

- 2011/11/8.1 Letter from ENC re: Dog Control Orders – April 2009 saw the last review of a number of dog control orders. Another review is now taking place for ‘dog exclusion’ and ‘dogs on leads’ areas. The PC discussed if they felt any additional areas to be considered for this order, and decided that no amendment or addition required.
- 2011/11/8.2 Parish Grass mowing 2012. grant applicable – As with previous years letter and agreement for signature received from NCC for the grant payable to PC’s-who opt out of the standard Council grass cutting contract and take care of their own grass cutting (as TPC do). The grant is based on the prices the County Council would pay their contractors to carry out 3 cuts per year. The grant applicable this year is £659.22. Members delegated clerk to sign the contract on behalf of the PC.
- 2011/11/8.3 Email from Enforcement Officer at ENC re: issue over garden land and height of boundary hedge to property in St Andrews Lane. email seeks confirmation from the PC whether or not an approach has been made to the land owner over the height of boundary hedge and use of paddock as garden land. Clerk confirmed with ENC that whilst a comment was made to the PC that the laurel hedge appeared to be encroaching on the footpath, which leads in to the Tofts field, but following a routine look at the hedge, no further action was taken. The only comments relating to this matter have been observational comments which have been noted in the minutes. No communication has been made with the owner via the PC. The PC have not be made aware of any other matter about the garden land. Details noted
- 2011/11/8.4 Email from ENC Town and Parish Councils Planning and Infrastructure Session advising a session will be held on Tuesday 29 November at 7pm in the Council Chamber at East Northamptonshire Council Offices to follow up on some of the issues raised at the recent NALC AGM. JR, IC and IT volunteered to attend. Clerk to organise...
- 2011/11/9 **Outcomes of previous applications**
 Application number EN/11/00858/FUL Part conversion of and alterations to existing building with two storey extension to form separate dwelling at 29 St Andrews Lane, Titchmarsh.- *permission granted*
EN/11/00999/FUL Dwelling and garage to replace existing storage units permitted under EN/98/00470/RTN at Land off Polopit Titchmarsh - *permission granted*
Application number EN/11/01412/FUL Two storey rear extension, replacement of flat roof to pitch roof on existing single storey rear extension and formation of a new detached garage with open walkway (re-submission of EN/11/00111/FUL at 71 High Street, Titchmarsh - *permission granted*
Parish Council responses to the following applications
- Application number EN/11/01611/FUL Oak framed orangery to the rear of existing dwelling at the Forge, High Street, Titchmarsh. IC proposed that TPC support the application. MN seconded. 7 in favour and 1 abstention. It was **RESOLVED** that Titchmarsh Parish Council support the application
 - Application number EN/11/01660/FUL Erection of A1 retail food store and associated service areas, car parking spaces and landscaping, access improvements and associated works following the demolition of exiting buildings on the site at land off Bridge Street, Thrapston (*comments only required to this application*) IC proposed that a letter be sent to ENC advising that TPC are concerned that the proposal will lead to the demise of trade in Thrapston Town Centre. MA seconded. 6 in favour and 2 abstentions. It was **RESOLVED** that a letter be sent to ENC expressing concern over the application, as detailed above.
- SW vacated the room whilst this agenda item took place as she has declared a prejudicial interest**
- Application number EN/11/01710/FUL Installation of solar panels on garage roof to the rear of 8 High Street, Titchmarsh. IC proposed that TPC support the application. IT seconded. All in favour It was **RESOLVED** that Titchmarsh Parish Council support the application
 - Application number EN/11/01711/LBC Installation of 4KW photo voltaic solar panel modules on garage roof to the rear of 8 High Street, Titchmarsh. . IC proposed that TPC support the application. IT seconded. All in favour It was **RESOLVED** that Titchmarsh Parish Council support the application ***SW returned to the room once the agenda item was discussed. The chair recounted to SW the motion and resolution***
- 2011/11/9.1 To discuss changes to planning framework – deferred from last meeting. The members agreed in light of the invitation to attend the Planning infrastructure session at ENC, as detailed at minute number 2011/11/8.4, to once again defer this agenda item until after the session has taken place. It was felt that members will have a better understanding of the proposed changes and be able to discuss this agenda objectively.
- 2011/11/9.2 To note email from NCALC regarding changes to planning framework and details of a consultation. The members deferred any comment to this consultation, as per the comments made at minute number 2011/11/9.1
- 2011/11/9.3 To note details of audit of planning applications relevant to Titchmarsh –Clerk has contacted ENC following audit of outstanding applications, namely 5 affordable homes at Tofts Close and Renewal of planning application for Manor Farm Court. ENC advised that unless the applicant (Northamptonshire Rural Housing) withdraw the application, the application will remain on-going. Regarding Manor Farm Court – ENC advise they will shortly be issuing the planning permission for the 6 houses at Manor Farm Court.

