

HELMDON PARISH COUNCIL

Draft Minutes of the Ordinary meeting of Helmdon Parish Council held on Wednesday 25th March 2009 in the Reading Room, Church Street, Helmdon at 7:30pm

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

Eight members of the public were present.

1 Apologies

Apologies had been received by Cllr Crouch (work commitments).

2 Approval and Signature of the Minutes for the Ordinary Meeting held on 28th January 2009

Cllr Thorne proposed, seconded by Cllr Barnes that the Ordinary Meeting Minutes of 28th January be approved. All were in favour and Cllr Burns duly signed the minutes.

3 Matters Arising from the Minutes of 28th January 2009

9 – Housing Survey – the Clerk gave the meeting an update regarding the Village Walkabout; a summary will appear in Talkabout magazine. It had been hoped that Grand Union Housing would be in attendance at the Parish Meeting with a detailed proposal but as they were unable to meet this target date, they had suggesting coming to the May PC Meeting instead.

21 – Footpath by Jeffs Bridge – the Clerk confirmed that the outstanding work had now been completed.

4 Report from Revd Will Adams regarding a permanent memorial to American Servicemen

Revd Adams confirmed that the American Servicemen were delighted to have been able to take part in the Memorial Service and would like to trace descendants of those killed so they could come to future services. They would support a proposal of a permanent memorial of some kind. Les Finn had suggested either adding the names to the rear of the memorial (cost of £1.50 per letter) or installing a slanting slab (cost of £1.20 per letter plus £120). It was resolved that the Clerk should contact the War Graves Commission to ascertain if either option would be permissible.

5 Open Forum

Village of the Year Signs – it was commented that as some time had passed since the village won the competition, the signs now had a negative rather than a positive effect on entering the village. It was suggested that they could be moved to a less conspicuous place.

Trim Trial – positive comments regarding the recent playground installation were received but it was queried whether the Parish Council's donation of £2000 represented good value for money. Cllr Turner gave reassurances that the Parish Council had received a representative plan of what was intended for the site before agreeing the donation whilst the specific details were worked out by the Primary School at the tendering stage.

Action

Clerk

6

Finance**a) Financial statement**

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

| | |
|------------------------------------|-----------------|
| Cash & Investments | |
| Current Account (Coop) | 17763.74 |
| Nottingham Bond | 500.00 |
| Total | 18263.74 |
| Less 1 unrepresented cheque | 150.00 |
| Total (reconciled) | 18113.74 |

b) Bills for Payment

| Accounts Payable | NET | VAT | GROSS | Cheque |
|---|--------|-------|--------|--------|
| Northamptonshire ACRE (V of Yr) | 25.00 | 0.00 | 25.00 | 500106 |
| EON UK Energy Services | 104.11 | 15.62 | 119.73 | 500107 |
| Northants CALC Training | 29.00 | 0.00 | 29.00 | 500108 |
| Clerk's Wages (January and February) at NALC agreed rates plus a backdated pay calculation for final agreed rates (2.6p per hour increase on previous estimate) | 385.74 | 0.00 | 385.74 | 500109 |
| Clerk's Expenses | 5.05 | 0.00 | 5.05 | 500109 |
| Between Ourselves | 248.00 | 0.00 | 248.00 | 500110 |
| NCC(License (dated 5/4/09)) | 350.00 | 0.00 | 350.00 | 500111 |

Cllr Turner proposed, seconded by Cllr Barnes that all bills above presented for payment be paid. All were in favour.

c) Payments Received

| Accounts Received | | | | Receipt |
|---|--------|--|--|---------|
| HYHO (maintenance of war memorial garden) | 150.00 | | | A/041 |

The meeting noted the payment received.

d) To consider whether to renew Nottingham Bond agreement (current period has expired)

Cllr Burns proposed seconded by Cllr Stothard to renew the bond for a period of one year. In addition the Clerk was asked to request forms to apply for a replacement certificate as the original had been mislaid.

