

## HELMDON PARISH COUNCIL

### Draft Minutes of the Ordinary meeting of Helmdon Parish Council held on Wednesday 27<sup>th</sup> March 2013 in the Reading Room, Church Street, Helmdon at 7:30pm

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

		<b>Action</b>
<b>1</b>	<p><b>Apologies for Absence</b></p> <p>Cllr Moody and Cllr Duncombe had sent apologies due work commitments; these were accepted by the meeting.</p>	
<b>2</b>	<p><b>Declarations of Interest</b></p> <p>No declarations were made.</p>	
<b>3</b>	<p><b>Approval and Signature of the Minutes of the Ordinary Meeting held on 30th January and the Extra Ordinary Meeting held on 27th February 2013</b></p> <p>It was resolved to approve the Minutes of 30<sup>th</sup> January with one amendment: Cllr England had not been present so was deleted from the list of attendees.</p> <p>It was resolved to approve the Minutes of 27<sup>th</sup> February with no amendments.</p>	
<b>4</b>	<p><b>Matters Arising from the Minutes of the Ordinary Meeting held on 30th January and the Extra Ordinary Meeting held on 27th February 2013</b></p> <p><u><b>30<sup>th</sup> January</b></u></p> <p>Item 19 – Cllr Simpson will request the relevant Minutes of the School Governors’ meeting. Item 20 – Allotments – the Clerk confirmed that she had asked SNH to deliver some more gravel to make good the entrance to the allotments. Item 20 – Sign in Church St – request to SNC to have it moved – Clerk to chase.</p>	<p><b>Cllr Simpson</b></p> <p><b>Clerk</b></p>
<b>5</b>	<p><b>Open Forum</b></p> <p>It was suggested that it would be a good idea to re-instate “Snow Clearance Teams” which used to successfully organise clearing pavements and streets many years ago. The Clerk was asked to put a short article in Helmdon Voice.</p> <p>It was confirmed that there is money in the budget for some bulb planting. The Clerk will liaise with Sue Lidgley regarding ordering in the summer.</p> <p>It was suggested that the new Police Commissioner be invited to the Parish Meeting of April 2014.</p> <p>It was felt that passing places need to be constructed along Falcutt Lane; this would be especially important when the Station Road bridge closes for infill work. Cllr Burns stated that</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>

the official diversion may not be via Falcutt; the Clerk will check with Helen Howard.

**Clerk**

A pothole outside Helmdon House was reported.

**6 To receive updates from the Clerk regarding previous water related issues: NCC, Anglian Water and MGWSP, Bulkhead Properties and to consider issue of blocked ditches**

The Clerk reported that the Primary School has commissioned David Smith Associates to determine a solution for all surface water issues at the site.

The PC discussed the various issues; it was confirmed that there are three outstanding pre-needs which Anglian Water is progressing. The Clerk was asked to keep pressurising for updates. It was resolved that the Clerk should respond to Bulkhead Properties asking for a timescale and confirming that AWA are progressing with their responsibilities. Their legal responsibility to act needs to be emphasised; Josie Bateman to be copied on correspondence.

**Clerk**

It was noted that the ditches on Sulgrave Road have not been cleared; the Clerk was asked to write again and state that the Parish Council will need to consider informing the Environment Agency if work is not completed shortly.

**Clerk**

The construction of a ridge across the road on Grange Lane was considered; support will be needed from the Deveralls and other residents. Cllr Burns and Chris Thorpe will make an initial approach.

**Cllr Burns**

The NCC commissioned report had highlighted – an issue with the private drain outside Bridge House – it was unclear where it goes and if it could be enlarged – Cllr Simpson to make enquiries.

**Cllr Simpson**

It was noted that MGWSP are to be merged with Costain.

