

## HELMDON PARISH COUNCIL

### Draft Minutes of the Ordinary meeting of Helmdon Parish Council held on 20<sup>th</sup> May 2009 in the Reading Room, Church Street, Helmdon at 7:50pm

**Present:** Councillors Barnes, Burns, Coatsworth, Crouch, Duncombe, England, Stothard, Thorne, Turner  
Parish Clerk: Liz Hart

Twenty nine members of the public were present.

#### 1 Apologies

None.

#### 2 Approval and Signature of the Minutes for the Ordinary Meeting held on 25<sup>th</sup> March 2009

Cllr England proposed seconded by Cllr Coatsworth that the Ordinary Meeting Minutes of 25<sup>th</sup> March be approved with the following amendment :Item 5 – Trim Trial amended to Trim Trail. All were in favour and Cllr Burns duly signed the minutes.

#### 3 Matters Arising from the Minutes of 25<sup>th</sup> March 2009

**5 – Open Forum – Village of the Year Signs** – Cllr Coatsworth volunteered to remove the signs and put them in the Carnival container for safe keeping

#### 4 Grand Union Housing Group – Presentation on Affordable Housing

Representatives were present from SNC (Paul Brunige – Strategic Housing Officer), Grand Union Housing (Chris Montague) and South Northants Homes (Doug Grace). Paul Brunige explained that the process had started with the Housing Needs Survey which had been delivered to all homes in Helmdon; the subsequent report identifying a need for four units for rent had been signed off by the Parish Council. A village walkabout in February where representatives from Grand Union Housing, SNC and the Parish Council, together with a Planning Officer from SNC were present had identified several possible sites; the most feasible appeared to be the area of Station Road bordering Grange Lane. Chris Montague clarified that the bungalows on the proposed site were of a poor standard and the site could be used to provide the four identified units with the bungalows being re-provided off Grange Lane at the rear of Station Road. Parking would need to be provided in accordance with planning requirements and it was proposed to be site this off Grange Lane. There were some land ownership issues which needed to be clarified.

There was strong feeling from members of the public that the survey was not representative of a large enough sample; some parishioners present felt that there was no need for any more housing in the village as had been demonstrated in the survey for the Parish Plan. Those parishioners who would be directly affected voiced concern of the proximity to their property of the car parking area and the density of the proposed housing on Station Road (current bungalow site). Concerns over additional traffic, car parking and flooding were also mentioned. It was emphasised that the proposal was a preliminary one and that consultation with the Parish Council had not yet commenced.

Cllr Barnes questioned why the other sites viewed on the village walkabout had not been considered more fully; Paul Brunige stated that it was felt that the landowners of the other sites would expect to achieve market value for the land which would not be sustainable but that this would be investigated further; he indicated that purchasing properties currently vacant in the village would not be feasible for the same reason.

**Action**

**Cllr  
Coatsworth**

It was pointed out that the new bungalows fell outside the village confines boundary and as they were not Affordable Housing would be an exception site. The existing bungalows had been empty for long periods of time and were subject to a transient population.

Cllr Burns thanked the speakers and stated that the Parish Council would await further information from Grand Union Housing and SNC.

## 5 Open Forum

*New elbow outlet into the brook* – disappointment was expressed that this was still outstanding despite many assurances that the work would be completed. Cllr Barnes volunteered to draft a complaint letter to Zafran Khan at NCC.

Cllr Barnes

Land west of the viaduct on Grange Lane – a large heap of material had appeared in this area which could cause a problem during heavy rain; Cllr Burns volunteered to investigate.

Cllr Burns

## 6 Finance

### a) Financial statement

<b>Cash &amp; Investments</b>	
Current Account (Coop)	22180.89
Nottingham Bond	500.00
<b>Total</b>	<b>22680.89</b>

Cllr Thorne proposed, seconded by Cllr Stothard that the financial statement be accepted. All were in favour.

