

# Old Stratford Parish Council

## MINUTES OF THE OLD STRATFORD ANNUAL PARISH COUNCIL MEETING

Held on 13th May 2008 at the Memorial Hall, 2 Deanshanger Road

### Present:

Cllrs Mr R Whittaker (in the chair), Mrs P Bowdidge, Mrs B Bucknell, Mr B Clayton, Mr D MacDonald, Mr A Pateman, Mr P Plummer & Mrs L Ward;

Also present was Cllr Mr A Walker (NCC) and 5 members of the public

### 1. Election of Chairman and Vice Chairman

Proposed by Cllr Pateman seconded by Cllr Bucknell that Cllr Whittaker continues as Chairman

Elected unopposed

Proposed by Cllr Plummer seconded by Cllr Bowdidge that Cllr Harris continues as Vice Chairman

Elected unopposed

### 2. Declaration of Acceptance

Cllr Whittaker signed the Chairman's Declaration of Acceptance

Cllr Harris to sign Declaration of Acceptance before next meeting

### 3. Apologies for Absence

Cllrs Mrs S Harris (away), Mr T Searle (Work commitments) & Mr T Stretton (by way of resignation)(notice posted) & Mrs L Mobaraki (SNC Annual Meeting)

### 4. Members Declaration of Interest (for items on the Agenda)

Cllr Whittaker on S/2008/0286/P as immediate neighbour

### 5. Election of Working Groups and Representatives

**Finance:** Cllrs Bowdidge, Whittaker, Harris and MacDonald

**General Purpose:** Cllrs Ward, Clayton, Plummer and Pateman

**Scrutiny:** Cllrs Clayton, Harris, Whittaker and MacDonald

**Pocket Parks:** The clerk

**Transport Rep:** Cllr Plummer

**Parish Path Warden:** Cllr Harris

**Whalley's Charity:** The clerk

**RESOLVED** That where appropriate and subject to agreed conditions, the clerk would continue to deal with matters under Delegated Powers which would be reported to the Chairman (or Vice Chairman) and at the next meeting of the Council

### 6. Adoption of Standing Orders, Financial Regulation for 2008/ 2009 and Internal Audit

#### Terms of Reference along with Revised Clerks Contract

**RESOLVED** That SO's as amended, Revised Code of Conduct, Finance and Risks Assessments previously adopted reviewed and amended and the new Internal Audit 'Terms of Reference' be formally adopted for 2008 / 2009 along with Internal Audit Requirements previously circulated (and copied to members)

The clerk produced a revised Clerks Contract for signature (along latest guidelines and salary agreement) which was signed and adopted by Council

\* Copies of SOs, Code of Conduct, Complaints Procedure and adopted Financial Regulations and Risk Assessment had been copied to members

**7. To Sign and Approve Minutes of the Meeting dated 8<sup>th</sup> April 2008**

Were signed as a correct record

**8. Matters Arising from the Minutes (for information only)**

**(a) C/NALC Training Minute 6(d)**

Cllr training Wed 14 May (7 – 9) > Cllrs Bucknell, Pateman & Searle to attend

**(b) LAA Office Northamptonshire Minute 8(e)**

Consultation on Sustainable Communities Strategy 2008 / 2031 > circulated for info/comment

**(c) Speed Surveys London Road / Towcester Road outstanding**

The clerk

**9. To Sign and Approve Minutes of the AOM dated 15<sup>th</sup> April 2008**

Were signed as a correct record

**10. Matters Arising from the Minutes (for information only)**

**(a) Parking Towcester Road Minute 9**

Issues update

**11. Public Speaking Time**

*Meeting closed for this item*

**12. District and County Councillor Reports**

**(a) Cllr Mobaraki** absent no report

**(b) Cllr Walker** apologised for his absence at the AOM and asked clarification on the comment at Minute 8. It was agreed to delete after discussion and clarification of comments by the public. He submitted his report which he read and is attached to the minutes apologising that it had not been submitted to the clerk. A copy was also circulated

**13. Planning**

**(a) Applications Received**

Cllr Whittaker having declared an interest Min:4 left the chamber. Cllr MacDonald took the chair for this item

**S/2008/0286/P** Two single storey rear extensions. Old Dairy Barn, Passenheim

\* The extension affects the road side CA appearance - No further comments

**S/2008/0501/LB** Regularise Barn Conversion (not to S/2003/1540/LB). Manor Farm, Passenheim

\* It is not considered relevant for the PC to comment on the regularisation of alterations to a LB contrary to permission. This is either a LB issue for enforcement due to internal structural and facia changes or not

**S/2008/0583/PO** Three dwellings (outline) 38 Cosgrove Road

\* **OBJECTION** without detailed planning application the proposals appear contrary to RSS 4, Policy GS5 and H3 of the CSP and policies G3 and H5 of the SNLP. In this instance the proposal would constitute an undesirable cramped sub-division of the existing plot to the detriment of the character and appearance of the area and to the existing entrance to No 38A. There is an historic issue with foul and storm water sewers including the regular flooding of Cosgrove Road between No's 6 and 28 and No.11 opposite. New developments further east required new sewers as the existing storm and foul sewers were inadequate

**S/2008/0603/P** Ground floor rear ext and first floor side ext. Wharf House, Wharf Lane

\* No observations

**(b) Permission Granted / Refused**

**Permit** – Change of use from offices to single dwelling. Furtho House, 20 Towcester Road

**Refused** – Two storey rear extension 5 Towcester Road

**(c) Enforcement / Appeals**

**Enforcement** - s 215 Notice served on 5 Cosgrove Road (6/12 from 31 May 2008 (nesting birds))

**Appeal A/2007/1114/P** 39 Manorfields Road was heard 29 April with site visit

**(d) Press Notices**

None

**14. Correspondence (list at meeting)**

**\* (a) HM Revenue & Customs**

Local Authority Event Questionnaire > Cllr Pateman to consider relevance

**(b) NCC/MGWSP Highways**

Introductory letter from PR Officer > circulated for info / Provisional Contact List for file

