

## HELMDON PARISH COUNCIL

### Draft Minutes of the Ordinary meeting of Helmdon Parish Council held on 24<sup>th</sup> March 2010 in the Reading Room, Church Street, Helmdon at 7:30pm

**Present:** Councillors Barnes, Burns, Duncombe, England, Earl, Turner, Thorne  
Parish Clerk: Liz Hart

Five members of the public were present.

#### 1 Apologies

**The following apology was received and accepted:**

Cllr Crouch – work commitments

#### 2 Approval and Signature of the Minutes of the Ordinary Meeting held on 27<sup>th</sup> January 2010

Cllr Earl proposed, seconded by Cllr Barnes that the Ordinary Meeting Minutes of 27<sup>th</sup> January be approved with the following amendment:  
Agenda Item 14 (Page 09/38) inserted after the first sentence: “requested the attendance register of the life of the Council”

All were in favour and Cllr Burns duly signed the minutes.

#### 3 Matters Arising from the Minutes of 27<sup>th</sup> January 2010

Agenda Item 5 (g) – Clerk to query progress with Cllr Coatsworth regarding the repair of one pump as provided for in the budget for year ending 2011

Agenda Item 16 (a) – Clerk to query future provision of new salt bins.

#### 4 Open Forum

*Current Issues* – general reference was made to the HS2 rail link and the expected planning application for the installation of Wind Turbines. Cllr Burns updated the meeting on the planning application progress for the temporary mast.

*SHLAA documentation* – It was confirmed that a subsequent meeting had taken place, all sites had been reviewed and that the Clerk had submitted a response to WNJPU. Cllr Burns confirmed that under SNC's Interim Rural Housing Policy, Helmdon had not been one of the villages earmarked for any future development. Cllr Burns had recently attended a Presentation at SNC and would provide a report of the information for the May meeting.

*Annual Parish Meeting* – Sarah Adhemar volunteered to hand deliver any leaflet required to advertise this event.

*Items of correspondence* – Cllr Burns confirmed these would be discussed under Item 6.

*Abandoned Car on the Green* – the police had advised it would be best to wait until the tax disc had expired to ease its removal.

#### 5 Finance

**Action**

**Clerk**

**Clerk**

**a) Financial statement**

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

<b>Cash &amp; Investments</b>	
Current Account (Coop)	18, 922.08
Nottingham Bond	500.00
<b>Total</b>	<b>19,422.08</b>

**b) Bills for Payment**

Cllr Earl proposed seconded by Cllr Thorne that the above bills be paid.

<b>Accounts Payable</b>	NET	VAT	GROSS	Cheque
EON UK (lighting maintenance)	104.11	15.62	119.73	500152
EON UK (lighting repair – Church St)	345.68	60.49	406.17	500153
Clerk's Wages (Jan+Feb)	419.19	0.00	419.19	500154
<b>Total</b>	<b>868.98</b>	<b>76.11</b>	<b>945.09</b>	

**c) Payments Received**

It was noted that none had been received.

**d) To review quotes for tree work on the allotment and to consider next steps**

The Clerk had received two quotes for the work; Cllr Thorne proposed, seconded by Cllr England that the quote for £250 be accepted and that the Clerk should raise a works order. All were in favour.

Clerk

**e) To consider whether to renew Nottingham Bond agreement and if so at what rate**

Cllr Barnes proposed, seconded by Cllr Earl, that the Bond not be renewed and the money withdrawn. All were in favour. It was further resolved that the interest rates on the current account be reviewed at the next Finance meeting to ascertain whether better rates were available.

**f) To review system of internal control and effectiveness of internal audit**

The system of internal control and effectiveness of internal audit was reviewed; Cllr Earl proposed, seconded by Cllr Duncombe, that the report be accepted and that the Council should record that the system was robust. All were in favour.

