

TITCHMARSH PARISH COUNCIL

Minutes of the Meeting held on Thursday 21st June 2007 in the Clubroom

- Councillors Present: Michael Alderman (Chair) John Greig
Sylvia Prestwich (Vice Chair) Julie Cheney
Gina Gaskin Ian Curtis
Ian Teague Bert Ash
- In Attendance: Emma Meen (Clerk) 1 parishioner. Phillip Hardcastle – District Councillor. Andrew Leighton - Northamptonshire Highways
- 2007/06/1 **Public Open Time** 1 Parishioner in attendance raised the issue regarding HGV traffic passing through Islington and if any progress had been made with traffic measures to alleviate the problem. Also has there been any update regarding the proposed Affordable Housing within the village. The chair thanked the parishioner for attending and requesting an update and advised that Affordable Housing is an agenda item under point 5.1 and that Highways is also being addressed under agenda item 9 with Andrew Leighton, representative from NCC Highways in attendance at the meeting today.
- 2007/06/2 **Apologies For Absence:** None
- 2007/06/3 **Declaration of Interests:** IT declared a non prejudicial interest regarding agenda point 16 – Community Shop Group Update. IT signed Declaration of Interest book
- 2007/06/4 **Minutes of Last Meeting:** Clerk made members aware that minute number 2007/05/2 Election of Chair, a vote was not taken as no other candidates stood, MA appointment was proposed and then seconded. Minutes amended to reflect this alteration. SP proposed and IT seconded that the Chair sign them.
- 2007/06/5 **Matters Arising:**
- 2007/06/5.1 **Affordable Housing** Joanne Richardson (JR) Northants Rural Housing (NRH) provided an email update to advise that she is still chasing ENC planning department for a response to the report she has provided regarding the proposed number of properties requested to be allocated for affordable housing within the village and also a response regarding the proposed sites. Members gave a brief history to the new members BA & IT of the sites TPC have requested to be considered for affordable housing (7 in total) and also the results obtained from the survey as to the type of properties required. Clerk to continue to chase NRH Clerk
- 2007/06/5.2 **Removal of Trees to St. Andrews Lane** Insurers have responded to our letter requesting advice how this matter should be progressed. Insurers contacted to advise that they acknowledge the comments made by the NCC County Arboriculturalist but require a statement from NCC that the removal of the trees will not cause land heave and similar problems. NCC have formally written and advise that in their opinion they do not feel that the removal of trees will cause land heave but recommend that the trees be remove to prevent further damage. SP visited site and photographs evidence taken of the cracking to the wall. Photographs circulated to members. Members agreed to inspect site before next meeting to give their thoughts. Adjoining landowner and owner of boundary wall emailed clerk to advise Clerk

