

## HELMDON PARISH COUNCIL

### Draft Minutes of the Ordinary meeting of Helmdon Parish Council held on 27<sup>th</sup> January 2010 in the Reading Room, Church Street, Helmdon at 7:30pm

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

Six members of the public were present.

#### Action

#### 1 Apologies

**The following apologies were received and accepted:**

Cllr Turner – work commitments; Cllrs Crouch and Thorne – family commitments

#### 2 Approval and Signature of the Minutes of the Ordinary Meeting held on 25<sup>th</sup> November 2009

Cllr Earl proposed, seconded by Cllr Coatsworth that the Ordinary Meeting Minutes of 25<sup>th</sup> November be approved.

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

#### 3 Matters Arising from the Minutes of 25<sup>th</sup> November 2009

None raised.

#### 4 Open Forum

*Anglian Water pipe repairs* – it was noted that the collapsed pipes have now been repaired and works carried out at the outlet point behind Bridge House.

*Other flooding issues* - Grange Lane highlighted as still being an issue with water run-off in periods of heavy rain. The importance of keeping the brook clear was emphasised. The Parish Council was thanked for all its efforts regarding the flooding and Cllr Burns personally thanked Cllrs Duncombe and Barnes and the Clerk.

*SHLAA documentation* – Cllr Burns read out David Brookhouse's correspondence regarding his concerns that a considered response be given to WNJPU. Cllr Burns clarified that a further planning meeting would take place once the Clerk had clarified the discrepancies in the site references.

*SNC move* – it was confirmed that no specific notice had been given to the Parish Council on this issue.

*Post Box on Station Road* - it was noted that this had now been repaired.

*Precept/Budget Setting* – the Finance Committee was thanked for its diligent efforts when preparing its recommendations to the Parish Council.

*Helmdon Acorns Pre-School* – the Chair of the Pre-School was present to answer any queries regarding the forthcoming planning application but none were made to the meeting.

#### 5 Finance

##### a) To appoint additional Cllrs to the Finance Committee

It was resolved to appoint Cllrs Earl and Coatsworth to the Finance Committee.

**b) Financial statement**

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

<b>Cash &amp; Investments</b>	
Current Account (Coop)	20, 212.91
Nottingham Bond	500.00
<b>Total</b>	<b>20,712.91</b>

**c) Bills for Payment**

<b>Accounts Payable</b>	<b>NET</b>	<b>VAT</b>	<b>GROSS</b>	<b>Cheque</b>
Reading Room	372.50	0.00	372.50	500144
EON	151.41	7.57	158.98	500145
EON UK (lighting maintenance)	104.11	15.62	119.73	500146
Clerk's Wages (Nov and Dec plus backdated pay rise)	448.78	0.00	448.78	500147
Between Ourselves	45.00	0.00	45.00	500148
John Thorne	11.50	0.00	11.50	500149
Universal Services	33.50	5.86	39.36	500150
Helmdon Parish Plan Monitoring Group	2,100.00	0.00	2,100.00	500151
<b>Total</b>	<b>3,266.80</b>	<b>29.05</b>	<b>3,295.85</b>	

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

**d) Payments Received**

The meeting noted the following payments had been received and were noted.

Northamptonshire Acre	2000.00
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**e) To award grass cutting tender**

Four grass cutting tenders has been received and were opened and reviewed. Cllr Barnes proposed, seconded by Cllr England that Brown and Barden's tender of £770 +VAT be accepted. All were in favour.

**Clerk**

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

Cllr England proposed, seconded by Cllr Coatsworth that the recommendation to adopt the same documentation as for 2009/10 be approved. All were in favour.

**g) To set the budget for expenditure 2010/11**

The Clerk clarified the budgeted expenditure. Cllr Coatsworth proposed, seconded by Cllr Earl that the budget as detailed in Appendix B be adopted giving a total budgeted expenditure of **£11,419**. All were in favour. It was noted that provision had been made for saving towards the next election (£400) and for the repair of one pump (£400).

**h) To set the precept for 2010/11**

Budgeted income and reserves were reviewed. Cllr Barnes proposed, seconded by Cllr Earl that a precept of **£10,807** be adopted, thus taking £400 from reserves. All were in favour.

**6 Correspondence Review**

The correspondence as per Appendix A was reviewed.

