

TITCHMARSH PARISH COUNCIL

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

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

In Attendance: Emma Meen (Clerk) 2 Parishioners. Joanne Richardson from Northants Rural Housing and Natalie Westland from Northants ACRE

2007/09/1 **Public Open Time** John and Janet Fieldsend attended public open time to express their concern over the increased HGV traffic passing through the village from the industrial Park. They have participated in the survey though have only made notes for themselves. With them they brought a comprehensive survey prepared by Lloyd Barrett who had authorised them to bring this survey with them, which records and monitors the amount of HGV traffic. Mr Fieldsend indicated that for the period 31 July 07 to 26 August 07 - 84 HGV's had passed through Islington. The Chair thanked them for their attendance and raising these issues, also advised that the matter on Highways is an ongoing issue and that Agenda point 10 will be addressing the matter once again, as numerous correspondence had been passing between the Parish Council and Highways at Northamptonshire County Council (NCC) regarding this problem and also the Lorry Watch Survey which they requested the villagers participate with.

2007/09/2 **Apologies For Absence:** Ian Teague

2007/09/3 **Declaration of Interests:** None

2007/09/4 **Minutes of Last Meeting:** IC proposed and BA seconded that the Chair sign them.

2007/09/5 **Matters Arising:**

2007/09/5.1 Request for salt bin to be erected on the Lower Green Letter received from NCC refusing our request for a salt bin to be erected due to insufficient gradient. Clerk to copy letter from NCC and pass to John Greig (JG) who will speak to the parishioner who made the initial request direct to JG. JG

2007/09/5.2 Village of the Year Competition feedback Feedback from the judges circulated amongst the members, giving marks awarded for particular areas of the competition. Titchmarsh fell down on environmental issues, and young and old facilities. Though the overall score out of 137 was 124 ½ . Clerk to research and make contact with Kings Sutton and Helmdon villages who came 1st and 2nd to see if we can improve on the above areas and to establish the facilities that these villages offer. The members felt that the competition was a success and that Titchmarsh would be entering again next year. Clerk

2007/09/6 **Finance**

Payments to authorise:

Howard Bosworth	Cutting back of bushes at Manor Farm Court	£58.75
Dudley Office Products	Stationery	£55.49
A Wandless Sign Services Limited	Supply of "No flytipping sign"	£148.05
Titchmarsh Clubroom	Hire charges for use by Rural Community Programme (3 sessions)	£45.00

ENC	Grass cutting 1 April 2007 – 31 st July 2007	£1035.54
Emma Meen	Clerks expenses (see attached breakdown)	£233.13
BDO Stoy Hayward LLP	Fees for external audit for year to 31 March 2007	£158.63
Emma Meen	Clerks Salary July 2007 by standing order	£131.06
Emma Meen	Clerks Salary August 2007 by standing order	£131.06

- 2007/09/6.1 SP proposed that all payments be made. GL seconded, all in favour.
- 2007/09/6.2 Cheque received for £25.00 prize money for 3rd place for Village of the Year Competition
- 2007/09/6.3 Letter and cheque received from Gordon Noble Land owner at Manor Farm Court enclosing a cheque for £150.00 in payment towards the cost of cutting back the boundary hedge and also apologising for not having carried this work out, though previously promised to do so.
- 2007/09/6.4 Annual Return Annual return and notice of conclusion of audit presented to TPC and approved by external auditors. Relevant notice displayed on Parish notice board.
- 2007/09/6.5 Cheque received from H M Revenue & Customs for the sum of £150.00 being the online payroll filing incentive for 2006/2007
- 2007/09/7 **Correspondence**
- 2007/09/7.1 Letter from Older Wiser East Northamptonshire (OWEN) Clerk
Advising that at their AGM it was proposed to ask for financial support in a levy on each Town and Parish Council of £10.00 for the coming financial year. JG proposed TPC decline. GL seconded. Clerk to write to Secretary of OWEN to advise
- 2007/09/7.2 Clubroom Committee Letter received from Clubroom Committee advising that with effect from 1st September 2007 the hourly rate for the hiring of the clubroom will be increased to £6.00 per hour all inclusive.
- 2007/09/7.3 Survey of the Council received from NALC Clerk to complete and return Clerk
- 2007/09/7.4 Community Payback Scheme Details received from Clubroom Committee advising of Scheme that is available where people who receive hours of Community Service when they have committed offences can be engaged under a supervised scheme to carry out specified jobs. Under the Scheme the Clubroom is being repainted, internally. Members agreed that they would be interested in finding out more details of the Scheme. Clerk to make enquiries and report at the next meeting Clerk
- 2007/09/7.5 Annual Parish Questionnaire received from Atkins Clerk to complete and return Clerk
- 2007/09/7.6 Rural Accessibility Audit received from NCC Clerk to complete and return Clerk
- 2007/09/7.7 Letter from ENC notifying of road closure for the opening of the Village Shop on Friday 21st September 2007 between the hours of 09.30 to 16.30, The Green from the junctions of High Street and Chapel. Notice displayed on the notice board.
- 2007/09/8 **Planning**
New Planning Applications
EN/07/011643/FUL – Re-submission Two storey side extension 45 High Street, Titchmarsh – application supported