- 2011/11/9.4 Archiving of planning applications – Clerk requested permission from the members to dispose of a number of planning applications dated prior to 2005. Should the information be required at any point in the future, this is available on ENC website. IT proposed that the clerk organise for the planning applications to be confidentially destroyed, pre dating 2005. JR seconded. All in favour. It was **RESOLVED** that all planning applications dated prior 2005, to be destroyed. A side note was made to specifically retain the paperwork relating to Manor Farm Court.
The Chairman or his nominees will attend at East Northamptonshire Council Development Control meeting to support the decisions of the Parish Council on these matters, if appropriate.
- 2011/11/10 **Allotments**
- 2011/11/10.1 Update regarding depositing of manure at Islington allotment ground as resolved at the last meeting Agreed that the allotment working party would be happy to meet on site and stake out the holding areas, to clearly define where all future manure may be acceptably deposited. Landowner who will be making the manure deposits, will also be invited to attend the meeting, for clarity.
- 2011/11/10.2 Availability of allotment plots Vacant plot at Tofts allotment ground now re-let. No further plots at Tofts available. 3 plots re-let at Islington. 3 plots currently available. Details noted
- 2011/11/10.3 Quotations for new allotment gate at Tofts allotment ground¹ In line with the standing orders, two quotations have been received for the installation and erection of a new allotment gate and gate posts at Tofts.
H & M Carpentry £385.00 including VAT
J & S Pendred £440.00 plus VAT
Members agreed to accept H & M Carpentry quote. Clerk to raise a work order and instruct them to proceed with works as soon as possible.
- 2011/11/10.4 Request from an allotment holder (Islington) to erect a shed outside the perimeter of his allocated allotment
An allotment holder has made a formal request to erect a shed on the grass track to the left hand side of the allotment ground, to the side of the manure holding area. The reasons for the request are that the allotment holder wishes to utilise all of his plot and not erect a shed within the confines of the allotment plot. The previous allotment holder erected a shed in this location. Two other allotment holders already have established sheds outside the perimeter of their plots. IC proposed that the request be permitted, and that a plan be included in the permission letter, clearly defining the area where the shed is to be erected. JR seconded. All in favour. It was **RESOLVED** to grant permission to the allotment holder to erect a shed, within a specific area, as detailed on a plan included with the permission letter.
- 2011/11/11 **Christmas Tree**¹ In line with the standing orders, two quotations have been received for the purchase of a Christmas tree
Bosworths to supply and deliver a 20ft Christmas tree - £90.00 to £100.00. **Lower Dean** - 20ft Christmas tree £150.00. 15ft - 16ft Christmas tree £100 - £115. JR proposed that the quotation from Bosworths is accepted. SP seconded. All in favour. It was further agreed for a request to be made that the tree is delivered 8 or 9 December 2011, ready for it to be erected 10 December 2011. It was **RESOLVED** to accept the quotation from Bosworths and for the above delivery dates to be requested.
- 2011/11/11.1 **Christmas tree lights** BA kindly sourced a number of suppliers and costs for replacement Christmas tree lights. The members reviewed the prices and the various combinations of lights available. Based upon the information sourced BA proposed that the lights be purchased from a company called lights 4 fun. 64 meters of LED warm white lights, with the option of adding to the lights in the future, if required together with a 5 year guarantee. The total cost including VAT £161.08. JR seconded. All in favour. It was **RESOLVED** to purchase 64 meters of Christmas tree lights from lights 4 fun as detailed above. BA to organise order. The chair thanked BA for sourcing the information about the lights.
- 2011/11/12 **Refreshing of the Parish Council website** Geoff Love provided a detailed update regarding the refreshing of the website. Maintenance costs were also discussed. The current annual domain charges are £66.00 per annum. On the basis of the details provided by Perchpole Media the annual costs would be £250.00. Further charges would also be applicable for the weekly updating/adding to the site. The members discussed at length the proposed costs, and it was felt that these were very expensive. JR proposed that a draft contract be requested and to challenge Perchpole Media on the charges for the hosting of the site and subsequent weekly maintenance charges. In addition to the draft contract a justification to be provided on what the PC will actually be receiving for the increased fees. IC seconded. All in favour. It was **RESOLVED** to request a draft contract from Perchpole Media together with a financial justification on the annual fee structure.
- 2011/11/13 **NCALC AGM attended by JG and clerk on 22 October 2011** Clerk confirmed that both she and JG had recently attended the NCALC AGM, which was both interesting and informative and provided detailed information regarding the forthcoming changes to the planning framework. The same details regarding the changes will also be reviewed at the planning infrastructure session which JR, IC and IT will be attending on 29 November 2011.
- 2011/11/14 **Parish Council computer** Clerk reported that the Parish Council computer is running extremely slowly. The two options available are to either (1) purchase a replacement computer (processing unit only as