- that they are in the process of obtaining a quote for the repair to the wall. Clerk in the meantime to revert to insurers with response from NCC highways and report at next meeting
- 2007/06/5.3 Erection of Stile to North Street Email received from Louise Stokes member of footpath team to advise that she has spoken with the tenant farmer of the North Street field who advises she is not able to arrange for the erection of the stile. Members agreed for a quotation to be obtained from Howard Bosworth for the erection of the stile. Clerk to arrange Clerk
- 2007/06/5.4 Streetdoctor updates Clerk reported to streetdoctor the cracking to the footpath in Drydens Close which is causing a potential trip hazard. Streetdoctor advise that this has been inspected and it is not within the criteria for repair. No further action. The concrete support to the bridge in Polopit has had a works order request to be carried out. Members to inspect and report to Clerk if this has been completed
- 2007/06/5.5 Village of the Year Competition Judging for the competition took place on 1 June 2007. SP & GG escorted judges around the village. It was felt that the judging went well with a number of areas having been improved from the last competition in particular youth and elderly facilities, with the setting up of Titchmarsh Youth group and also the lunch club. Invitation received from NALC for up to 3 representatives from TPC to attend at the VOY presentation evening on Tuesday 24th July 2007 at Northampton. MA & GG to attend. Clerk to notify organisers.. Clerk
- 2007/06/5.6 Strong and Prosperous Community Seminar Attended by SP being a follow up seminar to that held in November to discuss the feedback received from the delegates who attended in November regarding the proposed reforms to how local government operates. NCC trialled a pilot scheme in Kettering with a suggested sum of £10,000 for each Councillor to spend on whatever they see to be appropriate to improve the community. Members proposed that clerk write to Bob Seery to ascertain his thoughts on the proposed restructure of local government and ask his comments where would he like see £10,000 spent. Clerk to formally write to Bob Seery and report at the next meeting with his comments. Clerk
- 2007/06/5.7 Insurance update Clerk contacted insurers to request that the Engine House is removed from the insurance schedule and that miscellaneous adhoc items be increased from £2,500 to £5,000. Also to advise the insurers that the Clerks office is located at her home. Revised schedule and annual premium notice received to reflect above amendments annual premium reduced to £596.99
- 2007/06/6 **Finance**
Payments to authorise:
- | | | |
|-----------------------------------|--|----------|
| Emma Meen | Clerks May salary by standing order | £131.06 |
| John Greig | Titchmarsh Times July/August 2007 | £40.10 |
| Dudley Inkwel | Stationery | £45.80 |
| Vincent Sykes & Higham Solictiors | Solicitors fess relating to the Shop group Lease | £1410.00 |
| Allianz Cornhill | Annual Insurance | £596.99 |
- 2007/06/6 JG proposed that all payments be made. GG seconded, all in favour.
- 2007/06/6.1 Annual Precept Payments Amendment Letter received from ENC advising that due to representations from Town and Parish

	Councils it has been agreed to amend the payment schedules so that we will received 50% of our precept by 1 st May and a further 50% by 1 st October rather than payment to be made quarterly.	
2007/06/6.2	Statement of Accounts Statement of accounts presented to the members for approval prior to submission to the internal and external auditor. GG proposed and IT seconded that the statement of accounts presented before the Council represent fairly the financial position of the council and its income and expenditure for the year ended 31 March 2007.	Clerk
2007/06/6.2	SP reminded IC & GG being representatives of the Playing Field Committee to formally request to the Clerk reimbursement of the VAT being their share of the refund of VAT (£866.11)	
2007/06/6.3	<u>Request for contribution from the Shop Group</u> As per minute recorded 2007/04/6.3 members instructed Clerk to formally write to Shop Group requesting £600.00 contribution towards Solicitors fees relating to the aborted lease for the Engine House.	Clerk
2007/06/7	<u>Correspondence</u>	
2007/06/7.1	<u>Northamptonshire ACRE – Invitation of Support</u> Letter received from ACRE inviting TPC to become a supporter of Northamptonshire ACRE for coming year at a cost of £33.00. Agreed to support a further 12 months.	
2007/06/7.2	<u>New District Councillor</u> Phillip Hardcastle has been appointed as unopposed District Councillor for the area and attended meeting to introduce himself to the members. Cllr Hardcastle lives in Clopton and previously represented Lower Nene Ward as Councillor. Cllr Hardcastle advised that he would like to periodically attend TPC meetings to keep up to date with matters and keep a presence within the Community and to attend full PC meetings now and again. He is keen to be involved with issues within the area and paid particular attention and interest to the matters raised concerning highways. The members thanked Cllr Hardcastle for making the time to attend the meeting and look forward to seeing him in the future. Clerk to keep Cllr Hardcastle up to date with monthly agendas and minutes of meetings.	
2007/06/7.3	<u>Letter from ENC Decriminalisation of Parking</u> Notification received advising of the forthcoming changes to parking enforcement within certain parts of the County. These changes deem that the Police are no longer responsible for the enforcement of yellow lines but contractors employed by the County (NCP Services) will be responsible with effect from 5 August 2007. Contactors will be asked to focus on particular areas of the District where problems are most acute. ENC ask for all Town and Parish Councils for their input where they feel particular areas are most problematic and acute. ENC ask for input by the end of June as they will be meeting with the Contractors in July to discuss initial areas of concern. Members feel that a letter regarding the parking problems outside the Industrial Park at Haldens Parkway would be useful. Clerk to make contact.	Clerk
2007/06/7.4	<u>Village Viewpoint Magazine – Community Speed Watch Article</u> Clerk brought to members attention article in Viewpoint magazine regarding funding available for speed watch project. This involves volunteer members of the community to operate speed cameras within the village on a rota basis with other	

