

TITCHMARSH PARISH COUNCIL

Minutes of the Meeting held on Thursday 20th March 2008 in the Clubroom

Councillors Present: Michael Alderman (Chair) Bert Ash
Ian Teague John Greig
Geoff Love Julie Cheney
Sylvia Prestwich Ian Curtis
Gina Gaskin

In Attendance: Emma Meen (Clerk)

2008/03/1 **Public Open Time** As there were no members of the public present at 7.30pm, the Chair deemed Public Open Time to be closed

2008/0/2 **Apologies For Absence:** None

2008/03/3 **Declaration of Interests:** None.

2008/03/3 **Minutes of Last Meeting:** JG proposed and IT seconded that the chair sign them

2008/03/5 **Matters Arising:**

2008/03/5.1 **Affordable Housing**

Clerk

Update received from Joanne Richardson (JR) at Northants Rural Housing. JR has met with the landowner of the site D in Islington who has confirmed that they are interested in providing a scheme for homes for local people. After the meeting the landowner requested sketches to give an idea of how much of the site would be required so she can think it over. JR has agreed to arrange for an architect to provide some sketches. JG expressed concern that as the matter appears to be progressing and an architect is being employed to produce sketches who is funding this. Members instructed Clerk to find out more information from JR regarding funding.

2008/03/5.2 JR provided a further update regarding the other sites which were being considered for affordable housing. Her response is as follows:-

- Site A and C (North Street) ENC planners do not support these sites and the landowner is not willing to sell land just for affordable housing
- Site B (bottom of Church Street opposite Islington junction) is owned by the same landowner as sites A and C and therefore this has not been pursued. Also a British Gas restrictive covenant crosses this land
- Site E (bottom of the High Street opposite Polopit) the landowner has not responded to a second letter therefore it is assumed that they are no longer interested

The landowner adjacent to site D in Islington who expressed an interest in offering some land for affordable housing has not been in touch again and initially indicated that they were interested in open market housing as well.

2008/03/5.2 **Annual Parish Meeting Update**

Clerk advised that the refreshments have been ordered from the village shop for the APM and will arrange collection and also delivery of wine. A suggestion was made by GL some months ago regarding a No Cold Calling Zone to the village and if the members required this be included in the APM agenda. Members agreed to defer this as an agenda item to April PC meeting rather than inclusion at the APM.

2008/03/6

Finance

Payments to authorise:

Dudley Inkwell	Stationery	£55.49
Emma Meen	Clerks ¼ly expenses Jan 2008 – March 2008	£98.13
H M Revenue & Customs	PAYE January – March 2008	£113.52
A J Marlow	Web site registration and domain service charges	£65.79
M Alderman	Chairs expenses 2007/2008	£61.40
S Prestwich	Travelling expenses incurred re: analysis and safe disposal of asbestos from Islington Allotments	£75.20
Northants ACRE	Village of the Year entry fee	£20.00
Emma Meen	Clerks Salary February 2008 by standing order	£134.16

2008/03/6.1

GG proposed that all payments be made. IT seconded, all in favour. SP requested confirmation from A J Marlow the period covered for the Web site registration and domain service charges for accounting purposes. Clerk to find out.

2008/03/7

Correspondence

2008/03/7.1

Letter from Northamptonshire ACRE – Monitoring & Good Practice Quality Standard review members instructed Clerk to complete survey and return to ACRE.

Clerk

2008/03/7.2

Letter from Northamptonshire ACRE – Community Speed Watch 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. A recent programme of speed monitoring has been undertaken by NCC and members felt this to be sufficient.

2008/03/7.3

Campaign to Protect Rural England (CPRE) – Northants Planning and Landscapes Seminar road show to be held at Cranford Hall on Tuesday 15 April at 7.30 pm. JG & IT expressed a wish to attend. Total cost for delegates to attend is £28.00 which CPRE confirmed can be converted to annual Parish Membership. Members in agreement for both JG & IT to attend but did not wish for the fee to be converted in to annual membership, members felt that the seminar would provide useful information but membership could be seen as supporting a pressure group. Clerk to arrange for delegates to attend.

Clerk

2008/03/7.4

Letter from ENC re: District Wide Graffiti Policy ENC looking at developing a district wide graffiti policy and requested individual towns and villages to monitor areas of graffiti and provide details, and if possible photographic evidence of any problem areas. This will assist ENC build a true picture of the scale and nature of the problem within the district. Members instructed Clerk to respond to ENC by acknowledging letter and advise that Titchmarsh is extremely fortunate not to experience such problems.

2008/03/7.5

Email from Parishioner re: HGV Parking Contents of email noted by members regarding HGV parking at Haldens Parkway.

2008/03/7.6

Letter from ENC Re: Rural North Oundle & Thrapston Plan – Notice of site allocation representations received following submission of the plan following the submission of the plan 115 representations were received from members of the public promoting alternative development sites or proposing additional protection. Due to the representations received by ENC legislation requires the Council to

undertake a further 6 week consultation, regarding the alternative sites which have been forwarded during the initial consultation period. The consultation on the alternative sites will commence on 14 March and run until 25 April. Clerk circulated to members copies of the Statement of Site Allocation Representations which included 15 representations to areas of Titchmarsh. Clerk requested should members have comments relating to the sites mentioned, for these to be discussed at the next PC meeting so any comments can be made to ENC by the required time. ENC advise that any comments made will be incorporated in to a summary report, which will be made available June 2008.

2008/03/8

Planning

Outcome of Previous Planning Applications

EN/07/02266/FUL – The Forge, High Street, Titchmarsh Extension to provide additional garage with studio over and external staircase - Permission refused

2008/03/9.1

Highways

Clerk updated members with progress report received from John Trimble (JT) at NCC.

