

TITCHMARSH PARISH COUNCIL

Minutes of the Meeting held on Thursday 20th December 2007 in the Clubroom

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| Councillors Present: | Michael Alderman (Chair) | Sylvia Prestwich |
| | Ian Teague | Bert Ash |
| | Julie Cheney | John Greig |
| | Geoff Love | Ian Curtis |
| | Gina Gaskin | |
| In Attendance: | Emma Meen (Clerk) | |
| 2007/12/1 | Public Open Time As there were no members of the public present at 7.30pm, the Chair deemed Public Open Time to be closed | |
| 2007/12/2 | Apologies For Absence: None | |
| 2007/12/3 | Declaration of Interests: IC declared and interest in item 6 Payments to Authorise – Payment of the Annual Rent for the Playing Field. Declaration of Interest book signed | |
| 2007/12/4 | Minutes of Last Meeting: JG proposed and IC seconded that the chair sign them | |
| 2007/12/5 | Matters Arising: | |
| 2007/12/5.1 | <u>Affordable Housing</u> Update received from Joanne Richardson (JR) of Northants Rural Housing (NRH) advising that ENC initially thought that the North Street Street sites were the best option but on further investigation felt that access could be an issue and also the site is adjacent to a listed barn which has been granted consent for conversion back in 2005. The site at the end of the High Street opposite Polopit is also adjacent to a listed building and could be problematic. NRH also asked if TPC could clarify the ownership of the site in Islington. Clerk has already provided NRH with these details and NRH will now contact owner. Natalie Westland (NW) of Northants ACRE who is the Rural Housing Enabler and assisting NRH with the scheme advised that a site visit will be taking place on 16 January 2008 with a planner from ENC to view and discuss the sites. Members of TPC also invited to attend. At least 3 Councillors interested in attending. Clerk to confirm details with NW. | Clerk |
| 2007/12/5.2 | <u>Missing Sign to Polopit</u> IC confirmed that a new sign has been erected but it is in the wrong place. IC to provide Clerk with plan showing the exact location for the sign to be erected. Clerk to contact ENC to advise | Clerk & IC |
| 2007/12/5.3 | <u>Improving Communications with Parish Councils</u> JG attended meeting at Polebrook Village Hall on 19 November 2007. Number of representatives in attendance from local Parish Councils. Various issues discussed including Wind Farm Appeal, concern for closure of Post Offices, ENC charges for uncontested elections. JG raised matter of HGV traffic within the village and provisions made for diversion of traffic through the village by the Police when accidents occur on the A14. JG summarised that he felt the meeting to be useful. Agenda and Minutes to be circulated in January float file. | JG |
| 2007/12/5.4 | <u>Neighbourhood Watch Information</u> Up to date list of Neighbourhood Watch Co-ordinators circulated to all members for information. | |

2007/12/5.5 Disputed Invoice from ENC for Parish Council Election May 2007
 ENC responded to TPC query over the invoice received and advised that Parish Councils have always been responsible for paying for all or part of their election expenses. The PC pay for the whole cost if it is a by-election and part of the cost if it is an all out four yearly election which covers the cost of the extra polling station staff fee, postal votes, and count etc. In the case of Titchmarsh we have been charged a fee for an uncontested election and this fee relates to the returning officers fee, stationery and administration. JG echoed this response received from ENC as this matter was also raised by other PC's at the meeting he attended as detailed above.

2007/12/6

Finance

Payments to authorise:

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| ENC | Parish Election May 2007 | £151.52 |
| John Greig | Titchmarsh Times December 2007/January 2008 | £53.68 |
| Aylesbury Mains | Repairs to Streetlight in High Street opposite junction to St Andrews Lane | £46.42 |
| J G Bosworth & Son | Erection of Stile North Street Titchmarsh | £440.63 |
| Emma Meen | Clerks Expenses September to December 2007 (breakdown attached) | £98.13 |
| Titchmarsh Playing Field | Annual rent from April 2007 for the Playing Field Lease from Merchant Venturers (as agreed in minute 2007/02/15) | £372.00 |
| Emma Meen | Clerks Salary November 2007 by standing order including back pay from April 2007 | £158.96 |

2007/12/6.1 SP proposed that all payments be made. GG seconded, all in favour

2007/12/6.2

Review Budget and set Precept 2008/2009

Members reviewed budget against expenditure with a view to setting the precept. Budgets also reviewed for the coming 3 years. GL proposed the precept be increased to £15000.00 for 2008/2009. IT seconded. The increase to the precept being based upon the following budgets:-