Clerk

7 Review of all Correspondence

The correspondence as per Appendix A was reviewed.

A letter had been received by Cllr Burns detailing a problem in the brook where a fallen tree was causing a hazard at the School Conservation Area; the Clerk was asked to inform the School.

Bus Timetable Consultation – Cllr Barnes commented that there is no suitably timetabled bus to arrive in Banbury for the start of a working day.

Cllr Crouch**8 Planning: To receive decisions of Planning committee on applications since 28/01/09**

Application number: S/2009/0046/P

Location: Manor Farm Helmdon

Proposal: Carport, stables, tackroom and hay store

The Committee supported the application.

Application number: S/2009/0120/P

Location: 19 Station Road Helmdon

Proposal: First floor extension to side and loft conversion

The Committee supported the application whilst observing that dormer windows rather than rooflights would appear to be more in keeping within the village street scene.

Application number: S/2009/0158/P

Location: St Mary Magdalene Church Church Street Helmdon

Proposal: New storage shed in the church yard

The Committee supported the application.

Application number: S/2009/0169/P

Location: 57a Church Street Helmdon

Proposal: Glazed canopy to rear and four new rooflights in rear elevation

The Committee supported the application whilst observing that dormer windows rather than rooflights would appear to be more in keeping within the village street scene.

9 To review arrangements for the Annual Parish Meeting

Cllr Thorne commented that a fresh approach might attract more people; it was resolved that the Clerk would draft a Promotional flyer which would be delivered by several Cllrs and a parishioner. Wine and other refreshments would be served. The Clerk would ask the Women's Group if they could serve the refreshments.

Clerk**10 To receive an update on problems with footpaths AP4 and AP28**

Cllr Barnes had attended a meeting on 2nd March and both problems were still outstanding. The Clerk confirmed that she had corresponded with NCC and was awaiting a response.

11 Speeding Issues – update regarding communications with NNC

The Clerk had written to NCC and a site meeting was set for Thursday 1st April.

12 To receive update form the Blackpits Monitoring Group

Cllr Thorne gave the meeting a summary of a report which would be in the next edition of

Talkabout magazine; Boxon Composting Company was merged with Material Change Ltd in November 2008. The Humphreys are no longer involved with the day to day operation of the Blackpits composting site.

Any odours should be referred to the site localiaison@material-change.com and also to the Environment Agency.

13 To receive an update from Reading Room Committee with regard to the deeds

Cllr England confirmed that the deeds had not been located; Cllr Duncombe proposed, seconded by Cllr Stothard that a copy be requested by Cllr England and given to the Clerk for safe keeping. All were in favour.

Cllr England

Cllr Turner commented that a policy so needed to ensure the safe keeping of documentation; it was agreed that this should be reviewed by the Working Party when reviewing the "Quality Status" application.

14 To receive update on the Playing Field Licence Agreement with NCC

The Clerk confirmed that NCC had requested the fee for the Licence and that the formalities would be completed once they had received the cheque.

15 To receive update on preventative Flooding measures including a report on the meeting with MGWSP and Anglian and other works carried out by MGWSP

Cllr Barnes commented that the meeting with MGWSP and Anglian Water had not been particularly promising. It was felt that Anglian Water had a lack of regard for anything except the corporate policy and that if historic instances had not been recorded on their database, no remedial action was likely to be forthcoming. Sewers were designed to cope with 1 in 30 year occurrences and any problems resulting from more severe storms would not be addressed.

Clerk

Mick Probyn (Anglian Water) had agreed to investigate whether the sewers did meet the specified requirements but this was likely to take 3 – 6 months.

Cllr Barnes was investigating whether information obtained from OFWAT documentation on required standards may prove helpful.

In future it was advised that individuals should contact Anglian Water directly with any problems, logging the details and date of the call. Any historic information referenced by date should be forwarded to the Clerk to ensure that Anglian received it.

