

HELMDON PARISH COUNCIL

Draft minutes of the meeting of Helmdon Parish Council held on Monday 14th May 2007 in the Reading Room, Church Street, Helmdon at 8 p.m.

Present: Councillors Barnes, Burns, Crouch, Coatsworth, Duncombe, England, Thorne, Turner.
Parish Clerk: Liz Hart

Approximately sixteen members of the public were present.

		Action
1	<p>Apologies</p> <p>Cllr Stothard was absent due to a prior holiday arrangement.</p>	
2	<p>Approval and Signature of the Minutes for the Ordinary Meeting held on 28th March 2007 and the Extra Ordinary Meeting of 12th April 2007</p> <p>Cllr Burns proposed, seconded by Cllr England that the Minutes for the 28th March be accepted as a true record. All were in favour; Cllr Burns duly signed the Minutes. Cllr Thorne proposed, seconded by Cllr Barnes that the Minutes for the 12th April be accepted as a true record. All were in favour; Cllr Burns duly signed the Minutes.</p>	
3.	<p>Matters arising from the Minutes of the Ordinary Meeting held on 28th March 2007</p> <p>5d) Fencing Tenders – the clerk clarified for which fence Council is seeking tenders for repair.</p> <p>Matters arising from the Minutes of the Ordinary Meeting held on 12th April 2007</p> <p>None</p>	
4.	<p>Open Forum</p> <p>The following points were raised by members of the public:</p> <p><i>School Security</i> – Council should pursue its course of action regarding the suggestion of erecting a fence as discussed at the March meeting.</p> <p><i>Condition of Pavements and Roads</i> - there was much comment regarding this issue and the frustration felt regarding shortfalls in NCC's budget and the lack of any remedial works being carried out. Cllr Burns confirmed that the Clerk is to write to Cllr Andrew Grant on the issue. There was also a blocked drain in Wappenham Road where building work is being carried out – the clerk will contact the builders.</p> <p><i>New Village Amenity</i> Support was shown for the fact that the new amenity was not a Parish Council issue in itself; Cllr Barnes felt that the council had not been proactive in leading the discussions for an improved meeting place. Cllr Burns referred him to the Consultation Meeting held on 15th November where there was an overwhelming endorsement for the Sports Club facility. He explained that the planning application had been delayed as a new lease agreement needed to be negotiated with SNC prior to submission. Sadly one of the trustees had also recently passed away.</p> <p><i>Jenners' Piece</i> Clerk confirmed that the registration was still outstanding.</p> <p><i>Parking on the Green</i></p>	Clerk

The clerk stated she would contact NCC regarding introducing white lines on the Green.

Audibility

It was stated that it is difficult for members of the public to hear what all the Councillors are saying.

5. **Finance**

a) **To receive the financial statement**

Cash & Investments	
Current Account (Coop)	23536.11
Nottingham Bond	500.00
Total	24036.11

Cllr England proposed, seconded by Cllr Duncombe that the financial statement be accepted. All were in favour.

b) **Bills for Payment**

Accounts Payable		Cheque
Insurance	1332.40	500016
Friends of Helmdon Churchyard	250.00	500017
NALC Internal Audit Charge – y/e 2007	126.00	500018
Reading Room	48.00	500019
Clerk's Wages (March and April)	337.38	500020
Clerk's admin (paper and telephone)	27.58	500020
Helen Cook (refund of allotment key deposit)	5.00	500021
Helmdon Women's Club – APM expenses	5.55	500022
Total	2131.91	

Cllr England proposed, seconded by Cllr Barnes that the bills for payment be accepted as a whole. All were in favour.

c)

Payments Received

Accounts Received (all reflected in current balance above)	
Nottingham Bond	9.38
Allotment rent – Mrs J Cairns – receipt A/0015	5.00
Allotment rent – Mr R Wray – receipt A/0011	10.00
Allotment rent – Mr Drew – receipt A/0012	10.00
Allotment rent and key deposit – Mr Dunn – receipt A/0010	10.00
Allotment rent – Mrs D Mountford – receipt A/016	5.00
Allotment rent – Mr Francis – receipt A/0013	5.00
Allotment rent – Mr J Glenham – receipt A/009	5.00
Allotment rent – Mr and Mrs Bradford – receipt A/0014	1.25
Interest - April	26.78
Interest – May	25.48
Precept	4962.50
Total	5075.39

It was proposed by Cllr Coatsworth, seconded by Cllr Turner that the accounts received be accepted. All were in favour.

d)

Fencing tenders

The clerk reported that she had still received only one updated quote; Cllr Burns proposed, seconded by Cllr Barnes that this decision be held in abeyance until the next meeting and if no more quotes were received the tender be accepted at that point. All were in favour.

e)

New Bank Signatories

In order to comply with the regulations of the bank for changing the cheque signatories, Cllr Burns read out the following declarations:

- The Cooperative Bank Plc shall continue as our bankers
- The Bank shall be authorised to honour all cheques and all other documents made or accepted on our behalf even if such payment causes any Accounts to be overdrawn or increase any existing overdraft, provided that such documents are signed in accordance with the specimen signatures shown in the Account Signatories Section (6)
- The Bank shall act on all specimen signatures in accordance with any instruction, notice, request or other document in writing concerning our account (including the opening of new accounts) affairs or property, as shown in the Account Signatories Section (6)
- The Bank shall be sent a copy of any future resolutions which affect the terms of these resolutions;
- The Bank shall be sent a copy of any changes in our Rules;
- The Bank shall be notified in writing of any change of Members;
- The Bank shall be notified in writing of any change of official authorised to sign on our behalf;
- The Bank shall otherwise continue to operate our Account in accordance with the Business Account Mandate

- The Bank shall be notified in writing of any overall change of control in the business.
- All signatories to the Account are aged 18 or over.