6	<p><b>To consider correspondence regarding planning meeting on 11th March</b></p> <p>Letters had been received from Jean Spendlove and Rachel Wheeler regarding procedures followed at the meeting. The Councillors considered in depth whether or not the meeting had been conducted in public. Cllr Burns was of the opinion that the Public had not been excluded and that there was no intention to do so; Cllr England had attended as a member of the public and commented that it had seemed strange that the Committee had retired to the back of the room to consider their response. Cllr Burns considered that the meeting was valid whilst Cllr Barnes and Thorne felt it was questionable whether this was the case with Cllr Thorne stating that the meeting should have been more transparent. It was agreed that the actual outcome was unaffected by the discussion having taken place at a distance from the public. Cllr Burns felt that the comments submitted reflected an even-handed view given the building was outside the village line whilst accepting the community benefit of the building.</p> <p>Cllr Duncombe proposed, seconded by Cllr Thorne, that Cllr Burns draft a response to Rachel Wheeler's letter to be circulated to all Councillors prior to posting with a full explanation of how the decision was reached. All were in favour.</p> <p>Cllr Burns had already responded to Jean Spendlove's letter as it was addressed to him personally.</p>	Cllr Burns
7	<p><b>To consider response to Parish Partnerships - the Northamptonshire Councils' Charter</b></p> <p>The meeting reviewed the document. Cllr Barnes proposed, seconded by Cllr Earl that a response be submitted stating that the Parish Council would be willing to consider the Charter as long as the decrease in services provided by SNC and NCC was accompanied by a decrease in the appropriate budget to allow the Parish Council to budget for the increase in their provided services without impacting the public. All were in favour.</p>	Clerk
8	<p><b>To consider adopting a Training Statement of Intent</b></p> <p>Cllr Thorne proposed, seconded by Cllr Barnes that the submitted document be adopted. All were in favour and Cllr Burns signed the documentation.</p>	
9	<p><b>To consider review of "Standing Orders" in light of newly published Model</b></p> <p>Cllr Earl proposed, seconded by Cllr Thorne, that a working party consisting of Cllrs Barnes, Earl and Burns meet on Thursday 1<sup>st</sup> April to review the Standing Orders and prepare a proposal for consideration by the Council at the May meeting. All were in favour.</p>	
10	<p><b>Review of general correspondence</b></p> <p>Letter from Fiona Kelly – Cllr Duncombe proposed, seconded by Cllr Earl that the Clerk write to SNC as outlined in the correspondence. All in favour bar Cllr Barnes who abstained due to having a prejudicial interest in the forthcoming wind turbine application.</p> <p>Letter from Richard Farquharson – the Clerk would respond thanking him for his interest stating that there was no provision in the budget for dog bins and that the meeting had noted the other points made.</p>	Clerk Clerk
11	<p><b>Planning:</b></p> <p><b>a) To receive decisions of Planning committee on applications since 27/01/10</b></p> <p><b>Application number: S/2010/0086/FUL</b>  <b>Location: 39 Church Street Helmdon</b>  <b>Proposal: Replacement detached garage</b></p>	

The Committee supported the application.

**Application number: S/2010/0116/FUL**

**Location: Upper Court Station Rd Helmdon**

**Proposal: Removal of agricultural occupancy condition.**

**Condition 9 of planning permission BRAR/66/30**

The Committee objected to the application for the following reasons:

The Parish Council comments that it is of the opinion that there is not sufficient justification given to warrant removal of the occupancy condition. It would further comment that if the decision is made to allow the restriction to be lifted, a restrictive covenant be placed on the property to prevent any further development on the site. In addition there are concerns that further applications may be made to develop adjacent land.

**Application No:S/2010/0196/FUL**

**Proposal: Erection of a new Pre School Building**

**Location: Land adjacent to Hintons Close Helmdon**

The Committee had no objections to the proposal and commented as follows: We are concerned that the proposition is not within the village confines which have been strictly protected by the Parish Council. This community project would have definite benefits to the future of the village, however we would wish to see sensible controls to minimise any unnecessary problems for their neighbours, i.e. traffic and hours of operation, (school hours).