**7 Finance**

**a) Financial statement**

It was resolved to accept the following financial statement:

<b>Current Account (Coop)</b>	<b>£19,123.43</b>
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**b) Bills for payment**

It was resolved to pay the following bills:

<b>Accounts Payable</b>	<b>NET</b>	<b>VAT</b>	<b>GROSS</b>	<b>Cheque</b>
Linnell Bros	259.20	51.84	311.04	500320
Universal Services SIN009482	33.50	6.70	40.20	500321
E Hart - Clerk's Wages	684.08	0.00	684.08	500322
Northamptonshire ACRE	25.00	0.00	25.00	500323

**c) To note payments received**

The following receipts were noted:

Payments Received	Amount
Interest (Feb)	3.41
11 Feb Deposit (Snapshot book purchases)	396.00
Interest (Mar)	2.46
21 Feb Deposit (Snapshot book purchases)	216.00

#### d) Jubilee Gate tender

Cllr Coatsworth explained that the Helmdon stone kindly donated by the O'Briens plus a little extra would be sufficient for the project. It was anticipated that Tom Skinner would do the stone capping in Elm Park. He had quoted £336 for the capping and carved plaque.

Patrick's Gartside's quote for the main construction had been amended to £3050 to reflect the fact that the stone was to be donated. It was felt that the project would enhance the entrance to the village. It was noted that although the project would cost more than had been budgeted, there was sufficient money in general reserves to cover the difference. Cllr Coatsworth felt the project would be a good use of such reserves.

Cllr England proposed, seconded by Cllr Coatsworth that the project should go ahead. The motion was carried – six in favour, one against. The Clerk was asked to instruct Patrick Gartside; Cllr Coatsworth would confirm all figures and send to the Clerk.

Clerk

#### e) Playground repairs

It was resolved to accept the tender from Universal Services for £811.25 plus VAT to make repairs to chains and shackles.

#### f) To review effectiveness of internal control and internal audit

The documentation was reviewed and it was resolved to sign off the system of internal control and internal audit.

### 9 Planning:

#### a) To receive update regarding the Broadview Energy Ltd Wind Farm development

The date of the new Inquiry is yet to be confirmed but will probably be in the autumn. HSGWAG are instructing counsel to appear separately on their behalf in addition to that of SNC and Broadview energy.

#### b) To receive decisions of Planning committee on applications since 30/01/13

Application: S/2012/1582/LBC

Location: 55 Wappenham Road Helmdon

Proposal: New porch, new bay window & alterations to existing porch to provide an enclosed porch with new door to west elevation. New roof light to east elevation & internal alteration to door opening to second floor study – consultation

It was resolved to support the application.

Application: S/2012/1557/MAO

Location: Foxhill Brackley

Proposal: 180 residential dwellings

It was resolved to support the application.

Application: S/2013/0010/FUL  
 Location: Poplars Farm  
 Proposal: Single free standing wind turbine

It was resolved to object to the application for the following reasons: the proposed siting of the turbine appears to be much less than the recommended minimum distance of 200m from the nearest bridleway which is used by horse riders from Helmdon parish and as such may impact negatively on this local amenity.

Application: 13/00008/CCDFUL  
 Location: Helmdon County Primary School, Station Road, Helmdon, Brackley,  
 Northamptonshire, NN13 5QT  
 Proposal: Proposed roof covering over existing courtyard to form an outdoor covered play area

It was resolved to support the application.

Application: S/2013/160/FUL  
 Location: 85 Church Street Helmdon  
 Proposal: Single storey rear extension to replace conservatory

It was resolved to support the application.

Application: S/2013/0069/FUL  
 Location: 56 Station Road Helmdon  
 Proposal: Proposed dwelling

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

The Parish Council has serious concerns regarding the possible impact of the proposal with regard to surface water issues present in the village. We have advised AWA of the following issues:

- The application indicates that surface water will enter into a soakaway AND a main sewer (point 12 on the application form) – more surface water entering an overstretched system. A soakaway should be the only option.
- There is an identified historical watercourse to the rear of the site – see Appendix C of this NCC Flood Management report.
- The sewage system is overstretched already – another property will compound this.
- The land will need to be dug out to significant extent to accommodate the building at the required height thus impacting the water table
- There is a lot of water in the area from the embankment – what additional problems will this cause?
- The development contains an additional area to be tarmaced causing yet more run off. A permeable surface should be used; eg permeable block paving.

Regarding the scale of the proposal, whilst recognising that the new proposal is slightly smaller than the original, the Parish Council would suggest a dormer bungalow would fit better with the street scene.

Application: S/2013/0062/FUL  
 Location: Peters Farm Sulgrave Road Helmdon  
 Proposal: New field access from Sulgrave Road for farm vehicles

It was resolved to support the application.

