



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

#### 9<sup>th</sup> January 2012

#### Meeting Number 1201

Minutes of the **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 9<sup>th</sup> January 2012** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: None

#### **Open Forum.**

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

#### **1 Apologies.**

Cllr Dale opened the meeting at 7:30 p.m. and asked for apologies – Cllr G.Harwood and 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 Notification of Executive Action under SO83.**

The Clerk advised that he had consulted the Chairman and Vice-chairman regarding an (out of parish) planning application had been received too late for the last meeting, for a variation of condition 5 to allow public holiday working at the Westwood AD plant.

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

The minutes of the Council meeting **1112 – 12<sup>th</sup> December 2011** had been circulated.

**The meeting resolved to:** approve the minutes of meeting **1112** with no amendments.

**Proposed:** Cllr Dale

**Seconded:** Cllr Wooding

**Decision:** Unanimous

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

##### **5.1 Update on previous applications**

The No.2 *St Johns Cottages* extension had been approved by officer delegation. The *Kiriandra* (Stanwick) change of use and the *Darsdale Farm* (Raunds) developments have not yet been determined by ENC.

The Westwood AD plant (Newton Bromswold) variations of conditions 2 and 5 would be determined by NCC on Friday 20<sup>th</sup> January.



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### 6 Financial Transactions.

- 6.1 The following invoices were due for payment – E-On Energy Services (St Lt main (Oct – Dec 2011)), TWM (VAS), Getmapping (mapping renewal) and ENC (printing) The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

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

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

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

- 6.3 Cllr Emerson advised the December bank statements had been received and reconciled.

**Opening Balance for the meeting** **£16,186.05**

#### Receipts since last meeting

Number	Sender	Description	Method	Amount
2011.61	ENC	Cllr Empowerment grant	BACS	£80.00
<b>Total Receipts this meeting</b>				<b>£80.00</b>

#### Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2011.62	E-On Energy Services	St Lt Maint (Oct – Dec 2011)	000874	£166.19
2011.63	TWM	VAS	000875	£2,592.00
2011.64	Getmapping	Mapping renewal	000876	£12.00
2011.65	ENC	Recreation leaflet printing	000877	£72.00
2011.66	M.H.Hunter	Expenses to 1201	000878	£81.59
<b>Total Expenditure this meeting</b>				<b>£2,923.78</b>

**Closing Balance for this meeting** **£13,342.27**

### 7 Updates on Projects List.

#### 7.1 Highways and Footways Issues.

The Clerk advised that the Vehicle Activated Sign (VAS) had been operated on the northbound Caldecott Road post for 17 days. It had then been removed over the Christmas period and was now operating on the southbound Caldecott Road post. The data for the 17 day period was displayed.

The extra post clamps had been ordered and the stepladder had been purchased and would be recorded as an additional asset this year.

**The meeting resolved to** add the stepladder to the asset register and instructed the Clerk to act accordingly.

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

The annual Highways survey was due and the meeting was asked to give its views on the various services provided.

Cllr Dale noted that footways were being patched without them being reported, rather than to a prioritised plan. Raunds Road remains in a poor condition with multiple patching.



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### 7.2 Street Lighting.

The Clerk advised that lamp 15 (8 Sawyers Crescent) had been repaired.

Cllr J. Harwood advised an elderly resident of Britten Close had asked if an additional light could be installed at the far end of the Close. The meeting decided instead to investigate the cost of replacing the MBFU lantern on lamp 18 (7 Britten Close) for a SOX unit, which would be brighter and may provide a cheaper solution.

### 7.3 Ditches.

Cllr Wooding requested the ditch at *Haleworth* be checked, as he was concerned about leaf-fall blocking the pipes.

Cllr Izzard advised the Raunds Road gullies inside the 30mph zone had not been dug out cleared, whereas others had.

Cllr Dale advised the gullies near JST and on the bend near the Green were slow to drain water away, with surface water on the road.

### 7.4 E-Government.

The Clerk advised for the 30 day period ending 9<sup>th</sup> January 2012 of the 1,409 website hits, 3.2% came from the US, 5.8% from Europe and 13.8% from other countries.

The total hits for 2011 was 21,206, compared with 17,108 in 2010.

Lace making in the parish (which peaked in 1850-60) had been added to the history website.

### 7.5 Rights of Way.

Cllr Izzard advised no report.

### 7.6 Trees.

The Clerk advised that Street Doctor had decided the removal of the branches overhanging the footway of the Raunds Road was not warranted, as it was not a safety issue.

### 7.7 Community Safety.

Cllr Dale advised there was a meeting of the Police Safer Community Team (SCT) South on Tuesday 10<sup>th</sup> January. Cllrs G and J Harwood would be attending.

Cllr Dale advised that a resident had reported finding used syringes by the waste ground near the pumping station in Water Lane again.

Cllr Dale advised the Sector Inspector had written to all Councils to highlight budget cuts by NCC and NBC, potentially £600k, which would impact the numbers of PCSO's available.

### 7.8 Allotments.

Cllr Emerson advised no report.

### 7.9 Parish Emergency Plan.

Cllr Dale advised no report.

### 7.10 Parish Charities.

Cllr Dale (Educational Foundation) advised the Village Hall bookings had been strong during the year and that this had generated an operating surplus which would be reserved for fitting out the new extension.

Cllr J Harwood (Sawyers Charity) advised no report.

### 7.11 Quality Parish Council Renewal.

The Clerk advised that one of the Communications tests requires that the Council to have credible links with the voluntary and other community organisations in the area.



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The meeting then discussed the various local voluntary and other community organisations and how the Council communicates with them.

### 7.12 Joint Working Party on future cemetery provision.

Cllr Dale advised the manual survey would take place in Spring. Cllr Izzard advised the snowdrops were already appearing in the Churchyard.

### 8 Update of the damage to the 305<sup>th</sup> BG memorial.

The Clerk advised no report.

### 9 Update on adoption of Play Area at Chelston Rise.

The Clerk advised the six monthly safety inspection was due. WPG had confirmed they would make a donation toward the costs.

**The meeting resolved to** proceed with the play area safety inspection and instructed the Clerk to act accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr Wooding**

**Decision: Unanimous**

### 10 FY11-12 third quarter budget control review.

The Clerk went through the forecast and the spend to-date with the meeting and the following virements were proposed -

Insurance:	-£162.79	Traffic Calming:	+£1,000.00
VAT refund:	+£ 16.08	Subscriptions:	+£ 38.56
Elections:	-£ 0.99		
Clerk's Salary:	-£645.75		
Verge Maint:	-£272.88		

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

**Proposed: Cllr Dale**

**Seconded: Cllr Izzard**

**Decision: Unanimous**

### 11 Debate on possible 2012 celebrations in the Parish.

Cllr Dale advised the Council had previously organised events for the Queen's Silver Jubilee on the 6<sup>th</sup> & 7<sup>th</sup> June 1977 and the 305<sup>th</sup> BG dedication service on 26<sup>th</sup> May 2007. The Queen's Diamond Jubilee (QDJ) would be celebrated on an extended weekend from 2<sup>nd</sup> – 5<sup>th</sup> June 2012, including the Big Jubilee Lunch on Sunday 3<sup>rd</sup> June.

The Council had a role in promoting community events for the benefit of the residents and with the demise of the village fireworks event, organising activities for the QDJ would be a positive step, promoting a "feel good" factor in the current economic climate.

The meeting felt that a Council funded hog roast for the Big Jubilee Lunch on the field to the rear of the *Star & Garter* would be the best option. It may be possible for the normal Church service that day to be themed to the QJD as well.

The Clerk volunteered to organise the "Best Dressed House & Garden" competition as a link back to the Silver Jubilee celebrations.

**The meeting resolved to** investigate the provision of a hog roast on Sunday 3<sup>rd</sup> June 2012, as part of the Big Jubilee Lunch and instructed the Clerk to act accordingly.

**Proposed: Cllr Wooding**

**Seconded: Cllr Mommersteeg**

**Decision: Unanimous**



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### 12 Setting of the Precept for the FY12-13.

Cllr Dale reminded the meeting that the DCLG has set the Local Authorities threshold for increases to be 3.5%. There is no limit for Parish Councils.

The Clerk went through the budget proposals, including the additional houses now contributing and updates on likely costs for next year. After reviewing the proposals, the meeting considered an increase to £10,100 (6.3%) was justified with the additional infrastructure being taken on, noting the lower household contributions that would be required (to under £52 for band D).

**The meeting resolved to** issue a Precept for £10,100 and instructed the Clerk to act accordingly.

**Proposed:** Cllr Dale

**Seconded:** Cllr Wooding

**Decision:** Unanimous

### 13 Review of Internal Auditor arrangements.

The Clerk advised the present Internal Auditor (a Chartered Accountant) had indicated he wishes to "retire" from audit work. The Council needed to identify an alternate solution ahead of the March (auditor appointment) meeting. Northants CALC offered an Internal Audit service and both the Cllr Mommersteeg and the Clerk knew a local bookkeeper who was qualified to AAT (Association of Accounting Technicians) Level 2 Award in Bookkeeping.

The Clerk was instructed to contact the above to confirm costs, service provision and availability and to report back to the next meeting.

### 14 Responses to Consultations.

The Clerk advised of the following consultations –

NCC – *Local Deal - Draft Revenue Budget 2012-13 and Medium Term Financial Plan 2012-13 to 2015-16* [Due 7<sup>th</sup> February 2012]. NCC are on target to achieve the £69m savings, but taking into account the latest forecasts of government funding cuts, the county's growing, ageing population and service pressures NCC will still need to save in the region of £100m over the next 4 years.

Local reductions could include reducing the Cllr empowerment grants to £5k (£146k saving), reducing the number of Cllrs (£350k saving), sharing Northants F&RS facilities and resources with Warwickshire (£460k saving), income from external use of new F&RS training facility (£10k).

ILCM – *Parish Meetings & Parish Polls* [Due 10<sup>th</sup> February 2012]. At present 6 electors can call a Parish Meeting and 10 or more electors present at a meeting to demand a Parish Poll, the cost of which is borne by the Council. The *Localism Act 2011* amended the rules for Welsh Councils to 50 electors or 10% (whichever is less) to demand a Parish Meeting and 150 electors or 10% of the electorate for a Poll. Should these changes be extended to English parishes?

The meeting had no comments on these consultations.

### 15 Visits, Training and Courses.

Tues 10<sup>th</sup> Jan – Police SCT South *Community Panel Meeting* at Splash Pool meeting room @ 19:00 (Cllrs G & J Harwood attending).

Thurs 19<sup>th</sup> Jan – ENC *Planning Training* at ENC @ 19:00 (Cllr J. Harwood attending).

Weds 1<sup>st</sup> Feb – NCalc *Off to a Flying Start* at Litchborough @ 19:00.

Sun 12<sup>th</sup> Feb – Raunds TC *Mayor's Civic Service* at Raunds.

Tues 6<sup>th</sup> Mar – SLCC *Cemetery Management* at Newport Pagnell.



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### 16 Approval of Chairman's and 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

### 17 Clerk and Councillors' Reports.

The Clerk confirmed that the 200 recreational walks leaflets had been printed (funded via the ENC Cllr Empowerment Fund).

Cllr Dale and the Clerk gave an update on outline discussions regarding Community Benefits.

Cllr Mommersteeg asked if the Council intended to speak at the ENC Development Control Meeting on 18<sup>th</sup> January regarding clarification of the Northants heritage assets that the CRE windfarm would impact on. The meeting decided against speaking.

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

Cllr Dale advised that the next meeting will be held on Monday 13<sup>th</sup> February 2012 in the Chelveston Village Hall. The meeting closed at 8:55 p.m.

**Issued on 10<sup>th</sup> January 2012.**

**Pages 1734 – 1743 signed under seal as true record**

**Adrian Dale**  
Chairman of the Parish Council

**Mark Hunter**  
Clerk to the Parish Council

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

Date of Receipt	Document Number	Correspondent	Description	Action Required
<b>2011</b>				
26/02/2011	I/2011/029/MHH	NCC (Addi Tartaglia)	NCC service posters (Feb - Aug)	On-going
04/03/2011	I/2011/039/MHH	ENC	Reports of Committees (28 February 2011)	Circulated
19/01/2011	I/2011/049/MHH	ICO	FOI training DVD	Awaiting
23/05/2011	I/2011/095/MHH	NCC (Erik Drake)	Authorisation form - bench on Caldecott Rd near Bidwell Lane jct	Awaiting
18/11/2011	I/2011/225/MHH	CGM Cambridge Ltd	Quote for grass cutting for 2012	Actioned
18/11/2011	I/2011/226/MHH	ENC (David Oliver)	Precept demand 2012-13	Actioned
25/11/2011	I/2011/231/MHH	NRHA	Northants Rural Housing Assoc - Annual Report 2011	Circulated
08/12/2011	I/2011/243/MHH	NACRE	Subscription for 2012	File
12/12/2011	I/2011/244/MHH	E-On Energy Services	Invoice for St Lt Maintenance (Oct - Dec 2011)	Actioned
12/12/2011	I/2011/245/MHH	NWB	Bank statements	File
16/12/2011	I/2011/246/MHH	ENC	BACS advice for Cllr Empowerment grant	File
16/12/2011	I/2011/247/MHH	NCC	NCC phone change poster	Actioned
16/12/2011	I/2011/248/MHH	TWM Traffic Control Systems	Invoice for VAS	Actioned
16/12/2011	I/2011/249/MHH	ENC (Michael Burton)	CD copy of RNOTP	File
16/12/2011	I/2011/250/MHH	NALC / CPRE	Supporting Communities and Neighbourhoods in Planning (SCNP) Project	File
22/12/2011	I/2011/251/MHH	NCC (P Williams)	Highways statisfaction questionnaire	Actioned
22/12/2011	I/2011/252/MHH	Getmapping PLC	Mapping software renewal	Actioned
29/12/2011	I/2011/253/MHH	Came & Co	Insurance paperwork updated for VAS	File

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Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
<b>2011</b>						
10/12/2011	O/2011/159/MHH	Parish Cllrs	Minutes M1112	Delivered		
16/12/2011	O/2011/160/MHH	NCC Planning	Response to application	Posted	1112.5.1	
16/12/2011	O/2011/161/MHH	ENC (Judi Miles)	Payment of invoice	Posted	1112.6.1	I/2011/223/MHH
16/12/2011	O/2011/162/MHH	SLCC	Payment of invoice	Posted	1112.6.1	I/2011/233/MHH
16/12/2011	O/2011/163/MHH	Came & Co	Payment of invoice	Posted	1112.6.1	I/2011/241/MHH
17/12/2011	O/2011/164/MHH	TWM Traffic Control	Order for additional mounting clips	Posted	1112.10	
23/12/2011	O/2011/165/MHH	NCC (Lara Inglott)	Confirmation that this Council will undertake grass cutting	Posted	1111.14	I/2011/221/MHH



CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2011/2012

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq. No.	Sheet No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2011.53	07/11/2011	I/2011/217/MHH	HMRC	VAT refund 2010-2011	BACS	228		£1,816.06	£0.00	£1,816.06	£15,547.24	VAT			VA 1994 S33
2011.54	23/11/2011	I/2011/232/MHH	NCC	Grant for grass cutting	BACS	228		£546.88	£0.00	£546.88	£16,094.12	Misc. Receipts			LGA 1972 S136
2011.55	12/12/2011	I/2011/223/MHH	ENC	Election 2011 recharge	000869			-£704.01	£0.00	-£704.01	£15,390.11	Elections	1112.6.1	MHH, PM, GH	LGA 1972 S111
2011.56	12/12/2011	I/2011/233/MHH	SLCC / ILCM	Subscription renewal	000870	229		-£96.00	£0.00	-£96.00	£15,294.11	Subscriptions	1112.6.1	MHH, PM, GH	LGA 1972 S143
2011.57	12/12/2011	I/2011/235/MHH	Chelveston Village Hall	Hall Hire (Oct - Dec 2011)	000871	229		-£45.00	£0.00	-£45.00	£15,249.11	Hall	1112.6.1	MHH, PM, GH	LGA 1972 S111
2011.58	12/12/2011	I/2011/241/MHH	Broker Network Ltd	VAS insurance cover	000872	229		-£25.00	£0.00	-£25.00	£15,224.11	Insurance	1112.6.1	MHH, PM, GH	LGA 1972 S111
2011.59	12/12/2011	O/2011/159/MHH	M.H.Hunter	Clerk's Expenses 1112	000873	229		-£38.06	£0.00	-£38.06	£15,186.05	Gen. Admin	1112.6.2	MHH, PM, GH	LGA 1972 S111
2011.60	08/12/2011	I/2011/242/MHH	NCC	Clir Empowerment grant	100059	229		£1,000.00	£0.00	£1,000.00	£16,186.05	Misc. Receipts			LGA 1972 S1139
2011.61	20/12/2011	I/2011/246/MHH	ENC	Clir Empowerment grant	BACS	229		£80.00	£0.00	£80.00	£16,266.05	Misc. Receipts			LGA 1972 S1139
2011.62	09/01/2012	I/2011/244/MHH	E-On Energy Services	St Lt Maint (Oct - Dec 12)	000874			-£138.49	-£27.70	-£166.19	£16,099.86	St Lighting	1201.6.1	MHH, JH, PM	PCA 1957 S3
2011.63	09/01/2012	I/2011/248/MHH	TWM Traffic Control Systems	VAS, batteries, charger, s/ware	000875			-£2,160.00	-£432.00	-£2,592.00	£13,507.86	Traffic Calming	1201.6.1	MHH, JH, PM	LGRA 1997 S30
2011.64	09/01/2012	I/2011/252/MHH	Getmapping PLC	Mapping software renewal	000876			-£10.00	-£2.00	-£12.00	£13,495.86	Gen. Admin	1201.6.1	MHH, JH, PM	LGA 1972 S111
2011.65	09/01/2012	I/2012/001/MHH	ENC	Printing (walks leaflet)	000877			-£60.00	-£12.00	-£72.00	£13,423.86	Recreation	1201.6.1	MHH, JH, PM	LGA 1972 S144
2011.66	09/01/2012	O/2012/002/MHH	M.H.Hunter	Clerk's Expenses 1201	000878			-£75.59	-£6.00	-£81.59	£13,342.27	Gen. Admin	1201.6.2	MHH, JH, PM	LGA 1972 S111
							<b>Balance C/F</b>	<b>£0.00</b>	<b>£14,879.87</b>	<b>-£1,537.60</b>	<b>£13,342.27</b>	<b>£13,342.27</b>			

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- HA Highways Act
- LA Litter Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- LG(MP)A Local Govt (Misc Provisions) Act
- LGRA Local Govt and Rating Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- SHAA Small Holdings and Allotments Act
- VA VAT Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheques ??? not used

Category	S137	Amount	VAT	Total
B/F		£10,904.43	£0.00	£10,904.43
Allotment receipts		£0.00	£0.00	£0.00
Bank interest		£1.85	£0.00	£1.85
Bank Bonus interest		£21.41	£0.00	£21.41
Misc. receipts		£2,832.68	£0.00	£2,832.68
Play Area receipts		£71.00	£0.00	£71.00
Precept		£9,500.00	£0.00	£9,500.00
VAT refund		£1,816.06	£0.00	£1,816.06
305th BG memorial donations		£0.00	£0.00	£0.00
<b>Income</b>		<b>£25,147.43</b>	<b>£0.00</b>	<b>£25,147.43</b>
Allotment costs		-£30.00	£0.00	-£30.00
Audit		-£135.00	-£27.00	-£162.00
Clerk's salary		£0.00	£0.00	£0.00
E-Government		-£101.66	-£13.33	-£114.99
Elections		-£704.01	£0.00	-£704.01
Gen. Admin		-£592.10	-£13.31	-£605.41
Grants		£0.00	£0.00	£0.00
Grass cutting		-£1,727.12	-£345.44	-£2,072.56
Ground works		£0.00	£0.00	£0.00
Insurance		-£487.21	£0.00	-£487.21
Misc. expenses		£0.00	£0.00	£0.00
Play Area costs		-£71.00	-£14.20	-£85.20
Recreation		-£60.00	-£12.00	-£72.00
St Lighting		-£2,081.72	-£416.10	-£2,497.82
St Lighting (new)		-£1,127.30	-£225.46	-£1,352.76
St Lighting (repairs)		-£93.88	-£18.76	-£112.64
Subscriptions		-£216.56	£0.00	-£216.56
Traffic calming		-£2,532.00	-£432.00	-£2,964.00
Training		-£58.00	£0.00	-£58.00
Village Hall		-£150.00	£0.00	-£150.00
305th BG memorial costs		-£100.00	-£20.00	-£120.00
S137	£0.00		£0.00	£0.00
<b>Expenditure</b>		<b>£0.00</b>	<b>-£10,267.56</b>	<b>-£11,805.16</b>
<b>Income + Expenditure</b>		<b>£0.00</b>	<b>£14,879.87</b>	<b>-£1,537.60</b>
				<b>£13,342.27</b>

Audit tables	
Brought Forward	£10,904.43
Precept	£9,500.00
Other income	£4,743.00
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£11,805.16
Balance	£13,342.27
Bank books	#
Assets	£93.00
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 @ 7p	Post pence	DL Env @ 6p	C5 Env @ 7p	C4 Env @ 10p	Copy @ 7p	Phone Calls	Mileage @ 40p/mile	Other
12/12/2011	Pre-minutes for Clerk (M1111)	6								
12/12/2011	Draft Statement of T&C's	1								
12/12/2011	Draft meeting dates 2012	1								
16/12/2011	NCC Planning - response to application	1	46	1			1			
16/12/2011	ENC - payment of invoice	1	46	1			1			
16/12/2011	SLCC/ILCM - payment of invoice		46	1			1			
16/12/2011	Came & Co - payment of invoice	1	46	1			1			
16/12/2011	Chelveston Village Hall - payment of invoice	1								
16/12/2011	Dec - Jan Newsletter [270]									£21.60
17/12/2011	Minutes 1112 - 2 P.Cllrs & File	9					18			
17/12/2011	ENC - BACS advice	1								
17/12/2011	TWM - order for additional mounting clips	1	46	1			1			
17/12/2011	CGM Cambridge - Order for 2012 -2014	1	46	1			2			
20/12/2011	Orange - ISP									£17.99
22/12/2011	Getmapping invoice	1								
23/12/2011	NCC - grasscutting arrangements 2012	1	46	1						
23/12/2011	Stepladder (for VAS)									£29.99
30/12/2011	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)									£2.28
04/01/2012	Agenda M1201 - 7 P.Cllrs. 3 notices & File	4					32			
<b>TOTALS</b>		£2.10	£3.22	£0.42	£0.00	£0.00	£3.99	£0.00	£0.00	£71.86

**TOTAL VALUE = £81.59**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

13<sup>th</sup> February 2012

#### Meeting Number 1202

Minutes of the **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 13<sup>th</sup> February 2012** in the Chelveston Village Hall.

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

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 7:30 p.m. and asked for apologies – Cllr G.Harwood (ENC meeting). The meeting agreed to accept this apology.

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

Cllr J.Harwood declared a personal interest in item 7.2 (St Light adjacent to property).

The Clerk advised that *s25 Localism Act 2011* was now in force, so Cllr Emerson's signing of a supporting petition back in 2008 no longer renders him pre-determined in respect of item 5.1.

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

The Clerk advised that he had consulted the Chairman and Vice-chairman regarding a request to add Upper Higham Lane to the winter gritting routes, due to the number of HGVs using the lane.

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

The minutes of the Council meeting **1201 – 9<sup>th</sup> January 2012** had been circulated.

**The meeting resolved to:** approve the minutes of meeting **1201** with no amendments.

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

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

- 5.1 **EN/11/00138/FUL** - Additional 9 holes to existing 9 hole golf course at Rushden Golf Club, Kimbolton Rd, Chelveston.

Cllr Dale explained the plans. This was a reduced scheme from the one approved in 2008 (EN/08/00148/FUL), being approx 22 acres smaller. This will mean that footpath MM10 will not cross the greens, but instead run beside the 12<sup>th</sup> and is near the greens of the 11<sup>th</sup> & 14<sup>th</sup>.

The following points were noted - construction material deliveries will be via the Bidwell Lane field entrance, the Environment Agency's objection (no suitable flood risk assessment (yet)) and the Wildlife Trust's objection (ecology report is now 4 years old and needs updating).



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

Cllr Mommersteeg queried the route of footpath MM10 and asked if it was being diverted. [Post meeting note – the route is correct as per the plans and no diversion is required].

**The meeting resolved 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 Update on previous applications.

The Westwood AD plant (Newton Bromswold) variations of conditions 2 and 5 had been approved by the NCC Development Control Committee. The *Kiriandra* (Stanwick) change of use had been approved by ENC officer delegation.

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

The CRE windfarm appeal final statements had been submitted by the parties involved, e.g. ENC was focusing on heritage impairment and visual impact on Chelston Rise, whilst Preserve was concentrating on noise impact on Chelston Rise. CRE were highlighting employment potential, including setting up a wind turbine tower manufacture/assembly plant in their existing warehouse in Higham Ferrers.

Cllr Dale gave an update on the without prejudice outline discussions regarding Community Benefits Fund (CBF) at a meeting of the four parishes held on 30<sup>th</sup> January. In terms of the parish Trustees, the meeting felt that the Council have the power to appoint the second Trustee if none was elected by the parish.

Some concern had been raised as the CRE final statement failed to mention the “without prejudice” nature of the CBF discussions, but their agent has now confirmed this to the Planning Inspectorate. The appeal hearing is due to start at 10:00 on Tuesday 6<sup>th</sup> March.

## 6 Financial Transactions.

- 6.1 The following invoices were due for payment – E-On (St Lt power (Oct – Dec 2011)), Shaw & sons (minute binding), Carr Farmers Management Ltd (allotment lease year 3), NCC (Vehicle Activated Sign (VAS) posts and staff time) and TWM (VAS clips). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

**Proposed: Cllr Dale**

**Seconded: Cllr Wooding**

**Decision: Unanimous**

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

**Proposed: Cllr Dale**

**Seconded: Cllr Emerson**

**Decision: Unanimous**

- 6.3 Cllr Emerson advised the January bank statements had been received and reconciled.

- 6.4 The Clerk advised the Council had been successful in getting a grant for £1,000 from the ENC Community Safety Fund toward the VAS project.

**Opening Balance for the meeting**

**£13,342.27**

**Receipts since last meeting**

Number	Sender	Description	Method	Amount
2011.67	NWB	Deposit A/C interest (Oct – Dec 11)	Bank	0.70
2011.69	ENC	Community Safety Fund Grant	BACS	£1,000.00
<b>Total Receipts this meeting</b>				<b><u>£1,000.70</u></b>



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2011.70	E-On	St Lt Power (Oct – Dec 2011)	000879	£461.38
2011.71	Shaw & Sons	Minute binding	000880	£94.86
2011.72	Carr Farmers	Allotment Lease renewal (year 3)	000881	£300.00
2011.73	NCC	VAS posts & staff time	000882	£532.77
2011.74	TWM	VAS clips	000883	£192.00
2011.75	M.H.Hunter	Expenses to 1202	000884	£38.19
<b>Total Expenditure this meeting</b>				<b>£1,619.20</b>
<b>Closing Balance for this meeting</b>				<b>£12,723.77</b>

## 7 Updates on Projects List.

### 7.1 Highways and Footways Issues.

The Clerk advised that the VAS had been operated on the southbound Caldecott Road post for 23 days and the data for the 23 day period was displayed. It would be moved to the southbound Raunds Road post once the cold spell had passed. The indemnity letter had now been sent to NCC Highways.

The extra post clamps had arrived and were being installed as the VAS moved locations.

Cllr Dale advised that part of one of the traffic calming gates on the Kimbolton Road had collapsed and NCC Highways had been tasked to carry out repairs. He felt they have never been particularly successful as a traffic calming measure, but did mark the entrance to the Village. However, being white initially has caused some problems - not least of which is how quickly they get dirty and tatty.

Some villages have stone entrance gates, others have hardwood and some treated, but "natural", softwood. Others have flowers in large pots or troughs. Cllr Mommersteeg suggested white plastic fencing (low maintenance and easy to clean).

Cllr Dale suggested that Cllrs photograph good "entrance gateway" examples on their travels and the results shown at the APA to gauge interest.

Cllr J.Harwood raised the issue of flooding on the B645 near *Hawthorn House*, whilst potholes on the Raunds Road and between Caldecott & Chelston Rise were also a problem.

Cllr Dale commented on recent littering on the Bidwell Lane, apparently from the County Connect bus service using it as rest stop. The Clerk had contacted NCC to suggest a better place would be the Kimbolton Road lay-by, which had a waste bin.

The Clerk advised a broken stay line to an overhead power line post on the double bend near Chelston Rise had been reported to Western Power Distribution.

The Clerk demonstrated a crash map website that plots all road crashes reported to the police since 2005. Use of the site is free, but accessing details of the incidents costs £1 each. The Clerk demonstrated two incidents in the parish.

### 7.2 Street Lighting.

The Clerk advised that lamp 52 (opposite 27, The Crescent, Chelston Rise) had been reported as dead and since been repaired.

In response to the request at the last meeting, replacing the MBFU lantern on lamp 18 (7 Britten Close) with a SOX unit would cost £194.18, plus an additional £31.20 for a shield to reduce glare into the front bedrooms of 7 Britten Close.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

**The meeting resolved to** proceed with replacing the MBFU lantern on lamp 18 with a SOX unit and glare shield and instructed the Clerk to act accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr Wooding**

**Decision: Unanimous**

The Clerk advised that Balfour Beatty had won the NCC highways lighting contract and had asked if any of the local lighting authorities in the county wanted to use them as maintenance contractors. Information had been requested as to their maintenance charges, so as to compare with the Council's current lighting contractor.

### 7.3 Ditches.

Cllr Izzard reported water on Water Lane was slow to clear due to blocked gullies.

### 7.4 E-Government.

The Clerk advised that for the 30 day period ending 12<sup>th</sup> February 2012 of the 1,478 website hits, 12.2% came from the USA, 0.0% from Europe and 4.0% from other countries.

Cllr Izzard advised that he was intending to become "on-line".

### 7.5 Rights of Way.

Cllr Izzard advised no report.

### 7.6 Trees.

Cllr Wooding advised no report.

### 7.7 Community Safety.

Cllr J Harwood reported on the meeting of the Police Safer Community Team (SCT) South, held on Tuesday 10<sup>th</sup> January – Cllr G.Harwood had thanked the SCT for their efforts in reducing crime in Higham and Rushden, but this meant the surrounding villages were being targeted and asked for more frequent police patrols.

Cllr Emerson advised that as a result, the village had now seen more police in one night than in the last year. Unfortunately this hadn't deterred a theft from the stables at *Pastures Farm*.

Cllr Dale had registered to set up new Neighbourhood Watch scheme in the parish and Paul Welton agreed to be the deputy.

The Clerk advised that the Northants Police Authority had issued a summary of the survey responses (which this Council had responded to), with the top priorities being ASB, Drugs and Serious Organised Crime.

### 7.8 Allotments.

The Clerk advised the tenancy renewals would take place on Saturday 25<sup>th</sup> February at the *Star & Garter*, from 13:00 onwards.

### 7.9 Parish Emergency Plan.

Cllr Dale advised no report.

### 7.10 Parish Charities.

Cllr Dale (Educational Foundation) advised that prospective builders were now visiting the village hall to provide quotes for the extension works.

Cllr J Harwood (Sawyers Charity) advised their next meeting would be on Tuesday 21<sup>st</sup> February and they were working on producing the Trustees Annual Report.

### 7.11 Quality Parish Council Renewal.

The Clerk asked how the Council engaged in promoting democracy and citizenship. Examples were provided by the meeting for the 2011 election.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 7.12 Joint Working Party on future cemetery provision.

Cllr Dale advised that the cold weather was delaying the manual survey. However it now transpired there were approx 15-20 written plot reservations in the Church records, which potentially reduced the amount of "free space" available even further. These plot reservations were being investigated, to see if the people concerned were still living and resident within the parish.

The Clerk requested that, following the provision of £3,000 for cemetery works (M1111.10) in-year, which where now unlikely to be committed until next financial year, this money be vired to the Cemetery Restricted Reserve.

**The meeting resolved to** vire £3,000 from cemetery works to the Cemetery Restricted Reserve and instructed the Clerk to act accordingly.

**Proposed: Cllr Izzard                      Seconded: Cllr J.Harwood                      Decision: Unanimous**

### 8 Update on the damage to the 305<sup>th</sup> BG memorial.

The Clerk advised no report.

### 9 Update on adoption of Play Area at Chelston Rise.

The Clerk advised that Wickstead Playscapes were due to undertake the six monthly safety inspection before end February.

### 10 Update on possible 2012 celebrations in the Parish.

The Clerk advised that, as requested by Cllr Wooding, he had contacted the hog roasting farmers at Bulwick and went through the cost options of providing a hog roast as part of the Big Jubilee Lunch on Sunday 3<sup>rd</sup> June. Paul Welton (who has both an advanced Food Hygiene Diploma (Hons) and a Healthy Eating instructor qualification) offered to train volunteers in basic food hygiene to act as competent persons.

**The meeting resolved to** book a hog roast for 400 on Sunday 3<sup>rd</sup> June 2012, as part of the Big Jubilee Lunch and instructed the Clerk to act accordingly.

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

The Clerk went through the draft rules for the "Best Dressed House & Garden" competition as a link back to the Silver Jubilee celebrations.

**The meeting resolved to** proceed with the best dressed House & Garden competition as part of the Diamond Jubilee celebrations and instructed the Clerk to act accordingly.

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

### 11 Review of Risk Assessments.

Cllr Dale reminded the meeting that the Council was required to review the financial risks and the management of them by 31<sup>st</sup> March annually.

**The meeting resolved to** adopt the reviewed Financial Risk Assessment and Risk Management table and instructed the Clerk to act accordingly.

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



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 12 Responses to Consultations.

The Clerk advised of the following consultations –

NCC – *Library opening hours* [Due 2<sup>nd</sup> March 2012]. NCC is looking to move opening hours from weekdays to allow Sunday opening from April 2012. For both Higham and Raunds this would mean weekday opening at 10:00 instead of 09:00 to allow Sunday opening from 13:00 – 16:00, whilst Rushden would open on Sunday from 13:00 – 16:00 without cutting weekday hours.

Dept of Transport- *Traffic Orders: Simplifying the Process* [Due 23<sup>rd</sup> April 2012]. The DoT is looking to reduce the cost of Traffic Orders by no longer requiring the local Highway Authority to publish them in the press, instead to publicise them in an appropriate way e.g. website. They also intend to remove a number of statutory consultates, but to add Town and Parish Councils to the statutory consultee list.

The meeting felt these proposals should be supported.

### 13 Visits, Training and Courses.

Mon 27<sup>th</sup> Feb – ENC *Standards and the Localism Act Workshop* at ENC @ 19:00 (Clerk).

Tues 28<sup>th</sup> Feb – NCALC/CPRE *Supporting Communities and Neighbourhoods in Planning* at Cranford @ 17:15 – 21:00 (free).

Thurs 1<sup>st</sup> Mar – NCALC/CPRE *Supporting Communities and Neighbourhoods in Planning* at Gt. Houghton @ 9:15 – 13:00 (free).

Tues 6<sup>th</sup> Mar – SLCC *Cemetery Management* at Newport Pagnell @ 9:30 – 16:00 (Clerk £95).

Weds 7<sup>th</sup> Mar – NCALC *Planning Skills* at Litchborough @ 19:00 – 21:00 (£12).

Fri 16<sup>th</sup> Mar – Raunds TC Mayor's Civic Dinner at Raunds @ 19:15 (£25).

Mon 16<sup>th</sup> Apr – NCALC *Planning Skills* at Raunds @ 19:00 – 21:00 (£12).

Cllr J Harwood reported on the Planning Training course she attended on 19<sup>th</sup> January.

A bursary claim has been made for 50% of the costs of the Cemetery Management course.

### 14 Approval of Chairman's and 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

### 15 Clerk and Councillors' Reports.

The Clerk advised the February – March newsletter had been issued.

