and frontpage sizes and invited comments

Alternative suggestions included a simple C-c-C design and changing the 305th group emblem image to that of the 305th memorial.

After debate, the meeting agreed to the principle of adopting a logo, but to include wider community input by including designs (in both sizes) in the Parish Appraisal, along with the option to submit a new design. The Council would then consider which to adopt once the appraisals had been returned.

Proposed: Cllr Dale

Seconded: Cllr Harwood

Decision: Unanimous

9 Visits, Training & Courses.

Mon 8th Feb – Code of Conduct training session at ENC @ 19:00

Chelveston-cum-Caldecott Parish Council

Northamptonshire

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

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

Proposed: Cllr Dale

Seconded: Cllr Mommersteeg Decision: Unanimous

11 Councillor's Reports.

The Clerk advised the Easter & Summer CCP Play Ranger (under 7s) and Sports and Arts Programme (8-13 yrs) scheme dates had been announced –

Easter: 18 sessions between 6th – 16th April.

Summer: 60 sessions between 26th July – 3rd September.

Cllr Dale advised that until the results of the appraisal were known, the Council doesn't know how many children in each age range there will be.

The Clerk advised that a meeting on 9th December, ENC had set the CTB for the parish at 157. This is a decrease of one from the current year.

The Clerk reported all Cllrs had updated their Register of Interests and these would be passed on to the ENC Monitoring Officer.

Cllr Harwood spoke briefly on the forthcoming ENC contact for waste management in 2011 and the consultation that would take place with selected forums, including Town & Parish Councils. Cllr Dale suggested adding a question to the appraisal to aid the Council in understanding what the residents wanted (e.g. weekly collections, wheelie bins, etc).

Date of Next Meeting:

The next ordinary meeting of the Council would be held on 11th January 2010 in the Chelveston Village Hall.

The meeting closed at 8:39 p.m.

Issued on 17th December 2009.

