

HELMDON PARISH COUNCIL

Draft Minutes of the Ordinary meeting of Helmdon Parish Council held on Wednesday 25th January 2012 in the Reading Room, Church Street, Helmdon at 7:30pm

Present: Councillors Burns, Barnes, England, Coatsworth, Moody, Adhemar, Garner, Simpson,
Duncombe
Parish Clerk: Liz Hart
4 members of the public were present.

		Action		
1	<p>Apologies for Absence</p> <p>None.</p>			
2	<p>Declarations of Interest</p> <p>Cllr Moody declared a prejudicial interest under 6d) Newsletter printing costs (NCALC quote).</p>			
3	<p>Approval and Signature of the Minutes of the Ordinary Meeting held on 23rd November 2011</p> <p>Cllr Barnes suggested inserting "for signs" under Item 2 after Greenbarnes Ltd. Cllr Moody informed the meeting that £7,000 should be corrected to £ 17,000 under Item 8(e). Cllr Moody proposed, seconded by Cllr Barnes that the Minutes be approved with both amendments as above. All were in favour and Cllr Burns signed the Minutes.</p>			
4	<p>Matters Arising from the Minutes of 23rd November 2011</p> <p><i>Item 4 – Connect Bus Service</i> – it was felt that the service was now reasonably well used <i>Item 5 – Priory Farm Barn</i> – clerk informed the meeting that SNC were aware of the condition of the building and hoped to be able to resolve it at some point. <i>Item 9 – Welsh Lane</i> – speed limit to be reviewed by NCC as soon as possible during the next financial year. The Clerk advised that some residents on the B4525 had contacted Andrea Leadsom who had also been in touch with NCC.</p>			
5	<p>Open Forum</p> <p>A member of the public noted with interest the correspondence query regarding keeping bees on the allotment.</p>			
6	<p>Finance</p> <p>a) Financial statement</p> <p>Cllr Garner seconded by Cllr England that the financial statement be accepted. All were in favour.</p>			
	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 5px;">Current Account (Coop)</td> <td style="padding: 5px; text-align: right;">£23,488.62</td> </tr> </table>	Current Account (Coop)	£23,488.62	
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6 b) Bills for payment

It was resolved to approve for of the following bills for payment. It was clarified that the Primary School invoice was for advertising flyers for the Snapshot Project.

Accounts Payable	NET	VAT	GROSS	Cheque
EON UK	104.11	20.82	124.93	500253
EON	151.41	7.57	158.98	500254
E Hart -Clerk's Wages	666.84	0.00	666.84	500255
Helmdon Primary School	11.10	0.00	11.10	500256
ACRE	34.00	0.00	34.00	500257

c) Payments Received

The following payments to the account were noted:

Payments Received	Amount
Interest (Dec)	3.03
Interest (January)	3.30
VAT reclaim	879.82

d) Newsletter printing

Cllr Moody declared a prejudicial interest in this item and did not vote.. It was resolved to accept the quote from Topprint for £133.

e) To consider alternative account for holding reserves

Consideration of item deferred to after 4 (j)

It was resolved that any expenditure regarding the street lamps should be considered separately. After much discussion it was resolved that £15,000 should be deposited with Nat West for a term of 18 months. It was noted that a separate bank account with Nat West would be required purely to receive the interest.

f) To award grass cutting tender

Three sealed tenders were opened by the Clerk; it was resolved to award the tender to Brown and Barden - £910 plus VAT.

g) To receive recommendations from the Finance Committee regarding this year's Grant Policy

It was resolved to accept the recommendations of the Finance Committee and adopt the same procedure as for 2011-12.

h) To set the budget for expenditure 2012-13

It was resolved to accept the recommendations of the Finance Committee and set the

budgeted expenditure at £15,581.49 as per **Appendix A**.

i) To set the precept for 2012-13

It was resolved to accept the recommendations of the Finance Committee and set the precept at **£13,385**. Cllr Burns noted that this would mean a small increase to each household.

j) To consider any changes required to list of authorised signatories

It was resolved that the new signatories should consist of the Finance Committee plus Cllr England. The Clerk was asked to organise the changes.