Cllr Dale advised the meeting that the Clerk had been elevated to the level of "Principal" member of the Institute of Local Council Management, reflecting his qualifications and experience.

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

Cllr Dale advised that the next meeting will be held on Monday 12<sup>th</sup> March 2012 in the Chelveston Village Hall. The meeting closed at 8:58 p.m.

**Issued on 18<sup>th</sup> February 2012.**

**Pages 1744 – 1753 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
<b>2012</b>				
06/01/2012	I/2012/001/MHH	ENC (Finance)	Invoice for walks leaflets	Actioned
07/01/2012	I/2012/002/MHH	Wicksteed Playscapes	Reminder for annual play area inspection	Actioned
07/01/2012	I/2012/003/MHH	E-On	Invoice for St Lighting Power (Oct - Dec 2011)	Actioned
07/01/2012	I/2012/004/MHH	Countryside Gardens	Details of south Leicestershire based grass cutting contractor	File
07/01/2012	I/2012/005/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> January 2012 Issue 79	Circulated
09/01/2012	I/2012/006/MHH	NWB	Bank Statements	File
12/01/2012	I/2012/007/MHH	E-On Energy Services	New street lighting options	File
12/01/2012	I/2012/008/MHH	ENC Planning	Application for additional 9 holes at Rushden Golf club	Actioned
13/01/2012	I/2012/009/MHH	Shaw & Sons Ltd	Invoice for binding minutes (1994 -1999)	Actioned
14/01/2012	I/2012/010/MHH	Wicksteed Playscapes	Confirmation of order	File
14/01/2012	I/2012/011/MHH	ENC Planning	Planning granted for extension at <i>No.2 St Johns Cottages</i>	File
20/01/2012	I/2012/012/MHH	Carr Farmers Management Ltd	Invoice for allotment land lease (year 3)	Actioned
20/01/2012	I/2012/013/MHH	E-On Energy Services	Quote for replacement lantern on Lamp 18	Actioned
27/01/2012	I/2012/014/MHH	CPRE	Copy of <i>A Guide to Neighbourhood Planning</i>	File
30/01/2012	I/2012/015/MHH	NCC (St Lighting Team)	Offer to use Balfour Beatty PFI contract	Actioned
03/02/2012	I/2012/016/MHH	ENC (Finance)	BACS payment advice	File
03/02/2012	I/2012/017/MHH	NCC (Stephen Barber)	Invoice for VAS post and staff time	Actioned
03/02/2012	I/2012/018/MHH	Nene & Ouse Comm Trans	Trip guide	Circulated
03/02/2012	I/2012/019/MHH	ILCM (Bruce Poole)	Notification of upgrade from Member to Principal approved	File
06/02/2012	I/2012/020/MHH	TWM Traffic Control Systems	Delivery note for VAS clips	File
10/02/2012	I/2012/021/MHH	PPS (Al Morrow)	CRE - CBF post meeting notes	File
10/02/2012	I/2012/022/MHH	Northants Police Authority	Feedback summary from from NPA priorities / budget survey	File
10/02/2012	I/2012/023/MHH	Local Govt Boundary Commission	Electoral review of NCC - recommending 57 Cllrs	File
11/02/2012	I/2012/024/MHH	TWM Traffic Control Systems	Invoice for VAS clips	Actioned
11/02/2012	I/2012/025/MHH	NCALC	<i>Update</i> Issue 1/12 January - February 2012	File
11/02/2012	I/2012/026/MHH	ENC Planning	Permission granted for <i>Kiriandra</i> , Raunds Rd, change of use	File
11/02/2012	I/2012/027/MHH	ENC Planning	Further information from CRE on Wind Farm appeal	File
11/02/2012	I/2012/028/MHH	TWM Traffic Control Systems	Training confirmation letter for VAS	File
13/02/2012	I/2012/029/MHH	NWB	Bank Statements	File
13/02/2012	I/2012/030/MHH	NWB	Customer signatory review forms	Actioned

Chelveston-cum-Caldecott Parish Council  
Northamptonshire

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
<b>2012</b>						
14/01/2012	O/2012/002/MHH	Parish Cllrs	Minutes M1201	Delivered		
09/01/2012	O/2012/003/MHH	ENC Finance	Precept demand	Posted	1201.12	I/2011/226/MHH
10/01/2012	O/2012/004/MHH	Wicksteed Playscapes	Play Area inspection order	Posted	1201.9	I/2012/002/MHH
10/01/2012	O/2012/005/MHH	E-On Energy Services	Payment of invoice	Posted	1201.6.1	I/2011/244/MHH
10/01/2012	O/2012/006/MHH	Getmapping PLC	Payment of invoice	Posted	1201.6.1	I/2011/252/MHH
14/01/2012	O/2012/007/MHH	TWM Traffic Control Systems	Payment of invoice	Posted	1201.6.1	I/2011/248/MHH
14/01/2012	O/2012/008/MHH	ENC	Payment of invoice	Posted	1201.6.1	I/2012/001/MHH
16/01/2012	O/2012/009/MHH	ENC (Community Safety)	CSF agreement	Posted		
22/01/2012	O/2012/010/MHH	The 4 Parishes	Invite to meeting with PPS	Posted	1201.17	
22/01/2012	O/2012/011/MHH	ENC (Community Safety)	CSF invoice	Posted		O/2012/009/MHH
05/02/2012	O/2012/012/MHH	Parish	Newsletter (Feb - Mar 2012)	Delivered		
05/02/2012	O/2012/013/MHH	Parish Cllrs	Agenda M1202	Delivered		
05/02/2012	O/2012/014/MHH	MGWSP	Satisfaction survey	Posted	1201.7.1	I/2011/251/MHH
06/02/2012	O/2012/015/MHH	NALC	NTS bursary request	Posted	1201.15	

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2011/2012

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq. No.	Sheet No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2011.53	07/11/2011	I/2011/217/MHH	HMRC	VAT refund 2010-2011	BACS	228		£1,816.06	£0.00	£1,816.06	£15,547.24	VAT			VA 1994 S33
2011.54	23/11/2011	I/2011/232/MHH	NCC	Grant for grass cutting	BACS	228		£546.88	£0.00	£546.88	£16,094.12	Misc. Receipts			LGA 1972 S136
2011.55	12/12/2011	I/2011/223/MHH	ENC	Election 2011 recharge	000869	230		-£704.01	£0.00	-£704.01	£15,390.11	Elections	1112.6.1	MHH, PAM, GH	LGA 1972 S111
2011.56	12/12/2011	I/2011/233/MHH	SLCC / ILCM	Subscription renewal	000870	229		-£96.00	£0.00	-£96.00	£15,294.11	Subscriptions	1112.6.1	MHH, PAM, GH	LGA 1972 S143
2011.57	12/12/2011	I/2011/235/MHH	Chelveston Village Hall	Hall Hire (Oct - Dec 2011)	000871	229		-£45.00	£0.00	-£45.00	£15,249.11	Hall	1112.6.1	MHH, PAM, GH	LGA 1972 S111
2011.58	12/12/2011	I/2011/241/MHH	Broker Network Ltd	VAS insurance cover	000872	229		-£25.00	£0.00	-£25.00	£15,224.11	Insurance	1112.6.1	MHH, PAM, GH	LGA 1972 S111
2011.59	12/12/2011	O/2011/159/MHH	M.H.Hunter	Clerk's Expenses 1112	000873	229		-£38.06	£0.00	-£38.06	£15,186.05	Gen. Admin	1112.6.2	MHH, PAM, GH	LGA 1972 S111
2011.60	08/12/2011	I/2011/242/MHH	NCC	Clir Empowerment grant	100059	229		£1,000.00	£0.00	£1,000.00	£16,186.05	Misc. Receipts			LGA 1972 S1139
2011.61	20/12/2011	I/2011/246/MHH	ENC	Clir Empowerment grant	BACS	229		£80.00	£0.00	£80.00	£16,266.05	Misc. Receipts			LGA 1972 S1139
2011.62	09/01/2012	I/2011/244/MHH	E-On Energy Services	St Lt Maint (Oct - Dec 12)	000874	230		-£138.49	-£27.70	-£166.19	£16,099.86	St Lighting	1201.6.1	MHH, JH, PAM	PCA 1957 S3
2011.63	09/01/2012	I/2011/248/MHH	TWM Traffic Control Systems	VAS, batteries, charger, s/ware	000875	230		-£2,160.00	-£432.00	-£2,592.00	£13,507.86	Traffic Calming	1201.6.1	MHH, JH, PAM	LGRA 1997 S30
2011.64	09/01/2012	I/2011/252/MHH	Getmapping PLC	Mapping software renewal	000876	230		-£10.00	-£2.00	-£12.00	£13,495.86	Gen. Admin	1201.6.1	MHH, JH, PAM	LGA 1972 S111
2011.65	09/01/2012	I/2012/001/MHH	ENC	Printing (walks leaflet)	000877	230		-£60.00	-£12.00	-£72.00	£13,423.86	Recreation	1201.6.1	MHH, JH, PAM	LGA 1972 S144
2011.66	09/01/2012	O/2012/002/MHH	M.H.Hunter	Clerk's Expenses 1201	000878	230		-£75.59	-£6.00	-£81.59	£13,342.27	Gen. Admin	1201.6.2	MHH, JH, PAM	LGA 1972 S111
2011.67	30/12/2011	I/2012/006/MHH	NWB	Interest (Oct - Dec 2011)	Bank	R139		£0.70	£0.00	£0.70	£13,342.97	Interest			
2011.68	30/12/2011	I/2012/006/MHH	NWB	BS Interest (Oct - Dec 2011)	Bank			£0.00	£0.00	£0.00	£13,342.97	Bonus			
2011.69		I/2012/016/MHH	ENC	CSF grant	BACS			£1,000.00	£0.00	£1,000.00	£14,342.97	Misc. Receipts			LGA 1972 S1139
2011.70	13/02/2012	I/2012/003/MHH	E-On	St Lt Power (Oct - Dec 12)	000879			-£384.48	-£76.90	-£461.38	£13,881.59	St Lighting	1202.6.1	MHH, JH, PAM	PCA 1957 S3
2011.71	13/02/2012	I/2012/009/MHH	Shaw & Sons Ltd	Minutes binding (1994 - 1999)	000880			-£79.05	-£15.81	-£94.86	£13,786.73	Gen. Admin	1202.6.1	MHH, JH, PAM	LGA 1972 S111
2011.72	13/02/2012	I/2012/012/MHH	Carr Farmers Management Ltd	Land lease 2012	000881			-£250.00	-£50.00	-£300.00	£13,486.73	Allot Costs	1202.6.1	MHH, JH, PAM	LGA 1972 S124
2011.73	13/02/2012	I/2012/017/MHH	NCC	VAS poles & staff fee	000882			-£443.97	-£88.80	-£532.77	£12,953.96	Traffic Calming	1202.6.1	MHH, JH, PAM	LGRA 1997 S30
2011.74	13/02/2012	I/2012/024/MHH	TWM Traffic Control Systems	Extra VAS post clips	000883			-£160.00	-£32.00	-£192.00	£12,761.96	Traffic Calming	1202.6.1	MHH, JH, PAM	LGRA 1997 S30
2011.75	13/02/2012	O/2012/016/MHH	M.H.Hunter	Clerk's Expenses 1202	000884			-£38.19	£0.00	-£38.19	£12,723.77	Gen. Admin	1202.6.2	MHH, JH, PAM	LGA 1972 S111
							<b>Balance C/F</b>	<b>£0.00</b>	<b>£14,524.88</b>	<b>-£1,801.11</b>	<b>£12,723.77</b>	<b>£12,723.77</b>			

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- HA Highways Act
- LA Litter Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- LG(MP)A Local Govt (Misc Provisions) Act
- LGRA Local Govt and Rating Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- SHAA Small Holdings and Allotments Act
- VA VAT Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheques ??? not used

Category	S137	Amount	VAT	Total
B/F		£10,904.43	£0.00	£10,904.43
Allotment receipts		£0.00	£0.00	£0.00
Bank interest		£2.55	£0.00	£2.55
Bank Bonus interest		£21.41	£0.00	£21.41
Misc. receipts		£3,832.68	£0.00	£3,832.68
Play Area receipts		£71.00	£0.00	£71.00
Precept		£9,500.00	£0.00	£9,500.00
VAT refund		£1,816.06	£0.00	£1,816.06
305th BG memorial donations		£0.00	£0.00	£0.00
<b>Income</b>		<b>£26,148.13</b>	<b>£0.00</b>	<b>£26,148.13</b>
Allotment costs		-£280.00	-£50.00	-£330.00
Audit		-£135.00	-£27.00	-£162.00
Clerk's salary		£0.00	£0.00	£0.00
E-Government		-£101.66	-£13.33	-£114.99
Elections		-£704.01	£0.00	-£704.01
Gen. Admin		-£709.34	-£29.12	-£738.46
Grants		£0.00	£0.00	£0.00
Grass cutting		-£1,727.12	-£345.44	-£2,072.56
Ground works		£0.00	£0.00	£0.00
Insurance		-£487.21	£0.00	-£487.21
Misc. expenses		£0.00	£0.00	£0.00
Play Area costs		-£71.00	-£14.20	-£85.20
Recreation		-£60.00	-£12.00	-£72.00
St Lighting		-£2,466.20	-£493.00	-£2,959.20
St Lighting (new)		-£1,127.30	-£225.46	-£1,352.76
St Lighting (repairs)		-£93.88	-£18.76	-£112.64
Subscriptions		-£216.56	£0.00	-£216.56
Traffic calming		-£3,135.97	-£552.80	-£3,688.77
Training		-£58.00	£0.00	-£58.00
Village Hall		-£150.00	£0.00	-£150.00
305th BG memorial costs		-£100.00	-£20.00	-£120.00
S137	£0.00		£0.00	£0.00
<b>Expenditure</b>	<b>£0.00</b>	<b>-£11,623.25</b>	<b>-£1,801.11</b>	<b>-£13,424.36</b>
<b>Income + Expenditure</b>	<b>£0.00</b>	<b>£14,524.88</b>	<b>-£1,801.11</b>	<b>£12,723.77</b>

Audit tables	
Brought Forward	£10,904.43
Precept	£9,500.00
Other income	£5,743.70
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£13,424.36
<b>Balance</b>	<b>£12,723.77</b>
Bank books	#
Assets	£99.00
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 @ 7p	Post pence	DL Env @ 6p	C5 Env @ 7p	C4 Env @ 10p	Copy @ 7p	Phone Calls	Mileage @ 40p/mile	Other
09/01/2012	Pre-minutes for Clerk (M1201)	6								
09/01/2012	Budget Control sheets	1					7			
09/01/2012	ENC - Precept demand		46	1						
09/01/2012	M1201 projector use [0.5 hrs]									£0.50
10/01/2012	Wicksteed Playscapes - Order	1	46	1			1			
10/01/2012	E-On Energy Services - payment of invoice		46	1			1			
10/01/2012	Getmapping - payment of invoice	1	46	1			1			
14/01/2012	TWM TCS - payment of invoice		46	1			1			
14/01/2012	ENC - payment of invoice		46	1			1			
14/01/2012	Minutes 1201 - 2 P.Cllrs & File	10					20			
16/01/2012	ENC - CSF agreement	1	46	1			1			
20/01/2012	Orange - ISP									£17.99
22/01/2012	Invite letters to the 4 parishes	2	138	3			6			
22/01/2012	ENC - copy of VAS invoice	1	46	1			1			
29/01/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)									£2.28
30/01/2012	Teas/Coffees for meetings									£3.83
30/01/2012	NCC - lighting PFI letter	3								
03/02/2012	ENC - BACS payment advice	1								
05/02/2012	NTS Bursary application form	1	46	1			1			
06/02/2012	Agenda M1202 - 7 P.Cllrs. 3 notices & File	4					32			
<b>TOTALS</b>		<b>£2.24</b>	<b>£5.52</b>	<b>£0.72</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£5.11</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£24.60</b>

**TOTAL VALUE = £38.19**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

12<sup>th</sup> March 2012

#### Meeting Number 1203

Minutes of the **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 12<sup>th</sup> March 2012** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: D.Cllr P.Whiting and 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 7:30 p.m. and asked for apologies – Cllr G.Harwood (hospitalised). The meeting agreed to accept this apology.

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

Cllrs Dale (Clerk of organisation receiving payment), Emerson (Trustee of same) and J.Harwood (Chair of Management Committee of same) declared a prejudicial interest in item 6.1 and Cllr J.Harwood declared a personal interest in item 7.2 (owns property adjacent to lamp).

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

The Clerk advised that he had consulted the Chairman, Vice-chairman and IFV regarding a request to pay an invoice that had arrived too late for this meeting.

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

The minutes of the Council meeting **1202 – 13<sup>th</sup> February 2012** had been circulated and two corrections notified to item 4 (1202 should read 1201) and item 6.4 (Clerk's expenses should read £38.19 not £81.59 – *NB. Actual amount claimed and paid was correct*).

**The meeting resolved to:** approve the minutes of meeting **1202** with the above amendments.

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

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

##### **5.1 Application to erect a greenhouse at plot 10, Chelveston Allotments.**

Cllr Dale explained the tenant wished to erect a 6ft x 4ft plastic greenhouse on his plot. The Clerk confirmed the sizes were within the Council's delegation.

**The meeting resolved to** grant the application and instructed the Clerk to notify the applicant accordingly.

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



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 5.2 Update on previous applications.

The Golf Club extension and *Darsdale Farm* (Raunds) development have not yet been determined by ENC.

Cllr Dale and Pieter Mommersteeg (Preserve) updated the meeting on the CRE windfarm appeal progress. The Planning Inspector had toured the surrounding villages on the Monday prior to the hearing commencing. As Preserve, etc, were concentrating on Chelston Rise, he had spoken at the hearing on the amenity value of the site and the lack of consultation by CRE. It was noted the Bicton Windfarm appeal had been refused and the Barnwell Manor Windfarm appeal allowed (save 4 turbines instead of 5).

## 6 Financial Transactions.

*Cllr Dale did not take part in item 6.1 and Cllr Wooding chaired the meeting.*

- 6.1 The following invoices were due for payment – SLCC (training course), Wicksteed Leisure (Play area inspection), E-On Energy Services (Lamp 18 replacement) and Chelveston Village Hall (Hall hire (Jan – Mar 12)). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

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

*Cllr Dale resumed the chair.*

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

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

- 6.3 In keeping with recent tradition, the Chairman donated the Clerk's salary for 2011-12.

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

- 6.4 Cllr Emerson advised the February bank statements had been received and reconciled.

**Opening Balance for the meeting** £12,723.77

### Receipts since last meeting

Number	Sender	Description	Method	Amount
2011.68	NWB	Saver A/C interest (Oct – Dec 11)	Bank	20.98
2011.76	NALC	Bursary	BACS	47.50
2011.77	Tenants (16)	Allotment tenancies	100060	£320.00
2011.78	Cllr Dale	Donation	Cash	£1.00
<b>Total Receipts this meeting</b>				<u><b>£389.48</b></u>

### Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2011.79	SLCC	Training course	000885	£114.00
2011.80	Wicksteed Leisure	Play Area inspection	000886	£85.20
2011.81	E-On Energy Services	Lamp 18 replacement	000887	£270.46
2011.82	Village Hall	Hall hire (Jan – Mar 12)	000888	£56.25
2011.83	M.H.Hunter	Expenses to 1203	000889	£86.42
2011.84	M.H.Hunter	Salary	Cash	£1.00
<b>Total Expenditure this meeting</b>				<u><b>£613.33</b></u>

**Closing Balance for this meeting** **£12,499.92**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

- 6.5 The Clerk advised that as there was over £5,000 in the restricted reserves, there was an opportunity to transfer this to a 6 month 10 day fixed term deposit (5<sup>th</sup> April to 15<sup>th</sup> October) that would pay 1.8% compared to 1.05% in the Bonus Saver.

**The meeting resolved to** transfer £5,000 to a fixed rate deposit and instructed the Clerk to act accordingly.

**Proposed: Cllr Emerson      Seconded: Cllr Wooding**

**Decision: Unanimous**

## 7 Updates on Projects List.

### 7.1 Highways and Footways Issues.

The Clerk advised that the Vehicle Activated Sign (VAS) had been operating on the southbound Raunds Road post for 16 days and the data had been circulated. It was now on the northbound Raunds Road post, and then would move to Water Lane.

Cllr Dale advised that both gateways had now been replaced by NCC Highways. They had also attended two callouts regarding flooding on the B645 near *Hawthorn House*. Potholes have been repaired on the Raunds Road, Sawyers Crescent and between Caldecott & Chelston Rise. Cllr Dale had reported some fly tipping between Caldecott and Chelston Rise.

The Clerk advised that, following information provided by Cllr G.Harwood, the Council was now receiving alerts on imminent and actual roadworks in the parish.

The boundary hedge on the Higham Road (B645) had finally been cut back by the tenant.

### 7.2 Street Lighting.

The Clerk advised that lamp 18 (near 7 Britten Close) had been replaced with a 35w SOX and a shield fitted. Cllr J.Harwood reported on the additional illumination to the Close and asked if an additional shield could be fitted to the front.

The Clerk advised the Unmetered Supplies Certificate had been updated.

### 7.3 Ditches.

Cllr Izzard advised NCC Highways had jetted the gullies to the stream in Water Lane.

### 7.4 E-Government.

The Clerk advised that for the 30 day period ending 11<sup>th</sup> March 2012 of the 1,534 website hits, 3.4% came from the USA, 4.0% from Europe and 2.0% from other countries.

### 7.5 Rights of Way.

Cllr Izzard advised the 3 way directional sign had been replaced at the southern entrance to the airfield site.

### 7.6 Trees.

Cllr Wooding advised no report.

### 7.7 Community Safety.

Cllr Dale had now set up a new Neighbourhood Watch scheme in the parish and the alerts were coming through. The Neighbourhood Watch scheme wanted to do a presentation in the village and it was agreed to invite them to the APA (Annual Parish Assembly) on 8<sup>th</sup> May.

### 7.8 Allotments.

The Clerk advised that all the tenants had renewed their tenancies on Saturday 25<sup>th</sup> February.

### 7.9 Parish Emergency Plan.

Cllr Dale advised no report.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 7.10 Parish Charities.

Cllr Dale (Educational Foundation) advised that the quotes from three builders were due.

Cllr J Harwood (Sawyers Charity) advised that the planned meeting had been postponed (3<sup>rd</sup> time) and the Trustees Annual Report had not yet been completed.

### 7.11 Quality Parish Council Renewal.

The Clerk advised the 4 years had now expired and the Council now had 4 months to submit the renewal or lose its quality status.

### 7.12 Joint Working Party on future cemetery provision.

Cllr Dale advised that the manual survey would take place shortly, now the Snowdrop season had passed.

## 8 Update on the damage to the 305<sup>th</sup> BG memorial.

The Clerk advised the container with the replacement granite post had not yet arrived at the stone masons. As the insurance pay-out would not be spent in-year, the Clerk requested the balance (£630.00) be moved to the memorial restricted reserves.

**The meeting resolved to** vire the remainder of the insurance claim to the Memorial Restricted Reserve and instructed the Clerk to act accordingly.

**Proposed: Cllr Emerson      Seconded: Cllr J.Harwood      Decision: Unanimous**

Cllr Dale advised that the mower was getting worn out and if anyone wished to donate a newer one it would be gratefully received. It was agreed to put an article in the next newsletter, along with a call for volunteers to mow the memorial grass on a rota throughout the year.

## 9 Update on adoption of Play Area at Chelston Rise.

The Clerk advised that Wicksteed Playscapes had undertaken the six monthly safety inspection on 20<sup>th</sup> February and WPG had been notified of the results.

Cllr Dale advised that WPG were likely to attend the April meeting.

## 10 Update on possible 2012 celebrations in the Parish.

The Clerk advised that, following a request from Cllr Dale after the last meeting, who was concerned about the potential financial liability should the parishioners not attend (e.g. because of adverse weather), he and Cllr Emerson had contacted a number of volunteers to examine what alternative, lower cost, arrangements could be made to provide the Big Jubilee Lunch on Sunday 3<sup>rd</sup> June.

Cllr Emerson & the Clerk reported on the possible arrangements, including a hog roast, BBQ burgers, veggie burgers with jacket potatoes and salad, as well as afternoon games and evening entertainment, using volunteer and donated resources where possible, leaving the Council to fund fewer items (e.g. portaloos, fuel, etc).

**The meeting resolved to** amend the decision of M1102.10 to book and organise the Big Jubilee Lunch for 400 on Sunday 3<sup>rd</sup> June 2012, and instructed the Clerk to act accordingly.

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

## 11 Appointment of Independent Internal Auditor.

Cllr Dale reminded the meeting that the Council had agreed to consider new arrangements at the January meeting (M1201.13) and the Clerk confirmed that both NCALC and the local bookkeeper were available. The NCALC member rates were £140.38 (inclusive) and the bookkeeper's were £54.00 (3 hrs x £18/hr). The meeting was reminded the auditor should also consider the Council's processes, not just finance.





# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

**The meeting resolved to** appoint Kathy Ayre as the Independent Internal Auditor for the year ending 31<sup>st</sup> March 2012 and instructed the Clerk to agree the remuneration and act accordingly.

**Proposed:** Cllr Dale

**Seconded:** Cllr Emerson

**Decision:** Unanimous

### 12 Review of Effectiveness of the Internal Audit.

Cllr Dale reminded the meeting that the Council was required to review the efficiency of the internal audit and that the Clerk had issued a draft report with the agendas.

**The meeting resolved to** adopt the review of the Efficiency of Internal Audit report and instructed the Clerk to act accordingly.

**Proposed:** Cllr Dale

**Seconded:** Cllr Mommersteeg

**Decision:** Unanimous

### 13 Update on changes to the Code of Conduct.

Cllr Dale reminded the meeting that the Code of Conduct, first introduced in 2002, was being fundamentally changed by *ss26-37 Localism Act 2011*. The new scheme would come into effect from 1<sup>st</sup> July 2012. The Council must adopt a new Code of Conduct, which must include the 7 Nolan principles, and one option is for the Council to adopt the ENC Code (suitably amended).

The existing Personal and Prejudicial Interests would be replaced with Discloseable Pecuniary Interests (DPIs), though these had not been defined yet. All DPIs (which include those of spouse / civil partner) must be registered within 28 days of taking office. The register must be maintained on the Council's and District's websites (one option is for the Council website to hyperlink to the ENC site). Failure to disclose/register a DPI would be a criminal offence (currently max fine £5,000 and/or disqualification for up to 5 years).

Dispensations would be granted by this Council, rather than ENC. There would need to be a process for handing complaints and allegations and one option would be to agree to delegate decisions to a Joint Standards Complaints Committee, to be made up of ENC and T&PC Cllrs.

The Council will need to update its Standing Orders to make arrangements for –

- granting dispensations,
- whether it wants Cllrs to disclose relevant DPIs at the start of meetings,
- whether it wants Cllrs with a DPI to leave the room during the relevant debate.

### 14 Arrangements for *Operation Spring Clean*.

Cllr Dale advised the annual cleaning of the verges and hedgerows was due within the 30 mph zone. ENC would provide litterpicks, bags, etc and arrange collection from various locations. The meeting needed to set a date and advertise it to the rest of the parish to encourage volunteers. The risk assessment was available from the Council website.

After debate it was agreed to hold the event on the week between the weekends 17<sup>th</sup> / 18<sup>th</sup> and 24<sup>th</sup> / 25<sup>th</sup> March.

The Cllrs indicated which areas they would concentrate on clearing.

### 15 Responses to Consultations.

The Clerk advised of the following consultations –

NCC – *County Plan 2012-2016* [Due 23<sup>rd</sup> April]. NCC's plan for the next 4 years and how it will spend £1.047bn. It predicts a funding gap of £28m in 2012/13 rising to £85m in 2015/16 if no changes made.

The meeting noted the consultation.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

1759



### 16 Visits, Training and Courses.

Fri 16<sup>th</sup> Mar – Raunds TC Mayor's Civic Dinner at Raunds @ 19:15 (£25).

Mon 16<sup>th</sup> Apr – NCALC *Planning Skills* at Raunds @ 19:00 – 21:00 (£12).

Fri 22<sup>nd</sup> Jun – NCALC *Chair's Lunch & Networking* at Gt. Houghton @ 11:00 – 14:00 (£29).

The Clerk reported on the *Cemetery Management* course he had attended on 6<sup>th</sup> March.

### 17 Approval of Chairman's and 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

### 18 Clerk and Councillors' Reports.

The Clerk advised the *Live Music Act 2012*, due to come into effect later this year, would remove the need for an entertainment license between the hours of 8:00 – 23:00 for amplified live music if less than 200 audience or for unamplified music without limit.

The Clerk advised the *Standards Board for England (Abolition) Order 2012* will abolish the Standards Board for England from 1<sup>st</sup> April 2012.

Cllr Dale advised the 5<sup>th</sup> wave of "front runner" Councils developing Neighbourhood Plans had been announced, taking the total to 233, each receiving £20,000 funding. There were two each in Northampton and South Northants and one in Kettering Borough in this wave. He felt the Council should raise the idea of developing a Neighbourhood Plan at the APA.

Cllr Wooding asked on progress with the SLOW – HORSES signs (due imminently) and provided details of another HGV that had passed through Caldecott.

Cllr Izzard asked why there was a horse trough left on the verge in Caldecott Road, prompting a robust discussion with Cllr Mommersteeg.

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

Cllr Dale advised that the next meeting will be held on Tuesday 10<sup>th</sup> April 2012 (so as to avoid the bank holiday) in the Chelveston Village Hall. The meeting closed at 8:59 p.m.

**Issued on 17<sup>th</sup> March 2012.**

**Pages 1754 – 1763 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
<b>2012</b>				
07/01/2012	I/2012/005/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> January 2012 Issue 79	Circulated
03/02/2012	I/2012/018/MHH	Nene & Ouse Comm Trans	Trip guide	Circulated
17/02/2012	I/2012/031/MHH	E-On	Street Lighting services	File
18/02/2012	I/2012/032/MHH	NALC	Bursary (50%) BACS advice	File
18/02/2012	I/2012/033/MHH	SLCC Enterprises Ltd	Invoice for Cemetery training course	Actioned
18/02/2012	I/2012/034/MHH	ENC (Sharon Prior)	ENC Directory of Services	File
21/02/2012	I/2012/035/MHH	NWB	Bank Statements	File
23/02/2012	I/2012/036/MHH	Wickstead Playscapes	Play area inspection report	File
25/02/2012	I/2012/037/MHH	Wickstead Playscapes	Play area invoice	Actioned
25/02/2012	I/2012/038/MHH	Peterborough Reg College	Posters fro drywalling course	Actioned
25/02/2012	I/2012/039/MHH	BDO LLP	Audit Briefing - Winter 2012	File
28/02/2012	I/2012/040/MHH	NWB	Reciept for allotment tenancies (16)	File
01/03/2012	I/2012/041/MHH	WPD - UMSO	Updated Unmetered Supplies Certificate	File
01/03/2012	I/2012/042/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> March 2012 Issue 80	Circulated
01/03/2012	I/2012/043/MHH	E-On Energy Services	Invoice & test certificate for replacement lamp 18	Actioned
03/03/2012	I/2012/044/MHH	Chelveston Village Hall	Invoice for hall hire (Jan - Mar 2012)	Actioned
10/03/2012	I/2012/045/MHH	Victim Support	Request for donation	File
10/03/2012	I/2012/046/MHH	NWB	Fixed Rate Deposits (issue 26)	Awaiting
10/03/2012	I/2012/047/MHH	Innformation Commissioner	Data registration renewal	Actioned
12/03/2012	I/2012/048/MHH	NWB	Bank Statements	Actioned

Chelveston-cum-Caldecott Parish Council  
Northamptonshire

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
<b>2012</b>						
18/02/2012	O/2012/016/MHH	Parish Cllrs	Minutes M1202	Delivered		
13/02/2012	O/2012/017/MHH	Parish Cllrs	Risk table 2012	Delivered	1202.11	
13/02/2012	O/2012/018/MHH	NCC (Steve Barber)	VAS indemnity form	Posted	1107.9	
13/02/2012	O/2012/019/MHH	Parish	QDJ Best dressed House & Gardens competition	Draft		
13/02/2012	O/2012/020/MHH	NCC (Steve Barber)	Payment of invoice	Posted	1202.6.1	I/2012/017/MHH
13/02/2012	O/2012/021/MHH	E-On	Payment of invoice	Posted	1202.6.1	I/2012/003/MHH
13/02/2012	O/2012/022/MHH	ENC Planning	Response to application	Posted	1202.5.1	I/2012/008/MHH
14/02/2012	O/2012/023/MHH	TWM Traffic Control Systems	Payment of invoice	Posted	1202.6.1	I/2012/024/MHH
14/02/2012	O/2012/024/MHH	Carr Farmers Management Ltd	Payment of invoice	Posted	1202.6.1	I/2012/012/MHH
14/02/2012	O/2012/025/MHH	Shaw & Sons Ltd	Payment of invoice	Posted	1202.6.1	I/2012/009/MHH
14/02/2012	O/2012/026/MHH	E-On Energy Services	Order - replacement lantern on Lamp 18	Posted	1202.7.2	I/2012/013/MHH
18/02/2012	O/2012/027/MHH	NWB	Customer signatory review forms	Posted		I/2012/030/MHH
20/02/2020	O/2012/028/MHH	Joanne Smeeton	Allotment Tenancy	Delivered		
20/02/2020	O/2012/029/MHH	Chris Hinks	Allotment Tenancy	Delivered		
06/03/2012	O/2012/030/MHH	Parish Cllrs	Agenda M1203	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2011/2012

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq. No.	Sheet No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2011.67	30/12/2011	I/2012/006/MHH	NWB	Interest (Oct - Dec 2011)	Bank	R139		£0.70	£0.00	£0.70	£13,342.97	Interest			
2011.68	30/12/2011	I/2012/035/MHH	NWB	BS Interest (Oct - Dec 2011)	Bank	B3		£20.98	£0.00	£20.98	£13,363.95	Bonus			
2011.69	07/02/2012	I/2012/016/MHH	ENC	CSF grant	BACS	231		£1,000.00	£0.00	£1,000.00	£14,363.95	Misc. Receipts			LGA 1972 S1139
2011.70	13/02/2012	I/2012/003/MHH	E-On	St Lt Power (Oct - Dec 12)	000879	231		-£384.48	-£76.90	-£461.38	£13,902.57	St Lighting	1202.6.1	MHH, JH, PAM	PCA 1957 S3
2011.71	13/02/2012	I/2012/009/MHH	Shaw & Sons Ltd	Minutes binding (1994 - 1999)	000880	231		-£79.05	-£15.81	-£94.86	£13,807.71	Gen. Admin	1202.6.1	MHH, JH, PAM	LGA 1972 S111
2011.72	13/02/2012	I/2012/012/MHH	Carr Farmers Management Ltd	Land lease 2012	000881	231		-£250.00	-£50.00	-£300.00	£13,507.71	Allot Costs	1202.6.1	MHH, JH, PAM	LGA 1972 S124
2011.73	13/02/2012	I/2012/017/MHH	NCC	VAS poles & staff fee	000882	231		-£443.97	-£88.80	-£532.77	£12,974.94	Traffic Calming	1202.6.1	MHH, JH, PAM	LGRA 1997 S30
2011.74	13/02/2012	I/2012/024/MHH	TWM Traffic Control Systems	Extra VAS post clips	000883	231		-£160.00	-£32.00	-£192.00	£12,782.94	Traffic Calming	1202.6.1	MHH, JH, PAM	LGRA 1997 S30
2011.75	13/02/2012	O/2012/016/MHH	M.H.Hunter	Clerk's Expenses 1202	000884	231		-£38.19	£0.00	-£38.19	£12,744.75	Gen. Admin	1202.6.2	MHH, JH, PAM	LGA 1972 S111
2011.76	20/02/2012	I/2012/032/MHH	NALC	Bursary	BACS	231		£47.50	£0.00	£47.50	£12,792.25	Misc. Receipts			LGA 1972 S1139
2011.77	28/02/2012	I/2012/040/MHH	Allotment tenants	Allotment tenancies (16)	100060	231		£320.00	£0.00	£320.00	£13,112.25	Allot Receipts			SHAA 1908 S30
2011.78	12/03/2012	O/2012/031/MHH	Clir A.R.Dale	Donation of Clerk's salary	Cash			£1.00	£0.00	£1.00	£13,113.25	Misc. Receipts			LGA 1972 S1139
2011.79	12/03/2012	I/2012/033/MHH	SLCC Enterprises Ltd	Cemetery Management course	000885			-£95.00	-£19.00	-£114.00	£12,999.25	Training	1203.6.1	MHH, JH, PAM	LGA 1972 S111
2011.80	12/03/2012	I/2012/037/MHH	Wicksteed Leisure	Play area 6 monthly inspection	000886			-£71.00	-£14.20	-£85.20	£12,914.05	Play Area	1203.6.1	MHH, JH, PAM	LG(MP)A 1976 S19
2011.81	12/03/2012	I/2012/043/MHH	E-On Energy Services	Lamp 18 replacement	000887			-£225.38	-£45.08	-£270.46	£12,643.59	St Light (New)	1203.6.1	MHH, JH, PAM	PCA 1957 S3
2011.82	12/03/2012	I/2012/044/MHH	Chelveston Village Hall	Hall Hire (Jan - Mar 2012)	000888			-£56.25	£0.00	-£56.25	£12,587.34	Hall	1203.6.1	MHH, PAM, MWW	LGA 1972 S111
2011.83	12/03/2012	O/2012/031/MHH	M.H.Hunter	Clerk's salary	Cash			-£1.00	£0.00	-£1.00	£12,586.34	Clerk's Salary	1203.6.3		LGA 1972 S112
2011.84	12/03/2012	O/2012/031/MHH	M.H.Hunter	Clerk's Expenses 1203	000889			-£86.42	£0.00	-£86.42	£12,499.92	Gen. Admin	1203.6.2	MHH, JH, PAM	LGA 1972 S111
							<b>Balance C/F</b>	<b>£0.00</b>	<b>£14,379.31</b>	<b>-£1,879.39</b>	<b>£12,499.92</b>	<b>£12,499.92</b>			

