

HELMDON PARISH COUNCIL

Minutes of the meeting of Helmdon Parish Council held on Wednesday 26th July 2006 in the Reading Room, Church Street, Helmdon at 7:30 p.m.

Present: Councillors Brookhouse, Burns, Earl, England, Gittens, Moody, Smith, Spendlove
Parish Clerk: Liz Hart

Three members of the public were present; a fourth arrived during the meeting.

		Action
1.	Apologies Cllr Bearman sent his apologies	
2a)	Approval and signature of the Minutes of the meeting held on 26th May 2006 Cllr Earl proposed, seconded by Cllr England, that the minutes be signed as a true and correct record. All in favour.	
b)	Approval and signature of the Minutes of the Extraordinary meeting held on 29th June 2006 Cllr Brookhouse proposed, seconded by Cllr Earl, that the minutes be signed as a true and correct record. All in favour. Both sets of minutes were signed by Cllr Burns.	
3. a)	Matters arising from the Minutes of the meeting held on 26th May 2006 Ref 3e) – Jenners Piece - Cllr Burns confirmed that Peter Payne would be clearing away the brambles at the rear of the plot once the fruit had been harvested.	
b)	Matters arising from the Minutes of the Extraordinary meeting held on 29th June 2006 None.	
4.	Clerk's Contract of Employment and Job Description and appointment of the Clerk as Responsible Financial Officer Cllr Gittens proposed and Cllr Moody seconded that Cllr Burns should sign the Contract of Employment and that Liz Hart be appointed as Responsible Financial Officer. All in favour. The documentation was duly signed. Cllr Burns thanked Cllr Moody for his contribution as acting Parish Clerk.	
5.	Open Forum	
a)	Mr Short queried whether the crossing lights should only function during term times. Cllr Burns confirmed that this was not the case.	
b)	Mr Short questioned whether the County Council could be approached regarding lining the car parking area at The Green now the resurfacing was complete. The Parish Highways Rep was actioned to approach the County Council on this matter.	Cllr Bearman

- c) Mr Short queried why the assets of the Parish Council were depreciating, given that property prices were increasing and the Reading Room represents an asset. Cllr Gittens confirmed the value was a rebuilding one as the Parish Council may not sell the property on the open market. Cllr England confirmed that the property has been valued within the last five years. Cllr Brookhouse stated that having frequent revaluations was an unnecessary expense; Cllr Gittens confirmed that the higher the value, the greater the insurance premium.
- d) Mr Short wished to raise the profile of the development on the Gulliver Memorial Ground. Cllr Burns confirmed that village amenities would be discussed further down the Agenda.
- e) Mr Short raised concern over the use of the playing fields for flying model aircraft. Cllr Brookhouse confirmed that this had been reported to the Sports Club and would cease. South Northants Council would be taking action.
- f) Mr Harrold queried if the footpath in Church Street was likely to be repaired. Cllr Brookhouse stated that the path in Wappenham Road had been deemed to be in worse repair and so had been given priority. Cllr Burns will raise the matter with Cllr Bearman.

**Cllrs
Burns
and
Bearman**

6 Finance

a) To receive the financial statement:

Cash & Investments	
Current Account	10,571.28
Deposit Account	8,216.83
Nottingham Bond	500.00
Total	19,288.11

In view of the high amount in the current account, Cllr Gittens proposed that this be reviewed by the Finance Committee at their next meeting (2nd August). This was seconded by Cllr Burns. All were in favour.

**Finance
Cttee**

b) Bills for payment:

Accounts Payable	Cheque No.	
C & E Garden Services – grass cutting	572	364.00
Friends of Helmdon Churchyard – donation	573	250.00
Hardiman – Maintenance of Pump Garden	574	43.34
P. Burns – Expenses (Flyer re clerk's vacancy)	575	8.00
Reading Room Mgmt Com. – Rent 09/05 – 03/06	576	36.00
NALC – Balance for Internal Audit	577	58.00
Powergen – 30 June 2006	578	111.23
Renhart Gittens – purchase of laptop computer	579	389.94
Renhart Gittens – allotment padlock, chain, keys	579	52.84
Total		1113.35

Cllr Brookhouse proposed, seconded by Cllr Moody that the above bills be paid.

