

HELMDON PARISH COUNCIL

Draft Minutes of the Ordinary meeting of Helmdon Parish Council held on Wednesday 22nd March 2012 in the Reading Room, Church Street, Helmdon at 7:30pm

Present: Councillors Burns, Barnes, England, Moody, Garner, Simpson, Duncombe
Parish Clerk: Liz Hart
2 members of the public were present.

		Action
1	<p>Apologies for Absence</p> <p>Cllrs Coatsworth and Adhemar had given apologies; these were accepted by the Council.</p>	
2	<p>Declarations of Interest</p> <p>Cllr England declared an interest in item 6b) as he is on the Station Rd Jubilee Committee; Cllr Barnes also declared an interest in item 6b) as he is a member of the Footpaths Group.</p>	
3	<p>Approval and Signature of the Minutes of the Ordinary Meeting held on 25th January 2012 and the Extra-Ordinary Meeting of 29th February 2012</p> <p>Cllr Garner proposed, seconded by Cllr England that the Ordinary Minutes of 25th January be approved. All were in favour Cllr Moody proposed, seconded by Cllr Barnes that the Extra-Ordinary Minutes of 29th February be approved. All were in favour. Cllr Burns signed both sets of Minutes.</p>	
4	<p>Matters Arising from the Minutes of 25th January 2012 and 29th February 2012</p> <p>25th January</p> <p><i>Item 7(c)</i> Cllr Barnes confirmed that the Environment Agency had withdrawn their objections to the planning application regarding the infilling of Jeffs Bridge as the applicant had agreed to take measures to alleviate any flooding issues.</p> <p><i>Item 15</i> – Meeting with the Governors to be arranged – carried forward.</p> <p><i>Item 19</i> – Cllr Moody had cleared gravel path and had approached the Probation Service regarding ongoing maintenance. The Clerk confirmed she had heard nothing from them and will follow up once Cllr Moody forwarded the information.</p> <p><i>Item 19</i> - Cllr Moody confirmed that the parked car had now gone and that the verge had been re-instated.</p> <p>29th February</p> <p>No matters arising.</p>	Clerk Cllr Moody
5	<p>Open Forum</p> <p>No items raised.</p>	

6 Finance**a) Financial statement**

It was resolved to accept the following statement:

Current Account (Coop)	£22,198.45
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b) To review grant applications received to date

It was resolved to award grants for 2012-13 as follows:

Footpaths Group - £250
 Helmdon Acorns - £50
 WI - £50
 Church of St Mary Magdalene £250
 Friends of Helmdon School - £200
 Station Road Jubilee Committee - £100

It was noted that further funding would be available for subsequent applications and that more funds might be released to the Friends of Helmdon School in the future.

c) Bills for payment

It was resolved to pay the following accounts:

Accounts Payable	NET	VAT	GROSS	Cheque
Brown and Barden	120.00	24.00	144.00	500258
Top Print	133.75	0.00	133.75	500259
E Hart -Clerk's Wages	666.84	0.00	666.84	500260
CPRE	29.00	0.00	29.00	500261
Mrs S Lidgley	50.00	0.00	50.00	500262
Financial Year 2012-13 (1 st April 2012)				
PPMG (Paths Grop)	250.00	0.00	250.00	500263
Helmdon Acorns	50.00	0.00	50.00	500264
Helmdon WI	50.00	0.00	50.00	500265
Church of Mary Magdalene	250.00	0.00	250.00	500266
Friends of Helmdon School	200.00	0.00	200.00	500267
Doreen England (Station Rd Jubilee Committee)	100.00	0.00	100.00	500268

d) Payments Received

The following payments were noted:

Payments Received	Amount
Interest (Feb)	2.89
Interest (Mar)	2.79

e) Update on alternative account for holding reserves

The Clerk informed the meeting that this was in hand.

