

## HELMDON PARISH COUNCIL

### Draft Minutes of the Ordinary meeting of Helmdon Parish Council held on Wednesday 28<sup>th</sup> May 2014 at the Reading Room, Church Street, Helmdon at 8:10pm

**Present:** Councillors Burns, Garner, Adhemar, Moody, Barnes, Duncombe, Coatsworth  
Parish Clerk: Liz Hart  
Six members of the public were present.

		<b>Action</b>
<b>1</b>	<b>Apologies for Absence</b>  Cllr England had sent apologies due illness; these were accepted by the meeting.	
<b>2</b>	<b>Declarations of Interest</b>  Cllr Moody declared an interest in item 9d) as an employee of NorthantsCALC.	
<b>3</b>	<b>Approval and Signature of the Minutes of Ordinary Meeting of 26<sup>th</sup> March 2014</b>  It was resolved to approve the minutes with no amendments.	
<b>4</b>	<b>Matters Arising from the Minutes of the Ordinary Meeting of 26<sup>th</sup> March 2014</b>  <i>Item 4/4 - Western Power Distribution</i> – Cllr Adhemar informed the meeting that the survey appeared to have been completed; Clerk would continue to continue to request an update.  <i>Item 4/5 – Flooding.</i> The Clerk would chase Carl Evans regarding the issues of the ownership of the black pipe ownership. The Clerk confirmed she had spoken with Bulkhead properties and would be informing them of the cost of installing a second pipe under their road to alleviate the problem in Grange Lane. (Cllr Burns to advise of the cost)  <i>Item 4/11 –registration of Jenner’s Piece, allotments and the Pump Garden</i> – Cllr Moody confirmed that the land was not registered and that registration would be more complicated than at first thought. He would continue to investigate; the Clerk was asked to agenda this item for the July meeting. The Clerk also undertook to review filed paperwork to see what evidence of land ownership she could find.  <i>Item 5 –Jubilee Wall</i> – Cllr Duncombe volunteered to fetch some compost to make a flowerbed surround.  <i>Item 6e) Mowing</i> – The Clerk had not been able to obtain a quote from Andy Brown but hoped he would provide one shortly.  <i>Item 14 Grafton Hunt</i> – Cllr Burns was trying to ascertain to whom he need to speak with.	<p style="text-align: right;"><b>Clerk</b></p> <p style="text-align: right;"><b>Clerk Cllr Burns</b></p> <p style="text-align: right;"><b>Clerk</b></p> <p style="text-align: right;"><b>Clerk</b></p> <p style="text-align: right;"><b>Cllr Burns</b></p>
<b>5</b>	<b>Open Forum</b>  It was noted that an exhibit of rather poor taste in the entrance to Tanks a Lot had been quickly removed. It was further noted that a new Planning Enforcement Officer had been appointed at SNC.	
<b>6</b>	<b>To receive formal notification of resignation of Cllr Simpson</b>  A letter of resignation from Cllr Simpson was read out to the meeting by Cllr Burns.	

**7 To receive information from the Clerk regarding whether the Parish Council has received confirmation from SNC that the above vacancy may be co-opted and if so, to fill the vacancy by co-option**

The Clerk confirmed that SNC had advised that the vacancy could be filled by co-option. Two candidates Steve Wheeler and Steve Valentine told the Councillors why they wished to be considered. A ballot took place which in Steve Valentine obtained four votes to Steve Wheeler's three votes. It was resolved that Steve Valentine be co-opted on to the Council.

**8 To consider next steps forwarding the resignation of the Parish Clerk**

It was resolved to create a Committee consisting of Cllrs Burns, Coatsworth and Moody with delegated powers to appoint the successful candidate with the terms and conditions of the current Clerk's role.

**9 Finance**

**a) Financial statement**

It was resolved to accept the following financial statement:

Current Account (Coop) @ 15/05/14	17,123.54
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**b) To award grants with regard to recommendations from the Finance Committee**

The recommendations were noted. It was resolved to award grants as follows:

Organisation	Purpose of grant	Committee Recommendation
Friends of St Mary Magdalene PCC	Church re-decoration	300
St Mary Magdalene PCC		
1 <sup>st</sup> Helmdon Rangers	Visiting specialists and trips	125
Helmdon Presents	To purchase 3D specs	200
Whistley 2000 (Cubs, Beavers and Scouts)	Camping stoves	175
Brownies and Rainbows	To subsidise climbing trip to celebrate big Brownie birthday	85
Helmdon Bridge Players	New stage backdrops	125
Helmdon Fellowship	Trip subsidy to poppy factory and Lavender Fields	65
Helmdon Acorns Pre-School	ICT games and resources for special needs children	175
Friends of the Churchyard	Equipment repairs, purchase of new equipment, plants, cement for stone walls	400
	<b>Total</b>	<b>1650</b>

**c) To note payments received**

The following were noted:

Payments Received	Amount
Precept (1 <sup>st</sup> instalment)	7330.00
Interest (April)	1.47
Interest (May)	1.58

**d) To consider bills for payment**

It was resolved to pay the following bills, cheque payments 500400- 500407 were noted as s137 payments.

