

HELMDON PARISH COUNCIL

Draft Minutes of the Ordinary meeting of Helmdon Parish Council held on Wednesday 28th January 2009 in the Reading Room, Church Street, Helmdon at 7:30pm

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

Ten members of the public were present.

Action

1 Apologies

Apologies had been received by Cllr Turner (work commitments) and Cllr England (illness).

2 Approval and Signature of the Minutes for the Ordinary Meeting held on 26th November 2008

Cllr Stothard proposed, seconded by Cllr Duncombe that the Ordinary Meeting Minutes of 26th November approved. All were in favour and Cllr Burns duly signed the minutes

3 Matters Arising from the Minutes of 26th November 2008

None.

4 Open Forum

Ditch clearing on Grange Lane – whilst appreciation was shown for the work recently carried out, the importance of a maintenance schedule to keep it clear was highlighted. Cllr Burns confirmed that there were currently no plans to clear the ditches on the village side of Grange Lane down to the brook as no funds were available for such work. Cllr Barnes raised the issue of clearance work necessary on the Grange Farm side of the tunnel down to the brook.

Recent surface flooding on Station Road – Cllrs Burns and Duncombe were thanked for their efforts on Station Road as were the Cllrs who focussed their efforts in Grange Lane. Parishioners will email the Clerk if they wish to request a meeting of the Flooding Working Group.

Radstone Road – the Clerk confirmed that the muddy condition may be reported on Street Doctor .

Precept Setting – the Finance Committee was congratulated on its recommendation to set the precept at the same level as the previous year.

Brackley Cottage Hospital – support was shown for provision having been made in the budget of 2009-10 for a donation.

Parish Council Meeting Timetable – it was suggested that consideration be given to the Council having monthly instead of two monthly meetings

Footpath near Jeffs Bridge – this is in a poor condition due to mud and water and awaiting maintenance.

5 Finance a) Financial statement

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

Cash & Investments	
Current Account (Coop)	19,085.61
Nottingham Bond	500.00
Total	19,585.61
Less 1 unpresented cheque	150.00
Total (reconciled)	19,435.61

b) Bills for Payment

Accounts Payable	NET	VAT	GROSS	Cheque
E ON	151.41	7.57	158.98	500099
EON UK Energy Services	104.11	15.62	119.73	500100
Helmdon Acorns Preschool (see accounts received)	15.00	0.00	15.00	500101
Clerk's Wages (November and December including 5 hours CiLCA) at NACL agreed rates plus an additional payment of £200 for extra hours spent dealing with the flooding issues	631.75	0.00	631.75	500102
Clerk's Expenses (childcare, petrol)	85.89	0.00	85.89	500103
Reading Room (hall hire)	66.00	0.00	66.00	500104
Brackley Cottage Hospital (4/4)	250.00	0.00	250.00	500105
Total	1304.16	23.19	1327.35	

Cllr Barnes proposed, seconded by Cllr Stothard that all bills above presented for payment be paid. All were in favour. It was noted that cheque 500105 was a donation to be paid under s137 of the LGA 1972.

c) Payments Received

The meeting noted the payments overleaf. The Clerk explained that NCC had credited the Parish Council's account with £15.00 in error with a payment due to Helmdon Acorns. This was being corrected by cheque 500101. Cllr Thorne proposed seconded by Cllr Coatsworth that the payments be accepted as a true record. All in favour.

Accounts Received				Receipt
HM Revenue (VAT refund)	295.36			
HM Revenue (VAT refund)	1101.63			
NCC invoicing error ref Acorns	15.00			
Allotment key deposit	5.00			A/040

d) To award grass cutting tender

The Clerk had requested tenders from five companies and two had been received. Once opened and reviewed, Cllr Stothard proposed seconded by Cllr Coatsworth that the tender of £850 from C + E be accepted. All were in favour.

e) To receive recommendations from the Finance Committee regarding the adoption of a Grant Policy

Cllr Coatsworth proposed seconded by Cllr Thorne that the grant policy previously circulated be adopted for use when invited organisation to apply for grants. All were in favour.

f) To set the budget for expenditure 2009/10

Cllr Stothard presented the budget recommended by the Finance Committee. In reviewing the previous year's variance to budget, he emphasised that once expenditure of the sinking fund (line 300) is omitted a variance of +£822 is reached. This is to be offset by income of +£350 (bursary of £200 and donation from Wappenham PC).

The original recommendation of the Finance Committee of £ 10.719 was amended to reflect the actual grass cutting tender amount of £850 (estimated at £800). Cllr Coatsworth proposed seconded by Cllr Duncombe that a budget of **£10,769** be adopted. All were in favour.

g) To set the precept for 2009/10

In reviewing the estimated income and reserves available, Cllr Stothard proposed seconded by Cllr Crouch that a precept of **£10, 279** be set. All were in favour.