Cllr Barnes declared a prejudicial interest and did not take part in the following discussions.

**Application number: S/2010/0075/FUL**

**Location: Land between Greatworth and Helmdon**

**Proposal: 60 metre high wind monitoring mast (temporary for two years).**

The Committee objected to the application for the following reasons:

The second paragraph of section 4 of the Supporting Statement states that “despite being a development proposal in its own right, the temporary meteorological mast proposed forms an important element of a proposed renewable energy development and should be considered in this light. Given that the applicant has apparently been preparing for this application for two years but has only recently shared this knowledge with the parish, the application is felt to be pre-mature with too little time being allowed for the parish to review data and analyse information

**b) To consider response to Northamptonshire County Council’s consultation on the “Creating Sustainable Communities” document**

After due consideration, it was resolved to submit no response.

## 12 To consider measures to address litter

Cllr Turner informed the meeting that the Blackpits Monitoring Group had raised the issue of plastic litter in the verges and on land on the Radstone Road; the Clerk was requested to write to Material Change, highlighting the Parish Council’s concerns.

**Clerk**

Cllr Coatsworth had previously agreed to arrange a Litter Pick; the Clerk was asked to contact him for details for circulation.

**Clerk**

There was discussion on where the responsibility lies for removing litter; the Clerk was asked to check that Highways was responsible.

**Clerk**

## 13 To consider arrangements for the Annual Parish Meeting

Cllr Burns volunteered to provide the liquid refreshments; the Clerk will send out invites to all

**Clerk**

village groups and organisations as well as the District and County Councillors and the Police. She will also purchase light refreshments.

**14 To receive update on flooding relating issues**

The Clerk gave an update on the works completed to date; it was noted that the issues with the storm drain in Grange Lane were still outstanding; the Clerk will follow this up.

**Clerk**

**15 Councillors' Questions**

Salt bins – Cllr Duncombe suggested new locations in Wappenham Road at Jenners Hill and opposite Rose Gulliver's.

Cllr Thorne informed the meeting that Talkabout was going to print.

Cllrs Thorne and Turner both expressed an interest in becoming Tree Wardens.

Cllr England gave an update on the progress of the Reading Room fundraising campaign including a submission made to Awards for All. A full report would be provided to the next Finance Committee meeting.

The Clerk was asked to ascertain responsibility for the broken slabs in Hintons Close as Highways was not responsible.

**Clerk**

The poor state of the school crossing bump was highlighted.

Cllr Duncombe asked if a Toad Crossing could be signed at Astwell Mill; Clerk to progress.

**Clerk**

Cllr Turner queried the progress on arranging use of a Tennis Court; Cllr Coatsworth was progressing this (Clerk to check).

**Clerk**

Cllr Turner highlighted the issue that no Councillors now had regular family links to the school; he intended to approach the school regarding liaison.

**Cllr Turner**

Cllr Barnes raised concerns over a duty of care to the Clerk; Cllr Earl volunteered to draft a policy to be reviewed at the next meeting.

