

## TITCHMARSH PARISH COUNCIL

### Minutes of the Meeting held on Thursday 18 September 2008 in the Clubroom

Councillors Present: Sylvia Prestwich (Vice Chair) Julie Cheney  
Ian Curtis Bert Ash  
Ian Teague Gina Gaskin

In Attendance: Emma Meen (Clerk)

First business to be transacted, in the absence of the Chairman Michael Alderman, Vice Chair Sylvia Prestwich appointed to Chair meeting.

2008/09/1 **Public Open Time** As there were no members of the public present, the Chair deemed public open time to be closed

2008/09/2 **Apologies For Absence:** John Greig, Geoff Love, Michael Alderman

2008/09/3 **Declaration of Interests for items contained on the Agenda:** IT expressed a personal interest in agenda point 2008/09/14 Titchmarsh Village Shop Association. Declaration of Interests book duly signed by IT.

2008/09/4 **Minutes of Last Meeting:** All agreed minutes of the meeting held on 19 July 2008 to be an accurate record. BA proposed and IT seconded that the Chair sign them.

2008/09/5 **Matters Arising (for information purposes only):**

2008/09/5.1 **Affordable Housing Update** received from Joanne Richardson of Northants Rural Housing (NRH) to advise that the landowner of site D in Islington has decided to hold out for open market housing valuation as they hoping that the village boundary will change and their site will be incorporated. JR advised that several other landowners have expressed an interest in building affordable housing but all are only prepared to accept open market valuations. JR feels that a new site should be considered, perhaps site B in Church Street/bottom of Islington, though it does have a British Gas restrictive covenant over the land. JR has another meeting arranged with the planners at ENC to discuss affordable housing on 23<sup>rd</sup> September so will be able to give an update after then.

2008/09/5.2 **Wheatsheaf Sign on the A605** update received from ENC who are still considering what steps to take as the sign is still in place.

2008/09/5.3 **Missing Titchmarsh Sign on A605** Reported to streetdoctor who have since attended and inspected the problem. Area Technician will now decide if sign needs replacing.

2008/09/5.4 **Overgrown Hedgerows in and around the village** All areas discussed at the last meeting appear to have been addressed. Other than the overgrown boundary hedge and tree at Drydens Close. BA has spoken to occupier who will address the matter in due course.

2008/09/5.5 **Report of Abandoned Horse Lorry in Polopit** issue has been reported to the Police and chased by Clerk on 4 occasions. The other option that the PC has is to report the habitually parked vehicle to ENC who have powers to be able to remove abandoned vehicles, though members do not feel that this vehicle actually fits this criteria. SP suggested that the owner of the vehicle rents a field locally and perhaps the best course of action would be to speak to the landowner to see if we can ascertain who the vehicle belongs to and approach it from that angle.

2008/09/5.6 **Removal of Overhead electric cables to parts of the village** All works are progressing very well with virtually all new columns in place albeit for the replacement column outside 20 North Street, which will be addressed, but cant be at the moment due to the height of the existing cables, when these are removed the new column will be erected. SP, EON and Aylesbury Mains met on site at the end of July along with parishioner who had expressed concern where the column would be positioned in Chapel Street. Agreement was met for the column to be erected in the public pavement. Also reassurance given to Church Schools that sufficient notice will be given, along with other affected households when there are likely to be power cut, so as little disruption is caused as possible.

2008/09/5.7 **Highways – update from NCC** John Trimble from NCC Highways advised that the signs should be erected within the next two weeks. JT also reported that he had visited the area recently and had noticed a dramatic reduction in the amount of HGV's parked in and around Industrial Park. Clerk reported that DHL and Primark

have both now let the old Ikea warehouse and that JG had reported the same information, and felt that it would be beneficial to send a letter to both Companies asking for their co-operation in ensuring that HGV's do not use Islington when arriving and leaving the site. Clerk to send a letter to both companies.

2008/09/5.8

Village of the Year Competition results GG and MA attended the presentation evening at Northampton at end of July. Titchmarsh was not successful in securing a place with prizes being awarded elsewhere. Members felt that perhaps it was prudent not to enter next year as it was felt that the village was unable to improve on any areas at this time

2008/09/5.9

Proposal for the removal of the Telephone Box ENC have now issued the final notification to BT in answer to their proposal to remove 31 payphones throughout the district. ENC objected to the removal of 28 of the 31 payphones. Titchmarsh objected on the grounds of Loss of Heritage feature, loss of public service and required for emergency calls. Further update awaited

2008/09/5.10

SLCC Branch meeting 24 September 2008 Clerk arranged to attend. Speaker scheduled giving details on the Freedom of Information Act (FOI) which is currently under review. Notification has been received from NCALC informing that the new Act must be adopted by Town and Parish Councils by 31 December 2008. FOI diarised to include on the agenda for next time once Clerk has attended meeting and more information is available.

