

HELMDON PARISH COUNCIL

Draft Minutes of the Ordinary meeting of Helmdon Parish Council held on 26th May 2010 in the Reading Room, Church Street, Helmdon at 7:30pm

Present: Councillors Barnes, Burns, Duncombe, England, Earl, Crouch, Thorne, Coatsworth
Parish Clerk: Liz Hart

Six members of the public were present.

		Action
1	<p>Apologies</p> <p>The following apology was received and accepted:</p> <p>Cllr Turner – work commitments</p>	
2	<p>Approval and Signature of the Minutes of the Ordinary Meeting held on 24th March 2010</p> <p>Cllr Barnes proposed, seconded by Cllr Earl that the Ordinary Meeting Minutes of 24th March be approved.</p>	
3	<p>Matters Arising from the Minutes of 24th March 2010</p> <p>Item 5 (e) – Finance Committee to review other account options for a high interest account at their next meeting.</p> <p>Item15 – Salt bins - Clerk to chase up provision for more bins.</p> <p>Item 15 – Reading Room to provide a full report to next Finance Meeting.</p> <p>Item 14 – Clerk to follow up issue of Grange Lane blocked drains with Leo Plant. The Clerk was asked to arrange a meeting with Mr Ellis from Jeffs Coaches to discuss clearing the brook in that area.</p> <p>Item 15 – Cllr Thorne reported on a workshop he had attended for Tree Wardens. In summary the role is to advise, survey and maintain records of prominent trees. As the role has not been undertaken in the Parish before, it is felt to be rather onerous and one better shared. Danny Moody was requested to put an advert on the website to seek volunteers.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
4	<p>Open Forum</p> <p><i>War Memorial</i> – it was noted that the date was still missing from the inscription – Clerk to chase up.</p> <p><i>Core Strategy</i> – the Clerk responded to a query from Danny Moody regarding correspondence received.</p> <p>Speeding and dangerous driving – the general issue of speeding was raised. Jeffs Coaches had been observed driving without regard for children on Station Road and turning into and out of the site entrance. Clerk to write to Jeffs expressing concern.</p> <p>Local Government Vacancies – comments were made regarding the fact that vacancies will not be filled to save money.</p>	<p>Clerk</p> <p>Clerk</p>

5 Finance

a) Financial statement

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

Cash & Investments	
Current Account (Coop)	23,959.41
Nottingham Bond	0.00
Total	23,959.41

b) To consider recommendations from the Finance Committee regarding Insurance renewal

Cllr Duncombe proposed, seconded by Cllr Coatsworth that the quote of £1,187.24 (Broker Networks Ltd) be accepted. All were in favour.

c) Bills for Payment

Accounts Payable	NET	VAT	GROSS	Cheque
ACRE- Village of the Year	25.00	0.00	25.00	500155
E.ON	151.41	7.57	158.98	500156
Clerk's Wages (March+April)	419.19	0.00	419.19	500157
Clerk's Expenses (phone,stationery, stamps, parish meeting refreshments, seal for pump)	66.75	2.03	68.78	500158
Brown and Barden	110.00	19.25	129.25	500159
Reading Room	45.00	0.00	45.00	500160
Andrew Marten	250.00	0.00	250.00	500161
Broker Network Ltd	1,187.24	0.00	1,187.24	500162
NCALC (membership)	185.98	0.00	185.98	500163
NCALC (internal audit)	140.31	0.00	140.31	500164
Total	2,580.88	28.85	2,609.73	

Cllr Earl proposed seconded by Cllr Barnes that the above bills be paid. All were in favour.

d) Payments Received

The receipt of the following payments was noted:

Payments Received (all in statement total)	Amount			Receipt
Precept	5,403.50			N/A
Nottingham Bond	500.00			N/A
Nottingham Bond Dividend	1.25			N/A
Mr Richard Wray	5.00			A/2010/1
Helmdon Primary School	5.00			A/2010/2
Mr Phil King	5.00			A/2010/3
Mr Dean Radcliffe	5.00			A/2010/4
Mr & Mrs Francis	5.00			A/2010/5
Mr S. Dunn	5.00			A/2010/6
Mrs Jean Blake	5.00			A/2010/7
Mrs Ingrid McGregor	2.50			A/2010/8
Mrs Catherine Ruffley	5.00			A/2010/9
Mr Chris Thorpe	5.00			A/2010/10
Mr Wes Harman	5.00			A/2010/11
Mr and Mrs Bradford	5.00			A/2010/12
Ms Linda Glenham	5.00			A/2010/13
Mrs E Shepherd	5.00			A/2010/14
Mr David Bailey	5.00			A/2010/15

e) To consider recommendations from the Finance Committee regarding grant awards and to resolve successful applications

Cllr England declared a prejudicial interest and did not take part in the discussion.

