

# TITCHMARSH PARISH COUNCIL

The Pavilion, Drydens Close, Titchmarsh Tuesday 19 July 2011

Councillors Present:

Ian Teague (Chair)

John Greig

Mark Noakes

Sylvia Prestwich

Jackie Rowe

Ian Curtis

Sara Wilcox

In Attendance:

Emma Morehen (Clerk)

2011/07/1

**Public Open Time** 5 members of the public attended the meeting to raise concerns and object to the removal of the manure at Islington allotment ground. A further member of the public was also present who supports the removal of the same. The chairman addressed the public and summarised the point regarding the manure at Islington allotments, which was discussed at the June 2011 meeting. A spokesperson addressed the members, who advised that the readily free supply of manure is an extremely useful resource to most plot holders, and publically thanked the person who is depositing the manure, for their use. The current pile of manure will be sufficient to last for 6-9 months. Discussion followed regarding the chemical composition of the manure and the decomposition process. The objector to the pile, suggested a compromise where manure could be delivered to individual allotment as and when required. The chair thanked the public for attending the meeting and airing their concern, for and against the depositing of the manure and invited them to remain for the entirety of the meeting if they wished, or to remain to listen to this point on the agenda.

2011/07/2

**To receive apologies for absence:**

BA- Holiday. MA – Holiday. JR proposed that the apologies be accepted. SP seconded. All in favour. It was **RESOLVED** to accept BA and MA apologies for this meeting

2011/07/3

**Declaration of Interests for items contained on the Agenda:**

JR, IT, SP, IC, BA and JG declared a personal interest in agenda item 12 regarding Titchmarsh Village Shop Association. As per the letter from ENC dated 13 July 2011, a dispensation has been granted to the aforesaid by the Standards Board in matters relating to the Engine House and Village Shop Association.

MN, JR and IT declared a prejudicial interest in agenda item 14 as they have children who are affected by the cut in funding for 6<sup>th</sup> form transport. MN, JR and IT agreed to withdraw from the discussion at this point on the agenda.

IC declared a personal interest in agenda item 8 Planning and the application referred to in Polopit, as he is a neighbour to the site in question.

2011/07/4

**Minutes of Last Ordinary Meeting:** All agreed minutes of the meeting held on 21 June 2011 to be an accurate record. MN proposed and SW seconded that the Chair sign them.

**At the discretion of the chair and on the basis of procedural efficiency, the chair moved agenda item 13 to the start of the meeting so the members of the public may listen to the discussion regarding this point**

2011/07/5

**Matters Arising (for information purposes only):**

- **Update regarding village website** Geoff Love has confirmed that he is now in receipt of a cheque made payable to TPC from Bob Seery for £2000.00 towards funding the refurbishment of the website. GL has advised he intends to start work on this matter within the next 2 weeks. Agreed for clerk to invite GL to the next convenient PC meeting so he may give an update on the progress on this matter.
- **Notes regarding Broadband** At the last meeting SW raised a question about broadband within the village. Clerk carried out a small amount of research, in summary PC have few resources to be able to become involved. Email received from Big Idea.northamptonshire asking PC's for continued support for the superfast Northamptonshire broadband bid. The superfast Northamptonshire blog can be found at :-<http://superfastnorthamptonshire.wordpress.com/>. An E-Petition is also available, urging as many names as possible to back the bid and send a clear message back to Local Government of the support for continued future investment in superfast broadband in Northamptonshire and across the UK.

2011/07/6

**Finance to approve the accounts paid and due for payment**

Payments to authorise:

Payee	Service Provided	Cost
EON	Electricity for street lighting May 2011	£125.23
Emma Morehen	Clerks salary paid by standing order June 2011 ( which includes back pay from April 2011)	£209.80

2011/07/6

IT proposed that payments be made. JG seconded, all in favour. It was **RESOLVED** that payments be made

2011/07/6.1

**¼ly financial statement** – Presentation of accounts for April to June 2011 by SP. Budget figures compared with actual. Details noted.

