

**TITCHMARSH PARISH COUNCIL**

**Minutes of the Meeting held on Thursday 17 July 2008 in the Clubroom**

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

In Attendance: Emma Meen (Clerk)

2008/07/1 **Public Open Time** As there were no members of the public present, the Chair deemed public open time to be closed

2008/07/2 **Apologies For Absence:** Ian Curtis

2008/07/3 **Declaration of Interests:** MA expressed a personal interest in agenda point Clerk  
 2008/07/11 Allotments. Declaration of Interests book duly signed by MA. Clerk circulated to the members Register of Members Interests form for updating and return to ENC. Clerk requested if members felt that there were any amendments required to the forms completed last year for these to be noted otherwise members to sign as confirmation that there are no amendments. Clerk to ensure forms returned to ENC.

2008/07/4 **Minutes of Last Meeting:** All agreed minutes of the meeting held on 19 June 2008 to be an accurate record. JG proposed and SP seconded that the Chair sign them.

2008/07/5 **Matters Arising:**

2008/07/5.1 **Affordable Housing Update** received from Joanne Richardson of Northants Rural Housing (NRH) to advise that she is still chasing the landowner of site D, Islington for an answer if they wish to work with them to develop the site for Affordable Housing, but understands that they are currently away on holiday. She will continue to pursue this and report back.

2008/07/5.2 **Village of the Year Presentation Evening** Arranged for Tuesday 22 July 2008 at The Hunsbury Hill Centre, Northampton. MA and GG to attend.

2008/07/5.3 **Wheatsheaf Sign on the A605 update** received from ENC to advise that an Enforcement Officer from ENC has visited the Wheatsheaf and spoken with the Landlord who advises he is trying to arrange for the sign to be removed. ENC do not have powers to remove the sign themselves but reiterated to Landlord that if the sign is not removed he will be prosecuted. Papers have already been served to this effect advising the procedure should the sign not be removed.

2008/07/5.4 **Cultural Community Partnerships (CCP)– Summer Programme Booking** Confirmation of booking received from CCP 2 hour sessions booked for 29 July, 6 August, 13 August notice displayed on notice board in the shop and included in TT.

2008/07/6 **Finance**

Payments to authorise:

Titchmarsh Clubroom	Hire charges April – June 2008	£54.00
Emma Meen	Clerks Expenses March 1008 – July 2008	£145.60
Dudley Office Products	Stationery	£100.73
SLCC	Working with your Council – Clerks Course	£195.00
H & M Carpentry	Repair to Pound Garden gate and replacement fence	£332.50
Emma Meen	Clerks Salary June 2008 paid by standing order	£142.80

2008/07/6.1	GL proposed that all payments be made. IT seconded, all in favour.	
2008/07/6.2	<u>Remittance Advice confirming payment of VAT £2834.99 received</u>	
2008/07/6.3	<u>Internal Auditor Matters</u> Letter received from Internal Auditor signing off accounts for year end 31 March 2008. 4 comments made which have already been confirmed verbally and addressed at June TPC meeting. Clerk to formally respond to internal auditor acknowledging signed off accounts and that his letter has been passed to the Chairman as instructed.	Clerk
2008/07/6.3.1	Clerk made enquiries with NCALC to ascertain their views on our request for a change of internal auditor for next year. NCALC advise that the advantages of having the same auditor for 5 years plus is that if an auditor raises an issue one year it makes sense for that same auditor to return the following year to see how the Council has address the issue. Or where there is a change of clerk the auditor has knowledge of prior practice. Members considered the above points. SP proposed that TPC request a different auditor for next year. All in favour. Clerk to contact N CALC to advise.	Clerk
2008/07/6.4	<u>¼ly Financial Review</u> As agreed earlier in the year due to tight expenditure TPC are faced with the coming year a review of the state of the accounts will be carried out ¼' ly. The accounts for the last ¼ show that TPC are within budget and in fact under budget in several areas. Agreed for the next ¼ of accounts to show a new column to indicate committed expenditure to date in addition to budget against actual. Otherwise accounts may give a false view of current state of finances by not taking in to account committed expenditure for the future.	
2008/07/7	<b><u>Correspondence</u></b>	
2008/07/7.1	<u>Report from Parishioner of Horse Box Parked in Polopit</u> It is believed that the owner of a horsebox/lorry is habitually parking their vehicle in Polopit and that the owner actually resides in Kettering, though rents a paddock within the village. A situation occurred recently whereby a large agricultural vehicle driving through Polopit was unable to pass due to the obstruction by the horsebox/lorry. Clerk to take details of vehicle and report this to the Police advising that the vehicle is abandoned and does not belong to anyone within the village and request that the owner be contacted and asked to remove it.	Clerk
2008/07/8	<u>Overgrown trees and shrubs, in and around the village</u> Letter received from parishioner complaining about the number of overgrown hedges, trees and shrubs from various properties in and around the village which are encroaching on to the public footpath/highway. Telephone call also received from another parishioner making the same complaint. Members discussed the various locations brought to TPC attention and acknowledged the fact that there does appear to be a trend at the moment. Each member personally volunteered to speak to the owners of the properties which are particularly problematic and ask if boundary hedges and trees can be cut back. It is felt that a personal approach to this delicate matter is better than sending letters to residents as this has proved in the past to cause irritation. Clerk to acknowledge parishioners letter and advise that the matters are being addressed. A note will also be included in TT asking for all households to pay attention to overgrown vegetation.	
2008/07/8.1	Parishioner also mentioned about the quantity of dog faeces within the village and also on the public footpaths. Members acknowledge that this is a problem not just in Titchmarsh but in most towns and villages. A firmer notice will be placed in TT asking for pet owners to be more considerate and to ensure that they clean up after their pets.	
2008/07/9	<u>Distribution of Agenda and Minutes</u> Clerk requested if in future all summons and minutes which are served prior to the PC meeting could be sent electronically to each member. Clerk has investigated with NCALC if this procedure is acceptable and NCALC confirm that the majority of clerks operate in this may. Where members do not have access to the internet to print off the papers, SP and IT kindly volunteered to ensure that the summons and minutes are run off and delivered to the two members which do not use email. IT will also be provided with	

