

HELMDON PARISH COUNCIL

Draft Minutes of the Ordinary meeting of Helmdon Parish Council held on Wednesday 26th January 2011 in the Reading Room, Church Street, Helmdon at 7:30pm

Present: Councillors Barnes, Burns, Duncombe (from 6b), England, Thorne, Adhemar, Coatsworth
Parish Clerk: Liz Hart

4 members of the public were present.

As it was the final meeting of the sitting Parish Council, Cllr Burns took the opportunity to thank all the Councillors and the Clerk for their efforts during the previous four years.

Action

1 Apologies

Cllr Earl had sent apologies due to a family commitment; these were accepted by the meeting. Cllrs Crouch and Duncombe had sent notice that they were delayed.

2 Approval and Signature of the Minutes for the Extra Ordinary Meeting held on 15th December 2010 and the Ordinary Meeting of 26th January 2011.

Cllr Barnes proposed, seconded by Cllr Thorne that the Extra Ordinary Meeting Minutes of 15th December be approved. All were in favour and Cllr Burns signed the Minutes.

Cllr Coatsworth proposed, seconded by Cllr England that the Ordinary Meeting Minutes of 26th January be approved. All were in favour and Cllr Burns signed the Minutes.

3 Matters Arising from the Minutes of 15th December 2010 and 26th January 2011

15th December 2010

2 - Application number: S/2010/1437/MAF

Location: Spring Farm Ridge, land to the north of Welsh Lane between Greatworth and Helmdon

Proposal: Wind farm comprising the erection of five wind turbines plus underground cabling, meteorological mast, access tracks, control building, temporary site compound and ancillary development (Includes Environmental Statement)

It was noted that there had been no further updates regarding this application; it would not be heard at the April meeting of the Development Control Committee.

26th January 2011

3 – Flood Warden Scheme

Cllr Barnes had received confirmation from the EA that the scheme did not apply as the Tove tributary was not classed as “Main River” in Helmdon. He had responded to a further questionnaire and was awaiting a response from the EA.

4 Open Forum

Precept –the Clerk explained that although the total precept set by the Parish Council was a decrease on the previous year, as the number of eligible properties had decreased (the base), the net result was a small increase on each property.

Helmdon Lottery Association – this is now run by David Powell.

Traffic Lights on Top Station Road Bridge – these will be in place until further notice, probably

at least a year.

It was noted that Jean Morgan has handed in her resignation at SNC.

5 Finance

a) Financial statement

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

Cash & Investments	
Current Account (Coop)	20,545.35

b) Bills for payment

Cllr Barnes proposed, seconded by Cllr Coatsworth that the accounts below be paid. All were in favour.

Accounts Payable	NET	VAT	GROSS	Cheque
CPRE Membership	29.00	0.00	29.00	500204
SLCC – CiLCA Management	50.00	0.00	50.00	500205
Clerk's Wages (Jan+Feb)	397.88	0.00	397.88	500206
Paul Duncombe (gravel)	36.59	0.00	36.59	500207
ACRE – Village of the Year	25.00	0.00	25.00	500208
Total	538.47	0.00	538.47	

c) Payments Received

Payments Received	Amount
Interest (Feb)	2.78
Interest (Mar)	2.50

These were noted.

- d) To receive documentation from NCC regarding the school field licence including**
i) revised licence for signature
ii) proposal regarding legal expenses

Cllr Barnes proposed, seconded by Cllr Burns that the Clerk respond to NCC stating that the Parish Council wish the licence to run from April 2011 as the first year and that the payment for the first year has already been forwarded to NCC. Furthermore the Parish Council would accept that future increase be tied to the RPI as suggested. Regarding legal expenses the Parish Council would, in view of the considerable time and effort it has spent in correspondence in previous years, suggest that a figure of £200 would be more appropriate. All were in favour.

- e) To note reason for increase to council tax despite decrease in precept**

The Council had already noted the reason as in item 4 above.

- f) Update from Cllr Coatsworth regarding high interest accounts**

Cllr Coatsworth had researched the accounts and gave a summary of what was available. It was resolved that the new Finance Committee should make recommendations back to the Parish Council.

- g) Annual review of system of internal control and the effectiveness of internal audit including 3 yearly review of Terms of Reference**

The previously circulated documents were reviewed. Cllr Coatsworth resolved, seconded by Cllr Adhemar that the system of internal control be signed off. All were in favour.

Cllr Coatsworth resolved, seconded by Cllr Adhemar that the effectiveness of internal audit be signed off including the 3 yearly review of the Terms of Reference. All were in favour.