### **c) Update from Parish Clerk regarding outstanding applications**

Application S/2013/0069/FUL -56 Station Road Helmdon had been refused. S/2013/0062/FUL- Peters Farm Sulgrave Road Helmdon had been approved. 13/00008/CCDFUL - Helmdon County Primary School, Station Road, Helmdon, Brackley – application had been approved.

**9 To consider NCC's response to formal complaint**

The Clerk updated the meeting on responses to date and will continue to keep Councillors informed.

**10 To consider response to consultation from NCC regarding proposed 50mph limit on B4525**

There was general discussion as to whether a 50 mph would reduce accidents. It was felt that cameras calculating average speed would be a deterrent. The introduction of double white lines may help. It was noted that cats' eyes are missing as are white lines by the Sulgrave turn, Culworth turn and Marston crossroads. It was resolved to support the proposal making comments as above.

**11 To consider response to SNC's consultation on New Homes Bonus**

It was resolved to make no comment at this stage and await further information from SNC.

**12 To consider correspondence regarding poor parking at the school**

It was noted that when the police were present to checking the parking, there were no issues. It was commented that hard copies of the police letter had not been given out to the parents; Cllrs Adhemar and Simpson will ensure is done when the schools resume after the Easter holidays.

**Cllrs Simpson and  
Adhemar**

**13 Correspondence Review**

All correspondence was noted.

**14 To receive update proposal to establish a Community First Responder Scheme for Helmdon**

The Clerk informed the Councillors that a preliminary meeting had taken place and it was hoped that a group would be established.

**15 To receive update on works to bridge on Station Rd**

No further comments; this had been reviewed under item 9 above.

**16 To review arrangements for the Annual Parish meeting**

The following items had been arranged: short talk from SNC on new recycling scheme, update from HSGWAG, presentations of Snapshot Books.

Cllr Burns would purchase some wine; the Clerk would purchase other refreshments.

**Cllr Burns  
Clerk**

**17 Risk Management - To review the significant risks to achieving the council's objectives and the adequacy of the arrangements to manage those risks**

The Parish Council carefully considered the risks to achieving their objectives; measures taken to minimise significant risks were considered: published Standing Orders, Financial Regulations, Risk Assessment, reference to NCALC, Clerk's training courses, Internal Control Councillor, the review of Risk Management Policy. It was resolved that the PC accept that to its current knowledge no significant risks exist.

**18 Update from School Liaison Councillors**

No further update.

**19 Update from Playground Committee**

No further update. The Clerk reminded the Playground Committee to forward copies of the weekly inspections.

**20 Allotment Committee**

There is one vacant plot plus the area next to the brook. The Allotment Committee will meet prior to the May PC meeting.

**21 Councillors' Questions**

Cllr Coatsworth confirmed the entry for this year's Best Village Competition had been submitted.

Tanks A Lot has failed to comply with planning conditions regarding the construction of a new road entrance – the Clerk will contact Rebecca Breese and Greatworth Parish Council.

It was commented that SNH had mown down some daffodil bulbs.

The Clerk confirmed she was under the impression that the replacement tree on Station Road would not be planted until the autumn.

Cllr Barnes will forward an email regarding the proposed cycle route to the Clerk.

The Clerk confirmed that the PC does not pay the licence fee for the school field in arrears.

Cllr Barnes commented on the fact that complainants need to submit ethnicity and other information on the NCC complaint form.

Cllr Burns confirmed that the tree in memory of Willy Watson would soon be planted on Jenner's Piece.