	<p>Cllr Spendlove stated that the payee for the Friends of Helmdon Churchyard donation should be the PCC. All were in favour.</p>	Clerk														
c)	<table border="1"> <thead> <tr> <th colspan="2" data-bbox="316 283 1258 346">Accounts Received</th> </tr> </thead> <tbody> <tr> <td data-bbox="316 346 1112 388">C F Blake</td> <td data-bbox="1112 346 1258 388" style="text-align: right;">10.00</td> </tr> <tr> <td data-bbox="316 388 1112 430">I M Drew</td> <td data-bbox="1112 388 1258 430" style="text-align: right;">15.00</td> </tr> <tr> <td data-bbox="316 430 1112 472">W A Francis</td> <td data-bbox="1112 430 1258 472" style="text-align: right;">10.00</td> </tr> <tr> <td data-bbox="316 472 1112 514">Mrs Gordon</td> <td data-bbox="1112 472 1258 514" style="text-align: right;">5.00</td> </tr> <tr> <td data-bbox="316 514 1112 556">S Mountford</td> <td data-bbox="1112 514 1258 556" style="text-align: right;">5.00</td> </tr> <tr> <td data-bbox="316 556 1112 619">Total</td> <td data-bbox="1112 556 1258 619" style="text-align: right;">45.00</td> </tr> </tbody> </table>	Accounts Received		C F Blake	10.00	I M Drew	15.00	W A Francis	10.00	Mrs Gordon	5.00	S Mountford	5.00	Total	45.00	
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d)	<p>Approval of the accounts for y/e 31 March 2006</p> <p>Cllr Rittens proposed the accounts be approved; this was seconded by Cllr Earl. All were in favour.</p>															
e)	<p>Signature of the Statement of Assurance in the Annual Return for y/e 31 March 2006</p> <p>Cllr Burns read out each statement to the meeting. Cllr England proposed, seconded by Cllr Moody that each statement be positively confirmed. All were in favour and the document was duly signed.</p>															
f)	<p>Consideration of the recommendations in the Internal Auditor's report</p> <p>Cllr Moody proposed, seconded by Cllr Gittens that the recommendations be considered by the Finance committee and reported back to the next meeting. All were in favour.</p>	Finance Cttee														
7.	<p>Correspondence</p> <p>The Council received the following correspondence:</p> <p>South Northamptonshire Council</p> <ul style="list-style-type: none"> ▪ Letter re WebLife events (poster put up in Reading Room) ▪ Gambling Act 2005 – Consultation on Draft Statement of Licensing Policy ▪ Electoral Register – Monthly Update ▪ Invitation to attend Civic Service (9th July 2006) ▪ SNC Year Book – 2006 – 2007 ▪ Animal Welfare Service – Quarterly report & notice of discounted micro-chipping ▪ Council Housing: The Future of Your Home, You Decide newsletter ▪ Letter concerning Northamptonshire County Council's Proposals for Parking Charges ▪ Request form for Supply of Full Register of Electors <p>Northamptonshire County Council</p> <ul style="list-style-type: none"> ▪ Daventry & South Northants Public Transport Guide x 10 ▪ Minerals Local Plan – Notice of Adoption ▪ Northamptonshire Minerals & Waste Development Framework: Notice of Adoption of the Statement of Community Involvement ▪ Northamptonshire Minerals & Waste Development Framework: Development & Implementation Principles Supplementary Planning Document ▪ Atkins: Customer Satisfaction Survey (Forwarded to Cllr Bearman) 															

- Atkins: Partnership Open Day 8/7/06 (Forwarded to Cllr Bearman)
- Philip Brawn Response re Playing Field (2)

NALC

- Community Empowerment Awards
- Policy & Parliamentary Briefing: VAT on mileage, VAT on Internet Purchases
- Receipt for Membership
- Invitation to VOY Award ceremony

Miscellaneous

- The Miracle Times – Playgrounds magazine
- Banbury CAB – New advice line
- Clerks & Councils Direct magazine
- SNVB – Voluntary Action in South Northants magazine
- Internal Auditor's Report
- School Governors – Letter re School Liaison Officer
- NACRE – Invitation to 60th Birthday celebrations (26th July 2006)
- Brackley Cottage Hospital – Letter of thanks for donation
- War Memorial Trust – Grants information leaflet
- Rev Will Adams – Apologies for APM and VOY
- Northants Police – Letter re new Policing Areas for Northamptonshire
- Helmdon School – Notice of intention to investigate building a nursery
- Les Hawkins – Quote for fencing on gravel path
- ODPM – Local Authority Byelaws in England: A Discussion Paper
- Abbey Builders – Letter re fence on gravel path
- Brackley Cottage Hospital – Annual Report & Financial Statement
- Richard Wray – reminder of deadline for Talkabout (24th August)

Accounts Received

- C&E Garden Services – Grass cutting - £175.00
- Friends of Helmdon Churchyard – Donation - £250.00
- K M Hardiman – Pump Garden - £43.34
- Peter Burns – Expenses – £8.00
- Reading Room Mngmt Com – Rent - £36.00
- C&E Garden Services – Grass cutting - £189.00
- Powergen – Electricity - £111.23
- NALC – Balance owing on Internal Audit - £58
- Renhart Gittens – purchase of laptop computer - £389.94
- Renhart Gittens – allotment padlock, chain, keys - £52.84

Discussion:

- Cllr Brookhouse asked for details regarding the letter from SNC concerning Northamptonshire County Council's proposals for parking charges as he was aware they had voted against introducing charges. We are due to receive a consultation document; Cllr Spendlove suggested sending a supporting letter to SNC prior to the document being issued. Cllr Bookhouse proposed, seconded by Cllr Gittens that the Council empower the Clerk to respond on their behalf. All in favour except Cllr Moody who abstained. Cllr Gittens further proposed, seconded by Cllr Smith that the Clerk should check the timescales and if there was insufficient time to bring the matter before the next meeting, she should circulate the document, collate responses and respond. All were in favour.
- Cllr Brookhouse queried the correspondence from Northants Police. Clerk confirmed that the letter referred to internal county areas.
- Cllr Brookhouse stated that, with reference to the proposed nursery on the Helmdon Primary School site, further discussion would take place under 13. Village Amenities.
- Cllr Smith was informed that a letter regarding the fencing of the playing area should be covered under 8. School Playground Update.

8. School Playground Update

On behalf of Cllr Bearman, Cllr England read out a letter from Northants County Council which was in response to a letter from Cllr Moody regarding a proposal to increase access times for the public during the day by erecting a fence to separate the area from the main school playing field. NCC had dismissed the proposal on the grounds of security. Cllr England read out a list of issues raised by the Playground Committee in response to this letter including public liability, the wish for a site meeting with all interested parties, the definition of a school day and ongoing maintenance of the site including a request for £50 – £60 for Postfix .

A further letter from Cllr Moody requesting clarification on the security issue had provoked a response from Chris Jones at NNC referring in addition to an insurance risk regarding liability.

The meeting discussed the possibility of a “timeshare” agreement with the school and issues of security both for the school and for public users of the facility. Cllr Brookhouse proposed, seconded by Bill England that a site meeting be arranged between the Playground Committee with Cllr Burns also present, the School and Governors, and NCC for further discussion.

**Cllr
Bearman**

9. Registration of Jenners Piece

Cllr Moody reported that further investigation at the Land Registry Office revealed the actual cost to be £30. There would be a further solicitor’s expense as we require a statutory statement to lay claim to the plot. Cllr Brookhouse proposed, seconded by Cllr England that the Clerk proceed with registration

Clerk

10. Planning Decisions since last meeting

Cllr Brookhouse reported that there had been none.

11. Appointment of a school liaison officer

Cllr Burns read out a letter from Mr Harrold outlining the role of an “Associate Member”. Cllr Moody volunteered for the role. All were in favour.

12. Consideration of the proposal to carry out a Village Design Statement

Cllr Brookhouse suggested that items 12 and 13 were considered jointly under point 13.

13. Village Amenities

The meeting discussed the importance of having a coherent overall plan regarding planning applications from local groups for village amenities, drawing on the Chapel and the Sports Club as an example with the former stating to SNC that there is no call for the existing amenity whilst the latter is applying for permission to erect a new amenity. In addition the School is considering a planning application for a new nursery which will impact upon the Reading Room.

Cllr Brookhouse commented that the Planning Committee has a statutory role to make observations only. Cllr Moody stated that the Parish Plan Monitoring Group gives us the opportunity to achieve a co-ordinated position. The PPMG will be producing a consultation document which will be reviewed by all village groups and then taken to an open village meeting. A questionnaire to all residents would be the final stage. Cllr Gittens commented that this could be a referendum of different closed options rather than an open questionnaire.

	Cllr England proposed, seconded by Val Smith that the Parish Council give its authorisation to the PPMG to carry out further investigation. All were in favour.	
14	Allotments	
	Cllr Gittens informed the meeting that a couple of plots were difficult to maintain; Cllr Burns volunteered to approach the farming community to remedy the situation.	Cllr Burns
	Cllr Gittens confirmed that the keys and padlocks have been purchased.	
15	Parish Paths	
a)	Distribution/collection of the map	
	Cllr Gittens distributed a copy of the map to all. Cllr Spendlove proposed, seconded by Cllr Moody, that the Clerk should send a letter of thanks to the organisers. All were in favour.	Clerk
	Maps will be available free to all residents who want one (communicated via Talkabout). The Clerk will also have copies available and deliver some to the Post Office.	Clerk
b)	Helmdon information board	
	Cllr Gittens confirmed that we are still waiting for the corrected version of the information board to be erected.	
16	Results of the Village of the Year competition	
	Helmdon was 1 st in the medium village category and runner up to Geddington in the overall village competition. We also achieved second place in the ICT category and were "highly commended" in the "Building Community Life Category.	
	Cllr Burns stated that the village was to be congratulated, in particular those groups who had attended the judging on 6 th June.	
	Cllr Moody volunteered to do a press release for the Brackley Post.	

The meeting closed at 9:25 p.m.

<p>The date of the next meeting is Wednesday 27th September 2006</p>
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