Cllr Earl proposed, seconded by Cllr Thorne that the following grants be made:

Friends of the Churchyard – £300

Friends of the Church - £200

Reading Room - £300

Helmdon Acorns - £750

All were in favour.

f) To receive update from Cllr Coatsworth regarding Pump Repair

Cllr Coatsworth undertook to contact the repairers regarding the Pump on Church Street. The estimate was £300-£350.

g) Annual Return – Approval of Statement of Accounts

Cllr Earl proposed, seconded by Cllr Crouch that the Statement of Accounts be approved. All were in favour and Cllr Burns and the Clerk as Responsible Financial Officer signed Section 1.

h) Annual Return – Approval of Annual Governance Statement

Cllr Burns read out each statement from the Annual Return. All statements were answered in the affirmative with the final trust funds statement being not applicable. Cllr Barnes proposed, seconded by Cllr England that these be approved. All were in favour and Cllr Burns and the Clerk signed Section 2.

6 Correspondence Review

Correspondence as listed in Appendix A was reviewed.

Parish Enhancement Gangs – Clerk to request Gravel Path is cleared under the Scheme.

Clerk

Letter from Miss Spendlove – Cllr Burns to respond. This had been delayed as the Clerk had thought she had received a copy rather than the original. Cllr Barnes commented that the Minutes of the Planning Meeting were in the public domain and were a true representation of events.

Cllr Burns

Letter from David Powell – Cllr Burns to respond.

Cllr Burns

7 Training Courses

Cllr Thorne had covered his update in Item 3 above.

8 To consider response to NCC regarding Speed Limit Extensions

The maps were reviewed; Cllr England proposed, seconded by Cllr Earl that the Clerk response supporting the proposal but requesting an extension be considered further up towards the bend at the Railway Bridge. All were in favour.

Clerk

9 New Standing Orders

a) To consider adoption of new Standing Orders following recommendations from Working Party

Cllr England proposed, seconded by Cllr Thorne that the new Standing Orders as recommended by the Working Party be adopted. All were in favour.

b) To resolve that it is not expedient for the Proper Officer to serve a summons of notice of meeting by hand delivery or post

Cllr Earl proposed, seconded by Cllr Crouch that the Proper Officer should serve summonses electronically. All were in favour.

10 Village of the Year 2010 – update from Cllr Coatsworth

The form had been completed by Cllr Coatsworth with reference to areas where points had been lost in previous years and delivered by hand to ACRE. Cllr Burns thanked Cllr Coatsworth for his efforts and also Danny Moody and Audrey Forgham for their efforts in keeping the website up to date. Danny Moody agreed that he would update the site to show groups in the village which were no longer active.

Clerk

11 Annual Parish Meeting report – Cllr Burns

Cllr Burns commented on the good turnout and interesting presentations given by the Village Groups and District and County Councillors.

12 Risk Assessments

a) To receive completed risk assessments including play area

Cllr Thorne proposed, seconded by Cllr Crouch that the receipt of recommendations within the **Inspection Reports** be recorded. All were in favour. Cllr Earl volunteered to repair the bench and the Clerk was actioned to contact Universal Services regarding replacement of the shackles on the large swings. Cllr Earl will produce Inspection Reports on a bi-monthly cycle in the future.

Cllr Earl
Clerk
Cllr Earl

b) To consider adopting a Violence Policy

Cllr Barnes proposed, seconded by Cllr Earl, that the policy circulated be adopted. All were in favour.

13 13. Planning:

a) To receive decisions of Planning committee on applications since 24/03/10

Application number: S/2010/0251/FUL

Location: South Farm, Wappenham Road, Helmdon

Proposal: Two general purpose farm buildings

The Committee supported the application.

Application number: S/2010/0454/FUL

Location: Thatched Cottage Falcutt Brackley

Proposal: First floor rear extension, replacement thatch roof, new front door and canopy, construction of open carport with studio space

The Committee supported the application.

b) To receive a report from HSGWAG regarding Broadview Wind Farm Proposal

The contents of the report from Fiona Davies were noted.

14 Allotments – reports on site visit from Cllr Coatsworth

Cllr Coatsworth commented on the improvements seen to the allotment area in the last season, paying tribute to the efforts of the tenants. The water pump had been repaired.

15 Consideration of report from Helmdon Acorns Pre-School building project

The report was noted; Cllr Earl proposed, seconded by Cllr Thorne that the Parish Council agree in principle to being custodian trustees for the building subject to receive further documentation at the July meeting. All were in favour.

16 Report from PPMG regarding Parish Plan Refresh

Cllr Barnes had no further comments as a report had been given earlier to the AGM.