**Clerk**

**Cllr Barnes**

**The meeting closed at 9:45 pm**

## Appendix A - Correspondence Received - – 16<sup>th</sup> January – 26<sup>th</sup> March 2013

### South Northamptonshire Council

- Weekly Planning Application listings
- New Homes Bonus Consultation – responses due by end May 2013
- Press releases regarding moat Lane, New Homes Bonus Consultation, Recycling Scheme, Sulgrave Conservation Area, funding to improve air quality in Towcester, Shared Ownership Week, “Explore” guides, SPLAT Easter activities, county council election briefings, council tax figure, Parish Councillors being censored for Code of Conduct breaches.
- Planning Applications:
  - S/2013/0240/FUL - 41 Wappenham Road Helmdon – Helmdon - Dwelling attached to 41 Wappenham Road including alterations to the existing house (Revision to S/2009/0310/P to include additional window and rooflights) Part Retrospective and erection of proposed new single garage
  - S/2013/160/FUL - 85 Church Street Helmdon - Single storey rear extension to replace conservatory
  - S/2013/0069/FUL - 56 Station Road Helmdon - Proposed dwelling
  - S/2013/0062/FUL - Peters Farm Sulgrave Road Helmdon - New field access from Sulgrave Road for farm vehicles
  - S/2013/0010/FUL – Poplars Farm Wappenham – wind turbine (hub height 60 metres) – notification of Development Control Meeting in February
- Play Ranger Scheme information and survey form for completion
- Changes to electoral role

### Northamptonshire County Council

- Various communications regarding complaint to NCC about Station Road Bridge project
- Community Speedwatch – notice of withdrawal of requirement to financially support scheme for participants
- Consultation on B4525 proposed 50mph speed limit
- Notification of publication of Flood Investigation report
- Notice of Submission of the West Northamptonshire Joint Core Strategy Local Plan in accordance with Regulation 22 of the Town and Country Planning (Local Planning) (England) Regulations 2012, as amended
- Policing update
- Superfast Broadband Newsletter Issue 7
- Notice of discussions with HS2 Ltd regarding Rights of Way and highway diversions
- Highways January Newsletter
- Highways – request for Enhancement Gang submissions
- Greener Northamptonshire Fair details

- Colin Wicks (via Roger Miles) – confirmation that restructuring means that the Tree Warden Co-ordinator Scheme is not being carried out currently
- Planning Applications
  - 13.00008.CCDFUL – Helmdon Primary School – proposed roof covering over courtyard – consultation and subsequent approval notice
  - 13/00018/WASVOC Blackpitts Farm - Variation of condition 9 of planning permission SN/02/407C to allow working on Sundays and Public Holidays
  - – Station Road Bridge – consultation on updated plans

## **NCALC**

- Update Jan/Feb
- Training Schedule March – June 2013
- s137 information
- QPS Survey – deadline 1<sup>st</sup> April
- Clerk vacancy information
- Going Green Event details - Making the Most of Community Buildings

## **Miscellaneous**

- SNVB information and newsletters
- ACRE - Northants Web Forum – details of competition to find best community websites
- HS2 Ltd – details of outcome of judicial review, community forum details
- Steve Valentine – query regarding ditch clearance on Station Road
- Bill England – communications regarding parking issues at the school
- Came and Company – Spring Matters
- Quotes from Universal Services, Wicksteed for various playground repairs
- SNAG meeting details and minutes
- Andrea Leadsom – Easter message
- Letter from Keith Jones requesting a donation towards the next Planning Inquiry
- Coop : bank statements – February and March 2013
- Richard Farquharson – communications regarding flooding issues
- Chris Thorpe – email regarding flooding problems
- Helen Tarratt – complaint regarding poor and dangerous parking at the school
- Helmdon Primary School – notification of intention to invoice for next year's licence
- Potterspurty Parish Council – communication regarding New Homes Bonus
- Patrick Gartside – confirmation of allowance for the materials of £800
- PINS – confirmation that a new planning inquiry is to be held
- HMRC – PAYE Real Time information
- Bulkhead Properties Ltd – follow up to meeting held 12<sup>th</sup> March
- Quotation from Graham Eccles for bench repair – (*accepted at February meeting*)
- Two notices on allotment plots



- 50+ Newsletter
- CPRE – Outlook February 2013
- John Watson – confirmation that there is no intention to pursue further agreements regarding fields adjoining Alithorne Wood
- BDO – Audit Briefing Spring 2013, Audit Pack
- Kate Scott – email regarding school crossing enhancement suggestions
- Constance Travis Charitable Trust – decline of funding for Jubilee wall
- Harvey Ingram – confirmation that application to Maud Elkington Trust will be considered on 23<sup>rd</sup> May

**Accounts**

- Universal Services - £33.50 + 6.70 = £40.20
- Danny Moody – £1051.07 – Snapshot books (*paid at February meeting*)
- Linnell Bros- £259.20 + 51.84 VAT = £311.04