**\* (c) NATS**

Further corres on consultation re Terminal Control North – Proposed changes to airspace closing date deferred to 19 June > noted NFA

**\* (d) SNC Head of Planning & Leisure**

Parish & Town Council's Planning Forum Thursday 19<sup>th</sup> June @ SNC 6 – 9 > Chair / clerk attends

**(e) NJ Blackwell**

Copy of Public Liability Insurance > for file

**(f) NCC Pocket Parks**

Pocketeer circulated for info

**(g) NCC/MGWSP Highways**

Rights of Way Update > Cllr Harris (PPW) & file

**(h) NCC Rights of Way Manager**

Rights of way Improvement Plan 2007-2011 > CD ROM and booklet circulated for info

**(i) South Northants Homes Head of Property Services**

Stock Condition Survey > letter circulated for info (Q through Cllr Plummer)

**(j) NCC Sustainable Transport**

Revised timetable Service 14 > PO and circulated for info

**(k) WeedWise Total Groundcare**

May Gurney have new contractor for verge maintenance (outside s136 Agreement). Letter suggest contact direct > circulated for info

**\* (l) BT Payphones via SNC**

Proposed removal of Payphone Towcester Road due to little use > Response by 2 June

\* No evidence to support retention

**(m) NCC Head of Financial Operations**

Changes to NCCs Ordering and Invoice payment process > noted details confirmed

**(n) Carillion-URS**

A5 Potterspurty Pedestrian Crossing Improvements to be completed by 23 May > noted

**(o) SNC Executive Director**

Concessionary Bus Pass Update for Parish Councils > for file / circulated for info

**\* (p) Old Stratford Pre-School Playgroup**

Request via OSCH Committee for financial assistance for new tables and chairs

\* Discussed and **RESOLVED** that the PC is prepared to donate £500 towards the purchase provided a similar sum is raised and is also able to assist with VAT reclamation

**\* (q) Arnold Thomson Solicitors**

POS Transfer to OSPC Solicitor await PC instructions > Response agreed

**\* (r) SNC Licensing Officer**

Renewal for a Street Trading Consent – Mobile catering Trailer Lay-by A422 near Wicken Park Road & Thornton Road / OSPC as a consultee > NFA

**\* (s) CPRE Northants**

Late notification and reminder of Branch AGM 7.30pm Thursday 15 May @ Parsons Memorial Hall, Leys Lane, Great Houghton, Northampton > NFA

**\* (t) Big Lottery Fund**

Funding roll-out for East Midlands > application for SBR Rebuild etc. by Cllr Clayton

**(u) NCC/MGWSP Highways**

W/E Carriageway closures due to resurfacing A508 Grafton Regis 1200M > Yardley Gobion from 14<sup>th</sup> June x 3 weekends (an alternative route indicated due to delays) > for file and NB

**15. Finance**

**(a) The Council to approve budgetary controls to date (Attached to the Agenda)**

\* **RESOLVED** to approve

**(b) To Approve Current State of (Excluding Commuted Sums and Nationwide a/c's)**

Treasurer's a/c:	£76.15
Business Call a/c:	£37,958.88
Earmarked Reserves:	£21,986.32 (includes MH income)
<b>Available Capital =</b>	<b>£16,048.71</b>

**(c) Approved payment of outstanding accounts listed below**

001460	Clerks Stipend:	£466.50 (includes 2/12 PAYE adjustment)*
001461	Petty Cash:	£24.64
001462	Cleaner:	£85.00 (MH / RG litter pick)
001463	AH Contracts:	£65.61 (POS Dog Bins > Bloor Homes invoiced)
001464	ACS Cleaning:	£10.00 (MH Windows)
001465	NJ Blackwell:	£393.27 (Mowing)
001466	Canon (UK):	£179.53 (Equipment Hire)
001467	OSCH:	£1,750.00 (s137 Donation > rental support)

001468 OSCH: £500.00 (C&D Act donation)  
001469 OSCH: £1,500.00 (s137 Donation > Village events)  
001470 E.ON: £738.29 (PL Energy) #  
001471 M Davies: £1,175.00 (MH refurbishment > materials)  
001472 M Winkworth: £699.12 (Emergency SBR Repair)  
\* Note: NIC Employer contributions = £41.54pm (awaits P11 forms)  
# Level of increase raised with operations manager

**(d) To Adopt Accounts for the Year Ending 31<sup>st</sup> March 2008**

Internal Audit report read and actioned - Receipts & Payment Book and Accounts for Audit signed and formally adopted

**16. Street Lighting**

- (a) PL8 Mounthill Ave (ig)
- (b) New PL Deanshanger Road opposite No.7 is not yet powered

**17. Highways**

- (a) Cold Calling area is to be extended hopes Cllr Plummer (JWs advised)
- (b) Cllr Plummer reported on the Safe Community Policing initiative. Only 28 of 849 cards have been returned to date = 3%. It was agreed an opportunity had been lost > next newsletter

**18. Councillor Questions and Items for Next Agenda**

- (a) Grant Aid

**19. Date of Next Meeting**

10<sup>th</sup> June 2008 commencing at 7.30pm

With no other business the meeting closed at 9.40pm