6 Review of all Correspondence

The correspondence as per Appendix A was reviewed.

The issue of Dog Mess will be highlighted in Talkabout and Cllr Crouch will obtain more signs.

Cllr Crouch

7 Consideration of request for a litter pick and CPRE associated material

It was agreed to hold a Litter Pick on 21st/22nd March which Cllr Coatsworth will organise.

**Cllr
Coatsworth**

8 Planning: To receive decisions of Planning committee on applications since 26/11/08

No planning consultations had been received in this timescale.

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|----|---|--------|
| 9 | To adopt the amended Draft Housing Needs Survey and note the village walkabout - 13th Feb | Clerk |
| | Cllr Coatsworth proposed seconded by Cllr Stothard that the amended Draft Housing Needs Survey be adopted subject to the concerns raised in the survey being addressed prior to any final decision on a development being made. All were in favour and the Clerk will inform the Strategic Housing Officer. | |
| 10 | Training – to consider NCALC schedule and provide the Clerk with any course nominations. | Clerk] |
| | Cllr Coatsworth will attend the session on Wednesday 13 th May in Litchborough. | |
| 11 | Parish Paths Group – information on problems with AP4 and AP28 | Clerk |
| | Roger Miles informed the meeting of a problem on AP4 - the bridleway to Weedon Lois. New gates had been fitted in two locations but the areas were very muddy. NCC had been intending to put down stone to ease the problem but this was still outstanding on their part . Cllr Barnes expressed his frustration on this issue. | |
| | There is an additional problem on AP28 where an old gate has collapsed and there is no requirement to reinstate it as there is no stock present. Roger is awaiting written confirmation from NCC on the rules on this as there appear to be inconsistencies. | |
| | The Clerk was asked to contact Colin Wicks expressing the Parish Council’s dissatisfaction on both issues. | |
| 12 | Talkabout Magazine – feedback and next issue | |
| | The deadline for articles for Talkabout is 22 nd February. Additional advertisers are being sought. | |
| 13 | Speeding Issues – to review request to NCC to extend the 30 limit and nominate areas for mobile speed units | Clerk |
| | The meeting reviewed the Draft Letter and agreed that Station Rd (by Hintons Close) and Wappenham Road by Fountains House would be suitable area to install the speed units. It was resolved to request an extension to the 30 limit on both Station Rd and Church Street. | |
| 14 | To receive update form the Blackpits Monitoring Group | Clerk |
| | Roger Miles confirmed that the project and operations were being reviewed by the new Management Team. The Parish Council will request a full report for the March meeting. | |
| 15 | To receive update from Reading Room Committee | |
| | Details of the proposed works which Cllr England had forwarded were noted by the meeting. | |
| 16 | To receive update on the Playing Field Licence Agreement with NCC | |
| | The Clerk confirmed that the Licence had been received, signed by Cllr Burns and sent back to NCC. | |
| 17 | To ensure that the Parish Council believes it has undertaken all reasonable steps to assure itself that there are no matters of actual or potential non compliance with laws, regulations, and codes of practice which could have a significant financial effect on the ability of the council to conduct its business or its finances | |

Cllr Stothard proposed seconded by Cllr Duncombe that the Parish Council resolve that all reasonable steps have been taken. All were in favour.

Cllr Barnes noted that the deeds for the Reading Room have yet to be located and Cllr Thorne requested the matter be put on the Agenda for the March meeting.

Clerk

18 To receive an update on preventative Flooding measures including works carried out by landowner and other organisations

MGWSP have installed a new gully on Station Road which was seen to alleviate a potential flooding problem as was clearance work under the bridge by Douglas Hadfield and Richard Farquharson. Works have also been carried in Grange Lane to clear ditches. It was felt that water from the Grange Farm side needed to be diverted towards the brook.

The cover of the foul sewer at the bottom of Church Street popped again on 13th December and it was felt that more pressure needs to be put on Anglian Water to solve this ongoing issue.

Clerk

MGWSP are due to carry out works in Church Street in the next financial year.

Cllr Barnes had received an apology from SMS bus company after a bus driver again drove through flood water at speed together with an assurance that this would not happen again.

Clerk

NCC needs to be contacted to clear the ditch on the School Field.

A report from Richard Farquharson had highlighted the requirement for a new outlet into the brook to be fitted downstream of the bridge. Cllr Stothard emphasised that this needs to be pursued and a cost obtained from NCC.

Cllr Burns thanked all those involved with the project,

19 To consider applying for “Quality Status”

Cllr Thorne proposed seconded by Cllr Burns that the Council should work towards obtaining Quality Status and that a Working Party in which all Councillors would be invited should meet in February. A report would then be brought back to the March Parish Council Meeting.

