

TITCHMARSH PARISH COUNCIL

Minutes of the Meeting held on Thursday 21st February 2008 in the Clubroom

Councillors Present: Gina Gaskin (Chair) Bert Ash
Ian Teague John Greig
Geoff Love Julie Cheney

In Attendance: Emma Meen (Clerk)

2008/02/1 **Public Open Time** As there were no members of the public present at 7.30pm, the Chair deemed Public Open Time to be closed

2008/02/2 **Apologies For Absence:** Michael Alderman, Sylvia Prestwich, Ian Curtis. In the absence of Chair and Vice Chair Gina Gaskin appointed as Chair for this meeting only

2008/02/3 **Declaration of Interests** IT declared an interest regarding agenda point 13 – Titchmarsh Village Shop Association. IT signed Declaration of Interest book.

2008/02/3 **Minutes of Last Meeting:** JG proposed and IT seconded that the chair sign them

2008/02/5 **Matters Arising:**

2008/02/5.1 Affordable Housing

Clerk

Update received from Natalie Westland (NW) of ACRE advising that the meeting planned with the owner of site D Islington has been postponed at the landowners request and this has been re-scheduled for 22 February. In the meantime a landowner has voluntarily approached ENC direct with a site adjacent to site D and this is being looked in to by the planning Department at ENC. Clerk to chase NW for a progress report for the next meeting

2008/02/5.2 Missing Sign to Polopit

IC met with representative from ENC, a stake has been placed in the ground to mark the place that has been agreed for the sign to be erected, which is about 5 meters on the village side of the 30mph sign. ENC suggested sign may have to be erected on the opposite side of the road, ie on the east side as that is where the original sign was situated. However ENC will progress this further and it may be possible for the sign to be erected where originally agreed. Orders for signs are placed in batches so a timescale is not yet available. Clerk diarised to chase ENC in 6 weeks for a progress report

2008/02/5.3 Annual Parish Meeting Update

Good response received from local groups agreeing to attend the APM and provide a short 5 minute address. Both Bob Seery and Phillip Hardcastle the District Councillor happy to attend. Poster to be displayed on Parish notice board and in the village shop. Clerk to email poster to JG for insertion in TT. Members agreed not to circulate flyers to each household advertising the APM this year as this will clash with the distribution of TT and an advert will be included in TT. This will save money on paper and also printing costs.

2008/02/5.4 Clerks review/Appraisal

Appraisal carried out by MA and GG after the last Parish Council meeting, but agreed for discussion to be deferred to March meeting when most Councillors will have returned from holiday

2008/02/5.5 Dog Fouling

ENC provided BA with stickers stipulating "no dog fouling" following BA report of problems with dog fouling in Drydens Close.

2008/02/6

Finance

Payments to authorise:

Titchmarsh Clubroom	Hire of Clubroom for 11 Parish Council meetings during 2007 and APM April 2007	£162.50
Wilby Tree Surgeons	Removal of trees to St Andrews Lane	£493.50
Sylvia Prestwich	6 Welcome pack binders	£17.54
Emma Meen	Clerks Salary January 2008 by standing order	£134.16

2008/02/6.1
2008/02/6.2

IT proposed that all payments be made. BA seconded, all in favour
Letter from Audit Commission Advising that BDO Stoy Hayward LLP have been appointed as external auditors to TPC. This appointment will be for a 5 year period commencing with the 2007/2008 accounts.

2008/02/7

Correspondence

2008/02/7.1

Letter from ENC – Increase in number of Parish/Town representatives on ENC Standards Board This will increase the number of Town/Parish Council representatives serving on the Board from 2 to 4. The membership of the board is being increased to 12 overall. Nominations are requested from any member who wishes to serve on the Standards Board. Members wish to decline invitation at this time

2008/02/7.2

Letter from NCC Parish Emergency Planning Conference To be held on Thursday 17th July at Wellingborough's Council Chamber. This conference clashes with TPC meeting.

Clerk

2008/02/7.3

Email from Parishioner – HGV's driving through Islington Copies of the email and supporting photographs forwarded to John Trimble at NCC for his file.

2008/02/7.4

Titchmarsh Clubroom – Hire Agreement Letter received from Clubroom Committee enclosing hire agreement. It has been noted by the Clubroom Committee that they do not hold a signed agreement from TPC for the hire of the Clubroom for PC meetings and the APM. Members felt that the agreement is a standard hire agreement and authorised Clerk to complete, sign and return agreement to the bookings clerk.

Clerk

2008/02/7.5

Letter from ENC – Standards of Operational Response (Fire & Rescue Service) NCC report that they are currently reviewing the current standards of fire cover and propose new standards of operation response. Survey enclosed. Members authorised Clerk to complete and return questionnaire

Clerk

2008/02/7.6

Letter from ENC – Dog Control Orders Information Seminar Following last years consultation paper regarding the introduction of Dog Control Orders in East Northants a number of issues were raised and therefore ENC have suggested it would be prudent to provide an information seminar to be held on 31 March 2008 at ENC. Members not available to attend on this day. Clerk to respond

2008/02/8

Planning

New Planning Applications

EN/08/00132/FUL First floor extension above existing garage at 5 Abbots Close. 4 in favour 2 against. Application supported

Outcome of Previous Planning Applications

EN/07/02308/FUL Two storey side extension and associated works (Re-submission) 3 Bidwell Cottages, Roman Road, Titchmarsh – Permission Granted

2008/02/9

Highways

Clerk provided members with progress report on the following Highways matters currently ongoing:-

- The period of consultation regarding the HGV parking

restriction ends on the 21st February with only one representation received from the Road Haulage Association. Due to the Highways contract no longer being awarded to Atkins this has slightly complicated progress. John Trimble (JT) from NCC has requested for the HGV signs in advance due to the cross over timescale with one contractor ending and a new contractor commencing. He is hopeful that the order can be sealed and the signs erected at the same time, if this does not happen then he is hopeful that the signs will be erected in April under the new contractor. JT advised he is also waiting to hear the amount of funding he will be awarded for the coming year.