existing monitor and keyboard will be retained) or (2) instruct a computer engineer to look at the processing unit to carry out any upgrade/repair. Discussion followed on the merits of spending money on a repair, when the PC is 5½ year old. It was felt that it was not necessarily cost effective to spend money on a repair, and maybe prudent to purchase a replacement processing unit. IT volunteered to obtain a which includes a more modern up to date wireless printer. Quotation to be presented at the next meeting.

2011/11/15

Date of next meeting Tuesday 20 December 2011 at 7.30 pm The Pavilion, Drydens Close, Titchmarsh (unless a planning meeting is required to be called in the meantime).

2011/11/16

Items for report only

- IT confirmed that the personally fund TPC Christmas meal has been booked for Tuesday 6 December 2011 at 7.30pm at The Wheatsheaf
- IC – confirmed PC articles for the next edition of Titchmarsh Times. IC also requested for the next agenda to include an item regarding the brook at Abbots Close
- MN – confirmed he has now resigned as a member of the Playing Field Association
- SW – Asked for clarification of who owns the footbridge at Wigsthorpe
- MA – mentioned two suspicious people were cutting trees down at the bottom of Islington
- SP – in answer to the above, had also spotted the same, and after much investigation found the matter related to Carter Jonas. SP has since referred the matter to Carter Jonas and also ENC/NCC as the trees in question are situated in a conservation area.
- BA - Footpath outside 11 Drydens Close is damaged due to overhanging trees and tree roots.

The Chair closed the meeting at 9.20 pm

FOOTNOTES RELEVANT TO MINUTES ABOVE

Minute number 2011/11/10.3¹ & minute 2011/11/11

ORDERS FOR WORK, GOODS AND SERVICES

All members and Officers are responsible for obtaining value for money at all times. An officer issuing an official order is to ensure as far as reasonable and practicable that the best available terms are obtained in respect of each transaction, usually by obtaining three or more quotations or estimates from appropriate suppliers, where works are expected to exceed £500 + VAT, subject to any de minimis provisions in Regulation 11 (I).