Pages 1487– 1496 signed under seal as true record

Adrian Dale
Chairman of the Parish Council

Mark Hunter
Clerk to the Parish Council

Chelveston-cum-Caldecott Parish Council
Northamptonshire

Clerk's Incoming Correspondence Log

Date of Receipt	Document Number	Correspondent	Description	Action Required
2009				
17/10/2009	I/2009/206/MHH	NCALC	Update issue 5/09 September - October 2009	Circulated
24/10/2009	I/2009/213/MHH	ENC	Taxi & Licensing panel minutes	Circulated
24/10/2009	I/2009/214/MHH	ENC	Reports of Committees (November 2009)	Circulated
24/10/2009	I/2009/216/MHH	NALC	Cllrs booklets	Circulated
02/11/2009	I/2009/223/MHH	ENC Planning	Northdale End consultation extended to 30 th Nov due to postal strikes	File
02/11/2009	I/2009/224/MHH	ENC (Sharn Matthews)	Annual update of members registers of interest declarations	Awaiting
02/11/2009	I/2009/225/MHH	M.L.Foulger	Invoice for Poppy Wreath	Actioned
06/11/2009	I/2009/226/MHH	NCC (Lara Inglott)	Parish grass mowing scheme 2009 details	Actioned
06/11/2009	I/2009/227/MHH	NHS Northants (John Parkes)	Delivering the future - Feedback event on Tues 17 th Nov @ Kettering	File
08/11/2009	I/2009/228/MHH	NWB	Bank Statements	File
09/11/2009	I/2009/229/MHH	Northants LINK	Posters for display	Actioned
09/11/2009	I/2009/230/MHH	Beds BC Planning	Notice of Public Inquiry - Nuon Windfarm appeal at Podington	File
09/11/2009	I/2009/231/MHH	NCC (Courtney Claunch)	Highways Rep annual conference day on Weds 9 th Dec	HW Rep
09/11/2009	I/2009/232/MHH	NHS Northamptonshire	Annual Report 2008/9	File
14/11/2009	I/2009/233/MHH	ENC (Rachel Reeds)	Notice of a mtg of the ENC Standards Board on Weds 18 th Nov	File
14/11/2009	I/2009/234/MHH	C&CD	Clerks & Councils Direct Issue 66 November 2009	File
19/11/2009	I/2009/235/MHH	NCC (Mark Chant)	NCC Minerals & Waste Core Strategy: Suggested changes	Awaiting
19/11/2009	I/2009/236/MHH	NCC (Michelle Taylor)	Safer Winter Driving leaflets 2009	Actioned
20/11/2009	I/2009/237/MHH	ENC (Robert Austin)	Precept request forms for 2010-11	Awaiting
22/11/2009	I/2009/238/MHH	VH Committee	Invoice for VH hire 2009	Actioned
28/11/2009	I/2009/239/MHH	NCC (Faye Scadden)	Spotlight - Report to the People 2009	File
28/11/2009	I/2009/240/MHH	Victim Support	Annual Review 2008-9	File
28/11/2009	I/2009/241/MHH	ENC Planning	Survey on Development Control services	Actioned
30/11/2009	I/2009/242/MHH	SLCC	Membership renewal form	Actioned
30/11/2009	I/2009/243/MHH	CPRE (Sir Paul Hayter)	CPRE Northamptonshire Stop the Drop Campaign - 2010	Actioned
05/12/2009	I/2009/244/MHH	NCC (Lara Inglott)	Approval of 2009 grass cutting payment	File
05/12/2009	I/2009/245/MHH	E-On Energy Services	Quote to replace lamp 1 (adj 37 Water Lane)	Awaiting
05/12/2009	I/2009/246/MHH	E-On Energy Services	Invoice for emergency call-out to lamp 1 (adj 37 Water Lane)	Actioned
05/12/2009	I/2009/247/MHH	ENC Planning	Planning permission granted for Eastview, Raunds Rd	File
05/12/2009	I/2009/248/MHH	ENC Planning	Planning permission refused for Redwood, Raunds Rd	File
05/12/2009	I/2009/249/MHH	NCC (Lara Inglott)	2010 s136 grant paperwork for grass-cutting	Awaiting
05/12/2009	I/2009/250/MHH	ENC (J.Stanhope)	Invoice for grass-cutting (Aug - Oct 2009)	Actioned
05/12/2009	I/2009/251/MHH	ENC Planning	Application for two storey side extension at 37 Water Lane	Actioned
08/12/2009	I/2009/252/MHH	NCALC	Update Issue 6/09 Nov-Dec 2009	File
08/12/2009	I/2009/253/MHH	CCP (Jackie Ackroyd)	Easter & Summer Play Ranger, Sports & Arts programmes	Awaiting
10/12/2009	I/2009/254/MHH	E-On Energy Services	Invoice for St Lt maintenance (Oct-Dec 09)	Awaiting
10/12/2009	I/2009/255/MHH	M.J.Watts Insurance	Confirming receipt of claim for lamp 1	File
10/12/2009	I/2009/256/MHH	Northants 50+ network	Northants 50+ network Newsletter Volume 3 Issue 10 Winter 2009	Circulated
10/12/2009	I/2009/257/MHH	E-On Energy Services	Highways Lighting Customer Bulletin No.1 December 2009	File
12/12/2009	I/2009/258/MHH	NACRE	Village Viewpoint Winter 2009 & invoice for 2010	Awaiting
12/12/2009	I/2009/259/MHH	NHS	Health & Wellbeing in Wellingborough: 2009/10 edition	Circulated
13/12/2009	I/2009/260/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.
2009						
24/08/2009	O/2009/072/MHH	Stuart Carr	Land lease	Draft	0907.6.8	
02/11/2009	O/2009/089/MHH	Parish Cllrs	Minutes 0910	Delivered		
02/11/2009	O/2009/090/MHH	Andrea Claydon	Remittance Advice - Fireworks grant	Posted	0910.5.2	
02/11/2009	O/2009/091/MHH	ENC Planning	Response to application	Posted	0910.4.1	I/2009/208/MHH
02/11/2009	O/2009/092/MHH	ENC Planning	Response to application	Posted	0910.4.2	I/2009/210/MHH
02/11/2009	O/2009/093/MHH	E-On	Payment of invoice	Posted	0910.5.1	I/2009/209/MHH
02/11/2009	O/2009/094/MHH	NCC (David Grindley)	Response to Traffic Managemant permit scheme	Posted	0909.8	I/2009/190/MHH
07/11/2009	O/2009/095/MHH	NCC (Lara Inglott)	Invoice for grass cutting 2009	Posted		I/2009/226/MHH
07/11/2009	O/2009/096/MHH	E-On Energy Services	Order for replacement St lamp 20	Posted	0910.6.2	I/2009/210/MHH
09/11/2009	O/2009/097/MHH	NCC (Eric Drake)	Request for consent to allotments gateway	Posted		
14/11/2009	O/2009/098/MHH	Allotment Tenants	Minutes of Allotment mtg held on 9 th November 2009	Delivered		
15/11/2009	O/2009/099/MHH	ENC Planning	Response to application	Posted	SO83	I/2009/221/MHH
20/11/2009	O/2009/100/MHH	Parish	December - January Newsletter	Delivered		
06/12/2009	O/2009/101/MHH	M.J.Watts Insurance	Claim for damage to Lamp 1, Water Lane	Delivered		
07/12/2009	O/2009/102/MHH	Parish Cllrs	Agenda 0911	Delivered		
08/12/2009	O/2009/103/MHH	ENC Planning	Response to survey	Posted		I/2009/241/MHH
08/12/2009	O/2009/104/MHH	CGM Cambridge Ltd	Invitation to tender (Grass cutting 2010)	Posted	0910.8	I/2009/218/MHH
08/12/2009	O/2009/105/MHH	Brian Mee Associates	Invitation to tender (Grass cutting 2010)	Posted	0910.8	