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

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

g) To consider adding the grass verge opposite the War memorial to the grass cutting programme

The Clerk was asked to request a quote from Brown and Barden and ensure their insurance would cover all liabilities and to contact NCC regarding possibly taking over the mowing of the grass verge.

Clerk

7

Planning:**a) To receive update on Broadview Energy Ltd Wind Farm appeal and consider any further action required**

The Parish Council had submitted comments back to SNC after the Extra Ordinary Meeting. The Planning Inspectorate has determined that no new application is necessary with the micro-siting of the turbines. The Appeal will commence on 15th May; HSGWAG are currently raising money for various aspects of the case. Cllr Burns stated his intention to give evidence on behalf of the Parish Council at the enquiry.

b) To receive decisions of Planning committee on applications since 24/01/12

Application: S/2012/0015/FUL

Location: 56 Station Rd, Helmdon

Proposal: Change of use from dwelling and shop to dwelling only.

It was resolved to SUPPORT the application.

Application: S/2012/0022/FUL

Location: 19 Shortlands Close, Helmdon

Proposal: New roof with raised ridge and loft conversion

It was resolved to SUPPORT the application.

Application: S/2012/0172/FUL

Location: 17 Bell Close Helmdon

Proposal: Ground floor extensions to front and rear

It was resolved to OBJECT to the application The Parish Council considers that the proposed extensions constitute an over-development of the site and are against the spirit of the original planning concept of Bell Close itself. This property could no longer be considered as affordable

housing, were the proposal to go-ahead.

c) Update from Parish Clerk regarding outstanding applications

17 Bell Close – the Clerk had confirmed that this application would not be called in. Cllr Garner was concerned that some neighbours did not receive notification of the latest application. The Clerk will check the planning register and to complain to SNC /Robin Digby accordingly. There was further concern that the application was proceeding regardless of the concerns of the Parish Council.

Tanks A lot application (retrospective) – this has been referred to the enforcement department of SNC.

d) Neighbourhood Planning – update

No further updates.

8 Correspondence Review

Correspondence as per Appendix A was reviewed.

School fence replacement – correspondence received from the school was noted.

Street Light request – the Clerk will respond to the query stating that the lighting scheme is being kept under review.

Recycling changes to cardboard waste– the Clerk will query the impact on the Blackpits recycling system which relied on cardboard, copying in David Powell.

Clerk

9 To review arrangements for the Annual Parish meeting

Cllr Burns felt the previous meetings had fallen into a rut regarding their format. It was resolved that this year the meeting would have a new format with a more informal approach; a slideshow of the Snapshot Project photos would be a good focal point. HSGWAG representatives would be present to inform parishioners of the latest Public Enquiry information. Parish Councillors would be in attendance to answer any queries. Cllr Burns and the Clerk would organise refreshments.

Clerk/Cllr Burns

10 To consider action required regarding the abolition of the current Code of Conduct

Cllr Moody informed the meeting that a new code of conduct must be adopted by 1st July. He had attended a meeting of Monitoring Officers – two codes are being proposed, one very detailed and lengthy from NCC, and one from East Northants which is very concise and straightforward. It is expected that each District Council shall determine which one they will adopt and that they will then prefer the Parish Councils to adopt the same one.

Cllr Moody agreed to forward the two proposed Codes to other Cllrs and the Clerk

Cllr Moody

Clerk to check with SNC (Kevin Lane) when they are making decision. Clerk to put on May agenda.

11 Update on works to bridge on Station Road

Cllr Barnes had forwarded all correspondence to the Parish Councillors.

Cllr Barnes commented that work seems to have been delayed; he would contact Andrew Grant to resolve the delay and ensure that any updates are posted on the website. Cllr Moody queried whether it would have been cheaper to infill with concrete.