6 Planning:

- a) To receive decisions of Planning committee on applications since 26/01/11**

Application number: S/2011/0072/LBC

Location: Cross Cottage 14 Cross Lane Helmdon

Proposal: Construction of new conservatory to adjoin existing extension and alterations to first floor window in rear elevation.

The Committee resolved to support the application.

Application number: S/2011/0073/FUL

Location: Cross Cottage 14 Cross Lane Helmdon

Proposal: Construction of new conservatory to adjoin existing extension and alterations to first floor window in rear elevation.

The Committee resolved to support the application.

Application number: S/2011/0110/FUL

Location: 55 Church Street Helmdon

Proposal: Detached pair of garages

The Committee resolved to object to the application as it was felt to be out of keeping with the street scene and its shape was inappropriate, particularly as regards the roof pitch. The Committee further commented that it would appear that construction has already commenced.

Application number: S/2011/0126/ADV

Location: 22-4 Station Road Helmdon

Proposal: The proposed advertisement is a sign board that provides details of the development that is to commence on this site

The Committee resolved to support the application.

Cllr Coatsworth declared a prejudicial interest in the following application and retired from the meeting.

Application number: S/2011/0149/FUL
Location: Meadway, 85 Wappenham Road Helmdon
Proposal: Larger porch with lean to roof.

The Committee supported the application.

Cllr Coatsworth returned to the meeting.

Application number: S/2011/0142/FUL
Location: 22-4 Station Road Helmdon
Proposal: Minor material amendment to condition 3 (approved plans) of planning permission (S/2010/0849/FUL); amendments comprising of gable projections removed from units 1 & 2, replace red bricks with render and to raise height of eaves and roof pitch reduced.

The Committee supported the application.

b) To review documentation from SNC on revised delegation scheme for Planning Applications

It was resolved to minute that the Parish Council strongly objects to the revised scheme and that the Parish Clerk should invite Robin Digby to a future meeting where it could be discussed. All were in favour.

Parish Clerk

7 Correspondence Review

Correspondence as listed in Appendix B was reviewed.

The Clerk was asked to write to Richard and Ros Spence regarding the stones placed on the highway verge outside Greystones.

Clerk

The Clerk would forward a correspondence regarding Parish Online to Cllr Barnes.

8 Talkabout - To receive update on the vacant editor position

Cllr Thorne confirmed that he was on target to publish Talkabout in April which would be his final issue as editor. Cllr Coatsworth indicated that he would be happy to continue as Advertising Editor. The vacant position was to be advertised on the website and on notice boards; Cllr England also expressed an interest in seeing what was involved.

9 Reading Room Project Update

The audio system cupboard was due to be installed and the curtains and blinds would be hung on 6th April. New powder coating was being applied to the radiator covers. There was £3784 in the fundraising account, the current account contained £2019 with the 60 day account totalling £7508. Two new cookers were to be ordered with a grant from Andrew Grant.

Cllr Burns commented on the big improvements seen recently to the room.

10 2011 elections
a) attracting new candidates and promoting the election

It was noted that new candidates were expected to come forward.

b) to resolve process for the publication of hustings document

Danny Moody volunteered to co-ordinate this document and also put it on the website.

11 Risk Assessment - To review the significant risks to achieving the council's objectives and the adequacy of the arrangements to manage those risks

The Parish Council carefully considered the risks to achieving their objectives; measures taken to minimise significant risks were considered: published Standing Orders, Financial Regulations, Risk Assessment, reference to NCALC, Clerk's training courses, Internal Control Councilor, the review of Rick Management Policy. Cllr Barnes proposed, seconded by Cllr Coatsworth that Council accept that to its current knowledge no significant risks exist. It was noted that the Parish Council now acts as custodian trustee to the Helmdon Acorns building. All were in favour.

12 Health and Safety

a) To receive completed Inspections Reports

It was resolved to sign off these at the May meeting.

a) To address any other Health and Safety Issues

The Clerk was asked to chase up the issue of the new shackles on the toddler swings.

Clerk

13 Allotment issues

The Clerk reported that the school will in fact continue with its plot.

14 To receive update on Village of the Year Competition Entry – Cllr Coatsworth

Cllr Coatsworth would forward the cheque to ACRE and complete the entry form on line. If he had any queries he would contact the Clerk.