Clerk

h) To consider any action required from External Auditor Report 2011-12

The report was noted; it was resolved that no action was required; however the Finance Committee would ensure that a spending plan was in place for reserved funds.

7 Planning:

a) To receive update on Broadview Energy Ltd Wind Farm appeal and consider any further action required

The appeal date is 15th May. It was noted that the position of some turbines had changed. An update regarding HSGWAG was provided by the Clerk. It was felt that a re-consultation should be made by SNC to allow the new documentation to be reviewed. The Clerk was to contact SNC to request this.

b) Neighbourhood Planning – update from meetings at SNC and CPRE

CPRE meeting – attended by Cllr Burns. There was a lot of discussion regarding Localism. A recent press release had been issued regarding Wind Farms in the county.

SNC meeting attended by Cllr Coatsworth – this had covered the same topics as a previous meeting with Andy D’Arcy. It was highlighted that each Parish needs to consider whether to do a NP, bearing in mind the cost. The Local Plan will not be approved until 2013. All NPs need to reflect what is in the Local Plan. The Village Confines are due to be reviewed in the near future. Under the Draft Plan 5800 homes need to be built in South Northants between 2010 and 2026, with most sites already defined. Helmdon is in the “others” – category and would be due to have approximately 5 new dwellings. (If in the middle category total would have been 20 homes) Cllr Coatsworth will contact Andy D’Arcy to ascertain which information is readily available. Clerk to keep topic on future Agendas.

Cllr Coatsworth
Clerk

c) To receive decisions of Planning committee on applications since 23/11/11

Application: S/2011/1517/FUL

Location: Bridge at land adjacent to Jeffs coaches Station Rd Helmdon

Proposal: To complete infill of partially in filled disused bridge with 6n granular fill

It was to resolved to OBJECT to the application for the following reasons:

The Parish Council feels that insufficient information has been supplied by the applicant regarding a flooding risk assessment given the flooding history of the area including flooding of the Jeffs Coaches office and understands that the EA have also requested more information on this. There are also concerns as to whether the proposed works would affect an existing gully which runs towards the site on the Jeffs side from the Wappenham Road direction. The Parish Council would like confirmation that the proposed works will not adversely affect run off in this area which has a history of flooding. (Clerk to include evidence if possible)

Cllr Barnes clarified that correspondence with EA to clarify issues and indicate to them that the flooding map is incorrect was ongoing. There was discussion regarding the history of the

problems of the bridge from many years ago. It was queried whether the 2007 floods were caused by the partial blocking up of the bridge arches. The clerk was requested to email Daniel Callis to see when the application will be determined.

Application: S/2011/1555/FUL

Location: Astwell New Park Farm

Proposal: New general purpose agricultural building (Building A)

It was resolved to SUPPORT the application.

Application: S/2011/1556/FUL

Location: Astwell New Park Farm

Proposal: New general purpose agricultural building (Building B)

It was resolved to SUPPORT the application.

d) Update from Parish Clerk regarding outstanding applications

The application for the Tanks-A-Lot site is still undecided.

8 Correspondence Review

Correspondence as listed in Appendix B was reviewed.

Lighting Maintenance – the Clerk was asked to query the service level agreement terms with EON.

Clerk

Street Lighting communication from EON regarding options for energy saving – Cllr Moody queried whether this should be considered. It was resolved (eight in favour, one abstention) to take no action but to keep under review for the future.

Query regarding keeping bees on an allotment – it was resolved that the allotment committee should review this and report back to the next PC meeting.

Allotment Comm

9 To receive update from December Meeting of Flood Group and consider any recommendations

Cllr Barnes reported that information needs to be sent off to NCC together with the Clerk's submission of documentation.