	villages in the County. Members agreed that this type of project was not suitable for the village at this time and did not want to participate.	
2007/06/7.5	<u>NALC Clerks Course – Acting Legally New Model Code of Conduct</u> Clerk informed members that a course is available via NALC to be held on Tuesday 16 th July at NALC offices in Hunsbury at a cost of £26.00 to provide a more detailed understanding of the New Model Code of Conduct recently introduced, to ensure that all aspects of Council business are being conducted legally. JG proposed Clerk to attend course, all in favour. Clerk to reserve a place.	Clerk
2007/06/8	<u>Planning</u> <u>Outcome of Previous Applications</u> EN/07/00613/FUL – Detached garage with veranda 1 Bidwell Cottages, Roman Road, Titchmarsh - Permission granted EN/07/00679/FUL Two storey rear extension 85 High Street, Titchmarsh – Permission Granted EN/07/00429/FUL Demolition of existing dwelling at 34 High Street, Titchmarsh and erection of replacement dwelling – Permission refused	
2007/06/9	<u>Highways Issues</u> Andrew Leighton from NCC Highways attended, invited by TPC to give an update on progress on the highways issues. Members reported to AL that they felt that the temporary signs erected outside the industrial park were far to small and in the wrong place and were having little or no effect whatsoever. Numerous complaints are still being received from Parishioners reporting of the volume of HGV traffic entering and driving through the village. The members asked AL to update TPC on the position regarding the weight limit signs which have been promised for the village. These are supposedly being tagged on to Thrapston's new weight limit signs but at the moment they have no dates for when these are to be in place. AL suggested TPC write to NCC formally requesting weight limit signs. AL was also challenged about the VAS signs, and the visibility splay to the A605 which has also come to standstill. AL recognised that the industrial park is a huge problem. The members aired their concern that the currently undeveloped area of land allocated for future industrial development will only worsen the problem. Action must be taken now. AL left the meeting at 8.25pm. The members expressed their extreme dissatisfaction and frustration and agreed for a firm letter to be sent to John Trimble, AL's superior, and copy this letter to Thrapston Town Council, Bob Seery, Philip Hardcastle District Councillor, ENC and also Phil Hope. Clerk to draft a letter and circulate to members for their input, letter to be sent and hopefully a response be received in time for the next meeting	Clerk
2007/06/10	<u>Casual Vacancy for New Councillor</u> Two Parishioners have contacted Clerk to apply for casual vacancy of Parish Councillor. Mr Geoff Love and Mrs Rosemary Franklin. Members agreed for Clerk to write to both parties to invite them to attend the next Parish Council meeting at 7.15 pm to provide short 5 minute address about themselves so a vote may be taken as who to appoint to fill vacancy. Clerk to write to both parties inviting them to attend.	Clerk
2007/06/11	<u>Allotments</u> members attended at the allotment ground in Islington at 7.00 pm Thursday 21 st June prior to TPC meeting to	Clerk