Accounts Payable	NET	VAT	GROSS	Cheque
Top Print	141.25	0.00	141.25	500391
Reading Room	62.50	0.00	62.50	500392
E Hart - Clerk's Wages	766.96	0.00	766.96	500393
EON	149.34	7.47	156.81	500394
EON UK	104.11	20.82	124.93	500395
L R Brown Ltd	4579.00	915.80	5494.80	500396
Brown and Barden	195.71	39.14	234.85	500397
Helmdon Primary School	350.00	0.00	350.00	500398
Northants CALC	365.99	0.00	365.99	500399
1 <sup>st</sup> Helmdon Rangers	125.00	0.00	125.00	500400
Friends of St Mary Magdalene Church	300.00	0.00	300.00	500401
1 <sup>st</sup> Helmdon Brownies	85.00	0.00	85.00	500402
Whistley 2000	175.00	0.00	175.00	500403
Helmdon Acorns	175.00	0.00	175.00	500404
Helmdon Presents	200.00	0.00	200.00	500405
Helmdon Bridge Players	125.00	0.00	125.00	500406
Helmdon Fellowship	65.00	0.00	65.00	500407
Friends of the Churchyard (St Mary Magdalene PCC)	400.00	0.00	400.00	500408

**e) To close off accounts for y/e 31st March 2014**

The Clerk presented the figures as reviewed by the Finance Committee; it was resolved to close off the accounts.

**f) Annual Return – Approval of Statement of Accounts**

The Clerk presented the figures as previously reviewed by the Finance Committee. It was resolved to approve the statement of accounts and Cllr Burns and the Clerk as Responsible Finance Officer signed Section 1 of the Annual Return.

**g) Annual Return – Approval of Annual Governance Statement**

The statements from the annual Governance section were reviewed. All responses were in the affirmative with final trust funds statement not applicable and it was resolved to approve the Annual Governance Statement. Cllr Burns and the Clerk as Responsible Finance Officer signed Section 2 of the Annual Return.

**h) To approve new Financial Regulations**

It was resolved to adopt the new Financial Regulations as circulated by the Clerk and noted that they contained a clause enabling the Clerk to incur expenditure up to a limit of £500 in conjunction with the Chairman.

**10 Planning:**

**a) To receive decisions of Planning committee on applications since 26/03/14**

**Application: S/2014/0280/FUL**

**Location: 8 Shortlands Close Helmdon Brackley**

**Proposal: Variation of condition 2 (plans) on S/2013/1085/FUL (two storey side extension and porch) to allow hipped roof**

It was resolved to support the application.

**Application: S/2014/0330/FUL**

**Location: Manor View Farm Welsh Lane Helmdon**

**Proposal: General purpose agricultural building**

It was resolved to support the application.

**Application: S/2014/0320/DBD**

**Location: Barnstones 87 Wappenham Road Helmdon**

**Proposal: Demolition of dwelling**

The Committee noted the application (For information only)

**Application: S/2014/441/FUL**

**Location: 16 Shortlands Close Helmdon Brackley**

**Proposal: Attached single garage**

It was resolved to support the application.

**Application: S/2014/451/FUL**

**Location: 4 Hintons Close Helmdon Brackley**

**Proposal: Two storey side extension**

It was resolved to support the application.

**Application: S/2014/596/FUL**

**Location: Manor View Farm Welsh Lane Helmdon**

**Proposal: Single storey rear extension**

It was resolved to support the application.

**Application: S/2014/611/FUL**

**Location: Ivy Cottage 69 Church Street Helmdon**

**Proposal: Two single storey rear extensions**

It was resolved to support the application.

**Application: S/2014/0564/PC**

**Location: Blackpitts Farm Welsh Lane Helmdon**

**Proposal: In-vessel composting, anaerobic digestion plant and associated development**

For information only.

**Application: S/2014/0559/PC**

**Location: Blackpitts Farm Welsh Lane Helmdon**

**Proposal: Erection of an anaerobic digestion facility for the treatment of green waste and grown crop (maize) silage.**

For information only.

**b) Update from Parish Clerk regarding outstanding applications**

The meeting was informed of the latest information on the planning portal.

**11 Correspondence Review**

Correspondence as per Appendix A was reviewed.

Cllr Barnes clarified that John Grimshaw had asked for all documentation relating to the proposed cycleway and that a meeting was scheduled to take place in Brackley in June.

Correspondence from the Primary School regarding the rent review was discussed; it was felt that the issue of rubbish on the field was a serious one and that the Playground Committee should schedule a meeting with the school to further discuss the issues. Parents should be asked not to put nappies into the bins.