2008/09/5.11

Clerks course – update Clerk reported that Working with Your Council Course progressing very well and has learnt an awful lot in a short space of time. First of the six modules has been submitted to the assessor for marking. Clerk thanked the Councillors who had so far assisted in providing feedback and help with the course. The first module studied is Roles and Responsibilities which studies the roles of the Clerk, Councillors and Chairman. After studying the Powers and Duties of the Chairman section Clerk advised the members that had MA been present this evening as he has a personal interest in item 11 Allotments the following statement is applicable “If there is an item of business to be transacted in respect of which the Chairman has declared an interest, the Chairman should hand over the conduct of the meeting for that item to the Vice Chairman if present or to another member, and should not speak or vote on the matter”. Clerk advised there maybe over the course of the next few months, whilst doing the course more things that are brought to Clerks attention that the members may need to address. Members thanked Clerk and advised that as long as we acting lawfully which they rely on the Clerk to advise, they are happy.

2008/09/6

**Finance**

Payments to authorise:

HMRC	PAYE July – September	£116.20
Shaw & Sons Limited	Allotment rent receipt book	£18.35
Playing Field Association	Transfer of Funds (VAT 07/08)	£1664.29
Agrostis Turf Consultancy	Feasibility site visit and report of pitch	£865.29
J G Bosworth & Son	Newly installed gates at Islington Allotment Ground	£440.62
ENC	Grass cutting of Highway verges 01/04/2008 – 31/07/2008	£1069.44
Came & Company	Insurance for Playing Field Pavilion 08/09/2008 – 31/05/2009 (as agreed in minute 2008/05/4)	£335.42
Emma Meen	Clerks Salary July 2008 paid by standing order	£142.80
Emma Meen	Clerks Salary August 2008 paid by standing order	£142.80

2008/09/6.1	IT proposed that all payments be made. GG seconded, all in favour.	
2008/09/6.2	<u>Letter of instruction to Barclays Bank</u> Letter instructing Barclays Bank to amend standing order for the monthly salary paid to Clerk with effect from October, being the amended salary after reviewing amount of hours worked by clerk. Cost of living rise is still under negotiation via the union and NCALC will advise as soon as a percentage has been agreed.	
2008/09/6.3	<u>Receipts</u> Cheque received from PFA for £736.48 net costs relating to the feasibility report and inspection of pitch	
2008/09/7	<b><u>Correspondence</u></b>	
2008/09/7.1	<u>Letter from ENC – Play Builder Project</u> Offering funding for playground and recreational equipment. Letter passed to PFA for their attention. GG advised that they did not wish to pursue this at the moment	
2008/09/7.2	<u>Invitation from ENC – Affordable Housing Seminar</u> to be held on Thursday 16 <sup>th</sup> October starting at 7.15 pm for 1 hour, in the Council Chamber at ENC. JC offered to attend and report back to members. Clerk to arrange	Clerk
2008/09/7.3	<u>Bursary for Clerks Course</u> Confirmation received from NCALC that Clerk has qualified for a bursary to assist with the course fees for the Working with your Council Course. Cheque has been received for £146.25, making the total cost of the course to the PC £48.75. NCALC have since informed that the Bursary Scheme has been suspended until further funding available.	
2008/09/7.4	<u>Letter from Parishioner re: vehicles passing along Church Street</u> Parishioner reported a recent incident where a lorry mounted the footpath and a chunk was knocked out of the telegraph pole outside of their cottage. This is not the first time an incident such as this has happened with evidence of paint to the church wall and many stones having been dislodged. Parishioner wishes to bring their concerns to the attention of the PC and requested for their comments to be noted within the minutes should occasion arise where a claim for damage could possibly be submitted. Clerk to send a letter of acknowledgement to parishioner and to confirm that their comments are noted.	
2008/09/7.5	<u>Verbal report from Cllr John Greig re: grass cutting contractors</u> Concern expressed by JG that when passing through the village recently he noticed that Turneys Landscaping Contractors who cut the grass areas within the village were not wearing protective clothing, eye protection and ear defenders. Members agreed that as Turneys are not employed by the PC but are actually contractors of ENC the matter should be referred to ENC. Clerk to notify the appropriate department and ask them to look in to the matter.	
2008/09/7.5.1	Following on from grass cutting members agreed for the verge to be cut again from Church Street down to A605. A grass cutting contractor was employed to carry out this last year and it is felt that this should be carried out again later in the year. Clerk to speak to contractor and make arrangements.	
2008/09/8	<u>Planning</u> To consider planning application received – First floor extension above existing garage at 5 Abbots Close Titchmarsh - application supported	
2008/09/8.1	To consider planning application received – First floor extension and internal alterations Greystones, 2 London End, Titchmarsh – application supported	
2008/09/8.2	Notification of Appeal The Old Forge, High Street, Titchmarsh. TPC supported this original application, therefore no further action. Pending outcome of appeal	
2008/09/9	<u>Street Lighting Tariff Enquiries</u> made with EDF Energy to compare with tariff of existing supplier (EON). Clerk checked last bill from EON to find that an electricity bill for the street lighting has not been received since December 2007. Reported this to EON who advised that they have encountered some problems their end and that a stop has been placed on sending out accounts to TPC, but could not explain the reason why and assured clerk that this would be rectified. In the meantime EON advised that the supply has been changed over to EDF. These were not the instructions to EDF by the clerk. Clerk complained to EDF and requested for the account to revert back to EON until further instructions received from members when tariff has been compared. Matter is still ongoing and clerk will provide a further update at the next meeting.	
2008/09/10	<u>Titchmarsh Glebe Land</u> Copy correspondence passed to Clerk from Parochial Church Council (PCC) regarding potential sale of Titchmarsh Glebe (located	Clerk