EN/07/01774/TPO Trim back Horse Chestnut Tree overhanging conservatory at 11 St Andrews Close, Titchmarsh - application supported

Outcome of Previous Planning Applications

EN/07/01237/FUL Two storey side extension 3 Bidwell Cottages, Roman Road, Titchmarsh – application withdrawn

EN/07/01139/FUL – Conversion of existing outbuildings to house and garage at 69 High Street, Titchmarsh – permission granted

APP/G2815/A/06/2019989 – Wind Farm at Ellands Farm, Hemington – Appeal dismissed. Appeal decision circulated in the float file

2007/09/9

Affordable Housing

Joanne Richardson (JR) from Northants Rural Housing (NRH) attended meeting together with Natalie Westland (NW) of Northamptonshire Acre (NA). NW is employed as the Rural Housing Enabler for the County and her role is to advise, support, represent and help the various parties in the development of affordable housing in the rural areas of the County. JR re-capped the discussion held at the last meeting and the progress she has made to date. The 5 sites TPC asked her to research have been evaluated for their suitability by the planning department at ENC which has resulted in 2 favoured sites, (1) Islington and (2) High Street, far end towards London End. The other sites were excluded from consideration due to highways issues. Members requested that JR revert to ENC and ask for more details why the other sites were dismissed. JR will now write to the landowners of the preferred sites to establish if they are interested in the proposal. JR to report back to Clerk with a progress report.

2007/09/10

Highways

See annexe 1 (2007/09/10) summarising Highways

Clerk

2007/09/11

Allotments

Members met at Islington allotment ground at 7.00 pm prior to commencement of Parish Council meeting to inspect condition of the site following last inspection in June. No significant improvement to plots found. Members agreed for Clerk to write to allotment holders who are not looking after their plots to formally advise that they will not be invited to renew their allotment agreement on 11th October and for all items of rubbish and personal effects to be removed with effect from this date. All remaining allotment holders at Islington to be invited to renew their agreements and advised that a 10% increase to the annual allotment rent agreed at the AGM and effective from 11th October 2007

Clerk

2007/09/11.1

IT researched other allotment terms and conditions and suggested that the following clauses be included within the agreement with effect from 11 October 2007:-

1. Bonfires not to be left unattended and that all allotment holders must make sure that bonfires are fully extinguished before leaving the allotment ground
2. The purpose of the allotment are for domestic and

recreational cultivation of flowers, vegetable and fruit crops only

3. Bees will not be kept at the allotment ground unless specific approval has been sought from the Parish Council and permission given in writing.
4. Trees and bushes planted within the allotment ground exceeding 2metres in height are prohibited

The members felt that these additions to the Allotments Terms and Conditions to be fair and sensible. Clerk to amend terms accordingly and send a revised set of terms to each allotment holder for them to read, sign and return.