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2009/2010

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq.No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2009.30	28/10/2009	I/2009/222/MHH	HMRC	Vat refund 2008-9	BACS	C	£851.86	£0.00	£851.86	£10,340.98	Vat			C&E Notice 749
2009.31	14/12/2009	I/2009/225/MHH	M.L.Foulger	Poppy wreath	000755		-£16.50	£0.00	-£16.50	£10,324.48	Gen. Admin	0911.5.2	MHH, PM, GH	LGA 1972 S111
2009.32	14/12/2009	I/2009/238/MHH	Village Hall Committee	Hall hire 2009	000756		-£162.50	£0.00	-£162.50	£10,161.98	Hall	0911.5.1	MHH, PM, GH	LGA 1972 S111
2009.33	14/12/2009	I/2009/246/MHH	E-On Energy Services	Call-out to make safe lamp 1	000757		-£110.00	-£16.50	-£126.50	£10,035.48	St Light Repairs	0911.5.1	MHH, MLF, PM	PCA 1957 S3
2009.34	14/12/2009	I/2009/250/MHH	ENC	Grass-cutting (Aug - Oct 09)	000758		-£1,147.44	-£172.12	-£1,319.56	£8,715.92	Grass Cutting	0911.5.1	MHH, MLF, PM	HA 1980 S96
2009.35	14/12/2009	I/2009/242/MHH	SLCC/ICLM	Fees (2010)	000759		-£80.00	£0.00	-£80.00	£8,635.92	Subscriptions	0911.5.1	MHH, MLF, PM	LGA 1972 S143
2009.36	14/12/2009	O/2009/106/MHH	M.H.Hunter	Expenses 0911	000760		-£53.65	£0.00	-£53.65	£8,582.27	Gen. Admin	0911.5.3	MHH, MLF, PM	LGA 1972 S111
Balance C/F							£0.00	£9,597.63	-£1,015.36	£8,582.27	£8,582.27			

[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 000734, 000741 not used

Category	S137	Amount	VAT	Total
Brought Forward		£7,844.86	£0.00	£7,844.86
Precept		£9,000.00	£0.00	£9,000.00
Bank Interest		£2.08	£0.00	£2.08
Misc. Receipts		£0.00	£0.00	£0.00
305th BG memorial donations		£0.00	£0.00	£0.00
VAT refund		£851.86	£0.00	£851.86
Income		£17,698.80	£0.00	£17,698.80
Clerk's Salary		£0.00	£0.00	£0.00
Gen. Admin		-£767.40	-£28.36	-£795.76
St Lighting		-£1,921.89	-£288.30	-£2,210.19
St Lighting repairs		-£110.00	-£16.50	-£126.50
St Lighting (new)		£0.00	£0.00	£0.00
Grass Cutting		-£4,219.63	-£661.95	-£4,881.58
Elections		£0.00	£0.00	£0.00
Insurance		-£432.01	£0.00	-£432.01
Grants		-£150.00	£0.00	-£150.00
Traffic Calming		£0.00	£0.00	£0.00
Ground Works		£0.00	£0.00	£0.00
Subscriptions		-£190.82	£0.00	-£190.82
Audit		-£135.00	-£20.25	-£155.25
Village Hall		-£162.50	£0.00	-£162.50
305th BG memorial costs		-£11.92	£0.00	-£11.92
Misc. Expenses		£0.00	£0.00	£0.00
S137	£0.00		£0.00	£0.00
Expenditure		£0.00	-£8,101.17	-£1,015.36
Income + Expenditure		£0.00	£9,597.63	-£1,015.36

Audit tables	
Brought Forward	£7,844.86
Precept	£9,000.00
Other income	£853.94
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£9,116.53
Balance	£8,582.27
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
06/11/2009	Orange - ISP broadband									£17.99
02/11/2009	Pre-minutes for Clerk & Chair	5								
02/11/2009	Budget 2010-11 sheets	1					7			
02/11/2009	NCC - traffic permit scheme response	1	36	1			1			
02/11/2009	E-On - payment of invoice		36	1						
02/11/2009	ENC Planning - response to application	1	36	1			1			
02/11/2009	ENC Planning - response to application		36	1						
07/11/2009	E-On Energy Services - order (lamp 20)	1	36	1			1			
09/11/2009	Minutes 0910 - 3 P.Cllrs & File	9				3	27			
09/11/2009	DLP Projector lamp charge (0.5 hrs)									£0.50
09/11/2009	NCC - invoice for S136 grant	1	36	1			1			
09/11/2009	NCC - request for gateway consent	1	36	1			1			
14/11/2009	Allotment mtg 2 minutes - 3 P.Cllrs & File	1				3	3			
15/01/2009	ENC Planning - response to application	1	36	1			1			
28/11/2009	Parish newsletter (Dec/Jan) [200]									£24.00
05/12/2009	M.J.Watts Insurance claim (lamp 1)	3	36	1			1			
07/12/2009	Dates of meetings 2010	1					7			
08/12/2009	Agenda 0911 - 7 P.Cllrs & File	4		7			28			
TOTALS		£1.80	£3.24	£0.96	£0.42	£0.00	£4.74	£0.00	£0.00	£42.49

TOTAL VALUE = £53.65