	inspect the site. It was found that only 3 plots out of the 15 located at the ground are being tended to for the purpose of cultivating and growing produce even though all the allotments are being rented. Members agreed for Clerk to write to allotment holders who are not looking after the plots to express our dissatisfaction at the condition of the plots and to request that the plots are tended to and that a further inspection will take place again in September and should no significant improvement be found the allotment holders who are breaching the terms of their agreements will not be invited to renew their allotment agreements in October. Clerk to make enquiries with the allotment association regarding revised terms and conditions and to discuss rental levels.	
2007/06/12	<u>Repair to Village Notice Board</u> Meeting on site at notice board located outside the School to inspect the report of a repair required to the pin board surround which appears to be letting water in. MA volunteered to attend to board and place some silicon sealant around the edge.	MA
2007/06/12.1	Members also inspected bench to the side of the notice board which has a rotten support that requires attention. Clerk obtained a quotation for the repair £101.50. Members feel that this is too expensive and declined the quotation and instructed clerk to seek a second quotation. Clerk to make further enquiries	Clerk
2007/06/13	<u>Manor Farm Court Boundary Hedge</u> The boundary hedge has not been tended to as promised by the landowner in numerous emails to the Clerk. This area of overgrown hedge is now proving to be a safety issue due to its location opposite the School. Members agreed to accept Howard Bosworth's quotation to cut back the boundary hedge for a sum of £50.00. Once tended to and paid for Clerk to forward copy of invoice on to landowner to ask for payment.	Clerk
2007/06/14	<u>Fly tipping</u> Incident of fly tipping recently reported to Clerk in the Lane to the rear of Church Street. The culprits were witnessed and followed and a note of their vehicle registration was taken and duly reported to Waste Management at ENC who declined to pursue this matter further as the incident had not been recorded on a video camera. ENC offered to provide a "No Fly tipping" sign so this can be erected on the area. Parishioner who reported the incident requested TPC assistance to provide soil and grass seed to cover the existing soil heap so as to give a more attractive appearance and hopefully deter future episodes of fly tipping. MA offered to provide soil and grass seed free of charge. Clerk to notify parishioner that a delivery will be made in due course. A further request was also made for TPC to provide daffodils for the area. Members agreed for request to be deferred to September agenda when planting of daffodils in the autumn will be discussed.	Clerk MA
2007/06/15	<u>Clerks Amended Model Contract of Employment</u> Suggested new model contract of employment for Clerks issued by NALC. SP has read suggested amendments which include provisions being made to pay extended sick pay to Clerk. TPC are not financially in a position to be able to sustain this. Clerks expenses also to be taken in to account, using an office at home, telephone calls etc. Members agreed to continue to use the existing contract of employment but to diarise when the risk assessment is	

- undertaken next year for the clerks office at home to also be taken in to account. Discussion regarding clerk's telephone expenses to be deferred to next meeting.
- 2007/06/16 Community Shop update from Steering Group Written update from the Shop Group circulated to members. Work continuing to the Engine House largely in accordance with timescales. Request from the Shop Group for the Pound Garden to be developed to include clearing of existing lower vegetation and enhanced planting to open up the area. Members in agreement for the Pound Garden to be transformed. Clerk to notify Shop Group. Clerk
- 2007/06/16.1 Drawings of the proposed signage together with colours circulated to the members. The Shop Group asked if the application to ENC for the signage could be submitted in TPC name as this will halve the application fee. Members in agreement for application to be submitted in TPC name, but the cost of the application to be borne by Shop Group.
- 2007/06/17 Report from Playing Field Committee
 IC advised he has received formal notification from ENC that planning consent has been granted for the changing rooms. TPC yet to be notified of this. PF recently held their AGM. GG to continue as Chair for a further year. IC secretary and Dickie Roe appointed as treasurer. They are looking to invite someone else to join the committee. Some funding still outstanding. The progress of the lease is slow with Merchant Venturers (MV) rejecting for a stepped rent increase to be incorporated within the lease MV and PF agree to go ahead with lease on the original basis. Interim invoice received from Vincent Sykes & Higham for time spent to date on lease. PF to deal with.
- 2007/06/18 Date for next meeting 19th July 2007 7.30 pm in the Clubroom.
 2007/06/19 **Items for report only**
 JG advised that he has been approached by the Church to devote a page of TT to the Church as Titchmarsh will no longer be included in the Benefice News and offered to pay for this. Agreed to defer this for discussion at the next meeting.
 Parishioner has made a request for a salt bin to be erected on the lower green.
 IC advised that the sign to Polopit has not been re-erected after the recent works carried out.
 GG advised that the public footpath to the side of the DP across the field has not been cut.
 SP advised that the village planters are now in place and an attempt to steal one happened the day after they were erected.
 BA commented on how nice the new village sign looked
 The Chair closed the meeting at 9.40pm