- JT advised that he has chased Atkins about the home made pictorial signs to supplement the legal ones (aimed at foreign lorry drivers). The advance direction sign for the A605 informing that Haldens Park way is straight ahead are scheduled for the end of February. IT informed that these have indeed be erected and are in place.
- Regarding the data obtained from the VAS signs, NCC are hoping to analyse this data over the course of the next couple of weeks and report back to TPC.

2008/02/10	<p><u>Consultation Paper – Code of Conduct</u> Letter and consultation paper received from Communities and Local Government which seeks views and detailed arrangements for putting in to affect the orders and regulations to provide a revised more locally based ethical regime for the code of conduct in England. Consultation paper circulated amongst the members for their consideration and comments. Any comments made have been forwarded to Communities and Local Government as requested.</p>	
2008/02/11	<p><u>Village of the Year Competition</u> Application form received from Northants ACRE for entry to the village of the year competition. Members agreed to enter competition once again. In hope to improve on last years results the application form will include details of the liaison group which has been set up relating to the gravel extraction site, recycling bins, and nature reserve. These are the areas Titchmarsh fell down on last year. GG will complete the application form and return to ACRE by the end of March.</p>	GG
2008/02/12	<p><u>Removal of overhead power cables to parts of the village</u> Email received from EON advising that removal of the overhead cables will commence in June. JG proposed that a contractor be employed to oversee the supply and installation of the new columns and lighting brackets so these are in place before the removal of the old ones. Members in agreement with this suggestion. JG produced a comprehensive list of columns and lighting brackets. Members agreed to replace the exact same amount of columns and for the lighting brackets to be traditional in appearance. Two styles chosen. Members agreed for Clerk to write to 3 companies enclosing the schedule of works to be carried out, location plan and brochure showing column and bracket styles chosen and ask for a complete quotation for the supply and erection of the same and for these to be in place before the old columns and lights are removed for ease of re-connection. Clerk to report quotations at the next meeting.</p>	Clerk
2008/02/13.1	<p><u>Allotments</u> Clerk received a report from an allotment holder that a suspect amount of asbestos pieces had been found on one of the allotments plots at Islington. Clerk requested that allotment holder carried no further work out to the plot until this matter had been investigated. Allotment holder, MA & SP met on site and agreed to refer the matter to an asbestos expert. SP made comprehensive</p>	Clerk

	enquiries with ENC, Health & Safety Executive and finally was referred to WSP Risk Management Services in Nottingham an accredited company licensed to deal with such matters. The asbestos was taken to Nottingham under strict protective conditions by SP for the samples to be analysed. The cost for the testing £25.00. Due to time being of the essence SP circulated an email to all members requesting their instructions. Due to the nature of the matter members all agreed for the test to be carried out and for TPC to stand the cost. The test determined that yes it is asbestos but a very low grade. Whilst all asbestos is hazardous the type found at the allotment ground is the least dangerous. With this in mind SP was instructed that it was safe for the pieces of asbestos to be collected. Safety advice was also given how the collection and disposal of the asbestos should be handled. SP has since attended at the allotment ground and the asbestos has been disposed of in a safe and efficient manner. The members requested for it to be noted in the minutes how quickly and efficiently SP dealt with the matter and thanks expressed for dealing with the task.	
2008/02/13.2	Merchant Venturers (MV) have also attended at the allotment ground and are very pleased with the work that has been carried out and the amount of plots that have been created and let. MV are in agreement for two quotations to be obtained for a new hand gate with posts installed on the entrance in to the allotment ground. MV agreed that the additional rent collected may be used towards the cost of a new gate and they would consider contributing towards this. Clerk to obtain two quotations for a gate and two posts and present these at the next PC meeting.	Clerk
2008/02/13.3	7 requests from Islington allotment holders to erect sheds. Members in agreement. Clerk to notify allotment holders and reconfirm that the size of the structure must not exceed 8 feet x 6 feet in size. A request has also been made for a pond to be dug on one of the allotment plots. This request has been refused by the members on the grounds of safety. Clerk to write to allotment holder with instructions.	Clerk
2008/02/13.4	Clerk suggested to members it would be useful for a notice to be erected at Islington allotments now that there are so many allotment holders, as means of communication between TPC and the allotment holders. This would also prove a useful tool to advertise the Horticultural Show. Members agreed that when Clerk requests a quotation for new gate and post that this also includes a quotation for a small notice board.	Clerk
2008/02/13.5	Clerk brought to the member's attention that the increased amount of allotment holders has generate more cars being parked in Islington and along the track to the allotment ground. This will be monitored and may require a letter to all the allotment holders regarding parking safely in and around the allotment ground.	
2008/02/14	Date for next meeting 20th March 2008	
2008/02/15	<u>Items for report only</u> GG advised that construction of the Pavilion at the Playing Field commenced at the beginning of the week. The Chair closed the meeting at 9.00 pm	