It was resolved to reschedule the May meeting and AGM to the 4<sup>th</sup> Wednesday in May (26<sup>th</sup>) to avoid a clash with another group.

Cllrs Thorne, Coatsworth, Barnes, Burns and Earl all intended to attend the Broadview Energy presentation regarding the proposed Spring Ridge Wind Farm.

Cllr Earl enquired about the Fire Service offer to attend events– the Clerk will ask for more details.

**Clerk**

It was resolved that the Clerk should order a new light for Church St but try to obtain a re-connection discount from Central Networks in the first instance.

**Clerk**

The Clerk was requested to obtain quotes to cut back the conifer trees on the end allotment lot so that it can be cultivated.

**Clerk**

It was agreed that the Clerk should continue to receive Electoral Register updates.

**7 Planning:**

**a) To receive decisions of Planning committee on applications since 25/11/09**

**Application number: S/2009/1197/FUL**

**Location: 40 Station Road Helmdon**

**Proposal: New roof over conservatory.**

The Committee supported the application.

**Application number: S/2009/1282/FUL**

**Location: The Old Dairy Falcutt Brackley**

**Proposal: 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.**

The Committee supported the application.

***Cllr Crouch had declared a prejudicial interest in the following application and left the planning meeting.***

**Application number: S/2010/0010/FUL**

**Location: Land adjacent to 55 Church Street Helmdon**  
**Proposal: Detached Dwelling**

The Committee objected to the proposal for the following reasons:

The site is considered inappropriate due to:

- a) the existing drainage and sewerage issues in this area of the village. There are known to be both a well adjacent to the site (near the pump in the Pump Garden) and a number of natural springs in the area. The deep excavation of the site which would be necessary would compound the issues. There are already flooding problems in the village with issues with the sewerage and road drains. The paved driveway at the front of the property would drain on to the road. There may be issues due to the nature of the site with the positioning of the soakaways causing more flooding issues. The Parish Council would therefore request that the Environment Agency be consulted on this application.
- b) the Parish Council does not consider the site to be infill, more a case of "garden grabbing" which could set a dangerous precedent. The development would result in two properties with extremely small gardens which is out of keeping with the development of the village.
- c) Traffic issues – although it is noted that parking is provided, with only one space for each property it is likely that on street parking overall will increase in an area approaching a corner when there is already an access road from three properties on to Church Street.

It is further noted that due to the position and size of the site, congestion issues are likely to arise during any building work and that if the development were to be permitted conditions should be made to minimise disruption

**8 To consider response to the SHLAA consultation**

A further planning meeting was due to be held to review the sites in detail.

**9 To receive update regarding Talkabout**

Cllr Thorne had issued an update; the next issue deadline was 28<sup>th</sup> February.

**10 Footpaths – update from the Clerk regarding permissive footpaths**

The Clerk had confirmed to the Parish Council that the proposed agreement would be acceptable to the Insurance Company and that therefore Public liability would be borne by the Parish Council.

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

Cllr Duncombe had met with Doug Humphrey regarding the issues at the brook downstream from Jeffs Bridge. Advice had been received to remove the bridge over the old railway, widen and deepen the stream. The Clerk was actioned to provide Cllr Duncombe with a contact from the EA so that the issues could be discussed with them. The cost of the works was estimated to be in the region of £7,000.

**Clerk**

**12 To receive update regarding progress towards Quality Council status**

Cllr Burns confirmed that the aim was to apply by the end of the year.

The Clerk will send out details of the NCALC training schedule when it is issued.

**13 Weather related issues:**

**a) Salt bin re-filling**

The problems with grit and salt were noted. The Clerk was asked to check the position regarding having more bins around the village.

**b) Snow Watch**

Cllr Burns confirmed that David Brookhouse as the “Snow Man” in Helmdon.

**c) Running water on Church Street**

The Clerk was continuing to progress this long-standing problem.

**14 Councillors’ Questions**

Cllr Earl expressed surprise at the low attendance rate of some Councillors at meetings and urged them to attend more frequently.

Litter Bins – the Clerk will request that the refuse collectors close the bins properly to avoid them causing problems.

Litter Pick – Cllr Burns will cover Sulgrave Rd, Cllr Duncombe Wappenham Rd and Cllr Coatsworth Station Road.