- 2011/07/6.2 Letter received from Barclays Bank confirming new signatories to the PC bank account with immediate effect. IT, MA and JG
- 2011/07/7 **Correspondence**
- 2011/07/7.1 Letter from NCC re: Northamptonshire Minerals and Waste Development Framework – draft revised supplementary planning document (deferred from June 2011 meeting) - Consultation seeking views on the content of a revised supplementary planning document. If the PC wish to make any comment response required by 28/07/2011. The information maybe viewed [www.northamptonshire.gov.uk/en/council/services/enviro/planing/policy/minerals/pages/newsupdate.aspx](http://www.northamptonshire.gov.uk/en/council/services/enviro/planing/policy/minerals/pages/newsupdate.aspx).  
IC confirmed he has now inspected the documentation. Whilst he feels that a formal representation to the consultation is not required by the PC, it was noted that there are no new long term plans for development within the Titchmarsh area. Also the gravel extraction site situated along Ranway is not identified as being extended beyond 2015. The consultation documentation does not make further references beyond this date. Agreed to monitor the site for after care, which is for the benefit of the community.
- 2011/07/7.2 Titchmarsh Parish Council Dispensation – letter received from ENC, advising that the Standards Board agreed that a dispensation be granted to Councillors Ian Teague, Ian Curtis, Sylvia Prestwich, Jackie Rowe, Bert Ash and John Greig in matters relating to the Engine House and Village Shop Association, for a period of four years or until the current standards regime no longer exists, whichever is sooner. For the avoidance of doubt, the grant of dispensation by the East Northamptonshire Standards Board does not excuse a councillor from complying with the declaration requirements in paragraph 9(1) of the Code of Conduct. In other words, councillors who have a dispensation must still declare the existence and nature of the interest in question at a meeting at which the matter is being discussed, and it would be appropriate to state publicly at the same time that a dispensation is held
- 2011/07/7.3 Letter from NCC Highways Dept re: Access to proposed Cattle Market - To note email from NCC Highways Dept regarding proposed relocation of Cattle Market to land off Ranway. Terry Chapman responded by email. *I note the concerns of the Parish Council and confirm that pre-application discussions have taken place between the Highway and Planning Authorities at independent meetings. Issues regarding off-site accommodation works to facilitate HGV access into the site and a dedicated turning area (within the adopted highway) and preventative measures to prevent HGV movement through the rural network, have been discussed at length with the developer. As with all pre-application meetings proposals tend to change in the interim period and I am unable to comment further until a formal consultation by the planning authority to the highway authority has been made. Issues regarding protecting the rural approach to Titchmarsh have been made in the first instance where the developer has made initial suggestions how to facilitate this need. The advice is given without prejudice to the views which may be expressed by Northamptonshire County Council as Highway Authority, should an application be made.* Details noted
- 2011/07/7.4 To note email from parishioner reporting defects to footbridge close to the entry to the nature reserve and also evidence of fly tipping along Roman Road. Matter has been dealt with. Details noted
- 2011/07/7.5 Letter from ENC re: New funding stream for planting trees - Details of a new funding stream for planting trees are at [http://www.woodlandtrust.org.uk/en/moretrees-moregood/get-involved/plant-trees/Pages/jubilee-woods.aspx?WT.mc\\_id=jubilee](http://www.woodlandtrust.org.uk/en/moretrees-moregood/get-involved/plant-trees/Pages/jubilee-woods.aspx?WT.mc_id=jubilee) Details noted
- 2011/07/7.6 Email from parishioner regarding wheelie bins –parishioner reported that he has liaised with ENC regarding the inaccessibility to some properties for wheelie bins and therefore ENC have agreed to supply black bin bags for collection of household rubbish. Parishioner has decided no to press the matter any further. Details noted
- 2011/07/7.7 Council survey 2011 received from NCALC, the data requested is to refresh the data previously requested in 2007, and to explore attitudes to current policy initiatives. The results of the survey help Northants CALC to improve services to member councils and better represent the sector when speaking to principle councils and government. Deadline for return 31 July. Recommend that survey is completed by clerk and chair or another councillor. JG volunteered to assist clerk with completion of the survey and return by the due date.
- 2011/07/7.8 Summer Safety day 30 July 2011 held at Stanwick Lakes and organised by East Northants Community Safety partnership. Information will be provided on a wide range of community safety related issues – details noted
- 2011/07/7.9 ENC – consultation Open space supplementary planning document. Details to be circulated in the float file. If the PC wish to comment on the consultation responses required by 23 September 2011. The document sets ENC approach to providing open space in new developments (residential and commercial and how financial contributions will be sought to sustain, improve and maintain open space). Once adopted this supplementary planning document will form part of the Local Development Framework (LDF) for East Northamptonshire. The framework sits within a wider planning policy framework which include various documents such as sustainable development, Biodiversity etc. Details circulated in the float file
- 2011/07/7.10 Email received from Chairman of Ringstead PC I am Chairman of Ringstead Parish Council, asking for a contact at TPC who would be the most knowledgeable about limestone quarrying in the area”. NCC have