12	<p>QPS – to receive update from Working Group</p> <p>Cllrs Moody and Barnes congratulated the Clerk on her first newsletter edition. The QPS will meet to discuss the format of the Annual Report to go to the AGM. A date of September is being requested for the accreditation panel.</p>	
13	<p>To receive Update on Snapshot Project</p> <p>Cllr Moody reported that the book is in the final stages of production with a short index to be added. Chris Thorpe has done the layout, Audrey Forgham is preparing the index.</p>	
14	<p>To review any flooding preventative actions to be taken (annual consideration)</p> <p>The slips off Grange Lane into the ditch have been done. Cllr Barnes has checked the top of grange lane – the ditch is clear but part filled in with earth and a JCB will be required to clear it. Cllr Barnes will forward a photo to the Clerk who will then write a letter to Bulkhead Properties to request that it is cleared.</p> <p>The Clerk was asked to chase up the blocked drain in Wappenham Road with NCC.</p>	<p>Cllr Barnes Clerk</p> <p>Clerk</p>
15	<p>Allotments – to resolve whether introduce guidelines for poultry and to consider request to keep bees on a plot</p> <p>Cllr Adhemar forwarded a summary to Councillors highlighting the issues. Cllr Burns emphasised the need for keepers to attend a Beekeepers course, the fact that hives need attending once a week and that there may be people on the allotments who are allergic.</p> <p>It was resolved that bees should not be allowed to be kept on the allotments (Four in favour, nil against, three abstentions).</p> <p>It was resolved that cockerels should not be allowed to be kept and that the Clerk should give notice of new agreements to be issued with the invoices.</p> <p>It was resolved that Eddie Garner should become a member of the Allotments Committee.</p> <p>It was resolved not to re-let the plot by the stream pending a proposal by the Allotments in conjunction with the Tree warden.</p>	<p>Clerk</p> <p>Clerk Allotments Committee</p>
16	<p>To receive update regarding Jubilee celebrations at the Primary School and elsewhere</p> <p>Cllr Simpson reported that Cllr Adhemar had met with Jacqui Johnson on 22nd March to consider ideas. The school will attend the Church on Friday morning before a picnic on the field at lunchtime followed by games and a BBQ and band later in the afternoon/early evening. Cllr Simpson was asked to check that the FOHS are to insure the event.</p>	<p>Cllr Simpson</p>
17	<p>To receive report regarding SNC's seminar on HS2</p> <p>Cllr Barnes had attended seminars on countryside/paths, Cllr Burns had attended those relating to planning. The emphasis was on mitigation. Although Helmdon is not heavily impacted it will be affected by the construction traffic. It was felt important to support more affected villages: Greatworth, Radstone, Thorpe Mandeville.</p> <p>The groups did not have enough time to review all areas; there will be subsequent seminars and discussions. The construction of a cycle path to Brackley was highlighted as a possible gain.</p> <p>HS2 also ran a meeting which to which Helmdon was not originally invited; Cllr Barnes had attended and put forward his concerns. A hybrid bill is anticipated by 2014.</p>	

18 To receive update on Jubilee Gate project

Cllr Moody reported that Clare Nash is involved in the design and has sourced a builder and stonemason. A planning application needs to be submitted and applications for funding made (the Clerk was asked to write the grant application.)

Clerk

19 To receive update on Faster Broadband project

Cllr Moody reported that NCC in conjunction with either BT or Fujitsu is to ensure that 90% of white areas including Helmdon are on Super Fast Broadband by 2015. Helmdon is in Band 2 as it has a school. Therefore there would be no point in further pursuing the project with the school fibre optic cable.

20 Update from School Liaison Councillors

The only update was regarding the Jubilee as noted above.

21 Update from Playground Committee

The necessary repairs had now been completed.

22 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.

Helmdon Playground – Cllrs Garner and Simpson volunteered to undertake the weekly playground checks. Clerk to forward the documentation.

Clerk

23 Reading Room – to receive update from RR Chairman

Cllr England reported that the Lead Lighting in the Committee Room needs to be inspected and reviewed. He asked the Councillors to ensure the Reading Room is cleared of tables and chairs after meetings.