**Cllrs**

The meeting closed at 9.30pm

## **Appendix A - Correspondence Received – 23<sup>rd</sup> Nov 2009 – 25<sup>th</sup> January 2010**

### **South Northamptonshire Council**

- Weekly Planning Application listings
- Planning Applications:
  - S/2009/1197/FUL -40 Station Road Helmdon -New roof over conservatory – *planning meeting held, decision notice approval*
  - S/2009/1282/FUL - The Old Dairy Falcutt Brackley - 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.
  - S/2010/0010/FUL - Land adjacent to 55 Church Street Helmdon - Detached Dwelling – *planning meeting held*
- Register of Electors – copy of the update Electoral Register and form to complete if a copies are required in the future – *Clerk to check with PC*
- War Memorial Playing Fields – request for information – *Clerk to check with PC*
- Details of Presentation from Parish Council Reception, updated organisation plan invitation to Special Briefing on Interim Housing Policy (date TBC) – *Clerk to ask Cllrs if they wish to attend*
- Standards Committee Findings regarding an alleged breach of the Code of Conduct by a Roade Parish Councillor
- Precept Submission Request
- Notice that the consultation period for the Draft Economic Development Strategy for South Northamptonshire 2010-14 has been extended to 1<sup>st</sup> February 2010. Details of a workshop to explain the Strategy
- Alice Izzett – update on Affordable Housing Development

### **Northamptonshire County Council**

- MGWSP – satisfaction survey – to be completed
- New Licence Agreement for the Playing Fields due to an error in the previous one – *Cllr Burns to sign*

### **NCALC**

- Update – January/February
- Advice regarding Snow and Ice clearing
- Notice that Anne Millar has resigned and details of vacancy

- Parish Partnerships - the Northamptonshire Councils' Charter – consultation – *for March Agenda*

## Miscellaneous

- Tim Boswell MP – newsletter and Advice Centre Dates
- WNJPU – notice of publication of Draft Strategic Housing Land Availability Assessment document
- Northamptonshire Rural Housing Association – Annual Report
- Fire Service – offer to attend at community events
- Broadview Energy – notice of possible Wind Farm between Helmdon, Greatworth and Sulgrave, email regarding presentation in Brackley
- Coop bank statements – December, January statement
- Northamptonshire ACRE – £2000 cheque and letter regarding Annual Report and Accounts
- ACRE – Village Viewpoint Magazine
- RoSPA – promotional information
- SNVB – posters
- South Northants Homes – works briefing paper
- East Midlands Fire Service – brochure on new Fire Centre
- Brown and Barden – promotional literature
- Countryside Gardens – promotional literature
- Helmdon Acorns Pre-School – update on new building project
- John Thorne – update on Talkabout
- Clerks and Councils Direct – January issue and yearbook of suppliers
- The Wildlife Trusts – details of workshops
- Confirmation from Came and Company that the PC insurance would cover public liability on permissive footpaths
- EON Energy Services – quote for repair of light no 17 in Church Street - £345.68 plus VAT – *Cllrs to determine whether to proceed*
- EON – Highways Lighting Bulletin – December 2009
- Northants 50+ Network – event information
- Judy Cairns – confirmation from the Women's Club that they have booked the Reading Room on 19<sup>th</sup> May – timetable clash – *Cllrs to confirm action*
- **Accounts received**
- EON (Lighting Maintenance) £104.11 + £15.62 VAT= £119.73
- EON (Electricity Bill) - £151.41 +£7.57 VAT = £158.98
- Bernie Wadeson – notice board and pump repair - £45
- Universal Services – repair to Chain Bridge - £33.50 + £5.86 = £39.36