- The largest single expense for the coming year is the replacement columns and lighting brackets when the overhead power cables are buried underground to parts of the village a cost being budgeted of around £9000.00
- As agreed in minute 2007/02/15 TPC now responsible for payment of the annual rent as leaseholders of the Playing Field at a figure of £372.00 pa
- Once constructed the new Pavilion located at the Playing Field to be included within TPC annual Insurance Renewal thus increasing the annual premium.
- Members agreed donations to causes within the Village will not be authorised this year on the basis of the above expenditure
- The previously suggested additional grass cutting will be placed on hold for the coming year due to above expenditure

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| | Parishioners will be advised via TT of the increase to the precept for the coming year which will effect the amount of Council Tax charged to each household, Parishioners to be reassured that the precept has been increased due to the additional expenditure that has been forced upon the village and that it is anticipated the precept will be reduced in the future. | |
| 2007/12/6.2.1 | The Council do precept upon East Northamptonshire Council in the sum of £15000.00, to be paid in 2 instalments in April and September 2008. | |
| 2007/12/6.3 | <u>SLCC Society of Local Council Clerks (SLCC) 2008 Renewal</u> Annual subscription of £77.00 due for renewal. Members felt that the membership was of benefit to the Clerk, GG proposed and GL seconded for membership to be renewed, all members in favour. | |
| 2007/12/7 | <u>Correspondence</u> | |
| 2007/12/7.1 | <u>Email from Parishioner re: Highways</u> Email received from Parishioner regarding HGV traffic passing through the village, parking on and around the Green and High Street. Also concern expressed at the possibility of Brown signs being erected to the A605 advertising village amenities. Clerk to respond advising that the brown advertising signs referred to will not be pursued as detailed in November's minutes. | |
| 2007/12/7.2 | <u>Letter from ENC Re: Street Closure Order</u> Letter and road closure order received from ENC for 4 May 2008 between the hours of 10.00 until 12.00 for the purpose of the 10K road race and 3K fun run situated at High Street from outside the Wheatsheaf from its junction with North Street out past Polopit junction, Bidwell Cottages and Fay Way to a point midway between Fayway and Clopton. Notice diarised and will be displayed mid April 2008 onwards on the parish notice board. | Clerk |
| 2007/12/7.3 | <u>Email from Parishioner reporting theft from Garden Shed</u> Report received from parishioner advising of theft from a garden shed to a property in Church Street. Members also reported that several other thefts have taken place within the last few weeks particularly from gardens and storage sheds. Thefts have been reported to the Police and these are being dealt with and investigated. Reports filed and noted in crime file. | |
| 2007/12/7.4 | <u>Cultural Community Partnerships (CCP) – Easter 2008 Programme</u> Invitation received from CCP for Titchmarsh to participate in the Easter Programme offering sport/art/craft activities to children within the village for 2 hours per session over a two week period during the Easter holiday. TPC have previously participated and the sessions have proved successful. The cost to the PC is for the hire of the clubroom. MA proposed and IT seconded all favour to book 2 sessions. Clerk to arrange. | Clerk |
| 2007/12/7.5 | <u>Letter from ENC re: Sewage Sludge Spreading</u> Briefing note re: Powers and responsibilities regarding Sewage Sludge Spreading. Letter and briefing note circulated in float file | |
| 2007/12/7.6 | <u>Letter from ENC re: Enforcement of Waste Management Issues</u> Letter of introduction from ENC re: new staff appointment in this role. Letter circulated in float file | |
| 2007/12/8 | <u>Planning</u> <u>New Planning Applications</u> EN/07/02308/FUL Two storey side extension and associated works (Resubmission) 3 Bidwell Cottages, Roman Road, | |