### b) To consider recommendations from the Finance Committee regarding Insurance renewal

Cllr Stothard proposed, seconded by Cllr Turner that the recommendation from the Finance Committee to accept the quotation of Came and Company for Norwich Union insurance totalling £1,150.98 be accepted. All were in favour

### c) Bills for Payment

Accounts Payable	NET	VAT	GROSS	Cheque
NCALC Membership	183.42	0.00	183.42	500112
NCALC (Internal Auditor)	138.92	0.00	138.92	500112
EON UK	151.41	7.57	158.98	500113
Clerk's Wages (March and April) at NALC agreed rates	398.41	0.00	398.41	500114
Clerk's Expenses	126.65	0.00	126.65	500115
Reading Room	45.00	0.00	45.00	500116
Broker Network Limited	1,150.98	0.00	1,150.98	500117
<b>Total</b>	<b>2,194.79</b>	<b>7.57</b>	<b>2,202.36</b>	

Cllr Stothard proposed, seconded by Cllr England that all bills above presented for payment be paid. All were in favour.

**d) Payments Received**

<b>Accounts Received (all in above Coop balance except A/053)</b>				Receipt
Joe Glenham	£5.00			A/042
Sally Munden	5.00			A/043
Wes Harman	5.00			A/044
Wes Harman	3.75			A/044a
Richard Wray	5.00			A/045
Mr Drew	10.00			A/046
Mr and Mrs Bradford	5.00			A/047
Mr Dunn	5.00			A/048
Catherine Ruffley	5.00			A/049
Mrs Blake	5.00			A/050
Mr and Mrs Francis	5.00			A/051
Mrs Mountford	5.00			A/052
Mrs Shepherd	5.00			A/053

Clerk

The meeting noted the payments received.

**e) To consider recommendations from the Finance Committee regarding grant awards and to resolve successful applications**

Cllr Stothard proposed, seconded by Cllr Thorne, that the recommendations of the Finance committee be accepted, thus allocating £1077.50 out of a budgeted £1550, with the remainder to be allocated at the July meeting. All were in favour.

**f) Nottingham Bond Certificate – to sign off indemnity form to obtain new copy**

Cllr Stothard proposed, seconded by Cllr Burns that the Clerk should sign the indemnity form. All were in favour.

**g) To receive update regarding potential additional inscriptions on the War Memorial**

The Clerk informed the meeting that a grant could be obtained for up to 50% of the cost if the existing memorial was used rather than a new one being established. As the war memorial was not listed, no permission was needed to add inscriptions although it was recommend that parishioners' support be sought in advance. The Clerk will contact Will Adams for more details of the proposed inscriptions.

Clerk

**h) Annual Return – Approval of Statement of Accounts**

Cllr Stothard proposed, seconded by Cllr Thorne that the Statement of Accounts be approved. All were in favour and Cllr Burns and the Clerk as Responsible Financial Officer signed Section 1. The Clerk will contact Caroline King for a copy of the Reading Room insurance.

Clerk

**i) Annual Return – Approval of Annual Governance Statement**

Cllr Burns read out each statement from the Annual Return. All statements were answered in the affirmative with the final trust funds statement being not applicable. Cllr Stothard proposed, seconded by Cllr Coatsworth that these be approved. All were in favour and Cllr Burns and the Clerk signed Section 2.

**7 Correspondence Review**

The correspondence as per Appendix A was reviewed.

Cllrs Burns and Thorne wished to attend the Armed Forces Day.

Clerk

**8 Training courses – update from Cllr Coatsworth.**

Cllr Coatsworth had attended a very worthwhile course for new Councillors run by Bill Robinson, an experienced trainer. He would recommend it to any new Councillors.

**9 Village of the Year 2009 – report from Cllr Burns on judges' visit**

Cllr Burns reported that the visit was well attended by village representatives who contributed very positively. He thanked the School for providing the venue as the Bell was not available. Afterwards the judges visited Acorns in the Reading Room, the Church and the Sports Club.