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- HA Highways Act
- LA Litter Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- LG(MP)A Local Govt (Misc Provisions) Act
- LGRA Local Govt and Rating Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- SHAA Small Holdings and Allotments Act
- VA VAT Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheques ??? not used

Category	S137	Amount	VAT	Total
<b>Brought Forward</b>		<b>£10,904.43</b>	<b>£0.00</b>	<b>£10,904.43</b>
Allotment receipts		£320.00	£0.00	£320.00
Bank interest		£2.55	£0.00	£2.55
Bank Bonus Saver interest		£42.39	£0.00	£42.39
Misc. receipts		£3,881.18	£0.00	£3,881.18
Play Area receipts		£71.00	£0.00	£71.00
Precept		£9,500.00	£0.00	£9,500.00
VAT refund		£1,816.06	£0.00	£1,816.06
305th BG memorial donations		£0.00	£0.00	£0.00
<b>Income</b>		<b>£15,633.18</b>	<b>£0.00</b>	<b>£15,633.18</b>
Allotment costs		-£280.00	-£50.00	-£330.00
Audit		-£135.00	-£27.00	-£162.00
Clerk's salary		-£1.00	£0.00	-£1.00
E-Government		-£101.66	-£13.33	-£114.99
Elections		-£704.01	£0.00	-£704.01
Gen. Admin		-£795.76	-£29.12	-£824.88
Grants		£0.00	£0.00	£0.00
Grass cutting		-£1,727.12	-£345.44	-£2,072.56
Ground works		£0.00	£0.00	£0.00
Insurance		-£487.21	£0.00	-£487.21
Misc. expenses		£0.00	£0.00	£0.00
Play Area costs		-£142.00	-£28.40	-£170.40
Recreation		-£60.00	-£12.00	-£72.00
St Lighting		-£2,466.20	-£493.00	-£2,959.20
St Lighting (new)		-£1,352.68	-£270.54	-£1,623.22
St Lighting (repairs)		-£93.88	-£18.76	-£112.64
Subscriptions		-£216.56	£0.00	-£216.56
Traffic calming		-£3,135.97	-£552.80	-£3,688.77
Training		-£153.00	-£19.00	-£172.00
Village Hall		-£206.25	£0.00	-£206.25
305th BG memorial costs		-£100.00	-£20.00	-£120.00
S137	£0.00		£0.00	£0.00
<b>Expenditure</b>	<b>£0.00</b>	<b>-£12,158.30</b>	<b>-£1,879.39</b>	<b>-£14,037.69</b>
<b>B/F + Income + Expenditure</b>	<b>£0.00</b>	<b>£14,379.31</b>	<b>-£1,879.39</b>	<b>£12,499.92</b>

Audit tables	
Brought Forward	£10,904.43
Precept	£9,500.00
Other income	£6,133.18
Wages	£1.00
Loan interest	£0.00
Other Expenditure	£14,036.69
<b>Balance</b>	<b>£12,499.92</b>
Bank books	#
Assets	£99.00
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 @ 7p	Post pence	DL Env @ 6p	C5 Env @ 7p	C4 Env @ 10p	Copy @ 7p	Phone Calls	Mileage @ 40p/mile	Other
06/02/2012	Feb - Mar Newsletter [250]									£20.00
06/02/2012	NALC - NTS bursary application	1	46	1			1			
13/02/2012	Pre-minutes for Clerk (M1202)	6								
13/02/2012	M1202 projector use [1.0 hrs]									£1.00
13/02/2012	Risk table 2012	1								
13/02/2012	NCC - VAS indemnity letter	2	46	1			4			
13/02/2012	NCC - Payment of invoice		46	1						
13/02/2012	E-On - Payment of invoice		46							
13/02/2012	ENC - Response to application		46	1						
14/02/2012	TWM - Payment of invoice		46	1			1			
14/02/2012	Shaw & Sons - payment of invoice		46	1			1			
14/02/2012	Carr Farmers - payment of invoice						1			
14/02/2012	E-On Energy - Order for lamp 18	1	46	1			1			
18/02/2012	NWB - customer verification forms	2					1			
20/02/2012	Minutes 1202 - 2 P.Cllrs & File	10					20			
20/02/2012	Orange - ISP									£17.99
21/02/2020	Allotment tenant receipts	1								
25/02/2012	Tenancy agreements	6					6			
25/02/2012	Play Area safety report	2								
03/03/2012	Village Hall - invoice for hall hire	1								
04/03/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)									£2.28
04/03/2012	Asset labels [250]									£12.90
06/03/2012	Cemetery course at Newport Pagnall (26 miles)								52	
06/03/2012	Agenda M1203 - 7 P.Cllrs. 3 notices & File	4					32			
<b>TOTALS</b>		<b>£2.59</b>	<b>£3.68</b>	<b>£0.42</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£4.76</b>	<b>£0.00</b>	<b>£20.80</b>	<b>£54.17</b>

**TOTAL VALUE = £86.42**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

10<sup>th</sup> April 2012

#### Meeting Number 1204

Minutes of the **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Tuesday 10<sup>th</sup> April 2012** in the Chelveston Village Hall.

<b>Present: -</b>	Councillors:	Cllr A.R.Dale	(Chairman)
		Cllr M.W.Wooding	(Vice-chairman)
		Cllr M.W.Emerson	
		Cllr G.Harwood MBE	
		Cllr J.Harwood	
		Cllr M.J.Izzard	(Part of the meeting)
	Clerk:	Mr. M.H.Hunter	
	Public:	5 representatives from William Pears Group (WPG) and 17 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 apologies – Cllr Mommersteeg (holiday), Cllr Izzard (delayed, arriving later) and D.Cllr Whiting (no transport). The meeting agreed to accept these apologies.

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

Cllr G.Harwood declared an interest as a member of the ENC Development Control Committee and Cllr Emerson declared a prejudicial interest in item 5.2 (owns property nearby).

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

The Clerk advised that he had consulted the Chairman, Vice-chairman and IFV regarding a request to pay two invoices before the end of the financial year.

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

The minutes of the Council meeting **1203 – 12<sup>th</sup> March 2012** had been circulated.

**The meeting resolved to:** approve the minutes of meeting **1203** with no amendments.

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

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

##### **5.1 Presentation by WPG on possible development at Chelston Rise.**

Liam Russell (architect for WPG) presented what a future development to the west of the existing housing might look like. The indicative concept for mixed housing stock (70 new units, less 4 old units demolished) included affordable housing, a cafe/shop, home working units, a footway to Caldecott and traffic calming on the C59. He emphasised the concept was not an application and that WPG wanted to engage the community to get the development right. With the advent of the *Localism Act 2011* and local plans, WPG could offer to assist the Council with the development of a Neighbourhood Development Plan for the parish.

*Cllr Izzard arrived.*



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

In response to questions from the public, it was estimated 25-30 of the units would be flats (8-12 units per building) and that the some buildings may be three storeys. Feedback from the public included concerns that late shop opening may attract youths to congregate (esp. if selling alcohol), a comparison with the Mawsley village development, car parking spilling over into the "old" part of the site, lack of community cohesion due to the transitory nature of one bed dwellings and loss of rural feel of the site.

Cllrs feedback included too many flats proposed (Chelveston has 6, and may be a need for 6 more, but Rushden has 600+ empty flats), no existing three storey properties in the parish (other than occasional loft conversion), impact of additional traffic on the C59 through Caldecott, costs of running a shop (suggested peppercorn rent in early years to get established), where were cars to be parked (no cars on illustration sketches)?

WPG would consider the feedback and present again to the Annual Parish Assembly in May.

*Cllr Emerson did not take part in item 5.2*

### 5.2 Outline application to erect a dwelling house at 1 Kimbolton Rd, Chelveston.

Cllr Dale explained the plans. The Clerk advised the owner of *Tanglefoot* had commented on overlooking from the proposed gable end window. *The Sheiling* owner spoke regarding non-consultation (by ENC), proximity and restrictive covenants (not a material consideration).

Cllrs concerns included "garden grabbing", overlooking, over-development of the plot, scale and mass to adjacent property and highway safety of the vehicle access (itself relocated when *Tanglefoot* was built).

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

**Proposed: Cllr Dale**

**Seconded: Cllr Izzard**

**Decision: Unanimous**

### 5.3 Update on previous applications.

The Golf Club extension had been granted by committee and the greens had been marked out in the fields. The *Darsdale Farm* (Raunds) development has not yet been determined by ENC. The new National Planning Policy Framework (NPPF) has now replaced a large number of Planning Policy Statements, cutting the policies down to just 59 pages.

Cllr Dale advised CRE windfarm appeal had now finished the public phase and the Planning Inspector was considering the written evidence. An update was provided by this Council at short notice in response to a request from the inspector on how the new NPPF affects the application. A decision was expected by the end of May.

## 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 and authorised the appropriate cheque to be signed.

**Proposed: Cllr Dale**

**Seconded: Cllr J.Harwood**

**Decision: Unanimous**

6.3 Cllr Emerson advised the March bank statements had been received and reconciled.

**Opening Balance for the meeting** £12,499.92

**Receipts since last meeting**

Number	Sender	Description	Method	Amount
		No receipts		£Nil
<b>Total Receipts this meeting</b>				<u>£Nil</u>





# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2011.85	Information Commissioner	Data registration renewal	000890	£35.00
2011.86	Carr Farmers (Northants) Ltd	Allotment water (Jun 11 - Feb 12)	000891	£69.95
2011.87	NCC	Horse Slow signs	000892	£576.00
2012.01	M.H.Hunter	Expenses to 1204	000893	£13.72
<b>Total Expenditure this meeting</b>				<b>£694.67</b>
<b>Closing Balance for this meeting</b>				<b>£11,805.25</b>

- 6.4 The Clerk advised that the bank had been unable to carry the transfer to a fixed term deposit (5<sup>th</sup> April to 15<sup>th</sup> October), due lack of suitable training at either the local branch or call centre.

## 7 Updates on Projects List.

### 7.1 Highways and Footways Issues.

The Clerk advised that the Vehicle Activated Sign (VAS) had been operating on the northbound Raunds Road post and the eastbound Water Lane post (both for 14 days) and the data had been circulated. It was now on the westbound Water Lane post, and then would move to Caldecott.

The HORSE – SLOW signs had now been installed and a donation received from the Equestrian Centre. Anglian Water had carried out works on the “spring” that regularly reoccurs on the C59 between Caldecott and Chelston Rise.

The Parish Enhancement gangs were requesting work and it was suggested that refurbishment of the Silver Jubilee bench on the Green should be requested.

The litter pick kit for **Operation Spring Clean** had been delayed, but would now be delivered for the weekend 14<sup>th</sup> – 15<sup>th</sup> April. The grass cutters were due to start this week.

Cllr G.Harwood highlighted mud on Water Lane from new farm access and dog fouling on Joes/High Lane.

### 7.2 Street Lighting.

The Clerk reported that the street lighting maintainer had advised there was not a shield that they could fit to the front of lamp 18 (near 7 Britten Close). Cllr G.Harwood confirmed improved lighting had not increased light levels further up Britten Close due to high hedges at 6 Britten Close.

### 7.3 Ditches.

Cllr Izzard advised no report.

### 7.4 E-Government.

The Clerk advised that for the 30 day period ending 10<sup>th</sup> April 2012 of the 1,345 website hits, 5.4% came from the USA, 1.4% from Europe and 3.4% from other countries.

### 7.5 Rights of Way.

Cllr Izzard advised no report.

### 7.6 Trees.

Cllr Wooding advised no report.

### 7.7 Community Safety.

Cllr Emerson advised that two properties in Duchy Close were burgled in the early hours of the morning. Neighbouring properties had been warned about techniques used by burglars to open locked doors.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

The next Community Panel meeting to discuss the main policing priorities for the Police Safer Community Team (South) will be held on Wednesday 18<sup>th</sup> April and it was agreed that Cllr J.Harwood should attend (Cllr G.Harwood would attend as ENC member).

### 7.8 Allotments.

The Clerk advised that the allotment tenants had reimbursed the Council for the water usage for 2011. The water had now been turned back on for the 2012 season.

### 7.9 Parish Emergency Plan.

*Deferred to next meeting.*

### 7.10 Parish Charities.

*Deferred to next meeting.*

### 7.11 Quality Parish Council Renewal.

*Deferred to next meeting.*

### 7.12 Joint Working Party on future cemetery provision.

The Clerk advised the Churchwardens had provided information on burial rates (i.e. internments, not ashes), which showed a peak of 5 per year and an average of 2 per year. The Institute of Cemetery and Crematorium Management recommended 700 plots per acre (allowing for pathways, access, etc).

Accordingly, if the Council opted to acquire 0.5 acre of land for a new cemetery, this should provide future capacity for over 100 years, allowing for an increasing population in the parish.

## 8 Update on the damage to the 305<sup>th</sup> BG memorial.

*Deferred to next meeting.*

## 9 Update on adoption of Play Area at Chelston Rise.

*Deferred to next meeting.*

## 10 Update on the 2012 celebrations in the Parish.

The Clerk advised that ENC Environmental Services had confirmed that, as a one-off, the Council did not have to register as food retailer to sell tickets for the hog roast / BBQ. The tickets had now been printed and were on sale at the *Star & Garter*, as were the entry forms for the "best dressed house and garden".

The events had been advertised to the parish via the April/May newsletter and any profits would be split between Cransley Hospice and the Warwickshire Northamptonshire Air Ambulance.

## 11 Draft end of Year Accounts.

*Deferred to next meeting.*

## 12 Arrangements for the Annual Parish Assembly.

Cllr Dale reminded the meeting that the APA was due on Tuesday 8<sup>th</sup> May (after the Bank Holiday). Items would include the charity and group reports, the election of three trustees to the Educational Foundation, report on the traffic speed measurements, the Police presentation on the Neighbourhood Watch scheme, the report on the Cemetery survey and asking the parish whether it wanted to undertake Neighbourhood Planning.

Cllr Emerson asked for the setting up of a No Cold Calling Zone to be discussed at the APA, following a recent article by NCC Trading Standards.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

The WI had been approached to provide refreshments again, but had requested a donation to cover their costs. Given that the APA is an open meeting of the electorate, there was a benefit to the local community.

**The meeting resolved** to make a donation to the WI to cover the costs of refreshments for the APA and instructed the Clerk to act accordingly.

**Proposed:** Cllr J.Harwood      **Seconded:** Cllr Emerson      **Decision:** Unanimous

### 13 Update on changes to the Code of Conduct.

Cllr Dale advised that the government had not yet defined the Discloseable Pecuniary Interests (DPIs), which will replace the existing Personal and Prejudicial Interests. This would mean the Council would be unlikely to adopt a new Code of Conduct at the Annual Meeting in May.

### 14 Debate on the General Power of Competence.

Cllr Dale advised the *Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012* has now been enacted, allowing for P/TCs to gain the GPoC once they meet the criteria. Once adopted, the power would run until the next Annual Meeting, when it would have to be adopted again.

The Council meets the election and the qualified Clerk criteria, but the Clerk is required to attend a training course on the use of the power. NCALC are running their first training course on Tuesday 22<sup>nd</sup> May and it was proposed to send the Clerk on it.

**The meeting resolved:** to send the Clerk on the GPoC training course and instructed the Clerk to act accordingly.

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

### 15 Responses to Consultations.

*Deferred to next meeting.*

### 16 Visits, Training and Courses.

Mon 16<sup>th</sup> Apr – NCALC *Planning Skills* at Raunds @ 19:00 – 21:00 (£12).

Weds 18<sup>th</sup> Apr – *Police Community Panel* meeting at Splash Pool, Rushden @ 19:00

Mon 23<sup>rd</sup> Apr – *Police Keep Safe Awareness* meeting at Police HQ @ 19:00 – 21:00

Tues 22<sup>nd</sup> May – NCALC *GPoC module for Clerks* at Litchborough @ 10:30 – 12:00 (£15).

Fri 22<sup>nd</sup> Jun – NCALC *Chair's Lunch & Networking* at Gt. Houghton @ 11:00 – 14:00 (£29).

### 17 Approval of Chairman's and Clerk's Correspondence Logs.

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

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

### 18 Clerk and Councillors' Reports.

The Clerk advised the April – May Newsletter had been printed. For information, Keith Osborne (deputy Monitoring Officer) would be retiring from ENC on 20<sup>th</sup> April.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

1769



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

Cllr Dale advised that the next meeting will be the APA held on Tuesday 8<sup>th</sup> May 2012 (so as to avoid the bank holiday), followed by the Annual Meeting of the Council on Monday 14<sup>th</sup> May. Both meetings would be held in the Chelveston Village Hall. The meeting closed at 8:55 p.m.

**Issued on 15<sup>th</sup> April 2012.**

**Pages 1764 – 1774 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
<b>2012</b>				
07/01/2012	I/2012/005/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> January 2012 Issue 79	Circulated
03/02/2012	I/2012/018/MHH	Nene & Ouse Comm Trans	Trip guide	Circulated
01/03/2012	I/2012/042/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> March 2012 Issue 80	Circulated
10/03/2012	I/2012/046/MHH	NWB	Fixed Rate Deposits (issue 26)	File
16/03/2012	I/2012/049/MHH	ENC Planning	Golf club extension to be heard by ENC DCC on 21 <sup>st</sup> March	File
17/03/2012	I/2012/050/MHH	Anglian Water	Notification of pending hosepipe ban	File
17/03/2012	I/2012/051/MHH	ENC Planning	Outline application for erection of dwelling house at 1 Kimbolton Rd	Actioned
19/03/2012	I/2012/052/MHH	Carr Farmers (Northants) Ltd	Invoice for allotment water (Aug 2011 - Feb 2012)	Actioned
24/03/2012	I/2012/053/MHH	ENC Planning	Golf club extension granted	File
24/03/2012	I/2012/054/MHH	NCC (Sarah Barnwell)	Invoice for Horse Slow signs	Actioned
24/03/2012	I/2012/055/MHH	Police (Luisa Jepson)	Invite to Keep Safe Awareness event	File
31/03/2012	I/2012/056/MHH	ENC (Michael Burton)	Consultation on domestic waste storage & collection SPD	Actioned
31/03/2012	I/2012/057/MHH	Information Commissioner	Confirmation of renewal	File
31/03/2012	I/2012/058/MHH	BDO LLP	Annual Return	Awaiting
05/04/2012	I/2012/059/MHH	NCALC	<i>Update</i> Issue 2/12 March - April 12 & invoice	Awaiting
07/04/2012	I/2012/060/MHH	Northants Police Authority	Local Policing Plan 2012 - 2017	File
10/04/2012	I/2012/061/MHH	Raunds Music Festival	Leaflets on the Raunds Music Festival	File
10/04/2012	I/2012/062/MHH	E-On	Invoice for St Lighting Power (Jan - Mar 2012)	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.
<b>2012</b>						
07/03/2012	O/2012/031/MHH	Parish Cllrs	Minutes M1203	Delivered		
12/03/2012	O/2012/032/MHH	Parish Cllrs	Review of Internal Audit	Delivered	1203.12	
13/03/2012	O/2012/033/MHH	E-On Energy Services	Payment of invoice	Posted	1203.6.1	I/2012/043/MHH
13/03/2012	O/2012/034/MHH	SLCC Enterprises Ltd	Payment of invoice	Posted	1203.6.1	I/2012/033/MHH
13/03/2012	O/2012/035/MHH	Wicksteed Playscapes	Payment of invoice	Posted	1203.6.1	I/2012/037/MHH
13/03/2012	O/2012/036/MHH	Innformation Commissioner	Payment of invoice	Posted	SO83	I/2012/047/MHH
17/03/2012	O/2012/037/MHH	MGWSP (Lara Inglott)	Bank details	Posted		
18/03/2012	O/2012/038/MHH	Chris Hinks	Plot 10 greenhouse request granted letter	Posted	1203.5.1	
18/03/2012	O/2012/039/MHH	Kathy Ayre Bookkeeping	Appointment as Internal Auditor	Delivered	1203.11	
24/03/2012	O/2012/040/MHH	NCC (Sarah Barnwell)	Payment of invoice	Posted	SO83	I/2012/054/MHH
01/04/2012	O/2012/041/MHH	Parish Cllrs	Agenda M1204	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2011/2012

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq. No.	Sheet No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2011.76	20/02/2012	I/2012/032/MHH	NALC	Bursary	BACS	231		£47.50	£0.00	£47.50	£12,792.25	Misc. Receipts			LGA 1972 S1139
2011.77	28/02/2012	I/2012/040/MHH	Allotment tenants	Allotment tenancies (16)	100060	231		£320.00	£0.00	£320.00	£13,112.25	Allot Receipts			SHAA 1908 S30
2011.78	12/03/2012	O/2012/031/MHH	Cllr A.R.Dale	Donation of Clerk's salary	Cash			£1.00	£0.00	£1.00	£13,113.25	Misc. Receipts			LGA 1972 S1139
2011.79	12/03/2012	I/2012/033/MHH	SLCC Enterprises Ltd	Cemetery Management course	000885	232		-£95.00	-£19.00	-£114.00	£12,999.25	Training	1203.6.1	MHH, JH, PAM	LGA 1972 S111
2011.80	12/03/2012	I/2012/037/MHH	Wicksteed Leisure	Play area 6 monthly inspection	000886	232		-£71.00	-£14.20	-£85.20	£12,914.05	Play Area	1203.6.1	MHH, JH, PAM	LG(MP)A 1976 S19
2011.81	12/03/2012	I/2012/043/MHH	E-On Energy Services	Lamp 18 replacement	000887	232		-£225.38	-£45.08	-£270.46	£12,643.59	St Light (New)	1203.6.1	MHH, JH, PAM	PCA 1957 S3
2011.82	12/03/2012	I/2012/044/MHH	Chelveston Village Hall	Hall Hire (Jan - Mar 2012)	000888	232		-£56.25	£0.00	-£56.25	£12,587.34	Hall	1203.6.1	MHH, PAM, MWW	LGA 1972 S111
2011.83	12/03/2012	O/2012/031/MHH	M.H.Hunter	Clerk's salary	Cash			-£1.00	£0.00	-£1.00	£12,586.34	Clerk's Salary	1203.6.3		LGA 1972 S112
2011.84	12/03/2012	O/2012/031/MHH	M.H.Hunter	Clerk's Expenses 1203	000889	232		-£86.42	£0.00	-£86.42	£12,499.92	Gen. Admin	1203.6.2	MHH, JH, PAM	LGA 1972 S111
2011.85	12/03/2012	I/2012/047/MHH	Information Commissioner	Data registration renewal	000890	232		-£35.00	£0.00	-£35.00	£12,464.92	E-Gov	SO83	MHH, JH, PAM	LGA 1972 S111
2011.86		I/2012/052/MHH	Carr Farmers (Northants) Ltd	Allotment water (Jun 11 - Feb 12)	000891			-£69.95	£0.00	-£69.95	£12,394.97	Allot Costs	SO83	MHH, ARD, MWW	SHAA 1908 S26
2011.87		I/2012/054/MHH	NCC	Horse Slow signs	000892			-£480.00	-£96.00	-£576.00	£11,818.97	Traffic Calming	SO83	MHH, ARD, MWW	LGRA 1997 S30
2011.88	30/03/2012	I/2012/063/MHH	NWB	Interest (Jan - Mar 12)	Bank	R142		£0.49	£0.00	£0.49	£11,819.46	Interest			
							<b>Balance C/F</b>	<b>£0.00</b>	<b>£13,794.85</b>	<b>-£1,975.39</b>	<b>£11,819.46</b>	<b>£11,819.46</b>			

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- HA Highways Act
- LA Litter Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- LG(MP)A Local Govt (Misc Provisions) Act
- LGRA Local Govt and Rating Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- SHAA Small Holdings and Allotments Act
- VA VAT Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheques ??? not used

Category	S137	Amount	VAT	Total
<b>Brought Forward</b>		<b>£10,904.43</b>	<b>£0.00</b>	<b>£10,904.43</b>
Allotment receipts		£320.00	£0.00	£320.00
Bank interest		£3.04	£0.00	£3.04
Bank Bonus Saver interest		£42.39	£0.00	£42.39
Misc. receipts		£3,881.18	£0.00	£3,881.18
Play Area receipts		£71.00	£0.00	£71.00
Precept		£9,500.00	£0.00	£9,500.00
VAT refund		£1,816.06	£0.00	£1,816.06
305th BG memorial donations		£0.00	£0.00	£0.00
<b>Income</b>		<b>£15,633.67</b>	<b>£0.00</b>	<b>£15,633.67</b>
Allotment costs		-£349.95	-£50.00	-£399.95
Audit		-£135.00	-£27.00	-£162.00
Clerk's salary		-£1.00	£0.00	-£1.00
E-Government		-£136.66	-£13.33	-£149.99
Elections		-£704.01	£0.00	-£704.01
Gen. Admin		-£795.76	-£29.12	-£824.88
Grants		£0.00	£0.00	£0.00
Grass cutting		-£1,727.12	-£345.44	-£2,072.56
Ground works		£0.00	£0.00	£0.00
Insurance		-£487.21	£0.00	-£487.21
Misc. expenses		£0.00	£0.00	£0.00
Play Area costs		-£142.00	-£28.40	-£170.40
Recreation		-£60.00	-£12.00	-£72.00
St Lighting		-£2,466.20	-£493.00	-£2,959.20
St Lighting (new)		-£1,352.68	-£270.54	-£1,623.22
St Lighting (repairs)		-£93.88	-£18.76	-£112.64
Subscriptions		-£216.56	£0.00	-£216.56
Traffic calming		-£3,615.97	-£648.80	-£4,264.77
Training		-£153.00	-£19.00	-£172.00
Village Hall		-£206.25	£0.00	-£206.25
305th BG memorial costs		-£100.00	-£20.00	-£120.00
S137	£0.00		£0.00	£0.00
<b>Expenditure</b>	<b>£0.00</b>	<b>-£12,743.25</b>	<b>-£1,975.39</b>	<b>-£14,718.64</b>
<b>B/F + Income + Expenditure</b>	<b>£0.00</b>	<b>£13,794.85</b>	<b>-£1,975.39</b>	<b>£11,819.46</b>

Audit tables	
Brought Forward	£10,904.43
Precept	£9,500.00
Other income	£6,133.67
Wages	£1.00
Loan interest	£0.00
Other Expenditure	£14,717.64
<b>Balance</b>	<b>£11,819.46</b>
Bank books	#
Assets	£99.00
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 @ 7p	Post pence	DL Env @ 6p	C5 Env @ 7p	C4 Env @ 10p	Copy @ 7p	Phone Calls	Mileage @ 40p/mile	Other
12/03/2012	Pre-minutes for Clerk (M1203)	6								
12/03/2012	Audit Review	2					7			
13/03/2012	E-On - Payment of invoice		46	1						
13/03/2012	SLCC - Payment of invoice		46	1			1			
13/03/2012	Wicksteed - Payment of invoice		46	1			1			
13/03/2012	ICO - Payment of invoice		46				1			
17/03/2012	MGWSP - bank details	1	46	1			1			
17/03/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)									£2.28
18/03/2012	Chris Hinks - greenhouse request granted	1		1			1			
18/03/2012	Kathy Ayre Bookkeeping - appointment as IA	1		1			1			
19/03/2012	Minutes 1203 - 2 P.Cllrs & File	10					20			
24/03/2012	NCC - Payment of invoice	1	46	1			1			
31/03/2012	VAS charging (8 hrs x 0.75kW/hr x 30.4p/Kw)									£1.82
01/04/2012	Agenda M1204 - 7 P.Cllrs. 3 notices & File	4					32			
<b>TOTALS</b>		£1.82	£2.76	£0.42	£0.00	£0.00	£4.62	£0.00	£0.00	£4.10

**TOTAL VALUE =**

**£13.72**





# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### Minutes of the Annual Parish Assembly 8<sup>th</sup> May 2012 Meeting Number APA12

Minutes of the **Annual Parish Assembly** held at 7:30 p.m. on **Monday 8<sup>th</sup> May 2012** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Guests: Chris Wheatcroft (William Pears Group)  
Liam Russell +2 (Liam Russell Architects)

Public: 35 Electorate

#### **1 Introduction & Apologies.**

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

Apologies – NCC Cllr Lawson, ENC Cllr P.Whiting, Ray & Janet Dyer, Sharron & Gyles Smart.

#### **2 Minutes of the Annual Parish Assembly held on 2<sup>nd</sup> May 2011.**

Cllr Dale outlined the minutes of the previous meeting. John Eldred proposed and Cllr Emerson seconded the adoption of the minutes. The meeting unanimously agreed to adopt the minutes. Cllr Dale & the Clerk then signed the minutes.

#### **3 Annual Report of the Parish Council.**

Cllr Dale, as Chairman of the Parish Council, outlined the Council's activities over the last year, including the various planning applications, replacing street lamps, memorial repairs, bulb planting, the joint working party with the PCC, signage and traffic calming.

#### **4 Draft accounts for the year ending 31<sup>st</sup> March 2012.**

The Clerk went through the draft summary accounts, which will appear in the June newsletter.

#### **5 Report on the Education Foundation charity.**

Adrian Dale, as Clerk to the Trustees, reported to the meeting on the workings of the Educational Foundation. Replacement of the site's sewerage system had cost £6,000.

He updated the meeting on progress of the refurbishment plans for the Village Hall, based on ideas started by the late Noel Morris. The Trustees were awaiting quotes from at least three builders before they could start making the grant applications.

#### **6 Election of three Trustees to the Educational Foundation.**

Adrian Dale, as Clerk to the Trustees, explained who the seven Trustees were and various appointment/election processes. The three existing parish Trustees were all willing to be re-elected and he asked for any other nominations from the floor (none).

The meeting voted to re-elect Penny Hughes, Pieter Mommersteeg & Malcolm Russen as Educational Foundation Trustees for the next three year term.

#### **7 Report on the James & Thomas Sawyer charity.**

Jenny Harwood, as a Trustee, explained who the Trustees were and outlined the activities of the charity during the year, with three grants awarded in Raunds and one in Chelveston, totalling £2,400.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 8 Report on the Friends of St John the Baptist charity.

Arthur Wright, as a Trustee, outlined the activities of the charity to date, and encouraged volunteers to come forward who could undertake maintenance tasks such as the grass-cutting.

### 9 Report on the Chelveston Allotment Association.

Cllr Emerson, as the Council nominated member of the Association, reported on the progress made by the tenants so far; including the completion of the mains water supply.

### 10 Report on future cemetery provision.

Cllr Dale reported on the concerns regarding future capacity of the churchyard (some 900 burials since the thirteenth century) and the subsequent formation of a joint working party with the PCC. He outlined the work involved in the manual survey and asked for volunteers to help.

### 11 Results of the traffic speed measurements.

The Clerk explained the function and funding of the Vehicle Activated Sign and detailed some of the results so far and the intended follow-up action.

*The meeting was adjourned for refreshments, served by the WI.*

### 12 Presentation on a possible future development at Chelston Rise.

Liam Russell, on behalf of his clients, provided concept ideas of what a new development at Chelston Rise might look like. He advised there would be 69 units, of which 10 would be flats, the remaining units being 4/3/2 bedroom dwellings, including three storey live/work units. There would be 142 parking spaces (e.g. two each in line with rural dwellings).

Feedback from the floor included – do you really understand what we want? Don't like high density town style housing; concerns over traffic in Caldecott; don't want any development, so let's go home now; there is no other three storey housing on site. Early suggestions were for 30 units, why has it now jumped to 69? This is a 31% (69/225) rise in the village size and 37% (119/294) of all housing would be in Chelston Rise. The existing 50 families had formed a community, this would be swamped by new residents. If there has to be some development, why not the same as the existing housing style?

### 13 Neighbourhood Planning Briefing.

Cllr Dale explained that the old 1996 local plan no longer carried any weight in planning terms. The *Localism Act 2011* allowed for the creation of Neighbourhood Development Plans (NDP), which, once adopted, were material in planning determinations. Did the meeting feel the Council should investigate the creation of a NDP for the parish, possibly with an opinion survey (ballot) of the electorate on the options later in the year? The meeting responded yes.

### 14 The Queen's Diamond Jubilee (QDJ) Event.

Cllr Emerson outlined the progress on the QDJ to be held on Sunday 3<sup>rd</sup> June in the field behind the *Star and Garter* and invited donations for the tombola and cake stand.

### 15 Any other matter the Electorate wish to debate.

Cllr Dale asked the meeting if there were other matters they wished to raise - none.

### 16 Summary of the meeting.

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

The meeting closed at 9:35 p.m.

**Issued on 13<sup>th</sup> May 2012.**

**Pages 1775 – 1776 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

1776



### Minutes of the Annual Meeting of the Parish Council

14<sup>th</sup> May 2012

#### Meeting Number 1205

Minutes of the **Annual Meeting** of the Parish Council held at 7:30 p.m. – **Monday 14<sup>th</sup> May 2012** in the Chelveston Village Hall.

**Present: -** Councillors: Cllr A.R.Dale (Chairman)  
Cllr M.W.Wooding (Vice-chairman)  
Cllr G.Harwood MBE  
Cllr J.Harwood  
Cllr M.J.Izzard  
Cllr P.A.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 Appointment of Chairman 2012-2013.**

Cllr G.Harwood proposed Cllr Dale, there being no other nominations -

**The meeting resolved to:** elect Cllr Dale as the Parish Council Chairman for 2012-2013.

**Proposed: Cllr G.Harwood      Seconded: Cllr Wooding      Decision: Unanimous**

Cllr Dale thanked the meeting and signed his Declaration of Office.

#### **2 Apologies.**

Cllr Dale asked for any apologies – Cllr Emerson (work) and D/Cllr Whiting (prior engagement).

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

None.

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

The Clerk advised that following consultation with the Cllrs, he had purchased two gazebos for the forthcoming Queen's Diamond Jubilee event.

#### **5 Minutes of Previous Meetings.**

The minutes of the Ordinary Meeting of the Parish Council **1204 – 10<sup>th</sup> April 2012** had been circulated.