**Cllr Earl**

The meeting closed at 9.28pm

## Appendix A - Correspondence Received – 26<sup>th</sup> January – 23<sup>rd</sup> March 2010

### South Northamptonshire Council

- Weekly Planning Application listings
- Planning Applications:
  - S/2009/1282/FUL - The Old Dairy Falcutt Brackley – decision Remove stained timber window and replace with stained timber fully glazed window with vertical divider. Alteration of opening to lower cill. Retain existing brick arch and brick quoins to the upper opening –decision notice - approval
  - S/2009/1197/FUL – Station Rd – new roof over conservatory – decision notice - approval
  - S/2010/0010/FUL - Land adjacent to 55 Church Street Helmdon - Detached Dwelling – decision notice approval
  - S/2010/0075/FUL – Land between Greatworth and Helmdon - 60 metre high wind monitoring mast (temporary for two years) – *planning meeting held* – subsequent communications from Michael Warren regarding deadlines for consultation comments
  - S/2010/0086/FUL - 39 Church Street Helmdon - Replacement detached garage - planning meeting held
  - S/2010/0116/FUL - Upper Court Station Rd Helmdon -removal of agricultural occupancy condition (Condition 9 of planning permission BRAR/66/30) – *planning meeting held*
  - S/2010/0188/NMA – Astwell Mill, Helmdon - notice of consent to Non Material Amendment
  - S/2010/0196/FUL -Land adjacent to Hintons Close Helmdon-: Erection of a new Pre School Building – *planning meeting held*
- Invitation to Interim Rural Housing Policy Presentation on 4<sup>th</sup> March
- General notice regarding General Election
- Register of Electors – monthly alterations
- Draft Economic Development Strategy for South Northamptonshire 2010-14 – notes from Parish Council Workshop including family tree for Strategic Policy Team, SNVB contact details, confirmation that changes to villages confines are likely within 12-18 months under the Core Spatial Strategy
- Housing 4U newsletter

### Northamptonshire County Council

- Updated invoice procedure
- New Licence Agreement for the Playing Fields – confirmation of receipt
- Notice of Annual Conference for Tree Wardens
- Household Waste Recycling Centre Contract – changes to the service
- Newsletter for Highway Reps, Parish Path Wardens, Tree Wardens
- Helen Howard – update on the speed limit extensions
- Draft Northamptonshire Council Plan – consultation details
- Consultation on “Creating Sustainable Communities” Document

### NCALC

- Update – March/April
- Parish Partnerships - the Northamptonshire Councils’ Charter – consultation reminder – *on Agenda*
- New Model Standing Orders – *on Agenda*
- Information regarding assessing the Effectiveness of the Internal Audit

### Miscellaneous

- Quotes for allotment tree work X 2
- Energy Saving Trust – promotional literature
- Grand Union Housing Group – guide to developing rural affordable housing and associated literature
- Coop bank statements – February, March

- BTCV – promotional literature for environmental works (Registered charity)
- SNVB LinkUp – newsletter
- SNVB – South Northants 50+ Forum
- Brown and Barden – copy of insurance certificate for public liability
- Alzheimer’s Society – poster and leaflet
- Clerks and Councils Direct – March issue
- Inland Revenue – notice to complete Employer Annual Return
- BDO – Local Council Audit Briefing
- Nottingham City Council – renewal notice for Nottingham Bond – *on Agenda*
- Land Registry – information on registering land
- NSPCC – information on Helpline
- Letter from Fiona Kelly asking that HPC write to SNC to request that SNC provide an independent expert Consultant to assess and validate the TNEI data & conclusions for the Broadview Wind Farm
- Letter from Richard Farquharson in relation to dog bins and bridge downstream of new AP29 foot bridge
- Letter from Jean Spendlove regarding planning meeting of 11<sup>th</sup> March 2010
- Letter from Rachel Wheeler planning meeting of 11<sup>th</sup> March 2010
- SNVB – Nick King – offer to speak at APM
- Anglian Water – confirmation that all scheduled works have been completed
- HSGWAG (Helmdon, Stuchbury, Greatworth Wind Action Group – various emails regarding wind turbine issues
- Odette Dawkins (PA to Andrea Leadsom) – information on public meeting on High Speed 2 and Hustings in Wappenham Hall
- CPRE – Roadshow Details
- Colin Wootton – scoping report for Broadview Energy Ltd proposed wind farm
- Broadview Energy Ltd – information on wind turbine proposal at Spring Ridge Farm, details of meeting in Brackley and subsequent public meeting

#### **Accounts received**

- EON (Lighting Maintenance) £104.11 + £18.22 VAT= £122.33
- EON (Lighting Repair - Church St) - £345.68 + £60.49 VAT= £406.17