informed Ringstead PC that Mick George Aggregates operates within Titchmarsh Parish. Request made to have an ad hoc discussion on the subject in anticipation of a planning application for a limestone quarry in Ringstead Parish. Members agreed to delegate this task to IC. IC confirmed his willingness to do so.

2011/07/7.11 Mobile Library schedule – details of Mobile Library timetable effective from 3 August 2011. Details circulated in the float file. Detail to be included in Titchmarsh Times.

2011/07/8 **To note outcomes of recent planning applications:-**

- EN/11/00498/FUL (amended) Demolition of existing dwelling and garages and erection of two 1 bedroom and one 2 bedroom dwelling at 4 St Andrews Close, Titchmarsh – *Refused*
- EN/10/00914/OUT Demolition of existing garages and the erection of two dwellings and associated parking at Garage Block, Drydens Close, Titchmarsh - *withdrawn*

**To discuss this Councils response to Planning Application number(s)**

- 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. IT proposed that the application is supported by TPC. JR Seconded. Voting followed. 3 in favour and 4 against. It was **RESOLVED** that Titchmarsh Parish Council object to the planning on the basis that the development of the property is out of character with the street scene and that the development comprises back development.
- EN/11/00999/FUL Dwelling and garage to replace existing storage units permitted under EN/98/00470/RTN at Land off Polopit Titchmarsh. Comments made by two residents of Polopit were noted by the PC and taken in to account with their discussion regarding the application. JG proposed that the application is supported. IC seconded. Voting followed. 4 in favour, 1 against and 1 abstention. It was **RESOLVED** that Titchmarsh Parish Council support the application, though it was agreed for a comment to be included on the response to ENC. "That whilst the PC support the application concern expressed about the height of the roof line and also the visibility splay at the entrance.

A supplementary proposal was made by IT - 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. MN seconded all in favour. It was **RESOLVED** that a representative of the PC will attend at ENC to support the decision of the PC, if appropriate.

2011/07/9 **Queens Jubilee celebrations 2012** The members agreed that in principle the PC supports this celebration. The agenda item was deferred to a future meeting so members may make any suggestions for Jubilee celebration projects and how this could be funded and how much funding is likely to be allocated for the celebrations. Note to be placed in Titchmarsh Times asking for ideas and suggestions on the type of celebration the public wish to see.

2011/07/10 **Village Maintenance** Concerns were raised about the bulge in the stone boundary wall along the High Street from St Andrews Lane turning. JG volunteered to speak resident in question. A further matter was noted that the laurel hedge which abuts the public footpath in to the Tofts fields is very high and encroaches on the footpath. SP volunteered to speak resident in question. Both items to be reported back to the PC at the next meeting

2011/07/11 **Training** - IC, BA and JR attended the training event run by ENC on 14 July aimed at Code of Conduct and general procedural matters. Those who attended felt that the event was useful and of benefit. IC made reference to consideration to re-refreshing the Parish Plan. Agreed for this to be included as a separate agenda item for a future meeting.

2011/07/12 **Titchmarsh Village Shop Assoc** Request made by the Shop Committee to drill a ¾ inch hole through the wall in the Green side of the Engine House to accommodate an overflow pipe for the refrigeration unit housed within the shop. JG raised a point that the placing of the hole needs to be carefully considered to prevent decomposition of the fabric of the building. IC proposed that permission is granted to the shop to carryout these works. MN seconded. All in favour. It was **RESOLVED** to grant permission to the shop to drill a hole in the side of the Engine House for the purpose they request.