**The meeting resolved to:** approve the minutes of meeting **1204** with no amendments.

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



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 6 Appointment of Vice Chairman 2012-2013.

Cllr G.Harwood proposed Cllr Wooding, there being no other nominations -

**The meeting resolved to:** elect Cllr Wooding as the Parish Council Vice Chairman for 2012-2013.

**Proposed: Cllr G.Harwood      Seconded: Cllr J.Harwood      Decision: Unanimous**

Cllr Wooding thanked the meeting.

### 7 Appointment of Cllrs to roles for 2012-2013.

Cllr Dale to be the Parish Highways Representative.

Cllr Emerson to be the Internal Financial Verifier (IFV).

Cllr Emerson to be the nominated member of the Chelveston Allotment Association.

Cllr J.Harwood to be the Community Safety Liaison.

Cllr Izzard to be the Parish Path Warden.

Cllr Mommersteeg to be the Grass Cutting Liaison.

Cllr Wooding to be the Parish Tree Warden.

**The meeting resolved to:** elect the Cllrs to the roles listed above for 2012-2013.

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

### 8 Appointment of Cllrs to be Trustees of Parochial Charities.

The existing Trustees (Cllr Emerson and Mrs Glenda Pentelow) had indicated they were happy to be re-appointed to their respective charities.

**The meeting resolved to:** elect Cllr Emerson as the Trustee to the Educational Foundation charity and Mrs Pentelow as the Trustee to the Sawyers charity and instructed the Clerk to notify the charities accordingly.

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

### 9 Planning and Licensing Matters.

#### 9.1 Update on previous applications

The Clerk advised that the outline *Darsdale Farm* (Raunds) development had been granted by the ENC Development Control Committee.

The outline application for land at 1 Kimbolton Rd had not yet been determined.

#### 9.2 Investigation of a Neighbourhood Development Plan

Cllr Dale explained that the old ENC 1996 local plan no longer carried any weight in planning terms. The Four Towns Plan (4TP) is 18+ months from completion and carries little weight as an emerging document. The *Localism Act 2011* allows for the creation of Neighbourhood Development Plans (NDP), which, once adopted, are material in planning determinations.

However, the cost of producing such plans, including the independent examination, local referendum and strategic environmental assessments could exceed £20k (this being the maximum sum granted under the government's "front runner" scheme). ENC has two "front runner" Councils (Raunds & Oundle in the second and third wave funding) and is not intending to apply for any more, though it would be prepared to provide a supporting letter to any Council that wished to apply independently.

It is permissible for developers to support the funding of a NDP, though care must be taken to ensure the NDP reflects the wishes of the wider community and not just one developer.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

ENC has community project funding available under the New Homes Bonus (NHB) scheme, though the details of this have yet to be finalised. For the current year, the total amount across the district is £95k.

A NDP should concentrate on non-strategic issues and not conflict with national or local plans e.g. if the emerging 4TP scheduled (say) 100 dwellings in the parish over the next 10 years, the NDP can't state no development. But what it may state is that no more than XX dwellings should be built at AA, YY dwellings at BB and the remainder as in-fill.

A NDP can include as few or as many planning policies as the local community wants and can relate to all or just part of the parish (the neighbourhood area). The amount of evidence that needs to be produced will depend on the scale and ambitions of the NDP. There is no tick-box list of evidence which will automatically be required for all plans

The initial question the Council needed to consider is - what planning policy issues is it that the local community wants addressed through a NDP (i.e. what are the problems that the NDP is intended to solve)?

After debate, the meeting felt the issues were –

- The loss of the restricted in-fill status from the 1996 plan and the loss of the tight development boundaries from the Preferred Options of the Three Towns Plan.
- The need to accept that some new homes will most likely be needed for future generations, as the present residents are retiring and “staying put”.
- The importance of avoiding new large scale developments, as these would radically change the character of the parish and would not be sustainable, given the lack of amenities and scheduled public transport.

The meeting was concerned about the effort required to develop a full NDP and the cos involved. There is a need to understand more about the process and the implications of not creating a NDP. The Clerk was requested to arrange a meeting with the ENC Planning Policy Team (attendees – Chair, ENC ward Cllr and the Clerk) to discuss the planning policy issues and how it fitted within the emerging 4TP, both to establish there would not be a conflict between the 4TP and any future NDP and whether a NDP was needed to address the non-strategic issues.

**The meeting resolved to** meet the ENC Planning Policy team to discuss the planning issue(s) and instructed the Clerk to act accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr Izzard**

**Decision: Unanimous**

## 10 Financial Transactions.

10.1 The following invoices were due for payment – CGM (grass cutting), NCALC (subscription), Network Brokers (Insurance renewal), E-On (St Lt Power (Jan – Mar 12)) and E-On Energy Services ((St Lt Maint (Jan – Mar 12)). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

**Proposed: Cllr Dale**

**Seconded: Cllr Wooding**

**Decision: Unanimous**

10.2 The WI had provided refreshments at the APA. It was agreed to provide a grant [£20] to reimburse the WI accordingly. The meeting resolved to approve the payment and authorised the appropriate cheque to be signed.

**Proposed: Cllr Dale**

**Seconded: Cllr Izzard**

**Decision: Unanimous**

10.3 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 J Harwood**

**Decision: Unanimous**

10.4 The bank statements for the month of April have not yet been received and reconciled.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

- 10.5 The final interest payments for 2011-12 have been received and the end of year carry-over adjusted accordingly.

**Opening Balance for the meeting** £11,805.25

**Receipts since last meeting**

Number	Sender	Description	Method	Amount
2011.88	NWB	Interest (Jan – Mar 12)	Bank	£0.49
2011.90	NWB	BS Interest (Jan – Mar 12)	Bank	£21.03
2012.02	Carr Farmers	Donation to Horse Slow signs	100061	£200.00
2012.03	Allotment Assoc	Donation to water costs	100062	£69.95
2012.04	ENC	Precept (50%)	BACS	£5,050.00
<b>Total Receipts this meeting</b>				<u>£5,341.47</u>

**Payments to be made this meeting**

Number	Payee	Description	Cheque	Amount
2012.05	NCALC	Subscription (2012)	000894	£133.56
2012.06	E-On	St Lt Power (Jan – Mar 2012)	000895	£458.22
2012.07	E-On Energy Services	St Lt Maintenance (Jan – Mar 2012)	000897	£166.19
2012.08	CGM Cambridge	Grass Cutting (April 2012)	000898	£288.50
2012.09	Broker Network	Insurance 2012-13	000899	£468.54
2012.10	Chelveston WI	Grant – APA refreshments	000900	£20.00
2012.11	M.H.Hunter	Expenses to 1205	000901	£258.76
<b>Total Expenditure this meeting</b>				<u>£1,793.77</u>

**Closing Balance for this meeting** £15,352.95

## 11 Updates on Projects List.

### 11.1 Highways & Footways Issues.

The Clerk advised that the Vehicle Activated Sign (VAS) had been operating on the northbound Caldecott lamp 33. It was now on the southbound side and then would move to Kimbolton Road.

The litter pick kit for **Operation Spring Clean** had resulted in 9 bags of rubbish, a box of car parts, two car wheel covers, a bed and a mattress being collected by volunteers. The grass cutters did the May cut earlier today, but would need to revisit due to missed patches in Caldecott Road. Six groups of daffodils were also cut.

Cllr Dale had reported potholes by *St Johns Cottages* Water Lane, Sawyers Crescent and Bidwell (by the farms).

### 11.2 Street Lighting.

Cllr G.Harwood asked for the electricity supplier rates be compared to other suppliers establish whether the unmetered rates were still value for money.

### 11.3 Ditches.

Cllr Izzard advised that the Raunds Road ditch was coping with the rain, but Cllr Wooding was concerned about the former ditch (now piped) at *Haleworth*, Caldecott, due water coming off the adjacent fields. He felt the ditch should be re-opened to catch water crossing over it.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 11.4 E-Government.

The Clerk advised for the 30 day period ending 14<sup>th</sup> May 2012 of the 1,874 website hits, 9.2% came from the US, 1.2% from Europe and 4.6% from other countries.

### 11.5 Rights of Way

Cllr Izzard advised no issues.

### 11.6 Trees

Cllr Wooding advised no issues.

### 11.7 Community Safety

Cllr J Harwood reported on the Community Panel meeting to discuss the main policing priorities for the Police Safer Community Team (South) held on 18<sup>th</sup> April.

### 11.8 Allotments

Cllr Dale and the Clerk had visited the allotments on 12<sup>th</sup> May and noted two plots needed working (one has now been started), one shed has a missing window (since re-installed) and one chicken run was covered with an unsightly blue plastic sheet (since removed).

### 11.9 Parish Emergency Plan

Cllr Dale recounted the "escaped cow" incident, leading to the "escaped ponies" incident.

### 11.10 Parish Charities

Cllr Dale (Educational Foundation) advised no report.

Cllr J Harwood (Sawyers Charity) advised the meeting of the (anonymous) grants issued during the last year.

### 11.11 Quality Parish Council Renewal.

The Clerk advised the Council now had 1 month to submit the renewal or lose its quality status.

### 11.12 Joint Working Party on future cemetery provision.

Cllr Dale advised that the manual survey would be undertaken shortly.

## 12 Update on the damage to the 305<sup>th</sup> BG memorial.

The Clerk advised the replacement post had now arrived at the stonemasons.

## 13 Review of the Annual Parish Assembly.

Cllr Dale summarised the meeting, attended by 11% of the electorate. The Chelston Rise expansion ideas had caused most "excitement", though less Chelston Rise residents had attended compared to the April meeting. The WI providing refreshments at the interval had worked well and Cllr G.Harwood proposed a vote of thanks to the WI, endorsed by the meeting.

## 14 Update on the 2012 celebrations in the Parish.

The Clerk advised that it was now necessary to constitute the Queen's Diamond Jubilee (QDJ) organising team as an advisory committee to the Parish Council (as per Standing Order 50), comprising Cllr Emerson (Chair) and the Clerk, plus a number of non-Council members.

The Terms of Reference will be to advise the Council on the organising of the QDJ event on Sunday 3<sup>rd</sup> June 2012. The QDJ Advisory Committee would not have power to commit expenditure itself, but would refer items to the Council either at the next meeting or via Standing Order 83. The next meeting will be at 19:30 on Monday 28<sup>th</sup> May.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

**The meeting resolved to** constitute the QDJ organising team as an advisory committee and instructed the Clerk to act accordingly.

**Proposed: Cllr Dale**                      **Seconded: Cllr J.Harwood**                      **Decision: Unanimous**  
The Council's insurers had been notified of the event.

### 15 Draft end of Year Accounts.

The Clerk provided copies of the draft accounts for the year ending 31<sup>st</sup> March 2012. The Council's assets will have increased by £20 (i.e. 20 assets) from last year, being the Chelston Rise Street Lighting (14) and the VAS (6). No assets had been disposed of.

**The meeting resolved to** approve the draft accounts for circulation and instructed the Clerk to act accordingly.

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

### 16 Responses to Consultations.

The Clerk advised of the following consultations –

ENC *Community Governance Review* [Due 29<sup>th</sup> June] – this was originally intended to be district-wide review, but was then reduced in April to just those Councils that had previously requested boundary changes. Although this Council had requested a boundary change in October 2011, this appears to have been overlooked, for which ENC apologise.

Cllr G.Harwood advised that the minutes of the ENC meeting on 23<sup>rd</sup> April, where this had been discussed, recorded *that Community Governance Reviews only be undertaken for Town and Parishes that requested it and the Terms of Reference be amended accordingly.*

**The meeting resolved to** formally notify ENC that as they had previously requested a boundary change, they wished the parish to be included in the Community Governance Review and instructed the Clerk to act accordingly.

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

### 17 Visits, Training and Courses.

Weds 16<sup>th</sup> May – ENC *Annual Meeting* at ENC @ 19:20 (Chair).

Fri 22<sup>nd</sup> Jun – NCALC *Chair's Lunch & Networking* at Gt. Houghton @ 11:00 – 14:00 (£29).

### 18 Approval of Chairman's and 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**

### 19 Clerk and Councillors' Reports.

The Clerk advised that ENC would be conducting a Housing Needs survey in the parish in November 2012 (as part of the rolling programme of the 51 rural parishes). The survey would be conducted by the Northamptonshire Rural Housing Association with freepost envelopes for responses.

Cllr Wooding asked for an item on traffic calming to be included on the agenda of the next meeting.





# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

Cllr Dale advised that the next meeting will be held on Monday 11<sup>th</sup> June in the Chelveston Village Hall. The meeting closed at 8:59 p.m.

**Issued on 23<sup>rd</sup> May 2011.**

**Pages 1776 – 1786 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
<b>2012</b>				
01/03/2012	I/2012/042/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> March 2012 Issue 80	Circulated
31/03/2012	I/2012/058/MHH	BDO LLP	Annual Return	Awaiting
05/04/2012	I/2012/059/MHH	NCALC	<i>Update</i> Issue 2/12 March - April 12 & invoice	Actioned
10/04/2012	I/2012/062/MHH	E-On	Invoice for St Lighting Power (Jan - Mar 2012)	Actioned
10/04/2012	I/2012/063/MHH	NWB	Bank Statements	File
14/04/2012	I/2012/064/MHH	K.Carr	Donation toward Horse Slow signs	Actioned
14/04/2012	I/2012/065/MHH	Cheveston Allotment Assoc	Donation toward allotment water	Actioned
10/04/2012	I/2012/066/MHH	Liam Russell Architects	Concept plan for Chelston Rise West	File
16/04/2012	I/2012/067/MHH	NWB	Bank Statements	File
16/04/2012	I/2012/068/MHH	E-On Energy Services	Invoice for St Lighting Maint (Jan - Mar 2012)	Actioned
20/04/2012	I/2012/069/MHH	SLCC Enterprises Ltd	Section 7 of CiLCA (GPoC) requirement	File
20/04/2012	I/2012/070/MHH	SERVE	Medical Community Transport Guide	File
20/04/2012	I/2012/071/MHH	ENC Finance	Precept BACS Advice [50%]	File
26/04/2012	I/2012/072/MHH	Zurich Municipal	Update of P&TC insurance improvements	File
05/05/2012	I/2012/073/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> April 2012 Issue 81	Circulated
05/05/2012	I/2012/074/MHH	CGM (Cambridge) Ltd	Invoice for grass cutting (April 2012)	Actioned
05/05/2012	I/2012/075/MHH	Came & Co	Insurance renewal	Actioned
10/05/2012	I/2012/076/MHH	ENC (Aine Cooper)	Housing Needs Survey Programme 2012-13	File

Chelveston-cum-Caldecott Parish Council  
Northamptonshire

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
<b>2012</b>						
06/04/2012	O/2012/042/MHH	Parish Cllrs	Minutes M1204	Delivered		
06/04/2012	O/2012/043/MHH	Planning Inspectorate	Application of NPPF to CRE appeal	Posted	1111.5.2	
09/04/2012	O/2012/044/MHH	Parish	Newsletter (Apr - May 2012)	Delivered		
10/04/2012	O/2012/045/MHH	ENC Planning	Response to application	Posted	1204.5.2	I/2012/051/MHH
30/04/2012	O/2012/046/MHH	Parish	Agenda APA12	Delivered		
05/05/2012	O/2012/047/MHH	Parish Cllrs	Agenda M1205	Delivered		



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

S&P= Supply + Print

Date	Item	A4 S & P @ 7p	Post pence	DL Env @ 6p	C5 Env @ 7p	C4 Env @ 10p	Copy @ 7p	Phone Calls	Mileage @ 40p/mile	Other
10/04/2012	Pre-minutes for Clerk (M1204)	5								
06/04/2012	Planning Inspectorate - NPPF and CRE appeal	2	46	1			2			
10/04/2012	Newsletter April - May [250]									£20.00
10/04/2012	Velcro strip [1m]									£2.99
10/04/2012	QDJ competition forms	20								
11/04/2012	ENC - response to application	1	46	1			1			
14/04/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)									£2.28
16/04/2012	Minutes 1204 - 2 P.Cllrs & File	10					20			
28/04/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)									£2.28
29/04/2012	NAB poster	1								
30/04/2012	APA agenda - 7 P.Cllrs. 3 notices & File	1					10			
30/04/2012	Gazebo (3m x 9m) [2]	3								£208.78
02/05/2012	APA agenda - Parish [250]									£13.20
05/05/2012	Agenda M1205 - 7 P.Cllrs. 3 notices & File	4					32			
05/05/2012	Insurance forms	4					1			
<b>TOTALS</b>		<b>£3.57</b>	<b>£0.92</b>	<b>£0.12</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£4.62</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£249.53</b>

**TOTAL VALUE = £258.76**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

11<sup>th</sup> June 2012

#### Meeting Number 1206

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 11<sup>th</sup> June 2012** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: D.Cllr P.Whiting (Vice-chairman ENC)  
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 asked for any apologies – Cllr G.Harwood (ENC meeting) and the meeting agreed to accept this apology.

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

None.

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

The Clerk advised that following consultation with the Chairman, Vice-Chairman and IFV, he had paid for the Queen's Diamond Jubilee (QDJ) singer and band and issued a cheque for the Quality Parish Council (QPC) re-accreditation.

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

The minutes of the Annual Meeting of the Parish Council **1205 – 14<sup>th</sup> May 2012** had been circulated.

**The meeting resolved to:** approve the minutes of meeting **1205** with no amendments.

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

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

##### **5.1 Update on previous applications**

The Clerk advised that the outline application for land at 1 Kimbolton Rd had been withdrawn.

A new application has just been received (too late for this meeting), which now provides a separate road access and moves the south facing windows of 1 Kimbolton Road to the east, so as to mitigate the overlooking issue. This will be considered at the July meeting.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 6 Financial Transactions.

- 6.1 The following invoices were due for payment – CGM (grass cutting). The meeting resolved to approve this payment and authorised the appropriate cheque to be signed.

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

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

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

- 6.3 The bank statements for the months of April and May have been received and reconciled.

**Opening Balance for the meeting** **£15,352.95**

#### Receipts since last meeting

Number	Sender	Description	Method	Amount
2012.12	Hamways (WPG)	QDJ donation	100063	£500.00
2012.13	Cash	QDJ cash surplus	100064	£365.00
<b>Total Receipts this meeting</b>				<b>£865.00</b>

#### Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2012.14	NALC	QPC reaccreditation fee	000902	£60.00
2012.15	CGM Cambridge	Grass Cutting (May 2012)	000903	£288.50
2012.16	M.H.Hunter	Expenses to 1206	000904	£347.68
<b>Total Expenditure this meeting</b>				<b>£696.18</b>

**Closing Balance for this meeting** **£15,521.77**

### 7 Updates on Projects List.

#### 7.1 Highways & Footways Issues.

The Clerk advised that the Vehicle Activated Sign (VAS) had been operating on the southbound Caldecott lamp 33. It was now being recalibrated and then would go back on the Caldecott lamp 33 to recheck the traffic movements.

Cllr Dale advised the street name sign for Foot Lane at the Higham Road end has gone rotten at the base of both posts and was close to falling over. This is will be replaced by ENC. The fixed VAS on the Higham Road appears to have rotated slightly, so less effective in detecting traffic speeds and has been reported to NCC. There is on-going dog fouling in High/Joes Lane. It was agreed the Clerk would include this in the June-July newsletter.

Cllr J.Harwood referred to issues with overhanging bushes from properties on the High Street, coupled with the local hanging trees, making the footway very narrow. It was agreed that the Clerk would refer this to NCC again.

#### 7.2 Street Lighting.

The Clerk advised Lamp 58 (near 5 The Crescent, Chelston Rise) had been reported as permanently on.

#### 7.3 Ditches.

Cllr Izzard advised no report.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 7.4 E-Government.

The Clerk advised for the 30 day period ending 11<sup>th</sup> June 2012 of the 1,940 website hits, 3.4% came from the US, 2.0% from Europe and 0.2% from other countries.

The history website had been updated to include the sound of the electronic carillon bells and the tree planting for the 1937 coronation of King George VI.

### 7.5 Rights of Way

Cllr Dale referred to lack of mowing of the ROW. Cllr Izzard advised that due to the cutbacks, NCC ROW were not cutting any ROW in the parish. The problem was the paths not being walked enough.

### 7.6 Trees

Cllr Wooding suggested that the Council might like to plant a small tree, such as a Flowering Cherry to mark the QDJ. Possible sites were the Millennium Garden or to the left of the 305<sup>th</sup> BG memorial.

**The meeting resolved to** ask NCC Highways for permission to plant a Flowering Cherry tree next to the 305<sup>th</sup> BG memorial and instructed the Clerk to act accordingly.

**Proposed: Cllr Wooding**

**Seconded: Cllr Izzard**

**Decision: Unanimous**

### 7.7 Community Safety

Cllr J Harwood reported on the first "walkabout" round the village by PCSO Rob Brown on Saturday 9<sup>th</sup> June.

### 7.8 Allotments

Cllr Emerson advised no report.

### 7.9 Parish Emergency Plan

Cllr Dale advised that he had contacted three farmers for their contact number and available resources. The paperwork for the Village Hall to be the local Emergency Reception Centre had been sent to NCC Emergency Planning.

### 7.10 Parish Charities

Cllr Dale (Educational Foundation) advised two quotes for the building works had been received and two more were expected. The old garden wall to the rear of the hall had been demolished.

Cllr J Harwood (Sawyers Charity) advised no report.

### 7.11 Quality Parish Council Renewal.

The Clerk advised the QPC reaccreditation portfolio had been submitted.

### 7.12 Joint Working Party on future cemetery provision.

Cllr Dale advised that the manual grave survey was underway, based on a 25m square to the north-east of the church. Five graves have been plotted so far, but the rain has halted progress. A resident was photographing all the gravestones for future reference.

Cllr Mommersteeg advised that Richard Kirk was volunteering to re-point the church, but was looking for volunteers to assist removing the old grouting. It was agreed the Clerk would include this in the June-July newsletter.

## 8 Update on the damage to the 305<sup>th</sup> BG memorial.

Cllr Dale advised the replacement post was due to be delivered to him on Wednesday 13<sup>th</sup> June. He would need a working party to remove and replace the posts. Cllr Wooding suggested pressure washing to remove the sand down the side of the old post.





# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 9 Report on the 2012 celebrations in the Parish.

Cllr Emerson advised that over 300 tickets had been sold for the event. Sadly it had rained on the day, but like most of the country, the parishioners turned up despite the rain and the roasted hog was duly consumed! The WI sold all their cakes and whilst the outdoor games had to be cancelled, the singer and the local band moved into the *Star & Garter* and provided entertainment until midnight.

The success of the event was clearly due to the generous donation of time and materials by members of the community and regulars at the *Star & Garter*.

The costs to the Council (Gazebos, singer, local group and bouncy castle insurance) were £531.28 against an initial budget of £500. The receipts (Hamways (WPG) donation and cash surplus) were £865.00.

The event had been planned as both a Diamond Jubilee celebration for the community and as a fund raising event for two local charities. It clearly suffered from the rain, but was still a resounding success. Cllr Emerson therefore proposed that Council also make a donation (£235) and that £550 be donated each to Cransley Hospice and the Warwickshire & Northamptonshire Air Ambulance.

**The meeting resolved to** donate £1,100, to be split between Cransley Hospice and the Warwickshire & Northamptonshire Air Ambulance and instructed the Clerk to act accordingly.

**Proposed: Cllr Emerson                      Seconded: Cllr J.Harwood                      Decision: Unanimous**

It was further agreed that letters of thanks be sent to Ray Daniells (donation of the pig) and others for their contribution to making the QDJ event a success.

### 10 Approval of the Accounting Statement and the Annual Governance Statement for the year ending 31<sup>st</sup> March 2012.

Cllr Dale went through the statements on the Annual Return.

**The meeting resolved to** approve Accounting Statement for the year ending 31<sup>st</sup> March 2012 and instructed Cllr Dale and the Clerk to sign accordingly.

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

**The meeting resolved to** approve Annual Governance Statement for the year ending 31<sup>st</sup> March 2012 and instructed Cllr Dale and the Clerk to sign accordingly.

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

The Clerk confirmed the statutory notices of elector's rights were being displayed.

### 11 Update on changes to the Code of Conduct.

Cllr Dale advised that both ENC and NALC had issued versions of a new Codes of Conduct (previously circulated to the Cllrs). The Council would need to adopt one of them in July. The government has defined the Discloseable Pecuniary Interests (DPIs) in the *Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012*, due to take force on 1<sup>st</sup> July 2012. These are – employment, sponsorship, contracts, land, licenses, corporate tenancies and securities. These apply insofar as they are within the parish and include those of a spouse or civil partner.

A Cllr will be committing an offence if they fail to register a DPI, fail to disclose it at a meeting, take part in a discussion or get involved with the decision relating to it. If found guilty, the penalties are a fine not exceeding level 5 (currently £5,000), plus possible disqualification from public office for a period not exceeding 5 years.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 12 Report on Local Plans.

Cllr Dale reported back on the meeting held with ENC officers on Monday 28<sup>th</sup> May regarding the progress of both the review of the North Northamptonshire Core Spatial Strategy (NN CSS) and the emerging Four Towns Plan (4TP). Feedback on what the Parish Council wanted for the parish would be welcomed, as this could be included in the 4TP, which may negate the need for a Neighbourhood Development Plan (NDP).

The Clerk had previously sent out the link to the Higham Ferrers NDP planning questionnaire and now had the questions in Word format. The on-line version answers feed directly in the ENC analysis software.

The meeting supported the idea of an exhibition in the autumn showing the built development of the parish over the last 50 years and seeking the electorate's views on how the parish should further develop over the next 50 years.

### 13 Debate on Traffic Calming measures.

Cllr Wooding, who had requested this item, opened the debate on what measures could be used to deter speeding. The VAS data indicated the main consistent speeding problems are on the Caldecott and Raunds roads, but Cllr Wooding felt that a peak speed of 63mph on a straight road was less dangerous than doing 45mph on a bend.

Although direct enforcement was seen as best, this was resource limited from the Police. After debate the meeting proposed that NCC Highways be consulted as to installing rumble strips and/or a half-carriageway road narrowing on the approach to the 30 mph zone at Caldecott (i.e. approaching from Chelston Rise).

**The meeting resolved to** consult NCC Highways and instructed the Clerk to act accordingly.

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

### 14 Responses to Consultations.

The Clerk advised of the following consultations –

Bedford Borough, Central Bedfordshire, and Luton Borough Councils - *Consultation on Main and Additional Modifications to the Minerals and Waste Core Strategy* [Due 16<sup>th</sup> July 2012] – Potential strategic materials and energy recovery site WSD33 (Chelveston Airfield) has not been taken forward to be one of the main or reserve strategic sites in the Minerals and Waste Core Strategy to be formally submitted for public examination.

### 15 Visits, Training and Courses.

Fri 22<sup>nd</sup> Jun – NCALC *Chair's Lunch & Networking* at Gt. Houghton @ 11:00 – 14:00 (£29).

Tues 10<sup>th</sup> Jul – NCALC *The Localism Act* at Franklins Gardens, N'ton @ 09:00 – 16:15 (£60).

Thurs 19<sup>th</sup> Jul – NCALC/Planning England *Neighbourhood Planning Summit* at Litchborough Village Hall @ 10:30 – 15:00 (£40).

Sat 22<sup>nd</sup> Jul – ENC Chairman's Civic Service at St Marys, Rushden @ 11:15.

### 16 Approval of Chairman's and 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 J.Harwood      Decision: Unanimous**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

1792



### 17 Clerk and Councillors' Reports.

The Clerk advised that the Annual Report special edition newsletter had been issued. The regular June-July newsletter would be issued next weekend.

The latest national recycling figures (year to September 2011) showed ENC to be in the bottom quartile nationally (167 of 201 districts) and the lowest in Northants (33.15% compared with South Northants Council at 50.07%). These figures should improve as the effect of the new KSS waste contract will appear in the next quarter's figures.

The owners of Hollywell Farm (Stanwick) had issued a pre-application letter to advice of their intention to apply for planning permission for a single wind turbine on their land.

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

Cllr Dale advised that the next meeting will be held on Monday 9<sup>th</sup> July in the Chelveston Village Hall. The meeting closed at 8:36 p.m.

**Issued on 16<sup>th</sup> June 2012.**

**Pages 1787 – 1796 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
<b>2012</b>				
01/03/2012	I/2012/042/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> March 2012 Issue 80	Circulated
31/03/2012	I/2012/058/MHH	BDO LLP	Annual Return	Awaiting
05/05/2012	I/2012/073/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> April 2012 Issue 81	Circulated
18/05/2012	I/2012/077/MHH	ENC (Shaun Sannerude)	Youth grants (to £1,000)	File
18/05/2012	I/2012/078/MHH	Stamford Transition Town	Stamford Cycling Festival posters	Actioned
19/05/2012	I/2012/079/MHH	Audit Commission	BDO LLP as auditor for 2012-13 to 2016-17 and rates	Audit file
19/05/2012	I/2012/080/MHH	NWB	Overdraft rates	Bank file
19/05/2012	I/2012/081/MHH	NWB	Bank statements	File
23/05/2012	I/2012/082/MHH	Hamways (Andrew Milner)	Donation toward QDJ celebrations	File
24/05/2012	I/2012/083/MHH	NCC (Catherine Greenfield)	NCC Cllr Empowerment fund grant questionnaire	Actioned
24/05/2012	I/2012/084/MHH	ENC Planning	Outline application at land at 1 Kimbolton Rd withdrawn	File
25/05/2012	I/2012/085/MHH	CGM (Cambridge) Ltd	Invoice for grass cutting (May 2012)	Actioned
26/05/2012	I/2012/086/MHH	Holloway Farms Ltd	Pre-application letter for wind turbine	File
26/05/2012	I/2012/087/MHH	Sawyer's Charity	Statement of grants made in last reporting year	Charities
28/05/2012	I/2012/088/MHH	Liesureinsure	One day bouncy castle insurance	Insurance
29/05/2012	I/2012/089/MHH	Stand & Deliver Entertainment	Invoice for QDJ entertainer	Actioned
02/06/2012	I/2012/090/MHH	NCALC	<i>Update</i> issue 3/12 May - June 2012	File
02/06/2012	I/2012/091/MHH	Came & Co	Long Term agreement form	Actioned
11/06/2012	I/2012/092/MHH	Beds BC (Martin Tidy)	Bedford Local Plan - Allocations & Designations plan	File
11/06/2012	I/2012/093/MHH	NCC (Don Rainbow)	Trading Standards poster and cold calling stickers	Actioned
11/06/2012	I/2012/094/MHH	ENC Planning	Outline application at land at 1 Kimbolton Rd (new)	Awaiting
11/06/2012	I/2012/095/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.
<b>2012</b>						
06/05/2012	O/2012/048/MHH	Parish Cllrs	Minutes APA12	Delivered		
24/05/2012	O/2012/049/MHH	Parish Cllrs	Minutes M1205	Delivered		
19/05/2012	O/2012/050/MHH	E-On Energy Services	Payment of invoice	Posted	1205.10.1	I/2012/068/MHH
19/05/2012	O/2012/051/MHH	E-On	Payment of invoice	Posted	1205.10.1	I/2012/062/MHH
19/05/2012	O/2012/052/MHH	CGM (Cambridge) Ltd	Payment of invoice	Posted	1205.10.1	I/2012/074/MHH
19/05/2012	O/2012/053/MHH	NCALC	Payment of invoice	Posted	1205.10.1	I/2012/059/MHH
26/05/2012	O/2012/054/MHH	Chelveston WI	Grant for APA refreshments	Delivered	1205.10.2	
27/05/2012	O/2012/055/MHH	ENC (Sharn Matthews)	Community Governance Review	Delivered	1205.16	
28/05/2012	O/2012/056/MHH	Pauline Ellis	Notification of Council appointed Trustee	Posted	1208.8	
04/06/2012	O/2012/057/MHH	Parish Cllrs	Agenda M1206	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2012/2013

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq. No.	Sheet No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power	
2012.00	01/04/2012			<b>Opening Balance</b>				<b>£12,486.44</b>	<b>£0.00</b>	<b>£12,486.44</b>	<b>£12,486.44</b>					
2012.01	10/04/2012	O/2012/041/MHH	M.H.Hunter	Clerk's Expenses 1204	000893	233		-£13.72	£0.00	-£13.72	£12,472.72	Gen. Admin	1204.6.2	MHH, GH, JH	LGA 1972 S111	
2011.86	04/04/2012	I/2012/052/MHH	Carr Farmers (Northants) Ltd	Allotment water (Jun 11 - Feb 12)	000891	233		-£69.95	£0.00	-£69.95	£12,402.77	Allot Costs	SO83	MHH, ARD, MWW	SHAA 1908 S26	
2011.87		I/2012/054/MHH	NCC	Horse Slow signs	000892			-£480.00	-£96.00	-£576.00	£11,826.77	Traffic Calming	SO83	MHH, ARD, MWW	LGRA 1997 S30	
2012.02	16/04/2012	I/2012/064/MHH	Carr Farmers (Northants) Ltd	Horse signs donation	100061	233		£200.00	£0.00	£200.00	£12,026.77	Misc. Receipts			LGA 1972 S1139	
2012.03	16/04/2012	I/2012/065/MHH	Allotment Assoc	Water donation	100062	233		£69.95	£0.00	£69.95	£12,096.72	Misc. Receipts			LGA 1972 S1139	
2012.04	24/04/2012	I/2012/071/MHH	ENC	Precept [50%]	BACS	233		£5,050.00	£0.00	£5,050.00	£17,146.72	Precept			LGFA 1992 S41	
2012.05	14/05/2012	I/2012/059/MHH	NCALC	Subscription renewal	000894	234		-£133.56	£0.00	-£133.56	£17,013.16	Subscriptions	1205.10.1	MHH, PAM, JH	LGA 1972 S143	
2012.06	14/05/2012	I/2012/062/MHH	E-On	St Lt Power (Jan - Mar 2012)	000895	234		-£381.85	-£76.37	-£458.22	£16,554.94	St Lighting	1205.10.1	MHH, PAM, JH	PCA 1957 S3	
2012.07	14/05/2012	I/2012/068/MHH	E-On Energy Services	St Lt Maint (Jan - Mar 2012)	000897	234		-£138.49	-£27.70	-£166.19	£16,388.75	St Lighting	1205.10.1	MHH, PAM, JH	PCA 1957 S3	
2012.08	14/05/2012	I/2012/074/MHH	CGM (Cambridge) Ltd	Grass cutting (April 2012)	000898	234		-£240.42	-£48.08	-£288.50	£16,100.25	Grass Cutting	1205.10.1	MHH, PAM, JH	HA 1980 S96	
2012.09	14/05/2012	I/2012/075/MHH	Broker Network Ltd	Insurance (2012 - 2013)	000899	234		-£468.54	£0.00	-£468.54	£15,631.71	Insurance	1205.10.1	MHH, PAM, JH	LGA 1972 S111	
2012.10	14/05/2012	O/2012/049/MHH	Chelveston WI	APA refreshments grant	000900			-£20.00	£0.00	-£20.00	£15,611.71	Grants	1205.10.2	MHH, PAM, JH	LGA 1972 S150	
2012.11	14/05/2012	O/2012/049/MHH	M.H.Hunter	Clerk's Expenses 1205	000901	234		-£258.76	£0.00	-£258.76	<b>£15,352.95</b>	Gen. Admin	1205.10.3	MHH, PAM, JH	LGA 1972 S111	
2012.12		I/2012/082/MHH	Hamways Ltd	Donation to QDJ	100063			£500.00	£0.00	£500.00	£15,852.95	Misc. Receipts			LGA 1972 S1139	
2012.13	12/06/2012	I/2012/096/MHH	Cash	QDJ cash surplus	100064			£365.00	£0.00	£365.00	£16,217.95	Misc. Receipts			LGA 1972 S1139	
2012.14	09/06/2012	O/2012/063/MHH	NALC	QPS renewal	000902			-£50.00	-£10.00	-£60.00	£16,157.95	Gen. Admin	SO83	MHH, ARD, MWW	LGA 1972 S111	
2012.15	11/06/2012	I/2012/085/MHH	CGM (Cambridge) Ltd	Grass cutting (May 2012)	000903			-£240.42	-£48.08	-£288.50	£15,869.45	Grass Cutting	1206.6.1	MHH, PAM, JH	HA 1980 S96	
2012.16	11/06/2012	O/2012/059/MHH	M.H.Hunter	Clerk's Expenses 1206	000904			-£347.68	£0.00	-£347.68	<b>£15,521.77</b>	Gen. Admin	1206.6.2	MHH, PAM, JH	LGA 1972 S111	
							<b>Balance C/F</b>	<b>£0.00</b>	<b>£15,828.00</b>	<b>-£306.23</b>	<b>£15,521.77</b>	<b>£15,521.77</b>				

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- HA Highways Act
- LA Litter Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- LG(MP)A Local Govt (Misc Provisions) Act
- LGRA Local Govt and Rating Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- SHAA Small Holdings and Allotments Act
- VA VAT Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheques 000896 not used

Category	S137	Amount	VAT	Total
<b>Brought Forward</b>		<b>£12,486.44</b>	<b>£0.00</b>	<b>£12,486.44</b>
Allotment receipts		£0.00	£0.00	£0.00
Bank interest		£0.00	£0.00	£0.00
Bank Bonus Saver interest		£0.00	£0.00	£0.00
Misc. receipts		£1,134.95	£0.00	£1,134.95
Play Area receipts		£0.00	£0.00	£0.00
Precept		£5,050.00	£0.00	£5,050.00
VAT refund		£0.00	£0.00	£0.00
305th BG memorial donations		£0.00	£0.00	£0.00
<b>Income</b>		<b>£6,184.95</b>	<b>£0.00</b>	<b>£6,184.95</b>
Allotment costs		-£69.95	£0.00	-£69.95
Audit		£0.00	£0.00	£0.00
Clerk's salary		£0.00	£0.00	£0.00
E-Government		£0.00	£0.00	£0.00
Elections		£0.00	£0.00	£0.00
Gen. Admin		-£347.66	-£10.00	-£357.66
Grants		-£20.00	£0.00	-£20.00
Grass cutting		-£480.84	-£96.16	-£577.00
Ground works		£0.00	£0.00	£0.00
Insurance		-£468.54	£0.00	-£468.54
Misc. expenses		£0.00	£0.00	£0.00
Play Area costs		£0.00	£0.00	£0.00
Recreation		-£322.50	£0.00	-£322.50
St Lighting		-£520.34	-£104.07	-£624.41
St Lighting (new)		£0.00	£0.00	£0.00
St Lighting (repairs)		£0.00	£0.00	£0.00
Subscriptions		-£133.56	£0.00	-£133.56
Traffic calming		-£480.00	-£96.00	-£576.00
Training		£0.00	£0.00	£0.00
Village Hall		£0.00	£0.00	£0.00
305th BG memorial costs		£0.00	£0.00	£0.00
S137	£0.00		£0.00	£0.00
<b>Expenditure</b>		<b>-£2,843.39</b>	<b>-£306.23</b>	<b>-£3,149.62</b>
<b>B/F + Income + Expenditure</b>		<b>£0.00</b>	<b>£15,828.00</b>	<b>-£306.23</b>
				<b>£15,521.77</b>

Audit tables	
Brought Forward	£12,486.44
Precept	£5,050.00
Other income	£1,134.95
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£3,149.62
Balance	<b>£15,521.77</b>
Bank books	#
Assets	£99.00
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 @ 7p	Post pence	DL Env @ 6p	C5 Env @ 7p	C4 Env @ 10p	Copy @ 7p	Phone Calls	Mileage @ 40p/mile	Other
16/04/2012	Higgins - 20 pegs for churchyard survey									£10.80
22/04/2012	QDJ - risk assessment	3								
08/05/2012	Pre-minutes for Clerk (APA12)	3								
12/05/2012	Draft accounts	4								
12/05/2012	Chairman's declaration	1								
14/05/2012	Minutes APA12 - 2 P.Cllrs & File	10					20			
19/05/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)									£2.28
19/05/2012	NCALC - payment of invoice	1	50	1						
19/05/2012	CGM (Cambridge) - payment of invoice	1	50	1						
19/05/2012	E-On - payment of invoice		50							
19/05/2012	E-On Energy Services		50	1						
19/05/2012	Came & Co - payment of invoice	1	50	1						
26/05/2012	Chelveston WI - payment of grant	1								
27/05/2012	ENC - CGR letter	1		1			1			
28/05/2012	Minutes 1205 - 2 P.Cllrs & File	11					22			
28/05/2012	Plans of parish for ENC mtg	3								
28/05/2012	Sawyer's Charity - Trustee appointment letter	1	50	1			1			
28/05/2012	Leisureinsure - QDJ bouncy castle insurance	2								£22.50
03/06/2012	Joanne Day - QDJ singer fee			1						£175.00
04/06/2012	QDJ - winners list (raffle & sweets)	1								
04/06/2012	Phil Baxter + 4 - QDJ group fee									£125.00
05/06/2012	Agenda M1206 - 7 P.Cllrs. 3 notices & File	4					32			
	<b>TOTALS</b>	£3.36	£3.00	£0.42	£0.00	£0.00	£5.32	£0.00	£0.00	£335.58

**TOTAL VALUE = £347.68**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

9<sup>th</sup> July 2012

#### Meeting Number 1207

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 9<sup>th</sup> July 2012** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: Two 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. Pieter Mommersteeg spoke on the recent appeal decision, highlighting some of the statements made by the Planning Inspector.