APPENDIX B - ACTUAL v BUDGETED EXPENDITURE 2009/10 & PRECEPT AND BUDGET SETTING 2010/11								
Code	EXPENDITURE	2009-2010					Variance	2010-11 Budget
		Budget	Actual	Jan	exp March	Total		
<b>100</b>	<b>1. Lighting</b>	<b>1,200.00</b>	<b>662.45</b>	<b>600.52</b>	<b>104.11</b>	<b>1,367.08</b>	<b>-167.08</b>	<b>1,200.00</b>
101	Street lighting	1,050.00	662.45	255.52	104.11	1,022.08	27.92	1,050.00
102	Electricity repairs	150.00		345.00		345.00	-195.00	150.00
103	Other							
<b>200</b>	<b>2. Parks &amp; Open Spaces</b>	<b>1,711.00</b>	<b>1,533.01</b>	<b>45.00</b>		<b>1,578.01</b>	<b>132.99</b>	<b>2,034.00</b>
201	Grass cutting	850.00	850.00			850.00		770.00
202	Playground equip. inspection	66.00	66.00			66.00		69.00
203	School field rent	350.00	350.00			350.00		350.00
204	War memorial and pump garden	75.00	47.01			47.01	27.99	475.00
205	Bulbs	20.00					20.00	20.00
206	Parish paths							
207	General maintenance	350.00	220.00	45.00		265.00	85.00	350.00
208	Other							
<b>300</b>	<b>Sinking fund</b>	<b>1,425.00</b>		<i>see</i>				<b>1,425.00</b>
301	Playground equipment	750.00		<i>sinking</i>				750.00
302	Notice boards	150.00		<i>fund</i>				150.00
303	Computer	125.00		<i>doc</i>				125.00
304	War memorial	200.00						200.00
305	Village seats	200.00						200.00
306	Other							
<b>400</b>	<b>4. General Administration</b>	<b>4,883.00</b>	<b>3,697.32</b>	<b>448.78</b>	<b>419.19</b>	<b>4,565.29</b>	<b>317.71</b>	<b>5,210.00</b>
401	Audit charge	280.00	273.92			273.92	6.08	280.00
402	Clerk's salary	2,504.00	1,584.98	448.78	419.19	2,452.95	51.05	2,520.00
403	Clerk's expenses	140.00	215.02			215.02	-75.02	140.00
404	Election expenses							400.00
405	Insurances	1,350.00	1,150.98			1,150.98	199.02	1,150.00
406	NALC training	100.00					100.00	30.00
407	NALC & ACRE Membership	219.00	217.42			217.42	1.58	220.00
408	Reading Room rent	120.00	105.00			105.00	15.00	120.00
409	Newsletter (Talkabout)							200.00
410	Web site	100.00	150.00			150.00	-50.00	100.00
411	Book tokens							
412	Vof Yr	70.00					70.00	50.00
<b>500</b>	<b>5. S137</b>	<b>1,250.00</b>	<b>1,077.50</b>			<b>1,450.00</b>	<b>-200.00</b>	<b>1,250.00</b>
501	s137 donations	1,250.00	1,077.50	372.50		1,450.00	-200.00	1,250.00
502	Village of the Year - Nat comp							
<b>600</b>	<b>6. Burial Grounds</b>	<b>300.00</b>	<b>200.00</b>			<b>200.00</b>	<b>100.00</b>	<b>300.00</b>
601	Donation	300.00	200.00			200.00	100.00	300.00
602	Other							
	<b>Total Regular Expenditure</b>	<b>10,769.00</b>	<b>7,170.28</b>			<b>9,160.38</b>	<b>1,608.62</b>	<b>11,419.00</b>
701	Transfer Out							
702	To Deposit Account							
703	Other							
704	Vat Paid		94.49					
	<b>Total Expenditure</b>		<b>7,264.77</b>					
<b>900</b>	<b>INCOME</b>							
901	Precept	10,279.00	10,279.00					
902	Interest	100.00	21.08					30.00
903	Allotments	75.00	81.25					80.00
904	Newsletter							
905	Grants+Prizes							
906	Donations		124.00					
907	Dividends		9.38					2.50
908	Village Hall - Reading Room							
910	Vat Repayment							100.00
	<b>Total Regular Income</b>		<b>10,514.71</b>					
909	Misc Transfers In							
	<b>Total Working Income</b>		<b>10,514.71</b>					
	<b>Balance</b>		<b>3,249.94</b>					
		Brought forward 31/3/09	Current balance Jan 2010	Payments due Jan +Mar	Receipts due	Expected y/e balance		
	Coop Account	16951.22	20,201.16	1,990.10	16.00	18,227.06		
	Nottingham Bond	500	500.00			500		
	(Sinking fund)					7906.88		
	General reserves)					10,320.18		
	Based on the figures submitted our anticipated expenditure is					11,419.00		
	less our anticipated income (exc precept)					212.50		
	*-/+ adjustment to general/earmarked reserves					-400		
	Precept Request					10806.50		
	Rounded					10807		