17 Councillors' Questions

Cllr Barnes requested an update on the re-surfacing of the railway bridge – Clerk to chase up. .

Clerk

The issue of litter at Fatlands Farm layby was raised- the Clerk was asked to obtain some anti-litter signs from SNC.

Clerk

Planning Issues – it was suggested that Cllr Digby be invited to talk at the July meeting. Cllr Burns will send him an invitation.

Cllr Burns

The issue of the condition of the lighting posts was raised.

Wappenham Rd – water was seen to be running down the road. The Clerk was asked to check position with AWA.

Clerk

It was noted that there had been issues with large radio control car causing a nuisance on the school field; this activity had now ceased.

Additional salt bin provision – Clerk to chase up.

Clerk

High level of Councillor absence at meetings – the Clerk clarified the rules regarding levels of absence and giving apologies. It was noted that it is important for the Parish Council to resolve whether or not to accept an apology.

The meeting closed at 9.57pm

Appendix A - Correspondence Received – 24th March - 24th May 2010

South Northamptonshire Council

- Weekly Planning Application listings
- Planning Applications:
 - S/2010/0086/FUL - 39 Church Street Helmdon - Replacement detached garage – decision notice - approval
 - S/2010/0116/FUL - Upper Court Station Rd Helmdon -removal of agricultural occupancy condition (Condition 9 of planning permission BRAR/66/30) – notice of Development Control meeting – subsequent decision notice - approval
 - 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 – notice of Development Control meeting – subsequent decision notice - approval
 - S/2010/0251/FUL- South Farm Wappenham Road Helmdon - Two general purpose farm buildings – plans - planning meeting held - subsequent decision notice - approval
 - S/2010/0454/FUL - Thatched Cottage Falcutt Brackley - First floor rear extension, replacement thatch roof, new front door and canopy, construction of open carport with studio space
 - S/2010/0515/FUL- Meadway 85 Wappenham Road Helmdon – replacement garage
- General Election – notice of candidates, notice of results
- Information regarding charge for pre-application service for Planning
- Amendments to Electoral Register
- Details of D of T Consultation on HS2 Hardship Scheme
- Register of Electors – monthly alterations
- Economic Development Strategy 2010 – 2014 document
- Arts News South Northamptonshire
- Information on a German village wishing to twin with a South Northamptonshire village
- Confirmation of payment of precept
- South Northants Tourism Guide – request for information
- Invitation to Armed Forces Day on 21 June 2010

Northamptonshire County Council

- You Choose Campaign DIY toolkit
- Tree Warden Annual Workshop details
- Project Reduce details
- Parish Enhancement Gangs – request for works
- Consultation on Speed Limit Extensions in Station Rd and Church St
- Confirmation that the Core Strategy Development Plan Document has been adopted

NCALC

- Update – May/June, LCR, 2010 Training Calendar
- Parish Partnerships - the Northamptonshire Councils' Charter – consultation report
- New Model Standing Orders – *on Agenda*
- Information regarding assessing the Effectiveness of the Internal Audit

Miscellaneous

- South Northants Homes – works briefing papers
- SNVB – Link Up Newsletter April/May, details of 50+ forum
- Came and Company – insurance renewal details
- BDO – briefing pack and annual audit pack
- Northamptonshire Acre – details of Village of the Yr Competition, Wildlife Churchyard Competition, Village Viewpoint magazine

- Coop bank statement – April, May
- Update from HSGWAG
- Helmdon Acorns Pre-School – project update
- Peter Deeley (SNAG) – correspondence regarding South Northamptonshire Action Group
- David Powell - expressing concerns re litter being dumped including a lit disposable BBQ
- E.ON – notification of change of telephone number
- Grant applications from Helmdon Primary, Reading Room, FOHS, Helmdon Acorns, Friends of the Church and Friends of the Churchyard
- Northamptonshire Association for the Blind – Mobile Unit details
- Letter from Jean Spendlove in response to Cllr Burns' correspondence regarding the planning meeting of 11th March
- Letter from Douglas Hadfield asking the Parish Council to address the silting up issue in the brook downstream of the Jeffs Bridge.

Accounts received

- Nottingham City Council - £1.25 cheque (dividend), £500 cheque (closure of account)
- Allotment Payments totalling £72.50 (details on financial statement)
- NCALC invoice for membership - £185.98
- NCALC invoice for internal audit service - £140.31
- Andrew Marten – tree work on allotments – invoice £250
- E.ON - £151.41 + £7.57 VAT= £158.98
- Reading Room – 45.00
- Brown and Barden - £110.00 + £19.25 VAT = £129.25
- Came and Company (Broker Network Ltd) = £1,187.24 (£1,127.88 for 3 yr agreement)