**12 To consider issues regarding the B4525**

Correspondence regarding speeding on the B4525 was read out by Cllr Burns. It was resolved that Cllr Burns should respond to the letter and clarify that the entrance to the Tanks A lot site should already have been moved to make it safer.

**Cllr Burns**

**13 To consider correspondence from South Northants Homes regarding the green area opposite Hintons Close**

It was resolved that the Clerk should contact SNH asking for more details on costs and stating that the Parish Council would be minded to accept their offer, subject to terms and conditions.

**Clerk**

**14 To receive update on Best Village Competition**

Cllr Adhemar confirmed that the judges' visit was scheduled for Tuesday 3<sup>rd</sup> June. She outlined the arrangements made and the information which would be presented to the judges. The Clerk was asked to send the logo and a list of local businesses to Cllr Adhemar. Cllr Burns thanked Cllr Adhemar for her efforts on the village entry.

**Clerk**

**15 Update from Playground Committee**

The area at the top of the slide would be taped off if it was not made safe by the following Monday when the school term restarted.

**16 Update from the Allotment Committee**

No issues were reported.

**17 Councillors' Questions**

A letter had been received from Celia Terrey regarding wreaths on the war memorial; Cllr Coatsworth volunteered to find out the details and report back to the next meeting. He would also obtain a quote to clean both the US plaque and the war memorial. Cllr Moody stated that grants may be available for such purposes.

Cllr Duncombe queried whether there was any progress with the new village signs. The Clerk was asked to request an update from Helen Howard, copying in Cllr Moody to continue further discussions.

**Clerk**

Cllr Coatsworth volunteered to collect the NHW signs from Roade.

Cllr Adhemar asked the Clerk to report the give way lines on the crossroads which needed repainting.

**Clerk**

**The meeting closed at 10:15pm.**

## Appendix A -Correspondence Received – 27<sup>th</sup> March – 28<sup>th</sup> May 2014

### South Northamptonshire Council

- Weekly Planning Application listings including
  - S/2014/441/FUL – 16 Shortlands Close – attached garage
  - S/2014/451/FUL – 4 Hintons Close – two storey side extension
  - S/2014/596/FUL - Manor View Farm Welsh Lane Helmdon – single storey rear extension
  - S/2014/611/FUL – Ivy Cottage, Church St, Helmdon - Two single storey rear extensions
  - S/2014/680/FUL - Barn Court Station Road Helmdon - Two storey rear extension & new 'cat-slide' roofs on existing dormers
- Invitation to speak at Development Control Committee - 6A Church Street
- Electoral register – monthly changes
- Confirmation that Councillor vacancy may be filled by co-option
- Press releases regarding SNC's intention to petition on HS2, Restoration of Brackley Town Hall, dog chipping event, Notice of European Parliamentary election, county art display, councils saving £200,000, new website for private rentals, rule change for bailiffs, building work halted in Bugbrooke , Noise Action Week, publication of new guides, dog chipping event, summer skate sessions, Nordic walking course, election of new Chairman
- Confirmation of receipt of online planning consultation comments
- Update on Local Plan Consultation
- Update on New Homes Bonus
- SPLAT play rangers – request to use Helmdon Playing Fields
- Details of Parish Clerk Forum event

### Northamptonshire County Council

- Policing Updates and ward newsletters, details of Silverstone safety event
- Highways' Newsletters
- Details of Road Closure – Wings for Life event, Weston Fun Run
- Northamptonshire Minerals and Waste Development Framework Partial Review: Minerals and Waste Local Plan Proposed Modifications
- Women's Tour cycling event details
- Youth Ambition Awards details
- Superfast Broadband Newsletter
- Confirmation that planning application for Blackpits was a non material amendment

### NCALC

- Confirmation of internal audit date, invoice for membership and internal audit service, clerking vacancies
- Wind and solar farm update
- Details of training courses including Public Sector Mapping Agreement course, Problem Solving & Decision Making – Turning Ideas into Reality

- Update March/April

### **Miscellaneous**

- Coop : bank statement – April and May
- ACRE – Viewpoint magazine, details of Office Manager appointment
- Came and Company – Spring Matters newsletter
- SNVB – newsletters
- HMRC – confirmation of online submissions for Real time PAYE, coding notice for Mrs E Hart
- CPRE – Countryside Voice
- Helmdon Primary School – rent review proposal
- RoSPA – notification of play area inspection in June
- Andrew Bodman – various communication relating to HS2 petitioning
- Applications for grants from village organisations
- South Northants Homes – update regarding proposal for green area in Station Road
- Confirmation from Lane Brown Ltd that works on slide are complete
- Notice of resignation of Cllr Simpson with immediate effect
- Complaint regarding rats on the allotments
- Complaint regarding safety issues on B4525
- Surveyor for the HS2 Cycleway Study – indicating proposal for cycle link