2011/07/13 **Allotment update - At the discretion of the chair and on the basis of procedural efficiency the chair moved this agenda item to the start of the meeting so members of the public may listen to the discussion**

2011/07/13.1 **To note correspondence from allotment holders** raising their concern for the removal of the manure heap as resolved at the June 2011 meeting. Correspondence noted

2011/07/13.2 **Update regarding removal of manure at Islington allotment ground** Following the last meeting SP visited the resident who is depositing manure at Islington allotment site to pass on the instructions of the PC. The resident explained that he had been asked by allotment holders to deposit manure there. He also explained that he had no means of removing the manure, but did agree not to dump any further manure on the site. Following the address made to the PC by the public and the mix of comments made for and against the manure heap remaining and further deposits being made. MN proposed that the working party make a second inspection of the site and to come up with alternative solutions for the manure and to report their findings and ideas at the next meeting. SP seconded. All in favour. It was **RESOLVED** that a second

- inspection would take place by the working party who would also endeavour to come up with a solution regarding the manure pile, at the next meeting.
- 2011/07/13.3 Outcome of letters to plot holders where improvement has been requested One plot holder has give up their plot. Two plot holders have agreed to make improvements to the condition before the next inspection.
- 2011/07/13.4 To set a date for a second inspection of Islington allotment ground by the allotment working party Agreed for the working party to meet on Tuesday 9 August 2011 at 7.00 pm for the purpose of carrying out a further inspection of the plots, that were untended to at the last inspection and to endeavour to reach a solution for the manure heap at the allotment ground. The findings of the inspection to be brought to the PC meeting in August.
- 2011/07/14 Transport for 6<sup>th</sup> form student's resident within the village *IT, MN and JR vacated the room whilst discussion took place, as they have declared a prejudicial interest in this matter.* In the absence of the chairman for this agenda point, as vice chair SP took the chair. It was agreed that a lack of bus service impacts on the wider community. It was felt that the PC is unable to provide support for a small group of those affected, and that the matter requires wider discussion and there is a need for community transport. Suggested that this matter requires wider discussion and should form part of the Parish Plan review. MN, IT, and JR returned to the room, following conclusion of the agenda point. The clerk summarised the details discussed to those returning to the remainder of the meeting
- 2011/0715 Review of standing orders A number of items have been noted throughout the year where amendments/additions are required to the standing orders, and to be used as best practice by the PC.
  - Length of service of chair.
  - Best practice on the publicising of planning applications (as agreed at minute number 2011/06/8.1)<sup>1</sup>
  - Procedure for appointing a representative to speak regarding planning applications to ENC development control meetings (as agreed at minute number 2011/06/8.3)<sup>2</sup>
  - Formal protocol in the event of an emergency
IT volunteered to produce an amended set of standing orders for formal adoption by the PC at the October 2011 meeting.
- 2011/07/16 Date of next meeting Tuesday 16 August 2011 at 7.30 pm The Pavilion, Drydens Close, Titchmarsh (unless a planning meeting is required to be called in the meantime)
- 2011/07/17 Items for report only
  - MN – noted he has seen the local Police monitoring the car parking outside the school
  - JG – noted that the recent highways works carried out to manholes along Huntingdon Road is in a less than satisfactory manner. JG has requested (personally) that any works carried out in the village are carried out in a proper manner and that the PC are notified of any traffic management put in place during works that affect the highway in the village
  - EM – received 2 planning applications in the post this morning, these will be considered at the next meeting. Plans to commence circulation following this evening meeting.
  - JR – apologies for the next meeting
The Chair closed the meeting at 10.10 pm

#### Footnote references

1

2011/06/8.1

#### Procedural matters relating to planning applications

Best practice on publicising planning applications to the electorate Following discussion it was agreed that the PC must be more proactive in involving the electorate with planning applications. In future all planning applications will be publicised to the electorate on a separate sheet of paper displayed on the parish notice along with the agenda, giving details of the applications to be discussed at the next PC meeting. Further to this an article will be placed in Titchmarsh Times notifying the public, that as a PC all planning application are discussed by full council and everyone is welcome to attend the meeting to make any representation, if they wish during public open time at the start of the meeting.

2

2011/06/8.3

Formal procedure for attendance at ENC to make representations to the Development Control Committee, in the event that the PC object to a planning application The members agreed for a supplementary proposal to be included when a planning application is not supported by the PC, to appoint a representative of the PC to attend at ENC development control meeting, if required, to speak on behalf of the PC and to re-enforce the reasons for objection, it was felt that this procedure is considered as good practice and at the next review of standing orders to be included as a formal procedure.