Cllr Thorne proposed, seconded by Cllr England that the above resolutions be accepted. All in favour.

f)

Audit y/e 2007

Clerk confirmed that everything was in hand for preparation for this year's audit.

6 Correspondence

Listed separately: Appendix A. No further comments.

7 Training Courses

Clerk has circulated details of the courses available to all Cllrs and requests that they respond with any courses they wish to attend.

8 Blackpits Recycling Site – nomination of 2 Parish Council Reps for Monitoring Group

Cllr Turner and Cllr Burns volunteered to become Representatives. All were in favour.

David Powell was invited to explain the background of the group to all present.

9 Village of the Year 2007 – judges' visit

The Clerk informed the meeting that the visit will take place on 24th May at 10am until noon at the Bell, Church Street.

10 School Playground update

a) **Lease agreement**

Playground Committee to review lease in light of Philip King's comments.

b) **Update on outstanding repairs/improvements**

These remain outstanding.

11 To receive the decisions of the Planning committee on applications since 28th March

Application number: S/2007/0354/LB

Location: 35 Wappenham Road, Helmdon

Amendment: Conversion of an existing storage building into a self contained annex. Works include the creation of new door and window openings, the construction of a mezzanine floor and the replacement of the existing roof structure

The Committee agreed to support the application as laid out in the plans but, in highlighting the location of the storage area, it questioned the impact that this may have on any future planning applications regarding the site of the Chapel.

Location: land off Church Street, Helmdon

Proposal: Two storey dwelling

Cllr Bearman declared an interest in this application.

The Committee raised no objections to the application as laid out in the plans but, Council expresses concerns regarding the water levels, natural springs and the feeding of the ponds below and trust that this will be addressed properly given the problems seen recently at the site.

The Blackpits applications were discussed by the full Council on 12th April.

- 12 Allotments**
Issues covered in the AGM report.
- 13 Risk Assessments**
To be submitted at the next meeting by the new Representatives.
- 14 Noticeboards and Benches**
Clerk is awaiting a response from the insurance company of Parcel Force regarding a replacement for Jenners Piece bench.
Bernie Wadeson has been requested to prioritise repairing the bench on The Green.
- 15 Councillors' Questions**
Cllr Burns clarified the various timescales of the Council meetings and Committee meetings.

The meeting closed at 9 p.m.

Future Meeting Dates:

19th June 2007 - EOM
25th July 2007
26th September 2007
28th November 2007

Appendix A: Correspondence Received - 29th March 2007 – 13th May 2007

South Northamptonshire Council

- Weekly Planning Application listings – 22/03/07 – 09/05/07
- Notice of Poll – *displayed*
- Notice of Candidates and Election - *displayed*
- Notice of results of poll – *displayed*
- Monthly Electoral Register Updates
- Declaration of Acceptance of Office, registration of interests forms for AGM
- SNC Observations on Blackpits planning applications
- Appeal Decision – 26 Station Rd - dismissed
- Council Tenants Newsletter
- Letter regarding new code of conduct

Northamptonshire County Council

- Police Authority – invitation to Clerk and Chair regarding Parish Council Conference on 24th May 2007 – *for Chair after election*
- Aktins Partnership Open Day invitation – 30th June 2007– *for new Highways Rep*
- The Waymarker
- New Model Code of Conduct

NALC/ACRE

- Confirmation of VoY judges' visit – Thursday 24th May – 10:00 – 12:00
- Internal Audit form – y/e 2007
- Update March 2007 – Course Details for New Councillors and Chair's courses

Miscellaneous

- BDO – Audit Package
- BDO – Local Council Briefing Package
- SNVB – April vacancy notices and information regarding Rural Reach April, May vacancies - *posters displayed, outreach worker attended APM*
- Parish meeting reports – WI and Revd Adams
- Postwatch – request for contact details
- Police – request for meeting details
- Environment Agency – Blackpits Audit Report
- Clerks and Councils Direct
- Les Finn – valuation of War Memorial - £35 000 plus VAT
- Northamptonshire NHS – request for members for NHS Foundation Trust
- RoPSA – confirmation of playground inspection in June 2007
- Coop Bank – 13th April statement

- Coop – new signatories form

Accounts received

- Friends of Helmdon Churchyard - £250.00
- Reading Room Invoice – 48.00
- Allianz Insurance Renewal – 1332.40
- Allotments Payments:
 - Mrs J Cairns – receipt A/0015 5.00
 - Mr R Wray – receipt A/0011 10.00
 - Mr Drew – receipt A/0012 10.00
 - Mr Dunn – receipt A/0010 10.00
 - Mrs D Mountford – receipt A/016 5.00
 - Mr Francis – receipt A/0013 5.00
 - Mr J Glenham – receipt A/009 5.00
 - Mr and Mrs Bradford – receipt A/0014 1.25
- Interest - April 26.78
- Interest – May 25.48
- Nottingham Bond 9:38
- Helmdon Women's Club - £5.55 – expenses for the Annual Parish Meeting
- Key for allotment number 6 – Helen Cook - £5.00
- Precept – 4962.50