#### **1 Apologies.**

Cllr Dale opened the meeting at 7:43 p.m. and asked for any apologies – D.Cllr Whiting (prior engagement) and the meeting agreed to accept this apology.

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

Cllr G.Harwood declared an interest as a member of the ENC Development Control Committee and Cllr Emerson declared a prejudicial interest in item 5.1 (owns nearby property).  
Cllrs Dale, Emerson & J.Harwood declared a prejudicial interest in item 6.1 (Clerk, Trustee and Chair of Management Committee (respectively) of body receiving payment).

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

None this month.

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

The minutes of the Ordinary Meeting of the Parish Council **1206 – 11<sup>th</sup> June 2012** had been circulated.

**The meeting resolved to:** approve the minutes of meeting **1206** with no amendments.

**Proposed:** Cllr Dale

**Seconded:** Cllr J.Harwood

**Decision:** Unanimous

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

##### **5.1 EN/12/00861/OUT— Outline residential development at Land at 1 Kimbolton Road, Chelveston.**

Cllr Dale explained that a revised outline application for land at 1 Kimbolton Rd had been received, which now provides a separate road access and moves the south facing windows of 1 Kimbolton Road to the east, so as to mitigate the overlooking issue.





# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

The Clerk advised the owner of *Tanglefoot* had commented on overlooking from the proposed gable end window. *The Sheiling* owner had commented on proximity. A statement from the applicant was then read out, including relative development of the plot, only outline consent, the piecemeal development of the housing along the road and being an improvement on the former rotting greenhouses.

The meeting debated the application, noting the size and form of the submitted plans, the building line and the proximity to neighbouring properties.

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

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

### 5.2 Update on previous applications

The Clerk advised that windfarm appeals had been successful. To reduce the impact on Chelston Rise, the Boxer mast would have to be removed and consent for manometer mast ENMM was refused (the applicant would instead be using manometer mast BBMM which was further away from Chelston Rise). The Heras fencing on the Rights of Way would have to be replaced.

## 6 Financial Transactions.

*Cllr Dale did not take part in item 6.1 and Cllr Wooding chaired this item.*

- 6.1 The following invoices were due for payment – Drage & Sons (memorial post), K.Ayres (internal audit 2012), Chelveston Village Hall (Hall hire (Apr – Jun)) and Colemans (stationery/printing – June 2012). In respect of the latter payment, the Clerk advised the account had been opened to reduce the expenses of the Clerk, to take advantage of the account holder discounts and to allow the Council to reclaim the VAT. The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

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

*Cllr Dale resumed the chair.*

- 6.2 Following the Queen's Diamond Jubilee (QDJ) event last month, grants to two charities (Warwickshire and Northamptonshire Air Ambulance and Cransley Hospice) were due (as per M1204.10). The Clerk confirmed the total was within the annual s137 limit, that both charities provided a service to residents of the parish and the amount provided by the Council was not disproportionate once the £865 profit was discounted (i.e. pass through). The meeting resolved to approve these grants and authorised the appropriate cheques to be signed.

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

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

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

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

- 6.5 The Clerk confirmed the Annual Return had been submitted to the external auditor.

**Opening Balance for the meeting** £15,521.77

### Receipts since last meeting

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



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2012.17	Drage & Sons	366 <sup>th</sup> BS replacement post	000905	£432.00
2012.18	Chelveston Village Hall	Hall Hire (Apr – Jun 2012)	000906	£60.00
2012.19	K.Ayre	Internal Audit	000907	£54.00
2012.20	Colemans	Stationery/Printing (Jun 2012)	000908	£14.77
2012.21	WNAA	Grant to charity	000909	£550.00
2012.22	Cransley Hospice	Grant to charity	000910	£550.00
2012.23	M.H.Hunter	Expenses to 1207	000911	£180.48
<b>Total Expenditure this meeting</b>				<b>£1,841.25</b>
<b>Closing Balance for this meeting</b>				<b>£13,680.52</b>

## 7 Updates on Projects List.

### 7.1 Highways & Footways Issues.

The Clerk advised the street name sign for Foot Lane at the Higham Road end has been replaced by ENC. The fixed VAS on the Higham Road has been realigned by NCC. The dog fouling in High/Joes Lane had been reported in the June-July newsletter. The damaged chevron on the Kimbolton road reported by Cllr Dale has been repaired.

Cllr Dale had been approached by a resident of Foot Lane who was concerned about HGV's entering the lane by error. It was agreed that a name plate sign on the Corner House Cottages side of the lane was required, with the "no through road" pictogram.

Cllr Emerson requested that due to the amount of rain causing vigorous grass growth, the Council opt to use one of the "spare" cuts in July. The meeting agreed.

### 7.2 Street Lighting.

The Clerk advised Lamp 58 (near 5 The Crescent, Chelston Rise) had been repaired.

### 7.3 Ditches.

Cllr Izzard advised the ditches were holding up to the rains.

### 7.4 E-Government.

The Clerk advised for the 30 day period ending 9<sup>th</sup> July 2012 of the 2,046 website hits, 4.0% came from the US, 1.2% from Europe and 1.4% from other countries.

The history website had been updated to include the Civil War skirmish and the main site finance page now included the current budget in addition to the prior year accounts.

### 7.5 Rights of Way

Cllr Izzard advised he had received the NCC newsletter, main articles being on the replacement of stiles with kissing gates.

### 7.6 Trees

Cllr Wooding had suggested that the Council might like to plant a small tree, such as a Flowering Cherry to mark the QDJ. The planting guidelines from NCC Highways meant it would not fit on by the 305<sup>th</sup> BG memorial. Instead NCC had been contacted to ask if the QDJ tree could replace a damaged tree on the Kimbolton road lay-by. Another location might be near the junction of Caldecott road and Bidwell Lane. Cllr Wooding undertook to check the measurements in line with the NCC planting guidelines.

### 7.7 Community Safety

Cllr J Harwood advised no report.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 7.8 Allotments

Cllr Emerson advised one tenant had left for Spain, but his daughter would tend the plot for the remainder of the season.

### 7.9 Parish Emergency Plan

Cllr Dale advised that all the farmers had agreed to their being called on in a parish emergency.

### 7.10 Parish Charities

Cllr Dale (Educational Foundation) advised three quotes had been received, but to due to the variances, a fourth quote was now being sort.

Cllr J Harwood (Sawyers Charity) advised no report.

### 7.11 Quality Parish Council Renewal.

The Clerk advised that following the interview attended by Cllr Dale and the Clerk, the Council had been informally notified that it had been re-accredited to 2016.

### 7.12 Joint Working Party on future cemetery provision.

Cllr Dale advised of progress in mapping the graves so far.

## 8 Update on the damage to the 305<sup>th</sup> BG memorial.

Cllr Dale advised that he was still trying to remove the old post with the assistance of Cllr Wooding and Fred Chamberlain.

## 9 Adoption of the new Code of Conduct.

Cllr Dale advised that, as previously discussed (M1206.11), the Council now had to adopt a new Code of Conduct. The choices were either the ENC code or the NALC code, both of which had been previously sent out to the members.

**The meeting resolved to** adopt the ENC Code of Conduct and instructed Cllr Dale and the Clerk to sign accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr G.Harwood**

**Decision: Unanimous**

## 10 Changes to Standing Orders for granting dispensations and member arrangements for Disclosable Interests.

Cllr Dale explained that the adoption of the new Code of conduct would require changes to the Council's Standing Orders. These were –

Amend SO 33 (Disorderly Conduct) – change to date of adoption of the new code.

Amend SO 57 (Interests) – change to define Disclosable Pecuniary Interests (DPIs).

Amend SO 58 (Interests) – change to require member with DPI to withdraw from meeting.

Amend SO 59 (Interests) – change to allow member with DPI to make statement and answer questions from the Council before withdrawing from meeting (so long as public have similar right).

Amend SO 78 (Complaints) – change to direct complaints to the ENC Monitoring Officer.

New SO 88 (Dispensations) – defines the four permitted types of dispensations.

New SO 89 (Dispensations) – states that dispensations are time limited (max 4 years).

New SO 90 (Dispensations) – identifies that the Clerk will be the proper officer for determining such dispensations.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

Under SO 79 (Varying Standing Orders), SO 80 (Varying Standing Orders) was suspended for this item, so that the changes could take effect immediately, to comply with legislative changes.

**The meeting resolved to** amend the Standing Orders 33, 57, 58, 59 and 78 for member arrangements for Disclosable Interests and create Standing Orders 88, 89 and 90 for the granting of dispensations and instructed Cllr Dale and the Clerk to sign accordingly and the Clerk to issue the new Standing Orders to all Cllrs.

**Proposed: Cllr Dale**

**Seconded: Cllr G.Harwood**

**Decision: Unanimous**

### 11 FY12-13 First Quarter Budget Review.

The Clerk went through the forecast and the spend to-date with the meeting and the following virements were proposed -

Allot income:	+£ 40.00	Allot costs:	+£ 69.95
Grants/Misc income:	+£269.95	Audit:	+£ 54.00
Other Income:	+£865.00	Recreation:	+£ 31.28
Clerk's Salary:	-£ 645.75	S137:	+£1,100.00
Gen Admin:	-£ 207.47		

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

**Proposed: Cllr Emerson**

**Seconded: Cllr Izzard**

**Decision: Unanimous**

### 12 Update on Local Plans.

Cllr Dale advised that ENC had confirmed there would be no charge to help with designing a survey utilising their analysis software (similar to the Higham Ferrers TC survey), hosting the survey on the ENC site and providing a link to place on the Council's website. Responses would be received electronically into a dedicated mail box and ENC would also provide an analysis at the end of the consultation period. For hardcopy users, ENC had offered their freepost address and envelopes (this would be re-charged back).

The Council would need to decide what local groups to involve in the design of the questions for this parish e.g. for Higham, this included representatives from the Friends of Henry Chichele Primary School, Kings Meadow Lane Residents' Association, Higham Ferrers Tourism, Methodist Church, St Mary's Church and Friends of Higham Ferrers Library.

### 13 Update on Traffic Calming measures.

Cllr Wooding reported on the meeting held on 9<sup>th</sup> July 2012 with NCC Highways to look at traffic calming options in Caldecott at the 30 mph limit approaching from Chelston Rise and the adding of 30 roundels on the roads by the mobile VAS locations.

*It being 9.00 pm., under SO 1(d), the meeting agreed to continue to 9.30 pm.*

### 14 Responses to Consultations.

The Clerk advised of the following consultations –

Local Government Boundary Commission for England *review of NCC* [Due 13<sup>th</sup> August 2012]. The proposed replacement for the current NCC Higham Ferrers Division (Higham Ferrers, Chelveston-cum-Caldecott, Stanwick & Newton Bromswold parishes) will lose both Stanwick & Newton Bromswold, but gain part of Rushden (i.e. Spencer parish ward). It is expected to be approx 4% below the new NCC average (9,654 per Cllr) in 2017.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

NCC *partial review of Minerals and Waste Development Framework (MWDF)* [Due 23<sup>rd</sup> August 2012]. Although the MWDF is still fairly new, NCC are conducting a partial review to roll forward the plan from 2026 to 2031.

### 15 Visits, Training and Courses.

Thurs 19<sup>th</sup> Jul – NCalc/Planning England *Neighbourhood Planning Summit* at Litchborough Village Hall @ 10:30 – 15:00 (£40).

Sat 22<sup>nd</sup> Jul – ENC Chairman's Civic Service at St Marys, Rushden @ 11:15.

### 16 Approval of Chairman's and 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 J.Harwood

**Decision:** Unanimous

### 17 Clerk and Councillors' Reports.

The Clerk advised that the June-July newsletter had been issued. The recovery of the first minute book confirmed the Council had first met in January 1895, following a parish meeting in December 1894 to elect the founding Cllrs.

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

Cllr Dale advised that the next meeting will be held on Monday 13<sup>th</sup> August if required, or else Monday 10<sup>th</sup> September in the Chelveston Village Hall. The meeting closed at 9.07 pm.

**Issued on 11<sup>th</sup> July 2012.**

**Pages 1797 – 1806 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
<b>2012</b>				
01/03/2012	I/2012/042/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> March 2012 Issue 80	Circulated
31/03/2012	I/2012/058/MHH	BDO LLP	Annual Return	Actioned
05/05/2012	I/2012/073/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> April 2012 Issue 81	Circulated
11/06/2012	I/2012/094/MHH	ENC Planning	Outline application at land at 1 Kimbolton Rd (new)	Actioned
12/06/2012	I/2012/096/MHH	NWB	Cash deposit	File
15/06/2012	I/2012/097/MHH	WT Drage & Sons	Replacement 366 <sup>th</sup> BS post	Actioned
16/06/2012	I/2012/098/MHH	ENC (David Oliver)	Community Governance Review apology	File
16/06/2012	I/2012/099/MHH	Miss Tammy Moreton	Concerns over Willow Tree at 1 Hillside	Trees
16/06/2012	I/2012/100/MHH	Buckingham Palace	Diamond Jubilee thanks	File
16/06/2012	I/2012/101/MHH	Chelveston Village Hall	Invoice for Apr - Jun 2012	Actioned
16/06/2012	I/2012/102/MHH	Came & Co	Insurance paperwork	Insurance
23/06/2012	I/2012/103/MHH	Colemans (Highan Ferrers)	Confirmation of credit account	File
30/06/2012	I/2012/104/MHH	NCC (Mark Chant)	MWDF partial review - consultation on way forward	Awaiting
30/06/2012	I/2012/105/MHH	Bill Newton Dunn (MEP)	MEP Bulletin for East Midlands	File
06/07/2012	I/2012/106/MHH	K.Ayre	Preliminary meeting (1 hr) and Internal Audit (2 hrs) invoice	Actioned
06/07/2012	I/2012/107/MHH	Colemans (Highan Ferrers)	Stationery invoice (June)	Actioned
06/07/2012	I/2012/108/MHH	LGBCE	Draft Recommendations for NCC electoral review	File
06/07/2012	I/2012/109/MHH	NCALC	Training calendar Jul - Dec 2012	File
06/07/2012	I/2012/110/MHH	E-ON	Invoice for St Lt Power (Apr - Jun 2012)	Awaiting
06/07/2012	I/2012/111/MHH	ENC Planning	CRE windfarm appeal determination	File
06/07/2012	I/2012/112/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> July 2012 Issue 82	File

Chelveston-cum-Caldecott Parish Council  
Northamptonshire

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
<b>2012</b>						
05/06/2012	O/2012/058/MHH	Parish	June - July Newsletter	Delivered		
05/06/2012	O/2012/059/MHH	Parish Cllrs	Minutes M1206	Delivered		
06/06/2012	O/2012/060/MHH	Parish	Annual Report newsletter	Delivered		
06/06/2012	O/2012/061/MHH	Colemans (Highan Ferrers)	Application for credit account	Posted		
09/06/2012	O/2012/062/MHH	Came & Co	Long Term agreement form	Posted	1205.10.1	I/2012/091/MHH
09/06/2012	O/2012/063/MHH	NCALC	QPS renewal	Delivered	1109.11	
11/06/2012	O/2012/064/MHH	CGM (Cambridge) Ltd	Payment of invoice	Posted	1206.6.1	I/2012/085/MHH
16/06/2012	O/2012/065/MHH	NCC (Catherine Greenfield)	NCC Cllr Empowerment fund grant response	Posted		I/2012/083/MHH
30/06/2012	O/2012/066/MHH	BDO LLP	Audit explanation of differences	Posted		
23/06/2012	O/2012/067/MHH	Ray Daniells	Thank you letter for QDJ event	Delivered	M1206.9	
23/06/2012	O/2012/067/MHH	Andrea Claydon	Thank you letter for QDJ event	Delivered	M1206.9	
23/06/2012	O/2012/069/MHH	Rosemary Wooding	Thank you letter for QDJ event	Delivered	M1206.9	
23/06/2012	O/2012/070/MHH	Arthur Wright	Thank you letter for QDJ event	Delivered	M1206.9	
23/06/2012	O/2012/071/MHH	Pieter & Patricia Mommersteeg	Thank you letter for QDJ event	Delivered	M1206.9	
23/06/2012	O/2012/072/MHH	The S&G Regulars	Thank you letter for QDJ event	Delivered	M1206.9	
23/06/2012	O/2012/073/MHH	Gill Jeffcoat (WI)	Thank you letter for QDJ event	Delivered	M1206.9	
23/06/2012	O/2012/074/MHH	Matthew Hellett	Thank you letter for QDJ event	Posted	M1206.9	
23/06/2012	O/2012/075/MHH	Paul Welton	Thank you letter for QDJ event	Delivered	M1206.9	
30/06/2012	O/2012/076/MHH	Parish Cllrs	Agenda M1207	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2012/2013

Transact. Number	Date	Document Number	Payee/Sender	Description	Chq. No.	Sheet No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power	
2011.86	04/04/2012	I/2012/052/MHH	Carr Farmers (Northants) Ltd	Allotment water (Jun 11 - Feb 12)	000891	233		-£69.95	£0.00	-£69.95	£12,402.77	Allot Costs	SO83	MHH, ARD, MWW	SHAA 1908 S26	
2011.87		I/2012/054/MHH	NCC	Horse Slow signs	000892			-£480.00	-£96.00	-£576.00	£11,826.77	Traffic Calming	SO83	MHH, ARD, MWW	LGRA 1997 S30	
2012.02	16/04/2012	I/2012/064/MHH	Carr Farmers (Northants) Ltd	Horse signs donation	100061	233		£200.00	£0.00	£200.00	£12,026.77	Misc. Receipts			LGA 1972 S1139	
2012.03	16/04/2012	I/2012/065/MHH	Allotment Assoc	Water donation	100062	233		£69.95	£0.00	£69.95	£12,096.72	Misc. Receipts				
2012.04	24/04/2012	I/2012/071/MHH	ENC	Precept [50%]	BACS	233		£5,050.00	£0.00	£5,050.00	£17,146.72	Precept			LGFA 1992 S41	
2012.05	14/05/2012	I/2012/059/MHH	NCALC	Subscription renewal	000894	234		-£133.56	£0.00	-£133.56	£17,013.16	Subscriptions	1205.10.1	MHH, PAM, JH	LGA 1972 S143	
2012.06	14/05/2012	I/2012/062/MHH	E-On	St Lt Power (Jan - Mar 2012)	000895	234		-£381.85	-£76.37	-£458.22	£16,554.94	St Lighting	1205.10.1	MHH, PAM, JH	PCA 1957 S3	
2012.07	14/05/2012	I/2012/068/MHH	E-On Energy Services	St Lt Maint (Jan - Mar 2012)	000897	234		-£138.49	-£27.70	-£166.19	£16,388.75	St Lighting	1205.10.1	MHH, PAM, JH	PCA 1957 S3	
2012.08	14/05/2012	I/2012/074/MHH	CGM (Cambridge) Ltd	Grass cutting (April 2012)	000898	234		-£240.42	-£48.08	-£288.50	£16,100.25	Grass Cutting	1205.10.1	MHH, PAM, JH	HA 1980 S96	
2012.09	14/05/2012	I/2012/075/MHH	Broker Network Ltd	Insurance (2012 - 2013)	000899	234		-£468.54	£0.00	-£468.54	£15,631.71	Insurance	1205.10.1	MHH, PAM, JH	LGA 1972 S111	
2012.10	14/05/2012	O/2012/049/MHH	Chelveston WI	APA refreshments grant	000900			-£20.00	£0.00	-£20.00	£15,611.71	Grants	1205.10.2	MHH, PAM, JH	LGA 1972 S150	
2012.11	14/05/2012	O/2012/049/MHH	M.H.Hunter	Clerk's Expenses 1205	000901	234		-£258.76	£0.00	-£258.76	£15,352.95	Gen. Admin	1205.10.3	MHH, PAM, JH	LGA 1972 S111	
2012.12		I/2012/082/MHH	Hamways Ltd	Donation to QDJ	100063			£500.00	£0.00	£500.00	£15,852.95	Misc. Receipts			LGA 1972 S1139	
2012.13	12/06/2012	I/2012/096/MHH	Cash	QDJ cash surplus	100064			£365.00	£0.00	£365.00	£16,217.95	Misc. Receipts			LGA 1972 S1139	
2012.14	09/06/2012	O/2012/063/MHH	NALC	QPS renewal	000902			-£50.00	-£10.00	-£60.00	£16,157.95	Gen. Admin	SO83	MHH, ARD, MWW	LGA 1972 S111	
2012.15	11/06/2012	I/2012/085/MHH	CGM (Cambridge) Ltd	Grass cutting (May 2012)	000903			-£240.42	-£48.08	-£288.50	£15,869.45	Grass Cutting	1206.6.1	MHH, PAM, JH	HA 1980 S96	
2012.16	11/06/2012	O/2012/059/MHH	M.H.Hunter	Clerk's Expenses 1206	000904			-£347.68	£0.00	-£347.68	£15,521.77	Gen. Admin	1206.6.2	MHH, PAM, JH	LGA 1972 S111	
2012.17	09/07/2012	I/2012/097/MHH	Drage & Sons	Replacement 366th BS post	000905			-£360.00	-£72.00	-£432.00	£15,089.77	305 Costs	1207.6.1	MHH, PAM, GH	WM(LAP) 1923 S1	
2012.18	09/07/2012	I/2012/101/MHH	Chelveston Village Hall	Hall Hire (Apr - Jun 2012)	000906			-£60.00	£0.00	-£60.00	£15,029.77	Hall	1207.6.1	MHH, PAM, GH	LGA 1972 S133	
2012.19	09/07/2012	I/2012/106/MHH	K.Ayre	Internal audit fees	000907			-£54.00	£0.00	-£54.00	£14,975.77	Audit	1207.6.1	MHH, PAM, GH	ACA 1998 S7	
2012.20	09/07/2012	I/2012/107/MHH	Colemans	Stationery / Printing (Jun 2012)	000908			-£12.31	-£2.46	-£14.77	£14,961.00	Gen. Admin	1207.6.1	MHH, PAM, GH	LGA 1972 S111	
2012.21	09/07/2012		WNAA	Grant (Jubilee profits)	000909			-£550.00	£0.00	-£550.00	£14,411.00	S137	1207.6.2	MHH, PAM, GH	LGA 1972 S137	
2012.22	09/07/2012		Cranslay Hospice	Grant (Jubilee profits)	000910			-£550.00	£0.00	-£550.00	£13,861.00	S137	1207.6.2	MHH, PAM, GH	LGA 1972 S137	
2012.23	09/07/2012	O/2012/077/MHH	M.H.Hunter	Clerk's Expenses 1207	000911			-£167.15	-£13.33	-£180.48	£13,680.52	Gen. Admin	1207.6.3	MHH, PAM, GH	LGA 1972 S111	
							<b>Balance C/F</b>	<b>-£1,100.00</b>	<b>£15,174.54</b>	<b>-£394.02</b>	<b>£13,680.52</b>	<b>£13,680.52</b>				

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- HA Highways Act
- LA Litter Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- LG(MP)A Local Govt (Misc Provisions) Act
- LGRA Local Govt and Rating Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- SHAA Small Holdings and Allotments Act
- VA VAT Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheques 000896 not used

Category	S137	Amount	VAT	Total
<b>Brought Forward</b>		<b>£12,486.44</b>	<b>£0.00</b>	<b>£12,486.44</b>
Allotment receipts		£0.00	£0.00	£0.00
Bank interest		£0.00	£0.00	£0.00
Bank Bonus Saver interest		£0.00	£0.00	£0.00
Misc. receipts		£1,134.95	£0.00	£1,134.95
Play Area receipts		£0.00	£0.00	£0.00
Precept		£5,050.00	£0.00	£5,050.00
VAT refund		£0.00	£0.00	£0.00
305th BG memorial donations		£0.00	£0.00	£0.00
<b>Income</b>		<b>£6,184.95</b>	<b>£0.00</b>	<b>£6,184.95</b>
Allotment costs		-£69.95	£0.00	-£69.95
Audit		-£54.00	£0.00	-£54.00
Clerk's salary		£0.00	£0.00	£0.00
E-Government		-£66.66	-£13.33	-£79.99
Elections		£0.00	£0.00	£0.00
Gen. Admin		-£460.46	-£12.46	-£472.92
Grants		-£20.00	£0.00	-£20.00
Grass cutting		-£480.84	-£96.16	-£577.00
Ground works		£0.00	£0.00	£0.00
Insurance		-£468.54	£0.00	-£468.54
Misc. expenses		£0.00	£0.00	£0.00
Play Area costs		£0.00	£0.00	£0.00
Recreation		-£322.50	£0.00	-£322.50
St Lighting		-£520.34	-£104.07	-£624.41
St Lighting (new)		£0.00	£0.00	£0.00
St Lighting (repairs)		£0.00	£0.00	£0.00
Subscriptions		-£133.56	£0.00	-£133.56
Traffic calming		-£480.00	-£96.00	-£576.00
Training		£0.00	£0.00	£0.00
Village Hall		-£60.00	£0.00	-£60.00
305th BG memorial costs		-£360.00	-£72.00	-£432.00
S137		-£1,100.00	£0.00	-£1,100.00
<b>Expenditure</b>		<b>-£3,496.85</b>	<b>-£394.02</b>	<b>-£3,890.87</b>
<b>B/F + Income + Expenditure</b>		<b>-£1,100.00</b>	<b>£15,174.54</b>	<b>£13,680.52</b>

Audit tables	
Brought Forward	£12,486.44
Precept	£5,050.00
Other income	£1,134.95
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£4,990.87
<b>Balance</b>	<b>£13,680.52</b>
Bank books	#
Assets	£99.00
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 @ 7p	Post pence	DL Env @ 6p	C5 Env @ 7p	C4 Env @ 10p	Copy @ 7p	Phone Calls	Mileage @ 40p/mile	Other
06/06/2012	Colemans - credit application	1	50	1			1			
09/06/2012	QPS renewal printing						156			
09/06/2012	Annual Report newsletter [250]	6								£10.00
09/06/2012	Delivery of above (V.Williams)									£10.00
09/06/2012	Came & Co - Long term agrrement	2	50	1						
09/06/2012	NCALC - QPS renewal	1		1			1			
11/06/2012	Pre-minutes for Clerk (M1206)	5								
11/06/2012	CGM (Cambridge) - payment of invoice	1	50	1						
16/06/2012	Came & Co - Insurance forms	16								
16/06/2012	Minutes 1206 - 2 P.Cllrs & File	10					20			
18/06/2012	Newsletter (Jun - Jul) [250]	2								£20.00
18/06/2012	Delivery of above (V.Williams)									£10.00
18/06/2012	NCC (questionnaire response)		50		1					
23/06/2012	QDJ thank you - Rosemary Wooding	1					1			
23/06/2012	QDJ thank you - Ray Daniells	1					1			
23/06/2012	QDJ thank you - Andrea & Becky	1					1			
23/06/2012	QDJ thank you - Regulars at the <i>Star &amp; Garter</i>	1					1			
23/06/2012	QDJ thank you - Arthur Wright	1					1			
23/06/2012	QDJ thank you - Peter & Patricia	1					1			
23/06/2012	QDJ thank you - Gill Jeffcoat & WI	1					1			
23/06/2012	QDJ thank you - Matthew Hellett	1	50	1			1			
23/06/2012	QDJ thank you - Paul Welton	1					1			
26/06/2012	ISP renewal									£79.99
30/06/2012	BDO LLP - Annual Return letter	2					4			
30/06/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)									£2.28
02/07/2012	QPS re-accreditation interview (Litchborough)								64	
02/07/2012	Agenda M1207 - 7 P.Cllrs. 3 notices & File	4					32			
<b>TOTALS</b>		£4.13	£2.50	£0.30	£0.07	£0.00	£15.61	£0.00	£25.60	£132.27

**TOTAL VALUE = £180.48**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

10<sup>th</sup> September 2012

**Meeting Number 1208**

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 10<sup>th</sup> September 2012** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: 12 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 G.Harwood (ENC meeting) and the meeting agreed to accept this apology.

#### **2 Declarations of Interest / dispensation grants under the Localism Act 2011.**

Cllr Izzard declared a Disclosable Pecuniary Interest (owns the house in the parish nearest the proposed turbine).

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

The Clerk advised that he had consulted the Chairman, Vice-chairman and IFV regarding a request to pay five invoices during the August recess.

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

The minutes of the Ordinary Meeting of the Parish Council **1207 – 9<sup>th</sup> July 2012** had been circulated.

**The meeting resolved to:** approve the minutes of meeting **1207** with no amendments.

**Proposed: Cllr Dale**

**Seconded: Cllr Emerson**

**Decision: Unanimous**

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

Cllr Dale advised the meeting that an error on the agenda meant that item 5.1 had not been correctly described. In order to avoid any subsequent challenge, the meeting would provide guidance on the Council's views and the actual response would be made by the Clerk under SO83.

*Cllr Izzard made a statement under SO59 and then withdrew from the meeting.*



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

- 5.1 **EN/12/01282/FUL— Outline** Installation of 500KW wind turbine with max hub height of 50m and maximum height to blade tip of 77m at Holywell Farm, Chelveston Rd, Stanwick.

Cllr Dale explained the plans and invited comments from the floor and then the Cllrs. After debate, the meeting's guidance on the application was to object on the grounds of cumulative impact, loss of visual amenity, blade flicker at High Mere, errors and omissions in the supporting documents (e.g. noise) and overstatement of the benefits (35% claimed).

*Cllr Izzard returned to the meeting.*

- 5.2 **EN/12/01383/SCR** - Screening Opinion request for proposed solar park, the Airfield, Chelveston.

Cllr Dale explained that this was a screening opinion request for a solar park on land owned by a local farmer and was for information only. No application had been submitted yet and the Council would not make a decision until the appropriate time.

- 5.3 **Plot 12 Chelveston Allotments** – Request to erect chicken coop, run and keep chickens.

Cllr Dale explained that in accordance with conditions 5 (buildings) and 9 (poultry) of the tenancy agreement, the tenant wish to erect a chicken coop, run and keep chickens.

**The meeting resolved to** grant to the application and instructed the Clerk to notify the applicant accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr Wooding**

**Decision: Unanimous**

- 5.4 **Plot 14 Chelveston Allotments** – Request to erect greenhouse.

Cllr Dale explained that in accordance with conditions 5 (buildings) of the tenancy agreement, the tenant wish to erect a greenhouse.

**The meeting resolved to** grant to the application and instructed the Clerk to notify the applicant accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr Emerson**

**Decision: Unanimous**

- 5.5 **Update on previous applications**

The Clerk advised that the application for a dwelling on land at 1 Kimbolton Road had been refused by the ENC Development Control Committee.

## 6 Financial Transactions.

- 6.1 The following invoice was due for payment – Colemans (stationery/printing – August 2012). The meeting resolved to approve this payment and authorised the appropriate cheque to be signed.