Cllr Coatsworth was thanked for completing the entry form.

**10 Annual Parish Meeting report – Cllr Burns**

A lively and pleasant evening with wine and other refreshments had attracted a good turnout this year Representatives from village groups and organisations contributed as did the Police and our County and District Councillors.

**11 Risk Assessments – to receive completed risk assessments including play area**

Cllr Coatsworth will provide the Clerk with these outside the meeting.

Cllr  
Coatsworth**12 Planning:****a) To receive decisions of Planning committee on applications since 25/03/09**

**Application number: S/2009/0197/P**

**Location: 85 Meadway Wappenham Road Helmdon**

**Proposal: Double Garage to front**

Cllr Coatsworth declared a prejudicial interest in this application and left the room until all discussions had been completed.

The committee objected to the application as it felt that the proposed garage would by virtue of its position and height have a negative impact on the street scene at the entry to the

village.

Cllr Coatsworth returned to the room.

**Application number: S/2009/0228/P**  
**Location: 12 Church Street Helmdon**  
**Proposal: First floor extension**

The Committee supported the application.

**Application number: S/2009/0229/LB**  
**Location: 12 Church Street Helmdon**  
**Proposal: First floor extension, new staircase and removal of ground floor partitions, removal of existing staircase to relocate to extended area. Remove and replace partitions to create bathrooms WC and study.**

The Committee supported the application.

**Application number: S/2009/0310/P**  
**Location: 41 Wappenham Road Helmdon**  
**Proposal: Dwelling attached to 41 Wappenham Road including alterations to the existing house.**

The committee supported the application whilst noting that consideration should be given to screening and vehicular movement.  
*(Cllr Duncombe declared a prejudicial interest in this item and left the room until after the meeting had finished.)*

**b) To consider the response to SNC's consultation on Interim Rural Housing Policy**

Given the length of the documentation, the Cllrs were requested to feed back their comments to the Clerk by 29<sup>th</sup> May.

**13 Allotments – reports on site visit from Cllr Coatsworth**

Cllr Coatsworth reported that the site visit was very positive with a lot of work going on. The Clerk informed him that the water pipe was felt to need extending to ensure a supply from the brook in dry weather; Cllr Coatsworth will inspect this.

**Cllr  
Coatsworth**

**14 Update on Anglian Water Managers' visit to July Meeting and other flooding-related issues**

Cllr Barnes will unfortunately be away from the July meeting and miss the presentation. He is anxious to provide a dossier to Anglian Water on all communications; the Clerk will arrange a Flooding Meeting and then a dossier will be prepared to be sent through. The Clerk will advise AW of these timescales.

**Clerk**

**15 Quality Status Application – update on the Working Party progress**

A preliminary meeting had taken place; Cllr Burns and the Clerk will meet up towards the end of June to formulate the next steps.

**Cllr  
Burns/Clerk**

**16 To receive update on the Playing Field Licence Agreement with NCC**

The Clerk updated the meeting; the only query outstanding is that NCC now requires details of when the old lease was terminated which the Clerk will supply.

**Clerk**

**17 To receive update regarding possible tennis court site**

Cllr Burns had ascertained that it is the Jeffs family who own the site and he will contact Pam Jeffs.

**Cllr Burns**

**18 Councillors' Questions**

The Clerk will find out more details regarding the railway bridge works.

Cllr Duncombe reported a light out on Church Street.

**Clerk**

The kerbsides outside 71 Wappenham Road still require attention.

Cllr Thorne will attend the Emergency Planning meeting.