24 Health and Safety - to receive completed Inspections Reports

None – carried forward.

25 Councillors' Questions

Cllr England informed the meeting that he will become the village ACRE co-ordinator for Bulk Buying of Oil.

Clerk

Cllr Simpson highlighted the issues of dog mess on Gravel Path and Footpaths across the fields. The Clerk will include an article in the newsletter.

Cllr Barnes is still awaiting a response from Brackley Town Council regarding the proposed cycle path; the local Press had reported that it was discussed but he has yet to hear back.

The meeting closed at 9:40 pm

Appendix A - Correspondence Received –24th January 2012 – 27th March 2012

South Northamptonshire Council

- Weekly Planning Application listings
- Planning Applications:
 - S/2012/0172/FUL - 17 Bell Close, Helmdon – Ground floor extensions to front and rear
- Invitation to HS2 forum and subsequent feedback, information
- Electoral monthly changes
- Robin Digby – correspondence explaining reasons for not calling in Bell Close planning application
- Confirmation of eligibility criteria used in assigning the affordable homes in Station Road
- Youth Council – grant funding details
- Details of Fly the Flag Day – Monday 25 June
- Details of Opening Event of Station Rd homes
- Kevin Lane, Head of Law and Governance/Monitoring Officer - update on standards matters in light of the Localism Act
- Calendar of SNC meetings
- Village Directory – survey on local facilities
- Minutes of Inspectorate’s meeting with SNC and Broadview

Northamptonshire County Council

- Correspondence regarding Station Road Bridge including cost of provision of a footpath
- Decision notice - approval for Blackpits Farm
- Changes to Library opening times
- Notice that NCC has signed a new lighting contract with Balfour Beatty

NCALC

- Training Calendar April-July, Update Jan/Feb, clerking vacancy details
- Boundary Review – details of consultation
- Notice of s137 amount (£6.80 for 2012-13)
- Supporting Neighbourhoods and Communities in Planning - Joint NCALC/CPRE Neighbourhood Planning Events – reminder
- Query regarding PC’s progress towards Quality Parish Status

Miscellaneous

- South Northants Homes – works briefing paper
- SNVB – village networks bulletin
- EON – information on Street Lighting – confirmation that E-ON will continue to offer maintenance services; details of SLA
- BDO – Audit Briefing Winter 2012

- Coop – Change of signatories forms
- Coop – ban statements for February, March
- Local Government Boundary Commission – details of electoral review of Northamptonshire – consultation until 2 April 2012-03-27
- NatWest – fixed rate deposit information
- Helmdon Primary School – advance notice of tree and new fencing works; notice of installation of kitchen pod unit
- CPRE – Outlook Winter 2012
- Came and Company – details of their Charities & Not For Profit Insurance policy
- Victim Support – request for donation
- Anglian Water - reasons for introduction of hosepipe ban
- Various grants applications from village groups
- ACRE – details of Landfill Community Fund Workshop, 17th April, Northampton
- ACRE – bulk oil buying scheme update
- ACRE – Village of the Year entry details
- Eclipse Insurance for Parish and Community Council – advertising literature
- Northants Police – Washington Ward Cluster newsletter
- Northants 50+ Newsletter – Spring 2012
- Request for Parish Council to consider installing a street light at the Church light/Shortlands Close junction
- Eversheds LLP – notice of re-consultation on Broadview's application for 5 wind turbines
- Parish Online news
- SNH – press release for Affordable Homes opening
- Joint Planning Unit – notice that Strategic Housing Land Availability Assessment (SHLAA) has been updated to a new base date of 1st April 2011
- Denton Village Parish Council – query regarding faster broadband project
- NALC Events Bulletin
- Universal Services – works completion note

Accounts received

- Brown and Barden (bramble removal) - £120 + £24 VAT = £144.00
- Topprint (Feb newsletter) - £133.75
- CPRE membership renewal - £29.00
- HMRC- remittance advice for reclaimed VAT - £879.82