**Proposed: Cllr Dale**

**Seconded: Cllr Izzard**

**Decision: Unanimous**

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

**Proposed: Cllr Wooding**

**Seconded: Cllr Emerson**

**Decision: Unanimous**

- 6.3 The bank statements for the months of July and August have been received and reconciled.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

**Opening Balance for the meeting** £13,680.52

**Receipts since last meeting**

Number	Sender	Description	Method	Amount
2012.24	NWB	Interest (Apr – Jun 2012)	Bank	£0.68
2012.25	NWB	BS Interest (Apr – Jun 2012)	Bank	£21.07
<b>Total Receipts this meeting</b>				<u>£21.75</u>

**Payments to be made this meeting**

Number	Payee	Description	Cheque	Amount
2012.26	E-On	St Lt Power (Apr – Jun 2012)	000912	£458.23
2012.27	E-On Energy Services	St Lt Maint (Apr – Jun 2012)	000913	£232.62
2012.28	CGM (Cambs)	Grass cutting (Jun 2012)	000914	£288.50
2012.29	Colemans	Stationery/Printing (Jul 2012)	000915	£5.00
2012.30	CGM (Cambs)	Grass cutting (Jul 2012)	000916	£288.50
2012.31	Colemans	Stationery/Printing (Aug 2012)	000917	£20.00
2012.32	M.H.Hunter	Expenses to 1208	000918	£11.00
<b>Total Expenditure this meeting</b>				<u>£1,303.85</u>

**Closing Balance for this meeting** £12,398.42

## 7 Updates on Projects List.

### 7.1 Highways & Footways Issues.

The Clerk advised that following the meeting with NCC Highways on 9<sup>th</sup> July, NCC had subsequently advised they could not provide the 30 roundels by the VAS posts, as they were only permitted to place these by permanent repeater signs.

ENC had been contacted to provide a name plate sign on the Corner House Cottages side of Foot Lane, with a “no through road” pictogram and the NCC Community Enhancement gang had cut back the bushes behind the Jubilee seat on the Green.

Cllr Wooding advised of 4 potholes in Caldecott, Cllr J.Harwood referred to the parking in High St and the state of the footways. As the meeting could recall two recent falls by the public it was agreed to request NCC to survey the footways in the Chelveston.

Cllr Izzard reported the run-off gullies in Raunds Road were blocked with vegetation.

### 7.2 Street Lighting.

The Clerk advised that for the October meeting, it would be useful if the Cllrs identified which four 80w MBFU (white) lamps they wished to convert to 35w SOX (orange) before winter.

The 12 remaining 80w MBFU lamps are –

Scaraben, Water Lane	8 Sawyers Crescent	Wood Cottage, the Green
6 Hillside	2 Raunds Rd	100m west of JST on B645
3, 5, 21 & 29 Duchy Close	1 Britten Close	Woodlands, Caldecott Rd

### 7.3 Ditches.

Cllr Izzard advised hedge cutting had taken place, but there is still vegetation in the ditches.

Cllr Dale advised the ditch at *Haleworth*, Caldecott would be opened up during the week.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 7.4 E-Government.

The Clerk advised for the 30 day period ending 10<sup>th</sup> September 2012 of the 1,500 website hits, 4.6% came from the US, 3.2% from Europe and 1.4% from other countries.

The history website had been updated to include the 1937 election and the main site documents page now included a link to the Register of Interests.

### 7.5 Rights of Way

Cllr Izzard advised that the NCC Rights of Way officer was checking a possible obstruction on footpath MM10 where it crossed into the new golf course field.

### 7.6 Trees

Cllr Wooding advised the tree on the island (B663 / B645 junction) was blocking driver visibility from the Raunds Road direction. There was a possibility that the proposed Jubilee tree may fit on the highway land behind the Bidwell Lane sign near the old forge.

### 7.7 Community Safety

Cllr J Harwood reported on the Safety Community Panel meeting held on 5<sup>th</sup> September. Crime appears to be dropping, probably due to the local increase in manning at Rushden. There were complaints at the panel meeting that the police 101 non-emergency number was taking too long to be answered.

### 7.8 Allotments

Cllr Emerson advised one tenant had given up his plot and a friend from Chelston Rise would take it over. The tenancy agreement had been prepared, but not yet signed.

### 7.9 Parish Emergency Plan

Cllr Dale advised no report.

### 7.10 Parish Charities

Cllr Dale (Educational Foundation) advised the Village Hall dividing doors had now been repaired and moved on the runners freely. The Educational Foundation was in discussions on car parking arrangements.

Cllr J Harwood (Sawyers Charity) advised no report.

### 7.11 Joint Working Party on future cemetery provision.

Cllr Dale advised no report.

## 8 Update on the damage to the 305<sup>th</sup> BG memorial.

Cllr Dale advised no report.

## 9 Update on Local Plans.

The Clerk showed the meeting the development boundaries from 45 and 20 years ago, which will be used in the exhibition on future development needs. The Council needed to consider what questions it wanted in the survey and what other groups (e.g. the Church PCC) it would invite to choose questions.

The meeting agreed that the timeline would be for the survey questions to be agreed by the October meeting and the exhibition to take place in November.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 10 Update on Traffic Calming measures.

The Clerk advised the VAS was currently on Caldecott Road. Next month it would move to Raunds Road.

The estimate for the works outlined at the site meeting held on 9<sup>th</sup> July 2012 with NCC Highways to look at traffic calming options in Caldecott at the 30 mph limit approaching from Chelston Rise was around £5,000 for timber entrance features, signs and a roundel marking, plus an area of patching to facilitate markings where the current road surface is poor, moving the bends warning sign and an additional SLOW marking.

There was a short debate on the merits of calming techniques.

**The meeting resolved to** obtain a formal quote for the works and instructed the Clerk to act accordingly.

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

*It being nearly 9.00 pm., under SO 1(d), the meeting agreed to continue to 9.30 pm.*

### 11 Updates to Council assets.

The Clerk advised one of the gazebos had been damaged due to overnight winds after the Queen's Diamond Jubilee event and the remaining serviceable parts added to the other. The register required amended to delete one gazebo.

A review of the recovered minute books had identified two further assets – the Doomsday plaque which was installed in the Church porch in May 1988 (the wooden base of which had been provided by Cllr Wooding) and plaque commemorating the parish donations (£355 or about £11,400 in today's money) to the Northampton General Hospital War Memorial appeal (1939-45) – this was an appeal to raise funds for the hospital extension, eventually raising nearly £200,000. The minutes of 11<sup>th</sup> December 1947 indicate the plaque was unveiled at a ceremony following the Council meeting.

This latter plaque needs a home e.g. in Roade and Silverstone, it is part of their war memorial. Cllr Dale agreed to approach the Educational Foundation Trustees with a view to have the plaque mounted in the Village Hall.

**The meeting resolved to:** amend the asset register by deleting one gazebo and adding the two plaques.

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

### 12 Request for a dog bin.

Cllr Dale advised a resident from Chelston Rise had requested a dog bin to be placed at the end of the unclassified road (U30331) that serves the southern entrance to the airfield site.

Cllr Izzard suggested a second dog bin was placed near the U30331 / C59 junction as well.

**The meeting resolved to:** investigate provision of two dog bins and instructed the Clerk to contact ENC accordingly.

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

### 13 Responses to Consultations.

The Clerk advised of the following consultations –

DCLG *Payments by parish and community councils and charter trustees* [Due 11<sup>th</sup> Sept 2012]. s150(5) LGA 1972 requires two Cllrs to sign the cheques (the third [non-legislative] signature usually being the Clerk or RFO). This generally prevents electronic transactions. NALC, SLCC and One Voice Wales have for years campaigned to remove this barrier to electronic finance.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

DCLG is now consulting on repealing s150(5) to allow electronic transactions. Note this would not prevent a Parish/Town Council from continuing as before, it would just cease to be a legal requirement.

NNJPU *Consultation on Emerging Policies for the Joint Core Strategy* [Due 15<sup>th</sup> Oct 2012]. NNJPU are consulting on core strategies, including allowing Rushden to expand east beyond the A6 by-pass. First suggestions are for a Sustainable Urban Extension of 2,100 to 2,500 homes (mixed use development). Closest approach to this parish would be Slater's Lodge (far end of the footpath MM10 from Caldecott to Upper Higham Lane).

The meeting felt the Council should respond to the second consultation, highlighting its concerns for the road network (as Slater's Lodge is on the airfield HGV route).

### 14 Visits, Training and Courses.

Weds 12<sup>th</sup> Sept – NVCA *Community roadshow* at Saxon Hall, Raunds @ 13:00 – 16:00.

Weds 12<sup>th</sup> Sept – NACRE *AGM* at Hunsbury Hill centre, N'ton @ 18:30 – 20:30.

Weds 17<sup>th</sup> Oct – NCALC *Budgeting & Precepting* at NCALC Litchborough @ 19:00 – 21:00 (£29).

Sat 20<sup>th</sup> Oct – ENC Chairman's event *An evening with Dr Busker* at Pemberton centre, Rushden @ 19:30 – 23:30 (£14 – inc. Fish & Chip supper).

Sat 20<sup>th</sup> Oct – Northants Conservatives *P&CC candidate talk to P&TCs* at Broughton Village Hall @ 10:30 – 13:00.

Sat 20<sup>th</sup> Oct – NCALC 65<sup>th</sup> *AGM* at Saxon hall, Raunds @ 9:30 (for bacon rolls!)

### 15 Approval of Chairman's and 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

### 16 Clerk and Councillors' Reports.

The Clerk advised that the August – September newsletter had been issued. The cheques were presented to Cransley hospice and the Warwickshire and Northamptonshire air Ambulance Trust by Cllr Emerson at the *Star & Garter*. The Evening Telegraph did not run the story, so it has been passed to the Nene Valley News.

An application has been received too late for this meeting for a development and listed building consent at Duchy Farm, Caldecott. The agent has been notified of an error in the site plan

#### Date of Next Meeting:

Cllr Dale advised that the next meeting will be held on Monday 8<sup>th</sup> October in the Chelveston Village Hall. The meeting closed at 9.07 pm.

**Issued on 15<sup>th</sup> September 2012.**

**Pages 1807 – 1816 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
<b>2012</b>				
01/03/2012	I/2012/042/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> March 2012 Issue 80	Circulated
05/05/2012	I/2012/073/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> April 2012 Issue 81	Circulated
30/06/2012	I/2012/104/MHH	NCC (Mark Chant)	MWDF partial review - consultation on way forward	Awaiting
30/06/2012	I/2012/105/MHH	Bill Newton Dunn (MEP)	MEP Bulletin for East Midlands	File
06/07/2012	I/2012/106/MHH	K.Ayre	Preliminary meeting (1 hr) and Internal Audit (2 hrs) invoice	Actioned
06/07/2012	I/2012/107/MHH	Colemans (Higham Ferrers)	Stationery invoice (June)	Actioned
06/07/2012	I/2012/108/MHH	LGBCE	Draft Recommendations for NCC electoral review	File
06/07/2012	I/2012/109/MHH	NCALC	Training calendar Jul - Dec 2012	File
06/07/2012	I/2012/110/MHH	E-ON	Invoice for St Lt Power (Apr - Jun 2012)	Actioned
06/07/2012	I/2012/111/MHH	ENC Planning	CRE windfarm appeal determination	File
06/07/2012	I/2012/112/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> July 2012 Issue 82	File
13/07/2012	I/2012/113/MHH	E-On Energy Services	Invoice for St Lt Maintenance (Apr - Jun 2012)	Actioned
13/07/2012	I/2012/114/MHH	Northants Police Authority	"Have your Say" questionnaire on new PCC	Awaiting
13/07/2012	I/2012/115/MHH	NALC	Receipt for QPS renewal	File
20/07/2012	I/2012/116/MHH	CGM (Cambridge) Ltd	Invoice for June grass cutting	Actioned
28/07/2012	I/2012/117/MHH	NWB	Bank Statements	File
28/07/2012	I/2012/118/MHH	NWB	Bank Statements	File
05/08/2012	I/2012/119/MHH	Swarco	Details of VAS unit	File
05/08/2012	I/2012/120/MHH	NCALC	<i>Update</i> July/August 2012 issue 4/12	File
05/08/2012	I/2012/121/MHH	Colemans (Higham Ferrers)	Invoice for stationery / printing	Actioned
13/08/2012	I/2012/122/MHH	CGM (Cambridge) Ltd	Invoice for July grass cutting	Actioned
13/08/2012	I/2012/123/MHH	ENC Planning	Notification of DCC meeting for land at 1 Kimbolton Road	File
13/08/2012	I/2012/124/MHH	ENC (Karen Britton)	ENC adoption of Domestic Waste Storage & Collection SPD	File
13/08/2012	I/2012/125/MHH	ENC (Sharn Matthews)	ENC info on Code of Conduct and DPI's	File
13/08/2012	I/2012/126/MHH	ENC Planning	Application for 500KW Wind Turbine at Holywell Farm, Stanwick	Awaiting
14/08/2012	I/2012/127/MHH	CGM (Cambridge) Ltd	Statement	File
22/08/2012	I/2012/128/MHH	ENC Planning	Notification of revised DCC meeting for land at 1 Kimbolton Road	File
25/08/2012	I/2012/129/MHH	Wicksteed Leisure	Invoice for 6 monthly play area inspection	Awaiting
01/09/2012	I/2012/130/MHH	Audit Commission	Notice that BDO LLP will be the external auditor for FY12/13 - FY16/17	File
01/09/2012	I/2012/131/MHH	NACRE	Notice of AGM on Weds 12th Sept	File
08/09/2012	I/2012/132/MHH	Colemans (Higham Ferrers)	Invoice for stationery / printing	Awaiting
10/09/2012	I/2012/133/MHH	ENC Planning	Application for conversion of barns at Duchy Farm, Caldecott	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.
<b>2012</b>						
02/07/2012	O/2012/077/MHH	Parish Cllrs	Minutes M1207	Delivered		
07/07/2012	O/2012/078/MHH	Parish Cllrs	Code of Conduct	Delivered	M1207.9	
09/07/2012	O/2012/079/MHH	Parish Cllrs	Standing Orders ver 7.0	Delivered	M1207.10	
09/07/2012	O/2012/080/MHH	ENC Planning	Response to application	Posted	M1207.5.1	I/2012/094/MHH
14/07/2012	O/2012/081/MHH	Colemans (Highan Ferrers)	Payment of invoice	Posted	M1207.6.1	I/2012/107/MHH
14/07/2012	O/2012/082/MHH	WT Drage & Sons	Payment of invoice	Posted	M1207.6.1	I/2012/097/MHH
19/07/2012	O/2012/083/MHH	Fiona Turner (NM PM)	NCC boundary review	Posted	SO83	
29/07/2012	O/2012/084/MHH	CGM (Cambridge) Ltd	Payment of invoice	Posted	SO83	I/2012/116/MHH
29/07/2012	O/2012/085/MHH	E-ON	Payment of invoice	Posted	SO83	I/2012/110/MHH
29/07/2012	O/2012/086/MHH	E-On Energy Services	Payment of invoice	Posted	SO83	I/2012/113/MHH
06/08/2012	O/2012/087/MHH	Colemans (Highan Ferrers)	Payment of invoice	Posted	SO83	I/2012/121/MHH
11/08/2012	O/2012/088/MHH	Parish	Aug - Sept Newsletter	Delivered		
14/08/2012	O/2012/089/MHH	Sharn Matthews (ENC)	Cllrs DPI forms (4)	Posted		
21/08/2012	O/2012/090/MHH	Sharn Matthews (ENC)	Cllrs DPI form	Posted		
21/08/2012	O/2012/091/MHH	LGBCE	NCC boundary review	Posted		
03/09/2012	O/2012/092/MHH	Parish Cllrs	Agenda M1208	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2012/201

Transact. Number	Date	Document Number	Payee/Sender	VAT Number	Description	Chq. No.	Sheet No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2011.86	04/04/2012	I/2012/052/MHH	Carr Farmers (Northants) Ltd	119 9280 48	Allotment water (Jun 11 - Feb 12)	000891	233		-£69.95	£0.00	-£69.95	£12,402.77	Allot Costs	SO83	MHH, ARD, MWW	SHAA 1908 S26
2011.87		I/2012/054/MHH	NCC	121 4804 09	Horse Slow signs	000892	237		-£480.00	-£96.00	-£576.00	£11,826.77	Traffic Calming	SO83	MHH, ARD, MWW	LGRA 1997 S30
2012.02	16/04/2012	I/2012/064/MHH	Carr Farmers (Northants) Ltd		Horse signs donation	100061	233		£200.00	£0.00	£200.00	£12,026.77	Misc. Receipts			LGFA 1972 S1139
2012.03	16/04/2012	I/2012/065/MHH	Allotment Assoc		Water donation	100062	233		£69.95	£0.00	£69.95	£12,096.72	Misc. Receipts			LGFA 1972 S1139
2012.04	24/04/2012	I/2012/071/MHH	ENC		Precept [50%]	BACS	233		£5,050.00	£0.00	£5,050.00	£17,146.72	Precept			LGFA 1992 S41
2012.05	14/05/2012	I/2012/059/MHH	NCALC		Subscription renewal	000894	234		-£133.56	£0.00	-£133.56	£17,013.16	Subscriptions	1205.10.1	MHH, PAM, JH	LGFA 1972 S143
2012.06	14/05/2012	I/2012/062/MHH	E-On	559 0978 89	St Lt Power (Jan - Mar 2012)	000895	234		-£381.85	-£76.37	-£458.22	£16,554.94	St Lighting	1205.10.1	MHH, PAM, JH	PCA 1957 S3
2012.07	14/05/2012	I/2012/068/MHH	E-On Energy Services	559 0978 89	St Lt Maint (Jan - Mar 2012)	000897	234		-£138.49	-£27.70	-£166.19	£16,388.75	St Lighting	1205.10.1	MHH, PAM, JH	PCA 1957 S3
2012.08	14/05/2012	I/2012/074/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (April 2012)	000898	234		-£240.42	-£48.08	-£288.50	£16,100.25	Grass Cutting	1205.10.1	MHH, PAM, JH	HA 1980 S96
2012.09	14/05/2012	I/2012/075/MHH	Broker Network Ltd		Insurance (2012 - 2013)	000899	236		-£468.54	£0.00	-£468.54	£15,631.71	Insurance	1205.10.1	MHH, PAM, JH	LGFA 1972 S111
2012.10	14/05/2012	O/2012/049/MHH	Chelveston WI		APA refreshments grant	000900	234		-£20.00	£0.00	-£20.00	£15,611.71	Grants	1205.10.2	MHH, PAM, JH	LGFA 1972 S150
2012.11	14/05/2012	O/2012/049/MHH	M.H.Hunter		Clerk's Expenses 120£	000901	234		-£258.76	£0.00	-£258.76	£15,352.95	Gen. Admin	1205.10.3	MHH, PAM, JH	LGFA 1972 S111
2012.12		I/2012/082/MHH	Hamways Ltd		Donation to QDJ	100063	235		£500.00	£0.00	£500.00	£15,852.95	Misc. Receipts			LGFA 1972 S1139
2012.13	12/06/2012	I/2012/096/MHH	Cash		QDJ cash surplus	100064	235		£365.00	£0.00	£365.00	£16,217.95	Misc. Receipts			LGFA 1972 S1139
2012.14	09/06/2012	O/2012/063/MHH	NALC	233 4102 14	QPS renewal	000902	237		-£50.00	-£10.00	-£60.00	£16,157.95	Gen. Admin	SO83	MHH, ARD, MWW	LGFA 1972 S111
2012.15	11/06/2012	I/2012/085/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (May 2012)	000903	235		-£240.42	-£48.08	-£288.50	£15,869.45	Grass Cutting	1206.6.1	MHH, PAM, JH	HA 1980 S96
2012.16	11/06/2012	O/2012/059/MHH	M.H.Hunter		Clerk's Expenses 120£	000904	235		-£347.68	£0.00	-£347.68	£15,521.77	Gen. Admin	1206.6.2	MHH, PAM, JH	LGFA 1972 S111
2012.17	09/07/2012	I/2012/097/MHH	Drage & Sons	755 6981 78	Replacement 366th BS post	000905	236		-£360.00	-£72.00	-£432.00	£15,089.77	305 Costs	1207.6.1	MHH, PAM, GH	WM(LAP) 1923 S1
2012.18	09/07/2012	I/2012/101/MHH	Chelveston Village Hall		Hall Hire (Apr - Jun 2012)	000906	236		-£60.00	£0.00	-£60.00	£15,029.77	Hall	1207.6.1	MHH, PAM, GH	LGFA 1972 S133
2012.19	09/07/2012	I/2012/106/MHH	K.Ayre		Internal audit fees	000907	237		-£54.00	£0.00	-£54.00	£14,975.77	Audit	1207.6.1	MHH, PAM, GH	ACA 1998 S7
2012.20	09/07/2012	I/2012/107/MHH	Colemans	294 2920 39	Stationery / Printing (Jun 2012)	000908	236		-£12.31	-£2.46	-£14.77	£14,961.00	Gen. Admin	1207.6.1	MHH, PAM, GH	LGFA 1972 S111
2012.21	09/07/2012		WNAA		Grant (Jubilee profits)	000909	237		-£550.00	£0.00	-£550.00	£14,411.00	S137	1207.6.2	MHH, PAM, GH	LGFA 1972 S137
2012.22	09/07/2012		Cransley Hospice		Grant (Jubilee profits)	000910	237		-£550.00	£0.00	-£550.00	£13,861.00	S137	1207.6.2	MHH, PAM, GH	LGFA 1972 S137
2012.23	09/07/2012	O/2012/077/MHH	M.H.Hunter		Clerk's Expenses 120£	000911	236		-£167.15	-£13.33	-£180.48	£13,680.52	Gen. Admin	1207.6.3	MHH, PAM, GH	LGFA 1972 S111
2012.24	29/06/2012	I/2012/117/MHH	NWB		Interest (Apr - Jun 2012)	Bank	R145		£0.68	£0.00	£0.68	£13,681.20	Interest			
2012.25	29/06/2012	I/2012/118/MHH	NWB		BS Interest (Apr - Jun 2012)	Bank	B5		£21.07	£0.00	£21.07	£13,702.27	Bonus			
2012.26	28/07/2012	I/2012/110/MHH	E-ON	559 0978 89	St Lt Power (Apr - Jun 2012)	000912	237		-£381.86	-£76.37	-£458.23	£13,244.04	St Lighting	SO83	MHH, ARD, MWE	PCA 1957 S3
2012.27	28/07/2012	I/2012/113/MHH	E-On Energy Services	559 0978 89	St Lt Maint (Apr - Jun 2012)	000913	237		-£193.85	-£38.77	-£232.62	£13,011.42	St Lighting	SO83	MHH, ARD, MWE	PCA 1957 S3
2012.28	28/07/2012	I/2012/116/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (Jun 2012)	000914	237		-£240.42	-£48.08	-£288.50	£12,722.92	Grass Cutting	SO83	MHH, ARD, MWE	HA 1980 S96
2012.29	06/08/2012	I/2012/121/MHH	Colemans	294 2920 39	Stationery / Printing (Jul 2012)	000915	237		-£4.17	-£0.83	-£5.00	£12,717.92	Gen. Admin	SO83	MHH, ARD, MWE	LGFA 1972 S111
2012.30	08/09/2012	I/2012/122/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (Jul 2012)	000916			-£240.42	-£48.08	-£288.50	£12,429.42	Grass Cutting	SO83	MHH, ARD, MWW	HA 1980 S96
2012.31	10/09/2012	I/2012/132/MHH	Colemans	294 2920 39	Stationery / Printing Aug 2012)	000917			-£16.67	-£3.33	-£20.00	£12,409.42	Gen. Admin	1208.6.1	MHH, PAM, JH	LGFA 1972 S111
2012.32	10/09/2012	O/2012/094/MHH	M.H.Hunter		Clerk's Expenses 120£	000918			-£11.00	£0.00	-£11.00	£12,398.42	Gen. Admin	1208.6.2	MHH, PAM, JH	LGFA 1972 S111
<b>Balance C/F</b>									<b>-£1,100.00</b>	<b>£14,107.90</b>	<b>-£609.48</b>	<b>£12,398.42</b>	<b>£12,398.42</b>			

[Database categories are hidden in Column R]

Statute / SI / Notice

- ACA Audit Commission Act
- HA Highways Act
- LA Localism Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- LG(MP)A Local Govt (Misc Provisions) Act
- LGRA Local Govt and Rating Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- SHAA Small Holdings and Allotments Act
- VA VAT Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheques 000896 not used

Category	S137	Amount	VAT	Total
<b>Brought Forward</b>		<b>£12,486.44</b>	<b>£0.00</b>	<b>£12,486.44</b>
Allotment receipts		£0.00	£0.00	£0.00
Bank interest		£0.68	£0.00	£0.68
Bank Bonus Saver interest		£21.07	£0.00	£21.07
Misc. receipts		£1,134.95	£0.00	£1,134.95
Play Area receipts		£0.00	£0.00	£0.00
Precept		£5,050.00	£0.00	£5,050.00
VAT refund		£0.00	£0.00	£0.00
305th BG memorial donations		£0.00	£0.00	£0.00
<b>Income</b>		<b>£6,206.70</b>	<b>£0.00</b>	<b>£6,206.70</b>
Allotment costs		-£69.95	£0.00	-£69.95
Audit		-£54.00	£0.00	-£54.00
Clerk's salary		£0.00	£0.00	£0.00
E-Government		-£66.66	-£13.33	-£79.99
Elections		£0.00	£0.00	£0.00
Gen. Admin		-£492.30	-£16.62	-£508.92
Grants		-£20.00	£0.00	-£20.00
Grass cutting		-£961.68	-£192.32	-£1,154.00
Ground works		£0.00	£0.00	£0.00
Insurance		-£468.54	£0.00	-£468.54
Misc. expenses		£0.00	£0.00	£0.00
Play Area costs		£0.00	£0.00	£0.00
Recreation		-£322.50	£0.00	-£322.50
St Lighting		-£1,096.05	-£219.21	-£1,315.26
St Lighting (new)		£0.00	£0.00	£0.00
St Lighting (repairs)		£0.00	£0.00	£0.00
Subscriptions		-£133.56	£0.00	-£133.56
Traffic calming		-£480.00	-£96.00	-£576.00
Training		£0.00	£0.00	£0.00
Village Hall		-£60.00	£0.00	-£60.00
305th BG memorial costs		-£360.00	-£72.00	-£432.00
S137		-£1,100.00	£0.00	-£1,100.00
<b>Expenditure</b>		<b>-£1,100.00</b>	<b>-£4,585.24</b>	<b>-£6,685.24</b>
<b>B/F + Income + Expenditure</b>		<b>-£1,100.00</b>	<b>£14,107.90</b>	<b>-£609.48</b>

Audit tables	
Brought Forward	£12,486.44
Precept	£5,050.00
Other income	£1,156.70
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£6,294.72
<b>Balance</b>	<b>£12,398.42</b>
Bank books	#
Assets	£99.00
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 @ 7p	Post pence	C5 Env @ 7p	C4 Env @ 10p	Phone Calls	Mileage @ 40p/mile	Other
09/07/2012	Budget Control Sheets	8						
09/07/2012	Pre-minutes for Clerk (M1207)	6						
09/07/2012	Code of Conduct	2						
09/07/2012	Standing Orders	15						
09/07/2012	ENC Planning - response to application	2	50					
14/07/2012	Colemans - payment of invoice		50					
14/07/2012	W.T.Drage & Sons - payment of invoice		50					
14/07/2012	Minutes 1207 - 2 P.Cllrs & File	10						
19/07/2012	Fiona Turner - NCC review	2	50					
29/07/2012	CGM (Cams) - payment of invoice		50					
29/07/2012	E-On - payment of invoice		50					
29/07/2012	E-On Energy Services - payment of invoice		50					
06/08/2012	Colemans - payment of invoice		50					
14/08/2012	ENC - DPI forms [4]		150					
21/08/2012	ENC - DPI form		50					
21/08/2012	LCBCE - NCC divisions review	1						
26/08/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)							£2.28
03/09/2012	Agenda M1208 - 7 P.Cllrs. 3 notices & File	4						
<b>TOTALS</b>		<b>£3.50</b>	<b>£6.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2.28</b>

**TOTAL VALUE = £11.78**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

8<sup>th</sup> October 2012

#### Meeting Number 1209

Minutes of an **Ordinary Meeting** of the Parish Council held at 7:30 p.m. – **Monday 8<sup>h</sup> October 2012** in the Chelveston Village Hall.

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

Clerk: Mr. M.H.Hunter

Public: D.Cllr P.Whiting.

#### **Open Forum.**

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

#### **1 Apologies.**

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

#### **2 Declarations of Interest / dispensation grants under the Localism Act 2011.**

Cllr G Harwood declared an interest in item 5 (member of ENC Development Control Committee).

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

The Clerk advised that, in consultation with the Chair, Vice-Chair and Independent Financial Verifier, he had responded to a planning application on behalf of the Council.

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

The minutes of the meeting of the Parish Council on **10<sup>th</sup> September 2012** had been circulated.

**The meeting resolved to:** approve the minutes of meeting **1208** with no amendments.

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

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

- 5.1 **EN/12/01431/FUL and EN/12/01432/LBC — Change of use of traditional agricultural farm buildings to form three dwellings (including limited extension) and carport, demolition of three modern farm buildings, change of use of attached barn to further residential accommodation to the farmhouse, and erection of a new garage ancillary to the farmhouse with terraces to all dwellings at Duchy Farm, Bidwell Lane, Caldecott.**

After debate it was agreed to request conditions a) that the materials used should match the existing and b) to remove or restrict Permitted Development Rights to the land to the west and south of the proposed dwellings, so as to preserve the setting of the listed building.

**The meeting resolved** not to object to the applications, but with conditions and instructed the Clerk to notify ENC accordingly.

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



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

5.2 **EN/12/01493/FUL – erection of first floor extension over existing garage at the *Old Club House*, Foot Lane, Chelveston.**

After debate it was agreed that while the principle of development was accepted, the featheredged black surface finish submitted was not in keeping with the street scene and was alien to the character of the village.

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

**Proposed: Cllr Dale**

**Seconded: Cllr Izzard**

**Decision: Unanimous**

5.3 **Update on previous applications**

The Clerk advised that the application for a 77m (to blade tip) Wind Turbine at Holywell Farm, Stanwick had not yet been considered. A Parish Meeting was being held in Stanwick this evening, to which the residents of Chelveston had been invited.

## 6 Financial Transactions.

6.1 The following invoices were due for payment – BDO LLP (external audit 2011-12), CGM (Cambs) Ltd (August grass cutting) and Colemans (stationery/printing – September 2012). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

**Proposed: Cllr Dale**

**Seconded: Cllr J Harwood**

**Decision: Unanimous**

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

**Proposed: Cllr Dale**

**Seconded: Cllr Wooding**

**Decision: Unanimous**

6.3 The external audit had been completed with no matters arising and the statutory notices had been displayed. The meeting resolved to accept the auditors report.

**Proposed: Cllr Dale**

**Seconded: Cllr Emerson**

**Decision: Unanimous**

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

**Opening Balance for the meeting** £12,398.42

### Receipts since last meeting

Number	Sender	Description	Method	Amount
2012.33	ENC	Precept (50%)	BACS	£5,050.00
2012.34	HMRC	VAT refund (2011-12)	BACS	£1,969.39
<b>Total Receipts this meeting</b>				<u>£7,019.39</u>

### Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2012.35	CGM (Cambs)	Grass cutting (Aug 2012)	000919	£288.50
2012.36	BDO LLP	External Audit (2011-12)	000920	£162.00
2012.37	Colemans	Stationery/Printing (Sep 2012)	000921	£108.66
2012.38	M.H.Hunter	Expenses to 1209	000922	£7.01
<b>Total Expenditure this meeting</b>				<u>£566.17</u>

**Closing Balance for this meeting** £18,851.64



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 7 Updates on Projects List.

#### 7.1 Highways & Footways Issues.

The Clerk advised that ENC had ordered a name plate sign on the Corner House Cottages side of Foot Lane, with a "no through road" pictogram, NCC had raised a works order for the Water Lane barrier repairs following the vehicle impact in August and they had been contacted about surveying the footways in Chelveston, but wished to know if there were any particular areas of concern.

Cllr Emerson undertook to notify the Clerk on the specific areas.

Cllr Wooding advised that the sewer between Chelston Rise and Caldecott had blocked on two occasions in the last fortnight, causing outflow onto the road.

#### 7.2 Street Lighting.

Cllr Dale reminded the meeting that the Clerk had requested the Cllrs identify which four of the remaining 80w MBFU (white) lamps they wished to convert to 35w SOX (orange) before winter. After a short debate, the lamps selected were lamp 16 (2 Raunds Rd), lamp 23 (*Wood Cottage*, the Green), lamp 25 (100m west of JST) and lamp 27 (*Woodlands*, Caldecott Rd).

**The meeting resolved to** replace lamps 16, 23, 25 & 27 and instructed the Clerk to act accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr Emerson**

**Decision: Unanimous**

#### 7.3 Ditches.

Cllr Izzard advised the ditches were running freely. Cllr Dale confirmed the *Haleworth* ditch had been dug out.

#### 7.4 E-Government.

The Clerk advised for the 30 day period ending 7<sup>th</sup> October 2012 of the 1,656 website hits, 11.8% came from the US, 8.4% from Europe and 2.2% from other countries.

The main website Councillors page now included the list of all the Council since 1895.

#### 7.5 Rights of Way

Cllr Izzard advised that NCC ROW had been to visit the blockage on footpath MM10 between the Duchy land and the Golf club. Either a field gate or a kissing gate would be installed.

Cllr Mommersteeg advised the B645 hedgerow "gap" to footpath MM2 across Duchy field was overgrown.

#### 7.6 Trees

The Clerk confirmed NCC had been notified of the tree on the traffic island (B663 / B645 junction) which was blocking driver visibility from the Raunds Road direction.

The proposed Queen's Diamond Jubilee tree would fit on the highway land behind the Bidwell Lane sign near the old forge. NCC had been asked if planting a Japanese Flowering Cherry (*Prunus Settulata*) would be acceptable (as not on current approved planting list).

#### 7.7 Community Safety

Cllr J Harwood advised no report.

#### 7.8 Allotments

Cllr Emerson advised one tenant had given up his plot and a friend from Chelston Rise would take it over. The tenancy agreement had been prepared, but not yet signed.

#### 7.9 Parish Emergency Plan

Cllr Dale advised no report.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 7.10 Parish Charities

Cllr Dale (Educational Foundation) advised that land purchase negotiations were underway.

Cllr J Harwood (Sawyers Charity) advised no progress on holding a meeting of the trustees.

### 7.11 Joint Working Party on future cemetery provision.

Cllr Dale advised no report.

## 8 Request for contractor to undertake repairs to the damage to the 305<sup>th</sup> BG memorial.

Cllr Dale advised that, following the suggestion at the last meeting, he had contacted the memorial masons regarding them extracting the old post and preparing the new one.

**The meeting resolved to** proceed with works and instructed Cllr Dale and the Clerk to act accordingly.

**Proposed: Cllr Wooding**

**Seconded: Cllr Izzard**

**Decision: Unanimous**

## 9 Update on Local Plans.

The Clerk provided the meeting with draft questionnaires. The meeting felt the questions did not concentrate sufficiently on the development boundary and provided advice on amendments to be issued before the next meeting.

Assuming agreement on the wording, the questionnaires would be issued during the last week of November, just before the weekend exhibition (10:00 – 16:00 on Sat 1<sup>st</sup> & 2<sup>nd</sup> December) with a response deadline of 31<sup>st</sup> December. Four collection points were proposed (three in Chelveston and one in Caldecott) and it was hoped to arrange a fifth collection point in Chelston Rise.

A decision on whether to accept the offer of funding from a developer (printing, preparation of maps, etc) was deferred to the next meeting.