15 Highways Issues

a) Traffic lights on Station Road bridge – update from meeting with MGWSP

Cllr Burns summarised the meeting with MGWSP; it was likely that the traffic lights would be in place for at least one year whilst the best solution was ascertained. The requirement for a bat survey to be undertaken and considerations given to the adjacent SSSI meant that the process would be a drawn-out one.

The Clerk was asked to chase MGWSP regarding filling in the potholes on the road surface of the bridge.

Clerk

b) To consider proposal for cycle path to Brackley.

It was noted that a high level of support for a cycle path had been given in the Parish Plan Survey and that the route would also link to the National Cycle Network. This was to be further discussed under the Parish Plan Action Plan later in the year.

16 To receive update from PPMG regarding Parish Plan Refresh

Cllr Barnes reported that the surveys had been collected and collated by Cllr Adhemar. The Action Plan was to be agreed at a meeting on the 5th April and then presented at the Annual Parish meeting. A 30% return rate had been achieved. It was noted that the bank account contained £1709.

17 Quality Status Application – update on progress to date and action plan for 2011

CLr Coatsworth suggested a Working Party be formed to progress this further. The Clerk would put the item on the next Agenda.

Clerk

It was noted that the Chairman's Report for the Annual Meeting could be published to fulfil one of the criterion.

18 Councillors' Questions

CLr Barnes reminded the Clerk to chase up the Definitive Map for Roger Miles

Clerk

CLr Thorne proposed a vote of thanks for Julian Partis regarding the new sign to the Church.

It was noted that poor parking on the footpath by the Green was causing a problem.

The meeting was closed to allow Bryan Short to give recognition to the Councillors and the Clerk for the last four year's efforts and achievements.

The meeting closed at 9.15pm

Appendix A - Correspondence Received – 26th January – 21st March 2011

South Northamptonshire Council

- Weekly Planning Application listings
- Planning Applications:
 - S/2010/0246/FUL,/247/LBC - Helmdon Baptist Chapel – Proposed demolition of the existing Baptist Church to facilitate the construction of 2 x 2 bedroom dwellings (unit 2 being attached to the adjacent curtilage listed barn).
 - S/2011/0142/FUL – 22-4 Station Rd - Minor material amendment to condition 3 (approved plans) of planning permission (S/2010/0849/FUL); amendments comprising of gable projections removed from units 1 & 2, replace red bricks with render and to raise height of eaves and roof pitch reduced and air source heat pump
 - S/2011/0149/FUL – Meadway 85 Wappenham Rd – larger porch with roof
 - S/2011/0110/FUL – 55 Church Street – detached pair of garages (part retrospective)
 - S/2011/0073/FUL – Cross Cottage 14 cross Lane, Helmdon - Construction of new conservatory to adjoin existing extension
 - S/2011/0072/LBC – Cross Cottage 14 cross Lane, Helmdon - Construction of new conservatory to adjoin existing extension and alterations to existing first floor window in rear elevation.
- District and parish elections – request for submission regarding nomination packs, candidacy statements, polling cards – *response submitted*; candidacy packs; count arrangements
- Letter regarding resignation of Jean Morgan
- Details on requesting the electoral register - *submitted*
- Changes to notification of planning decisions – planning officers' reports for delegated decisions online.
- Changes to Council's Scheme of Delegation– *on Agenda*
- Electoral Register
- Changes to Council's policy on sandbags

Northamptonshire County Council

- Correspondence regarding the Playing Field – *on Agenda*

NCALC

- Update
- Department for Communities and Local Government (DCLG) – two consultations Right to Buy, Right to Challenge
- Training Guide 2011
- Stand and Deliver Promotional Materials

Miscellaneous

- SouthNorthants Homes –works briefing paper – January, February
- Grand Union Housing – notice of “demolition day”
- HMRC – information on start and end of tax year
- Department of Transport – HS2 consultation – runs until 29th July 2011
- Post Office – Notice of Re-opening of service to Helmdon
- BDO – Audit Briefing Newsletter – including change in requirements for fixed assets
- Coop – Feb, March bank statement
- West Northamptonshire Joint Core Strategy –Pre- Submission Consultation
- HSGWAG – Objection to Wind Turbine Planning Application
- SLCC – correspondence regarding CiLCA
- SNVB – Feb/Mar newsletter
- Sue Lidgley – concerns at stone on verge of Greystones
- ACRE Village of the Yr Competition details
- Parish Online – new licensing agreement
- CPRE – planning road show details – 14th April at Great Houghton Hall

Accounts received

- CPRE – membership £29.00 – to include April workshop