Cllr Turner volunteered to see if a water engineer could be approached for advice.

16 "Quality Status" Application – update on the Working Party progress

The Clerk was requested to set up a meeting so they this could be progressed.

Clerk

17 Councillors' Questions

Cllr Coatsworth queried if an approach could be made to the Jeffs family regarding establishing tennis courts; Cllr Burns agreed to do this and the Clerk would put the matter on the next meeting Agenda.

Clerk

Walking Group – it was confirmed to Cllr Coatsworth that this had been publicised.

Village Design Statement – Cllr Barnes and Cllr Thorne would investigate this.

Appendix A- Correspondence Received – 26th January – 24th March 2009

South Northamptonshire Council

- Weekly Planning Application listings
- Planning Applications:
 - S/2009/0120/P - 19 Station Road Helmdon - First floor extension to side and loft conversion – *planning meeting held*
 - S/2009/0158/P - St Mary Magdalene Church Church Street Helmdon - New storage shed in the church yard - *planning meeting held*
 - S/2009/0169/P - 57a Church Street Helmdon - Glazed canopy to rear and four new rooflights in rear elevation - *planning meeting held*
 - S/2009/0046/P – Manor Farm – carport, tack room and hay store – permission notice
 - S/2009/0197/P – 85 Meadway Wappenham Rd- double garage to the front – *meeting to be held*
 - S/2009/0228/P – 12 Church Street – first floor extension – *meeting to be held*
 - S/2009/0229/LB – 12 Church Street - First floor extension, new staircase and removal of ground floor partitions, removal of existing staircase to relocate to extended area. Remove and replace partitions to create bathrooms WC and study – *meeting to be held*
- Details of changes to cash office arrangements – leaflets in Reading Room
- Details of Parish Play Opportunities, a new programme funded by the Big Lottery Children's Play Programme, and subsequent notice that Helmdon was not selected
- Register of Electors – monthly alterations

Northamptonshire County Council

- Notice that new contracts for subsidised bus services will be sought and request for any comments from the Parish on bus times, frequency by 31st March – *on website*
- Active Ageing Newsletter
- MGWSP - 10 Highways Priorities – update - *circulated*
- Details on Pandemic Flu Workshop outcome – *circulated*
- Details from Northants County Council Emergency Planning Team advertising two seminars for local councils on Emergency Planning

NCALC

- Update – Jan/Feb - *circulated*
- Final Salary Scales for 2008/9 - *circulated*
- Royal Garden Party – request for nominees - *circulated*

Miscellaneous

- Coop bank statement – February, March
- South Northants Homes – copy of letter advising of rent increases capped at 7%
- South Northants Homes – major works briefing paper
- Dogs Trust – details of Free Canine Care Scheme – posters displayed
- SNVB Forum details – *circulated*
- Glasdon – promotional material
- Standards Board – February edition of Town and Parish Standard
- HMRC – New Employer Pack – requested and payment form
- BDO – Local Council Spring Briefing
- Bromford Support – invitation to opening of Chartwell House in Brackley on Tuesday 28th April
- Brackley Cottage Hospital – letter of thanks for £250 donation and completed Grant Application Form
- Milton Keynes Council – details of their Local Government Working Together Conference
- Nottingham City Council – notice that the Bond has expired and may be repaid or renewed – *on Agenda*
- SNVB – Link Up Newsletter – February/March 2009

- Village of the Year Competition Entry Form - completed by Cllr Coatsworth with reference to last year's submission
- Northants Touring Arts Summer 2009 programme
- SNVB – Posters for display
- Alzheimer's Society – South Northants Branch – January newsletter
- Request from a student for opinions on Rural Affordable Housing

Accounts received

- EON UK Energy Services (maintenance)– £104.11 + VAT (£15.62)
- Between Ourselves - £248.00 – repair of school boundary fence

Payments Received

- £150 – HYHO donation for ongoing maintenance of the war memorial