## 10 FY11/12 Second Quarter Budget review.

The Clerk went through the budget/expenditure to 30<sup>th</sup> September and proposed the following virements for the next quarter -

VAT refund	-£30.61	Traffic Calming	+£3,000
Clerks Salary	-£645.75	War memorial	+£310.00
Verge Maint	- £1,000	War memorial reserve	-£310.00

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

**Proposed: Cllr Dale**

**Seconded: Cllr J Harwood**

**Decision: Unanimous**

## 11 Request for Traffic Calming measures on highway C59 at Caldecott.

The formal quote for the works previously outlined at the site meeting with NCC Highways (i.e. white timber entrance features, village and 30 signs, replace SLOW with red 30 roundel marking, patching to facilitate markings where the current road surface is poor, removing the obsolete bends warning sign and providing red rumble strips) was £2,486.84 (ex-VAT).

Cllr G Harwood requested alternate funding opportunities be investigated to offset the cost.

**The meeting resolved to** proceed with the works and instructed the Clerk to act accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr Wooding**

**Decision: Unanimous**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 12 Request for dog bins on southern access highway U30331 to CRE site.

Cllr Dale advised that the bins would be £150 each (i.e. £300 for the pair), with one near the lay-by near the C59 junction and one at the end near bridleway MM14.

**The meeting resolved to:** provide two dog bins and instructed the Clerk to contact ENC accordingly.

**Proposed:** Cllr Dale

**Seconded:** Cllr Izzard

**Decision:** Unanimous

*It being 9.00 pm., under SO 1(d), the meeting agreed to continue to 9.10 pm.*

### 13 Responses to Consultations *(deferred to next meeting)*

### 14 Visits, Training and Courses.

Tues 9<sup>th</sup> Oct – NCALC *General Power of Competence* at NCALC Litchborough @ 12:15 – 14:00 (£15) (Clerk).

Weds 17<sup>th</sup> Oct – NCALC *Budgeting & Precepting* at NCALC Litchborough @ 19:00 – 21:00 (£29).

Sat 20<sup>th</sup> Oct – ENC Chairman's event *An evening with Dr Busker* at Pemberton Centre, Rushden @ 19:30 – 23:30 (£14 inc. Fish & Chip supper).

Sat 20<sup>th</sup> Oct – NCALC 65<sup>th</sup> AGM at Saxon Hall, Raunds @ 9:30 (Cllr J Harwood & Clerk). The meeting resolved to appoint Cllr J Harwood as the voting delegate.

**Proposed:** Cllr Dale

**Seconded:** Cllr G Harwood

**Decision:** Unanimous

Sun 11<sup>th</sup> Nov – Remembrance Service wreath laying at the Cross of Sorrow @ 10:00. (Cllr Dale)

### 15 Approval of Chairman's and 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

### 16 Clerk and Councillors' Reports.

The Clerk advised that the October – November newsletter had been issued. The Notice of Election posters for the forthcoming Police & Crime Commissioner were on display.

The Clerk asked the meeting if they wished costs obtaining for the binding of the 1977 – 1993 minutes. This was agreed.

Cllr Wooding asked how long the concrete horse trough would be remaining on the verge near Church House field.

Cllr G Harwood asked the Clerk to contact him regarding item 12.

*The public & press were excluded from item 17 on the grounds that the business transacted involves the likely disclosure of exempt information.*

### 17 Annual Review of Clerk's contract.

Cllr Dale reminded the meeting that they were, as the Clerk's employer, required to review his contract on an annual basis.

The Clerk advised that in June 2010 the coalition government announced a pay freeze for all public sector employees for two years, save for those under £21,000. The national pay award for 2012 therefore remained at no increase.





# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

1822



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

**The meeting resolved to:** continue with the present arrangements and instructed the Clerk to act accordingly.

**Proposed:** Cllr Dale

**Seconded:** Cllr Wooding

**Decision:** Unanimous

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

Cllr Dale advised that the next meeting will be held on Monday 12<sup>th</sup> November in the Chelveston Village Hall. The meeting closed at 9:08 pm.

**Issued on 14<sup>th</sup> October 2012.**

**Pages 1817 – 1826 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
<b>2012</b>				
01/03/2012	I/2012/042/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> March 2012 Issue 80	Circulated
05/05/2012	I/2012/073/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> April 2012 Issue 81	Circulated
30/06/2012	I/2012/104/MHH	NCC (Mark Chant)	MWDF partial review - consultation on way forward	Awaiting
13/07/2012	I/2012/114/MHH	Northants Police Authority	"Have your Say" questionnaire on new PCC	Awaiting
25/08/2012	I/2012/129/MHH	Wicksteed Leisure	Invoice for 6 monthly play area inspection	File
10/09/2012	I/2012/133/MHH	ENC Planning	Application for conversion of barns at <i>Duchy Farm</i> , Caldecott	Actioned
10/09/2012	I/2012/134/MHH	Cransley Hospice	Receipt for QDJ donation	File
10/09/2012	I/2012/135/MHH	WNAA	Receipt for QDJ donation	File
10/09/2012	I/2012/136/MHH	CGM (Cambridge) Ltd	Invoice for grass cutting (August 2012)	Actioned
10/09/2012	I/2012/137/MHH	NWB	Bank Statements	File
10/09/2012	I/2012/138/MHH	NWB	Bank Statements	File
15/09/2012	I/2012/139/MHH	Preserve	Final newsletter	File
15/09/2012	I/2012/140/MHH	Chris Smith	Countryside consultancy service leaflet	File
15/09/2012	I/2012/141/MHH	ENC Planning	Amended site drawing for conversion of barns at <i>Duchy Farm</i> , Caldecott	File
21/09/2012	I/2012/142/MHH	BDO LLP	Notice of Conclusion of Audit and invoice for same	Actioned
21/09/2012	I/2012/143/MHH	ENC Planning	Refusal notice for land at 1 Kimbolton Rd	File
28/09/2012	I/2012/144/MHH	ENC Finance	BACS payment advice	File
28/09/2012	I/2012/145/MHH	Phoenix Surfacing	Road Safety Poster	File
28/09/2012	I/2012/146/MHH	NCC (Rachael Tootell)	NCC On-line use posters/coasters	Actioned
28/09/2012	I/2012/147/MHH	Wicksteed Playscapes	Any works required?	File
28/09/2012	I/2012/148/MHH	Northants Licensing Partnership	Gambling Act 2005 (3 yearly review) - consultation	Awaiting
28/09/2012	I/2012/149/MHH	ENC Planning	Erection of a first floor Ext over existing garage at the <i>Old Club House</i> , Foot Ln	Actioned
06/10/2012	I/2012/150/MHH	Colemans (Higham Ferrers)	Invoice for stationery / printing	Actioned
06/10/2012	I/2012/151/MHH	NCC (Angela James)	School admissions posters	Actioned
06/10/2012	I/2012/152/MHH	NCALC	<i>Update</i> Issue 5/12 September - October 2012	File
06/10/2012	I/2012/153/MHH	Country Gardens & Ground Care	Flyer for ground care services	File
06/10/2012	I/2012/154/MHH	HMRC	VAT refund 2011-12	File
06/10/2012	I/2012/155/MHH	ENC (Judi Miles)	Posters for P&CC elections	Actioned
06/10/2012	I/2012/156/MHH	E-ON	Invoice for St Lt Power (Jul - Sep 2012)	Awaiting
08/10/2012	I/2012/157/MHH	Chelveston Village Hall	Invoice for hall hire (Jul - Sep 2012)	Awaiting
08/10/2012	I/2012/158/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.
<b>2012</b>						
10/09/2012	O/2012/093/MHH	Paul Gibson	Plot 16 tenancy agreement	Draft		
10/09/2012	O/2012/094/MHH	Parish Cllrs	Minutes M1208	Delivered		
10/09/2012	O/2012/095/MHH	ENC Planning	Response to application	Posted	SO83	I/2012/126/MHH
08/09/2012	O/2012/096/MHH	CGM (Cambridge) Ltd	Payment of invoice	Posted	SO83	I/2012/122/MHH
16/09/2012	O/2012/097/MHH	Darren Redgate	Application to keep chickens and erect coop/run granted	Delivered	M1208.5.3	
16/09/2012	O/2012/098/MHH	Jennie Clark	Application to erect greenhouse granted	Delivered	M1208.5.4	
22/09/2012	O/2012/099/MHH	HMRC	VAT Claim 2011-2012	Posted		
01/10/2012	O/2012/100/MHH	Parish Cllrs	Agenda 1209	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2012/201

Transact. Number	Date	Document Number	Payee/Sender	VAT Number	Description	Chq. No.	Sheet No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2012.24	29/06/2012	I/2012/117/MHH	NWB		Interest (Apr - Jun 2012)	Bank	R145		£0.68	£0.00	£0.68	£13,681.20	Interest			
2012.25	29/06/2012	I/2012/118/MHH	NWB		BS Interest (Apr - Jun 2012)	Bank	B5		£21.07	£0.00	£21.07	£13,702.27	Bonus			
2012.26	28/07/2012	I/2012/110/MHH	E-ON	559 0978 89	St Lt Power (Apr - Jun 2012)	000912	237		-£381.86	-£76.37	-£458.23	£13,244.04	St Lighting	SO83	MHH, ARD, MWE	PCA 1957 S3
2012.27	28/07/2012	I/2012/113/MHH	E-On Energy Services	559 0978 89	St Lt Maint (Apr - Jun 2012)	000913	237		-£193.85	-£38.77	-£232.62	£13,011.42	St Lighting	SO83	MHH, ARD, MWE	PCA 1957 S3
2012.28	28/07/2012	I/2012/116/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (Jun 2012)	000914	237		-£240.42	-£48.08	-£288.50	£12,722.92	Grass Cutting	SO83	MHH, ARD, MWE	HA 1980 S96
2012.29	06/08/2012	I/2012/121/MHH	Colemans	294 2920 39	Stationery / Printing (Jul 2012)	000915	237		-£4.17	-£0.83	-£5.00	£12,717.92	Gen. Admin	SO83	MHH, ARD, MWE	LGA 1972 S111
2012.30	08/09/2012	I/2012/122/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (Jul 2012)	000916	238		-£240.42	-£48.08	-£288.50	£12,429.42	Grass Cutting	SO83	MHH, ARD, MWW	HA 1980 S96
2012.31	10/09/2012	I/2012/132/MHH	Colemans	294 2920 39	Stationery / Printing Aug 2012)	000917			-£16.67	-£3.33	-£20.00	£12,409.42	Gen. Admin	1208.6.1	MHH, PAM, JH	LGA 1972 S111
2012.32	10/09/2012	O/2012/094/MHH	M.H.Hunter		Clerk's Expenses 1208	000918			-£11.00	£0.00	-£11.00	£12,398.42	Gen. Admin	1208.6.2	MHH, PAM, JH	LGA 1972 S111
2012.33		I/2012/144/MHH	ENC		Precept (50%)	BACS			£5,050.00	£0.00	£5,050.00	£17,448.42	Precept			LGFA 1992 S41
2012.34		I/2012/154/MHH	HMRC		VAT refund (2011-12)	BACS			£1,969.39	£0.00	£1,969.39	£19,417.81	VAT			VA 1994 S33
2012.35	08/10/2012	I/2012/136/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (Aug 2012)	000919			-£240.42	-£48.08	-£288.50	£19,129.31	Grass Cutting	1209.6.1	MHH, GH, JH	HA 1980 S96
2012.36	08/10/2012	I/2012/142/MHH	BDO LLP	830 8470 32	Ext audit fee 2011-12	000920			-£135.00	-£27.00	-£162.00	£18,967.31	Audit	1209.6.1	MHH, GH, JH	ACA 1998 S7
2012.37	08/10/2012	I/2012/150/MHH	Colemans	294 2920 39	Stationery / Printing Sep 2012)	000921			-£90.55	-£18.11	-£108.66	£18,858.65	Gen. Admin	1209.6.1	MHH, GH, JH	LGA 1972 S111
2012.38	08/10/2012	O/2012/101/MHH	M.H.Hunter		Clerk's Expenses 1209	000922			-£7.01	£0.00	-£7.01	£18,851.64	Gen. Admin	1209.6.2	MHH, GH, JH	LGA 1972 S111
								<b>Balance C/F</b>	<b>-£1,100.00</b>	<b>£20,654.31</b>	<b>-£702.67</b>	<b>£18,851.64</b>	<b>£18,851.64</b>			

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
- HA Highways Act
- LA Localism Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- LG(MP)A Local Govt (Misc Provisions) Act
- LGRA Local Govt and Rating Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- SHAA Small Holdings and Allotments Act
- VA VAT Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheques 000896 not used

Category	S137	Amount	VAT	Total
<b>Brought Forward</b>		<b>£12,486.44</b>	<b>£0.00</b>	<b>£12,486.44</b>
Allotment receipts		£0.00	£0.00	£0.00
Bank interest		£0.68	£0.00	£0.68
Bank Bonus Saver interest		£21.07	£0.00	£21.07
Misc. receipts		£1,134.95	£0.00	£1,134.95
Play Area receipts		£0.00	£0.00	£0.00
Precept		£10,100.00	£0.00	£10,100.00
VAT refund		£1,969.39	£0.00	£1,969.39
305th BG memorial donations		£0.00	£0.00	£0.00
<b>Income</b>		<b>£13,226.09</b>	<b>£0.00</b>	<b>£13,226.09</b>
Allotment costs		-£69.95	£0.00	-£69.95
Audit		-£189.00	-£27.00	-£216.00
Clerk's salary		£0.00	£0.00	£0.00
E-Government		-£66.66	-£13.33	-£79.99
Elections		£0.00	£0.00	£0.00
Gen. Admin		-£589.86	-£34.73	-£624.59
Grants		-£20.00	£0.00	-£20.00
Grass cutting		-£1,202.10	-£240.40	-£1,442.50
Ground works		£0.00	£0.00	£0.00
Insurance		-£468.54	£0.00	-£468.54
Misc. expenses		£0.00	£0.00	£0.00
Play Area costs		£0.00	£0.00	£0.00
Recreation		-£322.50	£0.00	-£322.50
St Lighting		-£1,096.05	-£219.21	-£1,315.26
St Lighting (new)		£0.00	£0.00	£0.00
St Lighting (repairs)		£0.00	£0.00	£0.00
Subscriptions		-£133.56	£0.00	-£133.56
Traffic calming		-£480.00	-£96.00	-£576.00
Training		£0.00	£0.00	£0.00
Village Hall		-£60.00	£0.00	-£60.00
305th BG memorial costs		-£360.00	-£72.00	-£432.00
S137		-£1,100.00	£0.00	-£1,100.00
<b>Expenditure</b>		<b>-£1,100.00</b>	<b>-£5,058.22</b>	<b>-£702.67</b>
<b>B/F + Income + Expenditure</b>		<b>-£1,100.00</b>	<b>£20,654.31</b>	<b>-£702.67</b>

Audit tables	
Brought Forward	£12,486.44
Precept	£10,100.00
Other income	£3,126.09
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£6,860.89
<b>Balance</b>	<b>£18,851.64</b>
Bank books	#
Assets	£99.00
Borrowing	£0.00

200  
2145.42  
10084.49  
12429.91

# = 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 @ 7p	Post pence	C5 Env @ 7p	C4 Env @ 10p	Phone Calls	Mileage @ 40p/mile	Other
08/09/2012	CGM (Cams) - payment of invoice		50					
10/09/2012	Pre-minutes for Clerk (M1208)	6						
10/09/2012	Solar park location plan	1						
10/09/2012	Cllrs ROI forms	7						
10/09/2012	Silverstone plaque picture for M1208	1						
11/09/2012	Colemans - payment of invoice		50					
11/09/2012	ENC Planning - response to application	4	50					
16/09/2012	Minutes 1208 - 2 P.Cllrs & File	10						
16/09/2012	Redgate - allotment letter	2						
16/09/2012	Clark - allotment letter	2						
16/09/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)							£2.28
22/09/2012	HMRC VAT 2011-12	2	50					
01/10/2012	Agenda M1209 - 7 P.Cllrs. 3 notices & File	4						
<b>TOTALS</b>		<b>£2.73</b>	<b>£2.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£2.28</b>

**TOTAL VALUE = £7.01**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

1827



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

12<sup>th</sup> November 2012

### Meeting Number 1210

**Present: -** Councillors: Cllr A.R.Dale (Chairman)  
Cllr M.Emerson  
Cllr G.Harwood MBE  
Cllr J.Harwood  
Cllr M.J.Izzard  
Cllr P.A.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 Wooding (Holiday). The meeting agreed to accept this apology.

#### 2 Declarations of Interest / dispensation grants under the Localism Act 2011.

Cllr G.Harwood declared an interest in item 5.1 as a member of the ENC Development Control Committee. Cllrs Dale, Emerson and J.Harwood declared a DPI in item 6.1b in connection with payment to the Village Hall.

The Clerk advised that information issued jointly by NALC /SLCC indicated that Cllrs who are taxpayers will have a DPI when setting the Precept and will therefore need to request an exemption. This is because *Sch 4 Localism Act 2011* repealed the 2007 Code of Conduct, which had a clause stating that setting a Precept was not a prejudicial interest. The 2012 Code doesn't contain a similar exemption clause.

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

The Clerk advised that, in consultation with the Chair, Vice-Chair and Independent Financial Verifier, he had issued a cheque for the CILCA module 7 examination fee.

#### 4 Minutes of Previous Meetings.

The minutes of the meeting of the Parish Council on 8<sup>th</sup> October 2012 had been circulated.

**The meeting resolved to:** approve the minutes of meeting 1209 with no amendments.

**Proposed:** Cllr Dale

**Seconded:** Cllr J.Harwood

**Decision:** Unanimous

#### 5 Planning and Licensing Matters.

##### 5.1 EN/12/01770/FUL — Two storey extension at rear of 25 Duchy Close, Chelveston.

Cllr Dale explained the plans. The Clerk confirmed the adjoining neighbour had no objections.

**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

### 5.2 Update on previous applications

The Clerk advised that since the last meeting, the ENC Case Officer had contacted the agent regarding the Council's objection to the black weatherboarding at the *Old Clubhouse*, Foot Lane, Chelveston and a compromise had been proposed. The Cllrs had notified the Clerk of their views, who had responded to ENC under SO83.

The Clerk advised that the applications for residential development at Duchy Farm, Caldecott and a 77m Wind Turbine at Holywell Farm (Stanwick) had not yet been determined.

The Fire Training Centre was discharging planning conditions ahead of becoming operational and intended to switch from the northern to southern entrance for access.

Cllr G.Harwood advised the applicant for land at 1 Kimbolton Road had appealed against the refusal, citing the Parish Council's objections as "well meaning, but baseless".

**The meeting resolved to** respond to the appeal and instructed the Clerk to act accordingly.

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

**The meeting resolved to** authorise the Chairman to attend any appeal hearing if required.

**Proposed: Cllr G.Harwood Seconded: Cllr Emerson Decision: Unanimous**

## 6 Financial Transactions.

- 6.1 a) The following invoices were due for payment – E-On (St Lt power (Jul – Sep 2012)), E-On Energy Services (St Lt maint (Jul – Sep 2012)), ENC (dog bins), CGM (Cambs) Ltd (September and October grass cutting) and Colemans (stationery/printing – October 2012). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

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

*Cllrs Dale, Emerson and J.Harwood did not take part in this item and Cllr Izzard took the chair.*

- b) The following invoices were due for payment – Village Hall Hire (Jul – Sep 2012). The meeting resolved to approve this payment and authorised the appropriate cheque to be signed.

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

*Cllr Dale resumed the chair.*

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

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

- 6.3 The bank statements for the month of October have been received and reconciled.

**Opening Balance for the meeting** £18,851.64

### Receipts since last meeting

Number	Sender	Description	Method	Amount
2012.39	NWB	Interest (Jul – Sep 2012)	Bank	£0.49
2012.40	NWB	Bonus Saver Interest (Jul – Sep 2012)	Bank	£24.90
2012.41	Mohammed Khan	Part-payment for repairs to memorial	100065	£200.00
<b>Total Receipts this meeting</b>				<u><b>£225.39</b></u>



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2012.42	SLCC	CILCA module 7 exam	000923	£20.00
2012.43	E-On	St Lt Power (Jul – Sep 2012)	000924	£463.27
2012.44	Chelveston Village Hall	Hall hire (Jul – Sep 2012)	000925	£30.00
2012.45	CGM (Cambs)	Grass cutting (Sep 2012)	000926	£288.50
2012.46	NCALC	Training course (Oct 2012)	000927	£15.00
2012.47	Colemans	Stationery/printing (Oct 2012)	000928	£35.74
2012.48	E-On Energy Services	St Lt Maint (Jul – Sep 2012)	000929	£232.62
2012.49	ENC	Supply & fit dog bins (2)	000930	£321.70
2012.50	CGM (Cambs)	Grass cutting (Oct 2012)	000931	£288.50
2012.51	M.H.Hunter	Expenses to 1210	000932	£36.84
<b>Total Expenditure this meeting</b>				<b>£1,732.17</b>
<b>Closing Balance for this meeting</b>				<b>£17,344.86</b>

## 7 Updates on Projects List.

### 7.1 Highways & Footways Issues.

The Clerk advised that MGWSP had examined the potholes in Caldecott, but they were not sufficient to warrant patching. They had replaced the broken posts and railings on the Water Lane / Higham Road junction. NCC had been notified of the footways of concern.

The grass cutting season had ended and the grant from NCC applied for. The Council needed to consider whether to continue into the second year of the current three year contract or look for an alternate supplier.

**The meeting resolved to** continue with the grass cutting contractor and instructed the Clerk to act accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr Emerson**

**Decision: Unanimous**

The VAS had moved from the Raunds Road to Water Lane. ENC had prepared the new Foot Lane sign but needed permission of the landowner to attach it to the wall. The Clerk had contacted the letting agents to try and contact the owner.

### 7.2 Street Lighting.

The Clerk advised Lamps 13 (by 29 Duchy Close) and 28 (by Church entrance) had been reported as dead and had been repaired. Lamp 27 (by *Woodlands*, Caldecott) had been reported as dead and was awaiting repair. Lamp 24 (by *Rivendell*, Foot Lane) had had the ivy cut back from the photo-cell and was now working correctly. The tree surgeons had not charged the Council for their time

### 7.3 Ditches.

Cllr Izzard advised no problems with the Raunds Road ditches and Cllr Dale confirmed the *Haleworth* ditch was flowing well.

### 7.4 E-Government.

The Clerk advised for the 30 day period ending 12<sup>th</sup> November 2012 of the 1,403 website hits, 2.8% came from the US, 0.4% from Europe and 0.6% from other countries.

### 7.5 Rights of Way

Cllr Izzard advised no report.

### 7.6 Trees

NCC Highways had not yet confirmed whether planting a Japanese Flowering Cherry (*Prunus Settulata*) would be acceptable (as not on the highways planting list).





# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

Cllr Mommersteeg suggested either a Wild Cherry or a Pink Horsechestnut might be a better native plant.

### 7.7 Community Safety

Cllr J Harwood advised that the next East Northants South Safer Community Team panel meeting would be held at Higham Ferrers Infants School, Wharf Road, Higham Ferrers on Weds 28<sup>th</sup> November 2012 at 7.00 pm.

Cllr Dale advised of a break-in at a house in Raunds Road and a catalytic converter theft from a vehicle parked by the Green.

### 7.8 Allotments

Cllr Emerson advised the new tenant of plot 16 had signed his tenancy agreement. The water supply had been turned off and drained for winter.

Cllr Dale advised a neighbouring property had complained about noise from a cockerel on the site. He had investigated and identified the offending bird at plot 5. He asked that the Council serve a nuisance notice on the tenant.

**The meeting resolved to** serve a nuisance notice on the tenant of plot 5 and instructed the Clerk to act accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr Izzard**

**Decision: Unanimous**

### 7.9 Parish Emergency Plan

Cllr Dale advised no report.

### 7.10 Parish Charities

Cllr Dale (Educational Foundation) advised the land acquisition was proceeding.

Cllr J Harwood (Sawyers Charity) advised no meeting had been arranged yet.

### 7.11 Joint Working Party on future cemetery provision.

Cllr Dale advised no report.

## 8 Request for contractor to undertake repairs to the new damage to the 305<sup>th</sup> BG memorial.

Cllr Dale advised that following the new incident involving the memorial, the driver had made a part payment (£200) toward the repairs, the balance to follow on production of receipts. The builder had assessed the wall damage at £333.00.

**The meeting resolved to** accept the quote and instructed the Clerk to notify the builder accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr J.Harwood**

**Decision: Unanimous**

## 9 Request for contractor to undertake repairs to the Silver Jubilee Bench (near 1 Sawyers Crescent).

Cllr Dale advised that the Council had previously asked the Clerk to find a handyman to carry out repairs to the Silver Jubilee bench. Most odd-job men had been put off by the Public Liability insurance requirement, however, one had finally been found and had quoted £290 to refurbish the bench, including replacing the wooden slats.

**The meeting resolved to** accept the quote and instructed the Clerk to notify the grounds maintenance firm accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr Emerson**

**Decision: Unanimous**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 10 Update on Local Plans.

Cllr Dale advised the meeting the Clerk had circulated draft v4 of the NDP questionnaire to the Cllrs over the weekend. This was in response to ENC Policy Planning's request for removing the 50 year option and adding the respondent's age profile (as used by the analysis software). Further proposed changes included the opening text and combining the ENC Community Development Housing Needs survey questions with the NDP questionnaire, so only one survey was conducted. The meeting needed to decide if it wished to combine the two surveys.

After debate about the content, the meeting decided to remove the maps, add a 30 year option and combine the surveys.

**The meeting resolved to** combine the surveys and instructed the Clerk to notify ENC accordingly.

**Proposed: Cllr Dale                      Secoded: Cllr J.Harwood                      Decision: Unanimous**

Cllr Dale advised the Council needed to decide if it intended to self-fund the NDP works, or accept the offer of funding from a developer (printing, preparation of maps, etc).

**The meeting resolved to** self-fund (save for work on behalf of ENC) the survey and exhibition and instructed the Clerk to act accordingly.

**Proposed: Cllr Dale                      Secoded: Cllr G.Harwood                      Decision: Unanimous**

*Under SO1(d), the meeting decided to continue to 9:15 pm.*

### 11 FY13/14 Budget proposals.

Cllr Dale reminded the meeting, that it was the Cllrs role to set the priorities for the coming year and budget accordingly. The Clerk went through the current running costs, improvements and reserves.

After debate, the meeting decided to -

- a) maintain the services in next year's Running Costs,
- b) maintain the current uplifts to next year's Restricted Reserves,
- c) and set the improvements priorities for next year as traffic calming and replacing 4 street lights.

**The meeting resolved to** adopt the decisions and instructed the Clerk to act accordingly.

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

### 12 Update on General Power of Competence. *(Deferred to next meeting)*

### 13 Responses to Consultations

**ENC - Town and Parish Council Election for JSCC Representatives** [Due 16<sup>th</sup> Nov 2012] - Eight T&PC Cllrs are standing for election to the Joint Standards Complaints Committee, the statements of which had previously been circulated to the Cllrs.

**The meeting resolved to** vote for one Cllr and instructed the Clerk to notify ENC accordingly.

**Proposed: Cllr Dale                      Secoded: Cllr Mommersteeg                      Decision: Majority**

**ENC – Four Towns Plan Regulation 18 statement** [Due 17<sup>th</sup> Dec 2012] – This covered the scope/theme of the 4TP, rather than the 4TP itself, which would deal with local site specific allocations in more detail than the strategic allocations of the NN JPU Core Spatial Strategy.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

**ENC / WBC - Trees & Landscapes SPD** [Due 21<sup>st</sup> Dec 2012] – provides guide to trees for new developments and sets the requirements for protecting trees during existing development.

**NNJPU - Community Infrastructure Levy – Preliminary Draft Charging Schedule** [Due 21<sup>st</sup> Dec 2012] – Indicates how ENC would charge CIL contributions on new development (for this parish £50 sqm – av. £5k per house). It refers to passing on a “meaningful proportion” to the P&TCs, but ENC are still waiting for Government guidance. The scheme is likely to start summer 2013.

**NCC – Northants Fire and Rescue Service strategic plan 2013-2017** [Due – 4<sup>th</sup> Jan 2013] – of note is the planned alliance with Warwickshire FRS and the sharing of training facilities. The Chelveston fire training facility and the establishment of a commercial arm to generate future revenue through national/international courses should also be noted. If these aims are achieved, then the NFRS/WFRS/commercial HGV traffic to the site may increase.

### 14 Visits, Training and Courses.

Tues 13<sup>th</sup> Nov – ENC *Rushden East SUE meeting* at Rushden Hall @ 18:30. (Cllrs Dale & J.Harwood)

Tues 20<sup>th</sup> Nov – CPRE *Planning Roadshow* at Gt Houghton Village Hall @ 18:00. (£29)

Weds 28<sup>th</sup> Nov – Police SCT *panel meeting* at Higham Ferrers Infants School @ 19:00. (Cllr J.Harwood).

Cllrs Dale, G.Harwood, J.Harwood and Mommersteeg, along with the Clerk had attended the annual Remembrance Service and Cllr Dale had laid a wreath on behalf of the Council.

### 15 Approval of Chairman’s and 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

### 16 Clerk and Councillors’ Reports.

The Clerk advised that the NCC boundary review final recommendations had this parish remaining in Higham Ferrers division, but transferring Newton Bromswold to Rushden South.

Cllr Dale advised an application had arrived too late for this meeting, relating to replacing a porch and wall at 2 St Georges Row with one more in character with the buildings, for which the meeting could offer guidance to the Clerk to respond under SO83. The meeting suggested the proposed porch would be an improvement.

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

Cllr Dale advised that the next meeting will be held on Monday 10<sup>th</sup> December in the Chelveston Village Hall and Cllrs were asked to observe the recent traditions of this meeting. The meeting closed at 9:15 pm.

**Issued on 18<sup>th</sup> November 2012.**

**Pages 1827 – 1836 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
<b>2012</b>				
30/06/2012	I/2012/104/MHH	NCC (Mark Chant)	MWDF partial review - consultation on way forward	Awaiting
06/10/2012	I/2012/156/MHH	E-On	Invoice for St Lt Power (Jul - Sep 2012)	Actioned
08/10/2012	I/2012/157/MHH	Chelveston Village Hal	Invoice for hall hire (Jul - Sep 2012)	Awaiting
08/10/2012	I/2012/158/MHH	NWB	Bank Statements	File
12/10/2012	I/2012/159/MHH	NCALC	Invoice for training (GPoC)	Actioned
12/10/2012	I/2012/160/MHH	CGM (Cambridge) Ltd	Invoice for grass cutting (September 2012)	Actioned
26/10/2012	I/2012/161/MHH	ENC (Judi Miles)	P&CC Election notices - statement of persons nominated	Actioned
26/10/2012	I/2012/162/MHH	RBL	Reciept for Poppy wreaths	File
26/10/2012	I/2012/163/MHH	Came & Co	<i>Parish Matters</i> - Autumn Issue	File
26/10/2012	I/2012/164/MHH	LGBCE	Final recommendations	File
26/10/2012	I/2012/165/MHH	ENC Finance	Invoice for two dog bins	Actioned
26/10/2012	I/2012/166/MHH	MNWSP (Lara Inglott)	Details for s136 claim for grass cutting for 2012	Actioned
26/10/2012	I/2012/167/MHH	Town & Parish Services	Flyer for ground care services	File
30/10/2001	I/2012/168/MHH	NWB	Bank Statements	File
03/11/2012	I/2012/169/MHH	E-On Energy Services	Invoice for St Lt Maint (Jul - Sep 2012)	Actioned
03/11/2012	I/2012/170/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> November 2012 Issue 84	Circulated
03/11/2012	I/2012/171/MHH	ENC (Judi Miles)	P&CC Election notices - notice of poll	Actioned
03/11/2012	I/2012/172/MHH	Kim Grove	Flyer for garden design	File
03/11/2012	I/2012/173/MHH	BDO LLP	Extranet update	Audit file
03/11/2012	I/2012/174/MHH	ENC Planning	Application for two storey ext to rear at 25 Duchy Close, Chelveston	Actioned
03/11/2012	I/2012/175/MHH	ENC (Michael Burton)	LDF - 4TP - Site Specific DPD consultation	Awaiting
03/11/2012	I/2012/176/MHH	SLCC	Reciept for CILCA module 7 exam fee	File
09/11/2012	I/2012/177/MHH	Colemans (Higham Ferrers)	Invoice for stationery / printing	Actioned
09/11/2012	I/2012/178/MHH	WBC (Felicity Weber)	Consultation on Tress & Landscape SPD	Awaiting
09/11/2012	I/2012/179/MHH	ENC Planning	Application to rebuild porch at 2 St Georges Row, Chelveston	Actioned
09/11/2012	I/2012/180/MHH	CGM (Cambridge) Ltd	Invoice for grass cutting (October 2012)	Actioned
09/11/2012	I/2012/181/MHH	Mohammed Khan	Part payment for memorial repairs	File

Chelveston-cum-Caldecott Parish Council  
Northamptonshire

Clerk's Outgoing Correspondence Log

Date Sent	Document Number	Recipients	Description	Action Required	Action Minute No.	Related Document No.
<b>2012</b>						
02/10/2012	O/2012/101/MHH	Parish Cllrs	Minutes 1209	Delivered		
02/10/2012	O/2012/102/MHH	Parish	Newsletter (Oct - Nov 12)	Delivered		
09/10/2012	O/2012/103/MHH	ENC Planning	Response to application	Posted	M1209.5.1	I/2012/133/MHH
09/10/2012	O/2012/104/MHH	ENC Planning	Response to application	Posted	M1209.5.2	I/2012/149/MHH
09/10/2012	O/2012/105/MHH	Colemans (Highan Ferrers)	Payment of invoice	Delivered	M1209.6.1	I/2012/150/MHH
09/10/2012	O/2012/106/MHH	BDO LLP	Payment of invoice	Posted	M1209.6.1	I/2012/142/MHH
09/10/2012	O/2012/107/MHH	CGM (Cambridge) Ltd	Payment of invoice	Posted	M1209.6.1	I/2012/136/MHH
13/10/2012	O/2012/108/MHH	NNJPU	Response to consultation	Posted	M1208.13	
14/10/2012	O/2012/109/MHH	Martin Jefferies	Information relating to land at 1 Kimbolton Rd	Posted		O/2012/077/MHH
26/10/2012	O/2012/110/MHH	NCC	Invoice for grass cutting 2012	Posted		I/2012/166/MHH
30/10/2012	O/2012/111/MHH	Town & Parish Services	Request for insurance details and quote	Posted		I/2012/167/MHH
03/11/2012	O/2012/112/MHH	Parish Cllrs	Agenda 1210	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2012/201