- 2007/12/9.1 Titchmarsh – Application supported
Highways
Letter received from John Trimble (JT) at NCC Highways acknowledging receipt of letter from Parishioner and also supporting photographs of the lorry movements through Islington. Also confirming TPC instructions to pursue the HGV restrictive parking order to legally prevent HGV's from parking within the commercial area and all the way down in to Titchmarsh. JT also went on to advise that he has received a complaint from a resident within Thrapston regarding the parking, mess, damage to footways and verges and the safety issues associated with the parked vehicles outside the industrial Park. Members felt this is reassuring that the complaints are not just concerns of Titchmarsh residents but of Thrapston as well.
- 2007/12/9.1 JT also gave an update and advised that new larger local access signs adjacent to the roundabout will be erected and expects to see these signs in place shortly, leaving the smaller signs still in place. JT also advised that the new advance sign to the A605 informing traffic that the Industrial Park is straight ahead and Titchmarsh village is left should be in place by February.
- 2007/12/9.2 Report received from Steven Barber of NCC Casualty Reduction Unit following the monitoring of vehicles speeding through Polopit. The data obtained from the speed signs determined that 85% of traffic is travelling at less than 35 mph. SP suggested that clearly this data shows that Polopit does not suffer from excessive speeding and therefore proposed that the data analysis pole be removed. GL seconded. Clerk to make enquiries with NCC for the pole to be removed.
- 2007/12/9.3 Clerk contacted Verity Chilver (VC) Community Engineer at NCC to request that consideration be given to pinch point in the road just after Ikea to prevent HGV's from entering the village. VC responded by advising that she is aware that John Trimble is in the process of implementing a HGV Parking Restriction and also Traffic Regulation Orders at the industrial site and that NCC will need to monitor the area over a period of time to ascertain the effect that these restrictions have in the village. There will be an initial settling period followed by a knowledge of acceptance of the new situation and therefore it would not be cost effective to initiate any further schemes until a measured view of the new scenario is taken.
- 2007/12/10 Removal of Trees to St Andrews Lane/St Andrews Close
Clerk chased Wilby Tree Surgeons (WTS) to find out a date when removal of trees is expected to take place. WTS hoped to have carried out the job before Christmas but will arrange to attend at the beginning of January to remove the trees. Clerk to keep adjoining landowner up to date with progress and also notify when a firm date is known
- 2007/12/11 Grass Cutting
Members agreed when setting the budget to determine the precept for the coming year that the additional grass cutting will not be carried out and the grass will continue to be cut under the frequency set out in the present contract. Clerk to notify ENC.
- 2007/12/11.1 Letter received from NCC authorising payment of the grant available to Parishes wishing to undertake the mowing of their own urban grass. Grant authorised is £681.42 and will be paid by BACS directly in to TPC bank account.

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| 2007/12/12 | <u>Street lighting</u> Letter received from Aylesbury Mains Contractors who maintain the street lighting, of a 12% increase to rates due to increased labour costs and increases from their suppliers, with effect from 1 December 2007. | |
| 2007/12/12.1 | Letter received from EON advising that the proposed removal of overhead lines to parts of the village is being reprogrammed to take place 2008/2009. Diary note made by Clerk to chase up again in May 2008 for a progress report. | Clerk |
| 2007/12/12.2 | Letter received from Powergen advising of increased electricity prices with effect from 1 January 2008. Annual energy cost will increase to £1250.30 plus VAT | |
| 2007/12/13 | <u>Allotments (Islington)</u> The newly staked out allotment plots have proved extremely successful and virtually all of the plots are now let with only a couple remaining. Requests from 11 new allotment holders for sheds to be erected. Members content for structures to be erected IC proposed that the size of the structure to be no more than 8' x 6' in size. GG seconded. Clerk to write to allotment holders confirming request and advising of the maximum size of structure. Diary note made for Councillors to attend at the allotment ground in Islington around June to inspect the condition of the plots. | Clerk |
| 2007/12/13.1 | Additional area of allotment ground allocated for plots to be staked out once initial plots have been let. | |
| 2007/12/14 | <u>Playing Field Association Matters</u> IC thanked Clerk for assisting in obtaining completed signed Lease from Vincent Sykes & Higham Solicitors and also duplicate invoices relating to the costs outlaid for the preparation of the Lease so the VAT maybe reclaimed. SP also reminded GG to provide invoice for the grass cutting at the Playing Field so that TPC may settle this invoice with the Playing Field Association reimbursing TPC the net cost. | |
| 2007/12/15 | Date for next meeting 17 th January 2008 | |
| 2007/12/16 | <u>Items for report only</u> JC – Attended at RAF Alconbury Liaison Meeting IT – reported that a heap of tractor tyres have been dumped in the Lane opposite the Titchmarsh turn which leads to the Nature Reserve SP – Advised stile erected at the bottom of North Street and has been constructed so it is dog friendly MA – Acknowledged that the presentation of the accounts supplied by SP is excellent The Chair closed the meeting at 9.20 pm | |