The meeting closed at 9.35pm

## Appendix A- Correspondence Received – 25<sup>th</sup> March – 19<sup>th</sup> May 2009

### South Northamptonshire Council

- Weekly Planning Application listings
- Planning Applications:
  - S/2009/0158/P - St Mary Magdalene Church Church Street Helmdon - New storage shed in the church yard - *notice of permission*
  - S/2009/0169/P - 57a Church Street Helmdon - Glazed canopy to rear and four new rooflights in rear elevation – amended plans (removal of one rooflight) and notice of permission
  - S/2009/0310/P – 41 Wappenham Road – dwelling attached to 41 Wappenham Road including alterations to existing house – *planning meeting held* – notice of committee meeting and copy of Committee Report
  - S/2009/0197/P – 85 Meadway Wappenham Rd- double garage to the front – decision notice - refusal
  - S/2009/0228/P – and S/2009/0229/LB – first floor extension – amendment to proposal – removal of rooflight – for information only – subsequent notice of planning permission
- Register of Electors – monthly alterations
- Notice of Election – posters displayed
- Nadeem Khan – Strategic Housing Officer – notice that he is leaving SNC and that his replacement is Paul Brunige
- Poster and information on Dog Control Orders
- Arts News South Northamptonshire
- Interim Rural Housing Planning Policy – consultation details - *on Agenda*
- Confirmation that the precept (1<sup>st</sup> instalment) would be received by 21<sup>st</sup> April

### Northamptonshire County Council

- Request from MGWSP for details of any farmers in the area with snow ploughs who may be able to assist in periods of adverse weather
- Colin Wick – response to query ref the footpaths issued raised
- Mark Gatland – WGWS – various communications regarding the installation of the elbow fitting on the outlet into the brook
- Max Andrews – Transport and Highways – “The Way Forward” – details of forthcoming event and subsequent presentation details – *attended by Cllr Barnes*

### NCALC

- Update – March- April 2009
- “Round Robin” – miscellaneous information
- Swine Flu information
- Membership Pack

### Miscellaneous

- Coop bank statement – April
- BDO – Audit Pack
- South Northants Hones – Works Briefing Paper
- Letter from a member of the public with details on the bomber crashes in World War II in the parish – *passed to Will Adams*
- Allianz – renewal documentation for insurance - £1354.09
- Came and Company – insurance quote - £1150.98
- SLCC – details of a VAT workshop in Newport Pagnell
- Equality and Human Rights Commission – Equality Bill – public sector duties
- Queensbury Shelters – promotional literature
- SNVB – Link Up Newsletter – April/May, monthly posters
- Active Aging Newsletter
- Invite to “Armed Forces Day” on 22<sup>nd</sup> June – *attendees’ names required*
- Northants 50+ Network – poster and materials for a Roadshow in Towcester

- Nottingham City Council – Form of Indemnity – *on Agenda*
- ACRE – Village Viewpoint x 2
- Grand Union Housing Group – proposal for Station Road development – *requested in person*
- West Northamptonshire Joint Planning Unit – *details of consultation on Affordable Housing in West Northamptonshire and details regarding an error in the report*
- RoSPA – notice that the playground inspection will take place in June 2009
- B4525 Action Group – notice of meeting and subsequent Minutes
- Grant applications from various village groups and organisations – *on Agenda*
- Will Adams – Details of St George's service

**Accounts received**

- EON £151.41 + £7.47 VAT = £158.98
- NCALC Membership for y/e 2010 - £183.42
- NCALC Internal Audit Service y/e 2010- £138.92
- Reading Room - £45.00

**Payments Received**

- Allotment rents of £5 Joe Glenham, Richard Wray, Mrs and Mrs Bradford, Mr Dunn, Catherine Ruffley, Jean Blake, Mr and Mrs Francis, Diane Mountford, Phil King, Mrs Shepherd
- Allotment rent of £3.75 – (part year free) – Wes Harman
- Allotment rent of £2.50 – (part year free) – Helmdon Primary School
- Allotment rent of £10 – Mr Drew
- Allotment key deposit of £5 – Sally Munden, Wes Harman
- Parish precept – 1<sup>st</sup> instalment - £5,139.50