Transact. Number	Date	Document Number	Payee/Sender	VAT Number	Description	Chq. No.	Sheet No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2012.33	02/10/2012	I/2012/144/MHH	ENC		Precept (50%)	BACS	239		£5,050.00	£0.00	£5,050.00	£17,448.42	Precept			LGFA 1992 S41
2012.34	05/10/2012	I/2012/154/MHH	HMRC		VAT refund (2011-12)	BACS	239		£1,969.39	£0.00	£1,969.39	£19,417.81	VAT			VA 1994 S33
2012.35	08/10/2012	I/2012/136/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (Aug 2012)		000919		-£240.42	-£48.08	-£288.50	£19,129.31	Grass Cutting	1209.6.1	MHH, GH, JH	HA 1980 S96
2012.36	08/10/2012	I/2012/142/MHH	BDO LLP	830 8470 32	Ext audit fee 2011-12		000920		-£135.00	-£27.00	-£162.00	£18,967.31	Audit	1209.6.1	MHH, GH, JH	ACA 1998 S7
2012.37	08/10/2012	I/2012/150/MHH	Colemans	294 2920 39	Stationery / Printing Sep 2012)		000921		-£90.55	-£18.11	-£108.66	£18,858.65	Gen. Admin	1209.6.1	MHH, GH, JH	LGA 1972 S111
2012.38	08/10/2012	O/2012/101/MHH	M.H.Hunter		Clerk's Expenses 1209		000922		-£7.01	£0.00	-£7.01	£18,851.64	Gen. Admin	1209.6.2	MHH, GH, JH	LGA 1972 S111
2012.39	28/09/2012	I/2012/158/MHH	NWB		Interest (Jul - Sep 2012)	Bank	R148		£0.49	£0.00	£0.49	£18,852.13	Interest			
2012.40	28/09/2012	I/2012/168/MHH	NWB		BS Interest (Jul - Sep 2012)	Bank	B6		£24.90	£0.00	£24.90	£18,877.03	Bonus			
2012.41	09/11/2012	I/2012/181/MHH	Mohammed Khan		Part-payment for memorial repairs		100065		£200.00	£0.00	£200.00	£19,077.03	305 Donations			LGA 1972 S139
2012.42	20/10/2012	I/2012/176/MHH	SLCC		CILCA module 7 exam		000923		-£20.00	£0.00	-£20.00	£19,057.03	Training	SO83	MHH, MWW, ARD	LGA 1972 S111
2012.43	12/11/2012	I/2012/156/MHH	E-On	559 0978 89	St Lt Power (Jul - Sep 2012)		000924		-£386.06	-£77.21	-£463.27	£18,593.76	St Lighting	1210.6.1	MHH, GH, PAM	PCA 1957 S3
2012.44	12/11/2012	I/2012/157/MHH	Chelveston Village Hall		Hall Hire (Jul - Sep 2012)		000925		-£30.00	£0.00	-£30.00	£18,563.76	Hall	1210.6.1	MHH, GH, PAM	LGA 1972 S133
2012.45	12/11/2012	I/2012/160/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (Sept 2012)		000926		-£240.42	-£48.08	-£288.50	£18,275.26	Grass Cutting	1210.6.1	MHH, GH, PAM	HA 1980 S96
2012.46	12/11/2012	I/2012/159/MHH	NCALC		Training course (GPoC)		000927		-£15.00	£0.00	-£15.00	£18,260.26	Training	1210.6.1	MHH, GH, PAM	LGA 1972 S111
2012.47	12/11/2012	I/2012/177/MHH	Colemans	294 2920 39	Stationery / Printing Oct 2012)		000928		-£29.79	-£5.95	-£35.74	£18,224.52	Gen. Admin	1210.6.1	MHH, GH, PAM	LGA 1972 S111
2012.48	12/11/2012	I/2012/169/MHH	E-On Energy Services	559 0978 89	St Lt Maint (Jul - Sep 2012)		000929		-£193.85	-£38.77	-£232.62	£17,991.90	St Lighting	1210.6.1	MHH, GH, PAM	PCA 1957 S3
2012.49	12/11/2012	I/2012/165/MHH	ENC	121 5795 76	Dog bins [2]		000930		-£268.08	-£53.62	-£321.70	£17,670.20	Misc. Expenses	1210.6.1	MHH, GH, PAM	Litter Act 1983 S5
2012.50	12/11/2012	I/2012/180/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (Oct 2012)		000931		-£240.42	-£48.08	-£288.50	£17,381.70	Grass Cutting	1210.6.1	MHH, GH, PAM	HA 1980 S96
2012.51	12/11/2012	O/2012/113/MHH	M.H.Hunter		Clerk's Expenses 1210		000932		-£36.84	£0.00	-£36.84	£17,344.86	Gen. Admin	1210.6.2	MHH, GH, PAM	LGA 1972 S111
								<b>Balance C/F</b>	<b>-£1,100.00</b>	<b>£19,419.24</b>	<b>-£974.38</b>	<b>£17,344.86</b>	<b>£17,344.86</b>			

[Database categories are hidden in Column R]

- Statute / SI / Notice
- ACA Audit Commission Act
  - HA Highways Act
  - LA Localism Act
  - LGA Local Govt Act
  - LGFA Local Govt Finance Act
  - LG(MP)A Local Govt (Misc Provisions) Act
  - LGRA Local Govt and Rating Act
  - PCA Parish Councils Act
  - RTRA Road Traffic Regulations Act
  - SHAA Small Holdings and Allotments Act
  - VA VAT Act
  - WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheques 000896 not used

Category	S137	Amount	VAT	Total
<b>Brought Forward</b>		<b>£12,486.44</b>	<b>£0.00</b>	<b>£12,486.44</b>
Allotment receipts		£0.00	£0.00	£0.00
Bank interest		£1.17	£0.00	£1.17
Bank Bonus Saver interest		£45.97	£0.00	£45.97
Misc. receipts		£1,134.95	£0.00	£1,134.95
Play Area receipts		£0.00	£0.00	£0.00
Precept		£10,100.00	£0.00	£10,100.00
VAT refund		£1,969.39	£0.00	£1,969.39
305th BG memorial donations		£200.00	£0.00	£200.00
<b>Income</b>		<b>£13,451.48</b>	<b>£0.00</b>	<b>£13,451.48</b>
Allotment costs		-£69.95	£0.00	-£69.95
Audit		-£189.00	-£27.00	-£216.00
Clerk's salary		£0.00	£0.00	£0.00
E-Government		-£66.66	-£13.33	-£79.99
Elections		£0.00	£0.00	£0.00
Gen. Admin		-£656.49	-£40.68	-£697.17
Grants		-£20.00	£0.00	-£20.00
Grass cutting		-£1,682.94	-£336.56	-£2,019.50
Ground works		£0.00	£0.00	£0.00
Insurance		-£468.54	£0.00	-£468.54
Misc. expenses		-£268.08	-£53.62	-£321.70
Play Area costs		£0.00	£0.00	£0.00
Recreation		-£322.50	£0.00	-£322.50
St Lighting		-£1,675.96	-£335.19	-£2,011.15
St Lighting (new)		£0.00	£0.00	£0.00
St Lighting (repairs)		£0.00	£0.00	£0.00
Subscriptions		-£133.56	£0.00	-£133.56
Traffic calming		-£480.00	-£96.00	-£576.00
Training		-£35.00	£0.00	-£35.00
Village Hall		-£90.00	£0.00	-£90.00
305th BG memorial costs		-£360.00	-£72.00	-£432.00
S137		-£1,100.00	£0.00	-£1,100.00
<b>Expenditure</b>		<b>-£1,100.00</b>	<b>-£6,518.68</b>	<b>-£974.38</b>
<b>B/F + Income + Expenditure</b>		<b>-£1,100.00</b>	<b>£19,419.24</b>	<b>£17,344.86</b>

Audit tables	
Brought Forward	£12,486.44
Precept	£10,100.00
Other income	£3,351.48
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£8,593.06
Balance	£17,344.86
Bank books	#
Assets	£99.00
Borrowing	£0.00

- C £200.00
- R £8,574.65
- B £10,109.39
- T £18,884.04

# = 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 @ 7p	Post pence	C5 Env @ 7p	C4 Env @ 10p	Phone Calls	Mileage @ 40p/mile	Other
07/10/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)							£2.28
09/10/2012	CGM (Cams) Ltd - Payment of invoice		50					
09/10/2012	NCLAC - GPoC training course (Litchborough)						64	
10/10/2012	ENC Planning - response to application		50					
10/10/2012	ENC Planning - response to application		50					
13/10/2012	RBL - Wreath order		50					
15/10/2012	M.Jefferies [Poland] - minutes information		128					
20/10/2012	NCALC - AGM (Raunds)						6	
20/10/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)							£2.28
22/10/2012	SLCC - CILCA module 7 (GPoC)		50					
30/10/2012	T&P services - request for quote		50					
	<b>TOTALS</b>	£0.00	£4.28	£0.00	£0.00	£0.00	£28.00	£4.56

**TOTAL VALUE = £36.84**



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

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

10<sup>th</sup> December 2012

#### Meeting Number 1211

<b>Present: -</b>	Councillors:	Cllr A.R.Dale	(Chairman)
		Cllr M.W.Wooding	(Vice-Chairman)
		Cllr M.Emerson	
		Cllr J.Harwood	
		Cllr M.J.Izzard	
		Cllr P.A.Mommersteeg	
	Clerk:	Mr. M.H.Hunter	
	Public:	Two residents	

#### **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 7:31 p.m. and asked for any apologies – Cllr G.Harwood and ENC Cllr Whiting sent their apologies (ENC meeting). The meeting agreed to accept these apologies.

#### **2 Declarations of Interest / dispensation grants under the Localism Act 2011.**

Cllrs Dale, Emerson and J.Harwood declared a DPI in item 6.1 in connection with a payment to the Village Hall.

All Cllrs were reminded to submit their written dispensation requests before the January meeting if they wished to take part in the Precept setting.

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

The Clerk advised that, in consultation with the Chair, Vice-Chair and Independent Financial Verifier, he had responded to an application to replace a porch and wall at 2 St Georges Row and issued a response on behalf of the Council to the Duchy of Lancaster's report on a proposal to expand Higham Ferrers to the east.

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

The minutes of the meeting of the Parish Council on **12<sup>th</sup> November 2012** had been circulated.

**The meeting resolved to:** approve the minutes of meeting **1210** with no amendments.

**Proposed:** Cllr Dale

**Seconded:** Cllr Izzard

**Decision:** Unanimous

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

##### **5.1 Update on previous applications**

The Clerk advised that the *Old Clubhouse*, Foot Lane, Chelveston had been granted by officer delegation and the barn conversion at Duchy Farm, Bidwell Lane, Caldecott had been granted by committee.





# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

The Clerk advised that the applications for rear extension at 25 Duchy Close, Chelveston, the porch alterations at 2 St Georges Row, Chelveston and a 77m Wind Turbine at Holywell Farm (Stanwick) had not yet been determined.

The appeal against the refusal for a dwelling house on land at 1 Kimbolton Road will be by written submission. Cllr Dale suggested including a photograph of the site.

*Item 14 was brought forward.*

## 6 Financial Transactions.

*Cllrs Dale, Emerson and J.Harwood did not take part in this item and Cllr Wooding took the chair.*

- 6.1 The following invoices were due for payment – ENC (map printing), Village Hall Hire (Oct – Dec 2012) and Colemans (stationery/printing – November 2012). The meeting resolved to approve these payments and authorised the appropriate cheques to be signed.

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

*Cllr Dale resumed the chair.*

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

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

- 6.3 The bank statements for the month of November have been received and reconciled.

**Opening Balance for the meeting** £17,344.86

### Receipts since last meeting

Number	Sender	Description	Method	Amount
2012.52	NCC	Grant for grass cutting	BACS	£546.88
<b>Total Receipts this meeting</b>				<u><b>£546.88</b></u>

### Payments to be made this meeting

Number	Payee	Description	Cheque	Amount
2012.53	ENC	Map printing	000933	£24.57
2012.54	Chelveston Village Hall	Hall hire (Oct – Dec 2012)	000934	£95.00
2012.55	Colemans	Stationery/printing (Nov 2012)	000935	£54.25
2012.56	M.H.Hunter	Expenses to 1210	000936	£33.28
<b>Total Expenditure this meeting</b>				<u><b>£207.10</b></u>

**Closing Balance for this meeting** **£17,684.64**

## 7 Updates on Projects List.

### 7.1 Highways & Footways Issues.

The Clerk advised that NCC have undertaken works to a number of the footways of concern and the VAS had moved from the Water Lane to Lamp 33, Caldecott. Permission has been received to put up the Foot Lane sign and ENC will now proceed to install it.

Cllr Dale had reported potholes in Caldecott and by St George's Row.

The Clerk advised that when the Council had agreed to proceed with the traffic calming works in Caldecott, Cllr G Harwood had requested that alternate funding be investigated, namely the ENC and NCC Cllr empowerment funds. Subsequently it was confirmed that the ENC Cllrs could not use their funds in this way, as Highways is not an ENC function. NCC Cllr Lawson has advised he only has about £400 left, but is prepared to offer this.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

**The meeting resolved to** accept NCC Cllr Lawson's offer and instructed the Clerk to act accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr J.Harwood**

**Decision: Unanimous**

### 7.2 Street Lighting.

The Clerk advised Lamp 27 (by *Woodlands*, Caldecott) had been reported as dead and was awaiting repair.

Western Power had advised the switchgear loads had been recalculated for a number of SOX lantern types. The only one affecting this Lighting Authority was the 55w, which was decreasing slightly, resulting approx £3 saving annually.

### 7.3 Ditches.

Cllr Izzard advised problems with the Raunds Road ditch. The Sawyers Trustees present were asked to notify their tenant of the need to maintain the ditches. Cllr J Harwood commented on the B645 flooding near Bidwell Lane and Cllr Dale on local flooding occurring on the Water Lane to the rear of the Sawyers Crescent properties. ENC would clear the watercourse, but the trees on the bank belonged to the adjoining properties.

**The meeting resolved to** write to the properties to remind them of their riparian duties in respect of trees overhanging the watercourse.

**Proposed: Cllr Dale**

**Seconded: Cllr Wooding**

**Decision: Unanimous**

### 7.4 E-Government.

The Clerk advised for the 30 day period ending 10<sup>th</sup> December 2012 of the 1,309 website hits, 6.6% came from the US, 2.2% from Europe and 1.2% from other countries.

### 7.5 Rights of Way

Cllr Izzard advised no report.

### 7.6 Trees

NCC Highways had confirmed that planting a (white) Wild Cherry or a (pink) Japanese Flowering Cherry would be acceptable. However, the Pink Horsechestnut is discouraged owing to its silvicultural nature and form.

If the Council wished to proceed, then the statutory undertakers would be consulted and the adjacent landowner would need to provide a letter of consent.

**The meeting resolved to** plant a Wild Cherry and instructed the Clerk to act accordingly.

**Proposed: Cllr Dale**

**Seconded: Cllr Mommersteeg**

**Decision: Casting Vote**

### 7.7 Community Safety

Cllr J Harwood reported on the Police SCT panel meeting on Weds 28<sup>th</sup> Nov. Parking outside schools had been a major issue (116 man-hours), along with the Rushden Fair (zero tolerance to alcohol). There was a successful women's safety course running and she suggested this is advertised in the next newsletter.

The Police 101 (non-emergency) number is taking up to 20 mins to answer. Additional resources were being provided to reduce this.

### 7.8 Allotments

Cllr Dale advised that noisy cockerel had been removed after the Council had served a nuisance notice on the tenant.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 7.9 Parish Emergency Plan

Cllr Dale advised HMRC has recognised the "vital role" played by farmers in helping to keep rural roads and public highways clear. It has been confirmed farmers can use red diesel in their tractors to help grit and clear snow from public roads during extreme weather.

### 7.10 Parish Charities

Cllr Dale (Educational Foundation) advised the land to side and rear of the village hall had now been purchased by the Trustees. It still had planning permission to be used as a car park. Works to be done included surface repairs and hedging (before the nesting season).

Cllr J Harwood (Sawyers Charity) advised no meeting dates had been set yet.

### 7.11 Joint Working Party on future cemetery provision.

Cllr Dale advised no report.

## 8 Update on Local Plans.

The Clerk reported on the exhibition that had taken place over the weekend 1<sup>st</sup> - 2<sup>nd</sup> December. Attendance was about 10% of the electorate, with household representation being strongest in Caldecott (33%), but low in Chelveston (10%) and Chelston Rise (2%).

The sticky notes on the maps were successful in encouraging debate, with ribbon development proposed for a number of areas with few, if any, adverse comments. Three major developments had been proposed, but with opposition to all of them.

Cllr Dale advised that the Clerk had circulated the draft survey to the Cllrs during the week. This was in response to the majority of Cllrs voting to go for an all hardcopy survey, with the Cllrs inputting the data onto the ENC on-line version for analysis. Quotes had been received from ENC for either colour or black and white versions. Additionally 250 C4 envelopes would be required.

**The meeting resolved to** proceed with the survey and have it printed in colour and instructed the Clerk to act accordingly.

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

Cllr Dale advised that Cllr G Harwood had requested that alternate funding be investigated, namely the ENC Cllr empowerment funds and funding from ENC.

## 9 Review of Vehicle Waiting Time restrictions.

Cllr Dale reminded the meeting that NCC annually checked for demand for vehicle Waiting Time restrictions (yellow lines). No proposals had been put forward by the residents during the year, nor had any been indentified on the maps during the weekend exhibition.

**The meeting resolved** not to recommend any vehicle Waiting Time restrictions and instructed the Clerk to notify NCC Highways accordingly.

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

## 10 Review of Winter Gritting Routes.

Cllr J.Harwood, on behalf of Cllr G.Harwood (the proposer of this item), explained the current gritting routes and the weather related problems occurring on Upper Higham Lane (C119) with the additional HGV traffic.

**The meeting resolved to** request the C119 be added to the priority gritting routes and instructed the Clerk to notify NCC Highways accordingly.

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



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

### 11 Meeting dates for 2013.

Cllr Dale reminded the meeting that the proposed dates had been sent out with the agenda. The Annual Parish Assembly was two weeks before the Annual Meeting of the Parish Council, so as to avoid the early May public holiday.

**The meeting resolved to** adopt the dates and instructed the Clerk to act accordingly.

**Proposed:** Cllr Dale

**Seconded:** Cllr Wooding

**Decision:** Unanimous

### 12 Update on General Power of Competence (GPoC).

The Clerk advised the meeting the GPoC was a power of the first resort, allowing the Council to do anything that individuals may generally do e.g. run a shop, set up a company. It is not limited to the parish or to the benefit of the community, but is restricted by other legislation requirements (e.g. Company law, Financial Orders, etc). A Council adopting the GPoC may no longer use s137 LGA 1972 (save that the limitation on making grants to UK only charities remains in place).

The Council met the electoral criteria, so once the Clerk passed his revised CILCA (GPoC) qualification, the Council could pass a resolution to adopt the power.

### 13 Responses to Consultations

**ENC** – *Four Towns Plan Regulation 18 statement* [Due 17<sup>th</sup> Dec 2012] – This covered the scope/theme of the 4TP, rather than the 4TP itself, which would deal with local site specific allocations in more detail than the strategic allocations of the NN JPU Core Spatial Strategy.

**ENC / WBC** - *Trees & Landscapes SPD* [Due 21<sup>st</sup> Dec 2012] – provides guide to trees for new developments and sets the requirements for protecting trees during existing development.

**NNJPU** - *Community Infrastructure Levy – Preliminary Draft Charging Schedule* [Due 21<sup>st</sup> Dec 2012] – Indicates how ENC would charge CIL contributions on new development (for this parish £50 sqm – av. £5k per house). It refers to passing on a “meaningful proportion” to the P&TCs, but ENC are still waiting for Government guidance. The scheme is likely to start summer 2013.

**NCC** – *Northants Fire and Rescue Service strategic plan 2013-2017* [Due 4<sup>th</sup> Jan 2013] – of note is the planned alliance with Warwickshire FRS and the sharing of training facilities. The Chelveston fire training facility and the establishment of a commercial arm to generate future revenue through national/international courses should also be noted. If these aims are achieved, then the NFRS/WFRS/commercial HGV traffic to the site may increase.

**NCC** - *Local Flood Risk Management Strategy* [Due 28<sup>th</sup> Feb 2013] - NCC has taken on the role of Lead Local Flood Authority with primary responsibility for management of local flood risk across the County, working in partnership with the District and Borough Councils, the Environment Agency, water companies and Internal Drainage Boards. Local flooding principally concerns surface water flooding, groundwater flooding and flooding from ordinary (typically smaller) watercourses. The draft strategy sets out how the partnership will work together to improve management of local flood risk.

Cllr Dale suggested asking for a map showing responsibility for each water course in the parish.

### 14 Visits, Training and Courses.

Cllr Dale reported on the ENC / Rushden TC hosted meeting regarding the proposed Rushden East expansion in the emerging Core Spatial Strategy. The Duchy of Lancaster has submitted an alternative proposal suggesting Rushden and Higham Ferrers should be treated as one entity and thus allow Higham Ferrers to expand eastwards as well (onto Duchy land). The CSS Preferred Options public consultation exercise would take place around Spring 2013.



# Chelveston-cum-Caldecott Parish Council

## Northamptonshire

Mr. Pieter Mommersteeg addressed the meeting, expressing his concerns about the possible expansion of Higham Ferrers as near to Caldecott as the Golf Club and felt that the Council's response should have been more strongly worded in opposing any such plans.

### 15 Approval of Chairman's and 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

### 16 Clerk and Councillors' Reports.

The Clerk advised that the Govt had announced changes in the way the Council Tax Base will be calculated. The proposals meant that, as far as the PC is concerned, local taxpayers would pay more for any given level of precept. How much would depend upon how much the local tax base was reduced, which would depend upon how much support was given to local taxpayers in the ENC area. For principal authorities (ENC, NCC) the impact would be mitigated by a Govt grant that will reduce the amount that these councils need to raise, so that, at the taxpayer level, the amount to be paid would stay the same in broad terms.

The problem for the PC is that, as no grant is payable to the PC, there will be no mitigation and therefore the council tax rate associated with the Precept will rise, possibly quite significantly. The Govt approach is that P&TCs should agree with their billing authorities to receive a share of the grant, so that all authorities are affected in the same way, since the grant received by billing authorities will include an element that relates to local precepts. However, this isn't mandated

ENC will decide in early January whether to pass on part of the Govt grant, or whether they will keep it, so as to avoid having to cut services or risk levying an excessive council tax increase and triggering a referendum. It was agreed to write to ENC highlighting the issues.

Cllr Wooding asked for a newsletter item highlighting the dumping of waste in the hedgerows by Disbrowe Court.

Cllr Emerson advised he had received 750 tulip bulbs (*February Gold*) from Bloms Bulbs for planting in the villages and was looking for volunteers to help plant them.

#### Date of Next Meeting:

Cllr Dale advised that the next meeting will be held on Monday 14<sup>th</sup> January 2013 in the Chelveston Village Hall, when the Precept would be set. The meeting closed at 8:59 pm.

Issued on 15<sup>th</sup> December 2012

Pages 1837 – 1846 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
<b>2012</b>				
03/11/2012	I/2012/170/MHH	C&CD	<i>Clerks &amp; Councils Direct</i> November 2012 Issue 84	Circulated
03/11/2012	I/2012/175/MHH	ENC (Michael Burton)	LDF - 4TP - Site Specific DPD consultation	File
09/11/2012	I/2012/178/MHH	WBC (Felicity Weber)	Consultation on Tress & Landscape SPD	File
13/11/2012	I/2012/182/MHH	NWB	Bank statements	File
17/11/2012	I/2012/183/MHH	ENC Planning	Notification of DCC meeting for Duchy Farm, Caldecott	File
17/11/2012	I/2012/184/MHH	Northants RHA	Annual Report	Circulated
17/11/2012	I/2012/185/MHH	ENC Planning	Planning granted for extension at <i>Old Club House</i> , Foot Lane	File
17/11/2012	I/2012/186/MHH	Wicksteed Playscapes	Statement	File
24/11/2012	I/2012/187/MHH	UMSO	Revised UMS certificate	File
24/11/2012	I/2012/188/MHH	ENC (James Dally)	Invoice for map printing	Actioned
01/12/2012	I/2012/189/MHH	NCC (Jim Whiting)	Annual review of waiting restrictiions	Actioned
01/12/2012	I/2012/190/MHH	ENC Planning	<i>Old Clubhouse</i> application - discharge of Cond 13 (sample of materials)	File
02/12/2012	I/2012/191/MHH	Chelveston Village Hall	Invoice for hall hire (Oct - Dec 2012)	Actioned
03/12/2012	I/2012/192/MHH	ENC (Glenn Hammons)	Forms for FY13/14 Precept demand	Awaiting
07/12/2012	I/2012/193/MHH	NCC	BACS payment advice	File
07/12/2012	I/2012/194/MHH	Colemans (Higham Ferrers)	Invoice for stationery / printing	Actioned
08/12/2012	I/2012/195/MHH	E-On	Refund for 6 months electricity charges (Re-calc of 55w SOX switchgear)	File
08/12/2012	I/2012/196/MHH	E-On	Invoice for 6 months electricity charges (Re-calc of 55w SOX switchgear)	File
08/12/2012	I/2012/197/MHH	ENC Planning	Notice of appeal for land at 1 Kimbolton Rd	Awaiting
08/12/2012	I/2012/198/MHH	ENC Planning	Planning granted at Duchy Farm, Caldecott	File
08/12/2012	I/2012/199/MHH	ENC Planning	Listed Building Consent granted at Duchy Farm, Caldecott	File
10/12/2012	I/2012/200/MHH	SLCC	Membership fees 2013	Awaiting
10/12/2012	I/2012/201/MHH	ENC (Mike Bailey)	Christmas / New Year refuse / recycling collection posters	Actioned
10/12/2012	I/2012/202/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.
<b>2012</b>						
12/11/2012	O/2012/113/MHH	Parish Cllrs	Minutes 1210	Delivered		
14/11/2012	O/2012/114/MHH	Randal Cuthbert	Breach of tenancy - plot 5	Delivered	M1210.7.8	
14/11/2012	O/2012/115/MHH	Sharn Matthews (ENC)	Joint Standards Complaints Committee vote	E-mail	M1210.13	
18/11/2012	O/2012/116/MHH	ENC Planning	Response to application	Posted	M1210.5.1	I/2012/174/MHH
18/11/2012	O/2012/117/MHH	ENC Planning	Response to application	Posted	SO83	I/2012/179/MHH
18/11/2012	O/2012/118/MHH	E-On Energy Services	Payment of invoice	Posted	M1210.5.1	I/2012/169/MHH
18/11/2012	O/2012/119/MHH	Colemans (Highan Ferrers)	Payment of invoice	Delivered	M1210.5.1	I/2012/177/MHH
18/11/2012	O/2012/120/MHH	E-On	Payment of invoice	Posted	M1210.5.1	I/2012/156/MHH
19/11/2012	O/2012/121/MHH	ENC (J.Stanhope)	Payment of invoice	Delivered	M1210.5.1	I/2012/165/MHH
19/11/2012	O/2012/122/MHH	CGM (Cambridge) Ltd	Payment of invoice	Posted	M1210.5.1	I/2012/180/MHH
19/11/2012	O/2012/123/MHH	NCALC	Payment of invoice	Posted	M1210.5.1	I/2012/159/MHH
19/11/2012	O/2012/124/MHH	CGM (Cambridge) Ltd	Payment of invoice	Posted	M1210.5.1	I/2012/160/MHH
19/11/2012	O/2012/125/MHH	Mowerman Grass & Grounds	Order - Silver Jubilee bench refurbishment	Posted	M1210.9	
24/11/2012	O/2012/126/MHH	Parish	Dec / Jan Newsletter	Delivered		
25/11/2012	O/2012/127/MHH	Patricia Morgan	Request permission for Foot Lane sign	Delivered	M1210.7.1	
02/12/2012	O/2012/128/MHH	NNJPU	Comments on Duchy proposals for Higham expansion	Posted	SO83	
02/12/2012	O/2012/129/MHH	Parish Cllrs	Agenda M1211	Delivered		

CHELVESTON-cum-CALDECOTT PARISH COUNCIL

Receipts and Payments Account 2012/201

Transact. Number	Date	Document Number	Payee/Sender	VAT Number	Description	Chq. No.	Sheet No.	S137	Amount	VAT	Total	Running Balance	Category	Authorising Minute	Signatories	Power
2012.39	28/09/2012	I/2012/158/MHH	NWB		Interest (Jul - Sep 2012)	Bank	R148		£0.49	£0.00	£0.49	£18,852.13	Interest			
2012.40	28/09/2012	I/2012/168/MHH	NWB		BS Interest (Jul - Sep 2012)	Bank	B6		£24.90	£0.00	£24.90	£18,877.03	Bonus			
2012.41	12/11/2012	I/2012/181/MHH	Mohammed Khan		Part-payment for memorial repairs	100065	240		£200.00	£0.00	£200.00	£19,077.03	305 Donations			LGA 1972 S139
2012.42	20/10/2012	I/2012/176/MHH	SLCC		CILCA module 7 exam	000923	240		-£20.00	£0.00	-£20.00	£19,057.03	Training	SO83	MHH, MWW, ARD	LGA 1972 S111
2012.43	12/11/2012	I/2012/156/MHH	E-On	559 0978 89	St Lt Power (Jul - Sep 2012)	000924	240		-£386.06	-£77.21	-£463.27	£18,593.76	St Lighting	1210.6.1	MHH, GH, PAM	PCA 1957 S3
2012.44	12/11/2012	I/2012/157/MHH	Chelveston Village Hall		Hall Hire (Jul - Sep 2012)	000925	240		-£30.00	£0.00	-£30.00	£18,563.76	Hall	1210.6.1	MHH, GH, PAM	LGA 1972 S133
2012.45	12/11/2012	I/2012/160/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (Sept 2012)	000926	240		-£240.42	-£48.08	-£288.50	£18,275.26	Grass Cutting	1210.6.1	MHH, GH, PAM	HA 1980 S96
2012.46	12/11/2012	I/2012/159/MHH	NCALC		Training course (GPOC)	000927	240		-£15.00	£0.00	-£15.00	£18,260.26	Training	1210.6.1	MHH, GH, PAM	LGA 1972 S111
2012.47	12/11/2012	I/2012/177/MHH	Colemans	294 2920 39	Stationery / Printing (Oct 2012)	000928			-£29.79	-£5.95	-£35.74	£18,224.52	Stationery	1210.6.1	MHH, GH, PAM	LGA 1972 S111
2012.48	12/11/2012	I/2012/169/MHH	E-On Energy Services	559 0978 89	St Lt Maint (Jul - Sep 2012)	000929	240		-£193.85	-£38.77	-£232.62	£17,991.90	St Lighting	1210.6.1	MHH, GH, PAM	PCA 1957 S3
2012.49	12/11/2012	I/2012/165/MHH	ENC	121 5795 76	Dog bins [2]	000930	240		-£268.08	-£53.62	-£321.70	£17,670.20	Misc. Expenses	1210.6.1	MHH, GH, PAM	Litter Act 1983 S5
2012.50	12/11/2012	I/2012/180/MHH	CGM (Cambridge) Ltd	943 5571 08	Grass cutting (Oct 2012)	000931	240		-£240.42	-£48.08	-£288.50	£17,381.70	Grass Cutting	1210.6.1	MHH, GH, PAM	HA 1980 S96
2012.51	12/11/2012	O/2012/113/MHH	M.H.Hunter		Clerk's Expenses 1210	000932			-£36.84	£0.00	-£36.84	£17,344.86	Gen. Admin	1210.6.2	MHH, GH, PAM	LGA 1972 S111
2012.52		I/2012/193/MHH	NCC		Grass cutting grant	BACS			£546.88	£0.00	£546.88	£17,891.74	Misc. Receipts			LGA 1972 S136
2012.53	10/12/2012	I/2012/188/MHH	ENC (James Dally)	121 5795 76	NDP Map printing	000933			-£24.57	£0.00	-£24.57	£17,867.17	Local Plans	1211.6.1	MHH, PAM, MWW	LGA 1972 S111
2012.54	10/12/2012	I/2012/191/MHH	Chelveston Village Hall		Hall Hire (Oct - Dec 2012)	000934			-£95.00	£0.00	-£95.00	£17,772.17	Hall	1211.6.1	MHH, PAM, MWW	LGA 1972 S133
2012.55	10/12/2012	I/2012/194/MHH	Colemans	294 2920 39	Stationery / Printing (Nov 2012)	000935			-£45.22	-£9.03	-£54.25	£17,717.92	Stationery	1211.6.1	MHH, PAM, MWW	LGA 1972 S111
2012.56	10/12/2012	O/2012/130/MHH	M.H.Hunter		Clerk's Expenses 1211	000936			-£33.28	£0.00	-£33.28	£17,684.64	Gen. Admin	1211.6.2	MHH, PAM, MWW	LGA 1972 S111
								<b>Balance C/F</b>	<b>-£1,100.00</b>	<b>£19,768.05</b>	<b>-£983.41</b>	<b>£17,684.64</b>	<b>£17,684.64</b>			

[Database categories are hidden in Column R]

Statute / SI / Notice

- ACA Audit Commission Act
- HA Highways Act
- LA Localism Act
- LGA Local Govt Act
- LGFA Local Govt Finance Act
- LG(MP)A Local Govt (Misc Provisions) Act
- LGRA Local Govt and Rating Act
- PCA Parish Councils Act
- RTRA Road Traffic Regulations Act
- SHAA Small Holdings and Allotments Act
- VA VAT Act
- WM(LAP) War Memorials (Local Authorities' Powers) Act

Cheques 000896 not used

Category	S137	Amount	VAT	Total
<b>Brought Forward</b>		<b>£12,486.44</b>	<b>£0.00</b>	<b>£12,486.44</b>
Allotment receipts		£0.00	£0.00	£0.00
Bank interest		£1.17	£0.00	£1.17
Bank Bonus Saver interest		£45.97	£0.00	£45.97
Misc. receipts		£1,681.83	£0.00	£1,681.83
Play Area receipts		£0.00	£0.00	£0.00
Precept		£10,100.00	£0.00	£10,100.00
VAT refund		£1,989.39	£0.00	£1,989.39
305th BG memorial donations		£200.00	£0.00	£200.00
<b>Income</b>		<b>£13,998.36</b>	<b>£0.00</b>	<b>£13,998.36</b>
Allotment costs		-£69.95	£0.00	-£69.95
Audit		-£189.00	-£27.00	-£216.00
Clerk's salary		£0.00	£0.00	£0.00
E-Government		-£66.66	-£13.33	-£79.99
Elections		£0.00	£0.00	£0.00
Gen. Admin		-£536.28	-£10.00	-£546.28
Grants		-£20.00	£0.00	-£20.00
Grass cutting		-£1,682.94	-£336.56	-£2,019.50
Ground works		£0.00	£0.00	£0.00
Insurance		-£468.54	£0.00	-£468.54
Local Plans / NDP		-£74.57	£0.00	-£74.57
Misc. expenses		-£268.08	-£53.62	-£321.70
Play Area costs		£0.00	£0.00	£0.00
Recreation		-£322.50	£0.00	-£322.50
Stationery / Printing		-£198.71	-£39.71	-£238.42
St Lighting		-£1,675.96	-£335.19	-£2,011.15
St Lighting (new)		£0.00	£0.00	£0.00
St Lighting (repairs)		£0.00	£0.00	£0.00
Subscriptions		-£133.56	£0.00	-£133.56
Traffic calming		-£480.00	-£96.00	-£576.00
Training		-£35.00	£0.00	-£35.00
Village Hall		-£135.00	£0.00	-£135.00
305th BG memorial costs		-£360.00	-£72.00	-£432.00
S137		-£1,100.00	£0.00	-£1,100.00
<b>Expenditure</b>		<b>-£1,100.00</b>	<b>-£6,716.75</b>	<b>-£8,800.16</b>
<b>B/F + Income + Expenditure</b>		<b>-£1,100.00</b>	<b>£19,768.05</b>	<b>-£983.41</b>
				<b>£17,684.64</b>

Audit tables	
Brought Forward	£12,486.44
Precept	£10,100.00
Other income	£3,898.36
Wages	£0.00
Loan interest	£0.00
Other Expenditure	£8,800.16
<b>Balance</b>	<b>£17,684.64</b>
Bank books	#
Assets	£99.00
Borrowing	£0.00

- C £200.00
- R £7,108.05
- B £10,109.39
- T £17,417.44

# = 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 @ 7p	Post pence	C5 Env @ 7p	C4 Env @ 10p	Phone Calls	Mileage @ 40p/mile	Other
12/11/2012	Wreath for remembrance service							£17.00
17/11/2012	ENC Planning - response to application		50					
17/11/2012	ENC Planning - response to application		50					
19/11/2012	NCALC - payment of invoice		50					
19/11/2012	CGM (Cambs) Ltd - Payment of invoice		50					
19/11/2012	E-On Energy Services - payment of invoice		50					
19/11/2012	E-On - payment of invoice		50					
19/11/2012	Mowerman Grass & Grounds - Order		50					
24/11/2012	Newsletter delivery (V.Williams)							£10.00
24/11/2012	VAS charging (10 hrs x 0.75kW/hr x 30.4p/Kw)							£2.28
03/12/2012	NNJPU - Response to Duchy proposal		50					
<b>TOTALS</b>		£0.00	£4.00	£0.00	£0.00	£0.00	£0.00	£29.28

**TOTAL VALUE = £33.28**