2007/09/11.2	Approval has been received from Merchant Venturers following our written request to offer to the existing allotment holders the opportunity to sub divide plots If they wish. Clerk to include a paragraph within the annual allotment invoice to suggest to the Islington allotment holders (only) if they would like to sub divide their allotment plot we would be happy to consider their request. Currently a waiting list of 9 individuals wanting plots.	
2007/09/11.3	MA kindly offered to plough the allotment site at Islington after 11 th October when vacant possession will be available of the plots where the agreements have been terminated, to make them presentable in condition and to mark out clearly showing the extent of each allotment plot in readiness to show prospective allotment holders.	MA
2007/09/12	<u>Removal of trees to St. Andrews Lane</u> No response received from landowner adjacent trees in St. Andrews Lane following Clerks letter. On this basis members agreed for trees to be removed. Clerk to contact Wilby Tree Surgeons to instruct them to carry out the work as per their quotation in March 2007. Clerk to notify adjoining landowner.	Clerk
2007/09/13	<u>EON Agreement for Unmetered Electricity Connections</u> Letter received from EON advising that they do not hold a formal agreement between them and TPC authorising the connection of our streetlighting equipment to their network. Agreement read by SP who suggested that agreement be signed. JG seconded signing of the agreement. Clerk to sign and return agreement together with an inventory of the streetlighting equipment. Diary note made for an amended inventory to be sent to EON annually for keep their records up to date.	Clerk
2007/09/14	<u>Missing sign at Polopit</u> Report by IC that sign entering to Polopit is missing. The sign should be located to the bottom of Polopit by the last property on the left. Clerk to make enquiries with ENC for a new sign to be erected.	Clerk
2007/09/15	<u>Daffodil Bulbs</u> members agreed that the planting of daffodil bulbs along the verge proved to be successful last year and presented a very attractive setting on entering the village. Members agreed to plant additional bulbs again this year along the verge towards the A605. MA to arrange purchase and collection of bulbs. Sunday 7 th and Sunday 14 th October agreed as suitable dates for the planting of the bulbs. Clerk to display "Planting Sunday" poster on the Parish and village notice board inviting volunteers to assist.	
2007/09/15.1	Following a request received from a parishioner for bulbs to be planted on the lane to the rear of Church Street which has experienced quantities of flytipping in previous months.	Clerk

Members agreed for half a bag of bulbs to be dropped of to parishioner so bulbs can be planted on the soil covered heap.
 Clerk to notify parishioner of imminent delivery of bulbs

2007/09/18 Community Shop update from Steering Group Clerk

Report from Shop Group read out to members. A part time manager has been appointed. Grand opening of Shop Friday 21st September 2007 by Alan Titchmarsh. Various events and speeches being made by Phil Hope and Michael Alderman. The Pound Garden has been transformed by volunteers with various donations being made towards seating and plants. Formal request made by Shop Group to TPC to ask for their assistance in funding the cost of the remaining planting and the purchase of two additional tables and chairs to complete the garden. The cost for these items is approximately £860.00. IC proposed a donation of £500.00 be made. SP seconded, all in favour. Clerk to write to Shop Group advising that a donation will be made of £500.00

2007/09/18 IC reported that a parishioner has expressed concern about parking in the High Street once the Shop is open and customers parking inconsiderately in the High Street obstructing access to driveways. Members agreed to monitor this and pay attention to parking issues.

2007/09/19 Report from Playing Field Committee

Following further discussion members agreed that the Playing Field Committee will officially disassociate from the PC with effect from 1 October 2007, and will be an independent group of volunteers known as the Playing Field Association.

2007/09/19.1 Fund raising still progressing. A definitive ruling has been received from the VAT office stating that as the construction of the new changing room is a community facility this will be classed as zero rated for VAT purposes.

2007/09/20 Date for next meeting 18th October 2007.

2007/09/19 Items for report only

JC reported a traveller incident occurred over the summer which was dealt with very effectively and efficiently by Huntingdon District Council. An article regarding the same has recently been published in the Hunts Post and a copy of this article will be circulated in the float file

The Chair closed the meeting at 9.45pm

Highways

annexe 1 (2007/09/10)

Lorry watch surveys carried out as requested by NCC. Comprehensive survey prepared by a parishioner with photographic supporting evidence. Survey to be circulated in the float file and gives a clear indication of the extent of the HGV problem driving through the village. Detailed emails between Bob Seery and also John Trimble (JT) of NCC Highways Department distributed to members prior to the meeting. Emails conclude that contrary to Parish Council's understanding from Andrew Leighton Titchmarsh was not tagged on to Thrapston's impending weight restriction. John Trimble responded to Clerks letter acknowledging the local access signs have been erected and also TPC comments that they have been installed in the wrong location. JT confirms that Titchmarsh is on their waiting list for consideration for an amenity weight restriction. Reference has also been made to TPC concerns that HGV traffic will only increase when the industrial Park is fully up and running. JT suggests that ENC will hopefully consider providing lorry parking when they consider planning for the site, and also endeavour to obtain funding from the developer of the most recent site to assist with the construction of a lorry park. JT advises that the County policy on weight restrictions states that for one to be considered the area should be suffering a minimum of 30 HGV movements per day. In light of JT letter the members felt that the response does not fully answer our concerns and the survey produced exemplifies the problem. Clerk to write to JT asking him to attend the next PC meeting. Copy of survey to be returned to NCC and also copy to be sent to JT.