- a key to the parish notice board to place the summons and minutes on the notice board at the appropriate time. Members agreed that this is a labouring saving measure and therefore all in favour.
- 2008/07/10 Removal of overhead power cables to parts of the village Works due to commence around 21 July starting initially at the top of Islington close to the Industrial Park. Clerk contacted three residents within the village largely effected by the re-siting of the lighting columns, in North Street and Chapel Street. One resident has aired his dissatisfaction at the re-siting of the column outside his property in North Street. The resident effected in Chapel Street has also rejected the suggestion of the column being sited just on the entrance in to his drive. Members inspected the two locations in question at the meeting to clear this matter up so that EON and Aylesbury Mains may proceed immediately without any future hold ups. Following further inspection members agreed for column in Chapel Street to re-sited in the original location of the existing column and for the column in Chapel Street to be moved further along the public pavement virtually opposite the yellow fire hydrant. Clerk to write to villagers effected and advise that the locations have been reconsidered and to advise of the new locations. Clerk
- 2008/07/10.1 Clerk raised a point contained within the NCALC bi-monthly newsletter referring to spiralling energy costs and that EDF Energy have assisted other Councils with changing supplier to secure a cheaper tariff, thus reducing the expenditure on ¼ly energy bills. Members instructed Clerk to pursue this and report findings at the next meeting.
- 2008/07/11 Allotments Clerk reported all plots (currently 41) have been let at Islington allotment ground. A discrepancy recently occurred over a boundary dispute between plots but this has now been resolved.
- 2008/07/11.1 Anglian Water to attend at allotment ground Islington on Monday 21 July at carry out a feasibility survey on a water connection and provide an estimate of costs. MA offered to attend and meet representative on site
- 2008/07/11.2 Clerk requested if a new allotment rent receipt book could be ordered. Members authorised clerk to arrange. JG felt that far too much time was being taken up by both the PC and also the Clerk regarding matters relating to the allotments in Islington and that once the water connection has been resolved the PC and clerk should step down with their involvement and pass the running of the allotments over to an allotment association formed by the allotment holders themselves.
- 2008/07/12 Titchmarsh Playing Field Association Concern has been expressed by residents of Drydens Close to exact function of the new pavilion there has been some scepticism that the pavilion will be used as a function room. GG reassured their concerns and advised that the original plans submitted for pavilion have always been on the basis that it will be a changing room/function room. The licensing department will confirm the amount of people that the pavilion will actually be allowed to hold, the PFA envisage that this will be around 40-50. All bookings will be vetted. A Management Committee will be setup to take care of bookings, caretaking etc. It is anticipated that the Pavilion will be finished and ready for use at the start of the new football season around August/September when the formal handover of the building to the PC will take place. TPC reminded GG that the matter of insurance needs to be addressed and clearly set out who is responsible for what. GG advised that it is her understanding that the PC will just be responsible for the insuring of the building shell only. GG suggested that any residents of Drydens Close who have concerns about the building and want to have a look are very welcome to drop in at anytime to take a look at the pavilion themselves.
- 2008/07/12.1 GG reported that sadly an incident of vandalism has recently taken place with graffiti being sprayed on the new brickwork and also glazing. This has been reported to the Police.
- 2008/07/13 Date of next meeting Thursday 18<sup>th</sup> September 2008
- 2008/07/14 Items for report only

JG – Church Street/Islington stock cover in the grass, needs to be addressed by AWA  
BA – The Titchmarsh sign on the A605 by the speed camera is missing  
JC – Attended Molesworth Airbase liaison meeting recently. Invitation will be sent out shortly to PC within the area inviting guests to attend Tops In Blue concert.  
The Chair closed the meeting at 9.10pm