- between Ikea and Rectory Farm boundary in Islington) This area of land belongs to the Diocese and they have informed PCC that they are promoting the area of land for sale to raise funds. The PCC have written to the Diocesan Board of Finance to express in the strongest of terms their objection to any proposed sale of Titchmarsh Glebe due to the site being potentially developed for industrial use after it has been sold. Members agreed for a letter supporting PCC comments and also conveying the PC's concerns about any potential sale and possible future development of the site. Clerk to write to Richard Pestell at Diocesan Board of Finance with a copy of the letter being sent to PCC.
- 2008/09/11 Allotment Ground – Islington Gates now installed at the entrance in to Islington allotments. Slightly larger than anticipated and therefore have been installed at an angle. Clerk to formally write to Merchant Venturers (MV) asking for a contribution of £147.00 in payment towards the gates. MV agreed in their letter dated 16 June 2008 that the additional rent collected maybe used towards payment of the new gates and that they would make up the shortfall. Total cost of gates £375.00 plus VAT. Members agreed that locks would not be fitted to the new gates.
- 2008/09/11.1 Quote received from Anglia Water for a water supply to Islington allotments. Cost of supply to the entrance will be £732.10 plus VAT with additional costs for the laying of water pipe in to the allotments and also the supply of a water tank and tap. Costs spiralling in excess of £1,000.00. Members agreed that the PC cannot fund this and therefore will not be installing water to Islington allotments.
- 2008/09/11.2 Annual allotment rent due 11 October 2008. Clerk to attend at the Clubroom from 6.30 pm until 7.00 pm on 16<sup>th</sup> October 2008, before the PC meeting to enable allotment holders (from Tofts and Islington) to attend at the Clubroom to pay their annual rent and be issued with a receipt. Clerk to send out allotment rent letters advising of this and also that the PC will not be supplying water to Islington allotments, but should the allotment holders wish to pursue this themselves the PC are entirely happy to pass the details on to them, nor will be locks be fitted to the gates.
- 2008/09/12 Playing Field Association – Pavilion Insurance Cover Builders insurance cover for the pavilion ceased on 12<sup>th</sup> September. PFA formally requested cover for the pavilion to be placed on risk with immediate effect as agreed in minute 2008/05/4. Clerk has now implemented the insurance. Quotation for cover was initially based upon a re-build value of £180,000 this has since increased to £200,000, therefore annual premium has increased by £46.00 for the year. Members accepted increase. Cover now effective until renewal 1 June 2009.
- 2008/09/12.1 GG advised that the opening of the pavilion is scheduled for Sunday 26 October 12.00 noon.
- 2008/09/13 Daffodil Planting Members agreed not to purchase and plant additional daffodils this year due to tight budget constraints. Diary note made to discuss again autumn 2009
- 2008/09/14 Titchmarsh Village Shop Association (TVSA) report received from TVSA raising several points requiring PC discussion and approval, namely:- Clerk
  - Additional external venting required for chiller
  - Hazard from cyclists riding through the Pound Garden
  - Seating within the Pound Garden
  - Stopping Up Order relating to the land around the Engine House which belongs to the Highways Agency

Suggestion made by TVSA to reconvene the Engine House Working Group (EHWG) originally implemented to oversee the setting up of the shop. Members agreed to reconvene EHWG and for clerk to arrange a mutually convenient time for members of EHWG and representatives of TVSA to meet and resolve the above matters. In JG absence IC volunteered to be part of the EHWG.
- 2008/09/15 Parish Council Website Clerk asked members if they could update their profiles for inclusion on the web site. Clerk has reviewed the PC section of the village web site and advised members that this was looking "rather tired" compared to other village Parish Council web sites. Profiles currently on web site copied and included in the float file for circulation and for discussion as an agenda item at the

2008/09/16  
2008/09/17

next PC meeting.

Date of next meeting Thursday 16<sup>th</sup> October 2008

Items for report only

IC – reported parking of an 4 x 4 vehicle on the green

SP- reported an incident of fly tipping and the Police became involved. Apparently 4 vans were stolen from Northampton and the contents dumped in Islington area of the village.

Acknowledgement to the School having been presented for a green ECO award

Numerous blocked drains in and around the village

The Chair closed the meeting at 9.58 pm