20 To review existing policies and determine if additional documentation is required

This will be reviewed under the auspices of the Working Party in 19. above.

21 Councillors’ Questions

Cllr Coatsworth queried when the resurfacing on the Station Road rail bridge will take place; the Clerk will chase up.

Clerk

The deteriorating condition of the Baptist Chapel was highlighted; the Clerk will contact Phil Drage to ask for an update on the proposals for the site.

Clerk

The footpath by the Jeffs bridge needs attention where the drain is blocked; this is due to be completed shortly.

Appendix A- Correspondence Received – 24th November 2008 – 26th January 2009

South Northamptonshire Council

- Weekly Planning Application listings
 - Planning Applications:
- Planning Applications:
 - S/2009/0046/P - Manor Farm Helmdon - Carport, stables, tackroom and hay store - plans – *communicated and date for planning meeting set*
 - S/2008/1459/P – Stone Gables – confirmation of gate details and that replacement window would be single glazed – *for information only*, decision notice- approval
- Register of Electors – monthly alterations and electoral register 2009
- Notice that plans for consultations will now be sent out daily rather than on a weekly basis
- Nadeem Khan – Revised draft copy of Helmdon Housing Needs Survey (Version 2) incorporating comments for November PC Meeting – *circulated and on Agenda for sign off*
- Arts News South Northamptonshire – newsletter Jan – April 2009
- Housing4U newsletter
- Parish Council Strategic Housing Team newsletter – Winter 2008
- Christmas Card for the Directors
- Request for precept amount – 2009/10
- Contact details for all Councillors in leaflet form – *available at meeting*
- Youth Opportunity Fund Details – *circulated to appropriate groups*

Northamptonshire County Council

- Active Ageing Newsletter
- MGWSP - 10 Highways Priorities to be submitted - *consensus gathered by email to comply with timescales*
- MGWSP – *Parish Satisfaction Questionnaire – for completion*
- Public Transport Guides – Daventry and South Northants
- Safer Winter Driving in Northamptonshire leaflets
- Request from Early Years Team to pay £15.00 paid in error to the PC to Helmdon Acorns (NCC administrative error)
- NCC – details of consultation on the “Local List” – closing date 20th February
- Revised copy of the Playing Field Licence at Helmdon Primary Licence for signature and return - *completed*
- Details of Budget Consultation Meeting – *circulated*
- Minerals and Waste Development Framework – Core Strategy Submission Details - *circulated*
- Details on Pandemic Flu Workshop - *circulated*

NCALC

- Training Schedule for 2009 - on Agenda
- Interim News Updates
- Quality Council status – information guides

Miscellaneous

- Coop bank statement – December January
- South Northants Homes – calendar 2009 (comprising of annual report), SNH News Winter 2008
- HM Customs and Excise – remittance advice £295.34 and £1101.63 (VAT reclaim) and new claim form
- Wicksteed - promotional literature – *for playground committee*
- Brackley Hospital Trust – letter of thanks for £250 donation (November payment)
- Tim Boswell MP – notice of surgery dates for display
- SNVB – Posters for display
- Victim Support Northamptonshire – annual report and appeal for funds/ offer to give presentation
- Sealed Grass Cutting Tenders x 2
- Letter of support to Cllr Duncombe for his actions during recent flooding
- Helmdon Acorns Pre School – providing information on their search for a new facility, requesting support and asking whether the PC is aware of any sites within the village confines boundary

- Communities in Control: Real People, Real Power: Code of recommended practice on local authority publicity - A consultation – closing date 12th March – circulated details
- Northamptonshire Rural Housing Association – Annual Report
- Clerks and Councils Direct – Suppliers Guide and Yearbook 2009
- Age Concern – Silver Surfer course details and poster
- Brackley Rural SCT – notice that Suzanne Bourne is relocating and that a new PCSO will be appointed shortly
- Complaint from Cllr Barnes to SMS regarding bus driver driving at speed through flood water and response from SMS with apology
- Suggestion from parishioner to have a “Litter Pick”
- Flooding report regarding the bridge over the brook – Douglas Hadfield
- CRPE – litter pick information – on Agenda
- Complaint regarding traffic speeding by the school
- Two verbal complaints regarding dog mess

Accounts received

- Reading Room - £66.00
- EON UK Energy Services (maintenance)– £104..11 + VAT (£15.62)
- EON Electricity Bill - £151.41 + VAT (7.57)

Payments Received

- £5 allotment key deposit – Mr Hanna
- £15.00 – NCC paid in error
- £295.36 + £1101.63– VAT reclaim