A list of points raised at the meeting had been circulated – it was felt important that it was an annual and ongoing process. Noting that lots of water had been present on the road during recent rain, the need to be vigilant to avoid a repeat of previous events was paramount. Annual checks to consider were to ensure all gullies cleaned out on a regular basis and that annual testing of connection of gullies to main drainage was completed.

It was commented that registration on flood scheme not particularly easy.

The Clerk was asked to add the issue of "Flooding" to Agenda every March.

Clerk

Rubbish on the far side of Grange Lane tunnel – it was thought that this had been done. Cllr Barnes to check all was still in order.

Cllr Barnes

The Clerk was asked to check if the gully at the end of Grange Lane was now working properly.

Clerk

10	<p>QPS – to consider any actions required to further application</p> <p>Cllr Moody noted that the next action was the publication of the newsletter. It was noted that there was a pinch point for the Year End with accounts needing to be ready for the May meeting together with the Annual Report.</p> <p>Cllr Coatsworth to obtain Draft Training Calendar from NCalc in order to formulate a training plan for the Cllrs.</p>	Cllr Coatsworth
11	<p>Annual Documentation Review</p> <p>a) Standing Orders</p> <p>It was resolved to re-adopt the Standing Orders with no amendments as recommended by the Finance Committee.</p> <p>b) Financial Regulations</p> <p>It was resolved to re-adopt the Financial Regulations with no amendments as recommended by the Finance Committee.</p> <p>c) Risk Assessment</p> <p>It was resolved to re-adopt the Risk Assessment Policy as presented with one amendment – to change ABB to EON.</p>	
12	<p>Update on Snapshot Project and consideration of further action required</p> <p>Cllr Moody reported that 750 photos had been reviewed at a meeting on 8th Dec and 100 shortlisted for inclusion. The layout would be finalised at a further meeting. The cost of production will be £30-40 There had been a good response of people wanting to order a book.</p>	
13	<p>Consideration of ideas for Jubilee celebrations – recommendations from Finance Committee</p> <p>It was resolved that monies would be available via the grants process to assist with street parties and that a stone wall should be erected on the Brackley Rd as a permanent reminder. Cllr Moody will finalise costings for the wall and check any applicable regulations. It was not yet know whether planning consent was necessary. Cllr Moody to liaise with the Clerk regarding the next steps.</p>	Cllr Moody
14	<p>Update from the Clerk regarding the newsletter</p> <p>The Clerk gave a summary of the topics she intended to include; this was felt to be acceptable. Cllr Barnes and Cllr Coatsworth offered to assist with the production.</p>	
15	<p>Update from School Liaison Councillors</p> <p>Nothing to report. Cllr Coatsworth – to action final point from previous Minutes (Meeting with Governors)</p>	Cllr Coatsworth
16	<p>Update from Playground Committee</p> <p>Cllr Adhemar to contact Universal Services to organise the repair.</p>	Cllr Adhemar

17 Reading Room – to receive update from RR Chairman

Cllr England reported that all was in order. The refurbishment of the Committee room would start shortly with the floor being sanded, redecoration and new soft furnishings.

18 Health and Safety - to receive completed Inspections Reports

Inspections on War Memorial and seats were complete. Daylight was needed for inspection needed of the playground.

19 Councillors' Questions

Cllr Coatsworth – drain outside Richard Foster's house is blocked. Clerk to report.

Clerk

Jeffer's Bridge – adjacent to street lamp – water on the road. Clerk to report.

Clerk

Bunting – at Jubilee – not felt to be appropriate for the PC to purchase.

Clerk

War Memorial – verge by Fountain House – query regarding grass cutting. Clerk to Agenda for next meeting.

Clerk

Gravel Path – Cllr Moody is happy to clear it this year. Cllr Moody to approach the Probation Service regarding ongoing upkeep.

Cllr Moody

Baptist Chapel – Cllr Coatsworth to look at memorial stone to check whether it could be used.