- JT reported that the objection from the Road Haulage Ass., has been overruled and it is planned to seal the order on 1st April.
- The temporary pictorial signs for the HGV Restrictive Parking Order have now been erected at Haldens Parkway
- JT advised he has a choice of two different signs for the Traffic Regulation Order. The two types of sign available circulated amongst the members (see copy attached). Members chose the larger signs (630mm wide x 1.08m high) as this was felt to have more impact and would reduce the amount of additional “repeater signs” required on the approach to the “T” junction at Islington, thus reducing costs. Clerk to inform JT that members would prefer to see the larger signs.
- JT also advised that he has no budget at all for 2008/2009 Freight Management or Signing, following County Council budget cuts. JT confirmed he has very little left in the freight budget from 2007/2008 and slightly more surplus in the 2007/2008 signing budget which he hoped to use for surveys and feasibility during March. However JT is hoping to carry this across to 2008/2009 to pay for the signs for the HGV parking restriction, but this is not certain. He confirmed he is doing all he can to try and get the budget transferred to allow him to complete this scheme.

2008/03/9.2

IT proposed Clerk contact ENC to ask for feedback now that the HGV Restrictive Parking Order is in place. How is this being monitored and what steps are being taken to police this area. Which contractor has been employed to monitor the area. Also should any vehicles be found illegally parking in the HGV restriction zone are the culprits being fined.

2008/03/9.3

Steven Barber from NCC forwarded the results of the Vehicle Activated Speed sign data analysis which showed an improvement on the previous scheme.

2008/03/10

Float File

Clerk advised members that the float file is not being returned in time for any matters to be included within the following months agenda. Agreed for the float file to be circulated in a strict rotation and retained by each member for 2 days only and to be returned to MA last so this maybe passed to Clerk at the agenda meeting and the contents of the float file can then be inspected and any items

	can be extracted for inclusion on the following months Agenda, if applicable.	
2008/03/11	<u>Clerks Appraisal/Review</u> Clerks annual appraisal/review carried out by GG and MA. Members concluded that they are satisfied with clerks performance. The appraisal established that clerk is working approximately 25-30 hours per month and being paid for 20 hours. Members agreed for clerk to continue to keep a record of the hours worked and to monitor this up to June when a decision will be reached if clerks salary is to be increased in line with the amount of hours being worked. With effect from April clerks incremental salary increase is due as set out in contract of employment. SP announced that the incremental rise be implemented from April 2008 and cost of living rise will be addressed once the figures have been released from NALC.	
2008/03/12	<u>Risk Assessment & Asset Register Review</u> Annual review of Asset Register and Risk Assessment including Clerks home office and seating to be carried out. SP volunteered to carry out review with Clerk. SP & Clerk to mutually arrange and report at the next meeting	SP & Clerk
2008/03/13.1	<u>Removal of overhead power cables to parts of the village</u> 3 companies have been contacted and invited to provide tenders for the replacement columns and lighting brackets. 1 company has declined to tender due heavy workload. JG provided Clerk with details of another company to contact and ask for a quote.	
2008/03/13.2	IT suggested Clerk contact BT to find out what their intentions are for the column in Church Street which has a BT attachment, are BT intending to keep this pole for their own connections, if so would it be possible for TPC to keep street lighting bracket connected to the pole. If this is possible this would reduce expenditure. Clerk to make enquiries with BT direct and report at the next meeting.	Clerk
2008/03/14.1	<u>Allotments</u> 4 requests from allotment holders for sheds to be erected. Consent from members. Clerk to write to relevant allotment holders agreeing to this under the usual terms of size and responsibility	Clerk
2008/03/14.2	JG received a telephone call from a parishioner expressing concern at the volume of cars parked along the track to the allotments and also along Islington belonging to allotment holders. Members agreed to keep an eye on the parking and monitor.	
2008/03/14.3	2 quotations received for the replacement of hand gate, reinstatement of gate post and small area of fencing to the side of the hand gate and also notice board at Islington allotments, in accordance with Merchant Venturers (MV) instructions. Quotations forward to MV for their perusal and instructions also instructions if the additional rent collected maybe used towards the repairs and whether or MV are prepared to contribute towards the costs.	Clerk
2008/03/14.4	Several new allotment holders at Islington have raised the question of a water supply to the allotment ground. In the first instance members instructed clerk to make enquiries with Anglian Water as to the feasibility of water supply being connected to the allotment ground. Clerk to make a formal request to Anglian Water and report at the next meeting.	Clerk
2008/03/15.1	<u>Titchmarsh Playing Field Association</u> GG reported that works are progressing very well with the new pavilion at the playing field. Midsummer Music Evening is arranged for Saturday 21 June and is now being advertised. 10K road race scheduled for Sunday 4th May.	
2008/03/15.2	Clerk informed members that confirmation from the Land Registry has been received confirming that the registration of the Playing	

Field Lease is now completed. Agreed with GG and IC for the original Lease to be retained by Vincent Sykes & Higham LLP for safe keeping in their strong room. A copy lease, for information purposes has been forward to IC and clerk. Clerk to make a note on the playing field file for future reference the whereabouts of the original Lease.

2008/03/14

Date for next meeting Annual Parish Meeting 8th April 2008 and Parish Council meeting 17th April 2008

2008/02/15

Items for report only

SP – Advised that the daffodils provided by the PC at the request of a parishioner for planting on the heap in the Lane to the rear of Church Street do not appear to have been planted. MA agreed to look in to this

The Chair closed the meeting at 9.30pm