Cllr Coatsworth

Cllr Barnes has had correspondence with Cllr Grant regarding Station Rd Bridge – foot tunnel cost and costings for alternatives and is expecting more information.

Top of Church Street - van parking on verge. Cllr Moody to approach driver's landlord.
Car on the bottom of Church Street. Cllr England to contact police on behalf of NW.

**Cllr Moody
Cllr England**

The meeting closed at 9:50 pm

Appendix B - Correspondence Received –23rd November 2011 -23rd January 2012

South Northamptonshire Council

- Weekly Planning Application listings
- Planning Applications:
 - S/2011/1517/FUL - Bridge at land adjacent to Jeffs coaches Station Rd Helmdon - To complete infill of partially in filled disused bridge with 6n granular fill
 - S/2011/1555/FUL - Astwell New Park Farm - New general purpose agricultural building (Building A)
 - S/2011/1556/FUL - Astwell New Park Farm - New general purpose agricultural building (Building B)
 - S/2012/0015/FUL - 56 Station Rd, Helmdon - Change of use from dwelling and shop to dwelling only
 - S/2012/0022/FUL - 19 Shortlands Close, Helmdon - New roof with raised ridge and loft conversion
 - Notice of an appeal APP/Z2830/A/11/21650035/NWF – Spring Farm Ridge – Wind farm
- Precept information Request
- Rural Job Club and Job Match Service details
- Information regarding election 2015 costings
- Invitation to Chairman's Civic Dinner
- HS2 update
- Electoral register and monthly changes

Northamptonshire County Council

- Newsletters from Highways
- Draft Revenue Budget and Medium Term Financial Plan – comments invited by 7th February
- Notice of Roadworks on B4525 and Brackley Rd
- Confirmation of Adoption of MWDF Development and Implementation Principles SPD

NCALC

- Training Calendar, Update Nov/Dec
- Five consultation responses from NALC various national consultations
- Confirmation there is no plan to cap parish precepts
- Joint Northants CALC/CPRE Northamptonshire Neighbourhood Planning Events - details

Miscellaneous

- SNH – Annual report
- HS2 - update
- Olga Stevens – copies of various correspondences regarding the B4525.

- Various Promotional literature on Street Furniture and Gardening services
- Planning Explained – CPRE/NALC
- Came and Company – Parish Councillors' Guide to Insurance
- Field Work Winter 2011 – CPRE publication
- CPRE – inviting views on road signage clutter
- CPRE – press release on Wind Farms in Northamptonshire
- Police – PSCO Update and letter from Inspector Terry
- ACRE – Best Village Competition information; apology for communications problems via telephone and internet
- ACRE – Parish Supporter and Publication Order Form
- Village Viewpoint – Winter 2011 – ACRE
- Northamptonshire Centre for Independent Living - information
- Coop Bank Statement for November – December - January
- South Northants Homes – works briefing paper
- Northamptonshire Rural Housing Association – Annual Report
- EON – final demand notice – *confirmed sent in error*
- Query from allotment holder asking if bees may be kept
- Clerks and Councils Direct – 2012 Supplier book
- HMRC – new VAT form
- EON – information on electricity savings methods and costings
- Invitation to opening of Affordable Housing development in Station Rd
- Environment Agency – communications regarding the Jeffs Bridge proposed infill
- Letter regarding burning of waste – request for reminder in newsletter
- Sealed grass cutting tenders x 3
- Quotation from NCALC for newsletter printing – £187.50
- Quotation from Topprint for newsletter printing – £133.75
- Quotation from Brown and Barden for bramble removal -£120

Accounts received

- EON UK – lighting maintenance – £104.11 + £20.82 = £124.93
- EON – electricity - £151.41 + 7.57 VAT = £158.98
- ACRE subscription - £34.00
- Helmdon Primary School - £11.10 (Snapshot project photocopying)
- Allotment key payment £5.00 (Mr Moody)
- HMRC- remittance advice for reclaimed VAT - £879.82