

NASSINGTON PARISH COUNCIL

MINUTES

NASSINGTON PARISH COUNCIL MEETING

Wednesday 11th June 2008 in Nassington village hall

Present: Councillors: Yvonne Banke (Chair), Paul Burgess, Brian Farrow & Jane Norman and later Cllr Liam Gale after his co-option onto the council.

Sarah Rodger, Acting Clerk

plus 1 member of the public, Mrs Christine Kirby from Stamford Homes, Lisa Alexander from the Remarkable Group (PR agents to Stamford Homes), PCSO Paul Webster and Liam Gale as prospective co-opted member, who arrived after the meeting had started, by prior arrangement.

Before the Parish Council meeting started, the chairman invited Mrs Kirby from Stamford Homes (SH) to address the council with regard to the new planning application which was to be discussed under item 08.031 on the agenda. It had been decided that in order for members of the public to ask questions without having to adjourn the meeting, Stamford Homes representation should be made before the meeting proper. Mrs Kirby explained at some length the reasons for SH's alterations to the existing planning permission on the development known at Whittington's Meadow. In essence, the explanation was that the developers wanted to bring more variety between the different houses to reflect the fact that the village as a whole has lots of different styles of houses. The developers feel that this was not reflected in the design of the planning permissions that came with the site when SH bought it (EN/04/00998 refers) The Parish Council thanked Mrs Kirby and Ms Alexander for their time.

For the same reason of public accessibility, PCSO Paul Webster was invited to address the council in advance of the meeting. He explained the background to the recent crime figures, stated that the police were certain who had carried out recent vandalism at the bus shelter, but without a statement from either the perpetrator or a witness, were stymied in their progress and spoke briefly about the possibility of CCTV in the village, which would be discussed once a suitable location was identified.

No members of the public raised any issues

08.028) Apologies for absence.

Apologies were received from Cllr Barbara Curtis and accepted and Cllr Andrew Codman

08.029) Declarations of Interest in items on the Agenda

Cllr Jane Norman declared a personal but not prejudicial interest in item 08.032/1

Cllr Brian Farrow declared a personal but not prejudicial interest in item 08.032/1

Cllr Jane Norman declared a personal but not prejudicial interest in item 08.038

Cllr Liam Glas declared a personal but not prejudicial interest in item 08.038

08.030) Minutes of the Parish Council and Annual General Meetings held on 14th May 2008

RESOLVED: That the minutes be accepted as a true record of those meetings. The chairman signed and initialled the minutes

**ACTION /
NOTES**

Chairman's Initials:

08.031) Response to invitation to comment on Stamford Homes proposed alteration to planning permission at 'Whittington's Meadow' on the Woodnewton Road

RESOLVED: That the Council wait until statutory consultation documents and invitation to comment received from ENC¹

08.032) To consider Planning Applications received:

1. **TOWN AND COUNTRY PLANNING GENERAL REGULATIONS 1992, REGULATION 3 PROPOSED DEVELOPMENT:** Installation of a single mobile classroom unit at Nassington County School, Church Street, Nassington, Peterborough, PE8 6QG.

Cllr Jane Norman declared a personal interest as she is the school liaison member of the Parish Council

Declarations of Interest

Cllr Brian Farrow declared a personal interest in item 08.032/1 as his wife is a school governor

In both these cases, under section 10 of the 2007 Code of Conduct Act², the interests were NOT prejudicial and the councillors took full part in proceedings.

Councillors had previously looked at the plans online on the NCC website. A short discussion ensued.

RESOLVED: That the Council reply stating it is in full support of the proposal

Clerk

2. **TOWN & COUNTRY PLANNING ACT 1990:** BT's proposal to re-align payphone provision to meet consumer demand at East Northamptonshire, Northamptonshire

The Council discussed BT's proposals to remove the at The Drove/Apethorpe Road, Nassington and reiterated its comments of the meeting held on 28th May objecting to the removal of this telephone box over the one in Parkway as there was a higher density of population near the one earmarked for removal. Further investigation since the May meeting indicate that the phone box is used by lorry drivers unable to get mobile phone signals

RESOLVED: That the comments of the meeting held on 28th May objecting to the removal of this telephone box are reiterated and further comment about passing lorries using it is added

Clerk

08.033) Co-option of a replacement member to fill casual vacancy in Nassington

Mr Liam Gale introduced himself to the meeting and was asked a number of questions.

RESOLVED: That Liam Gale be co-opted onto the council forthwith. The clerk asked Cllr Gale to complete his acceptance of office papers and the declaration of member's interests.

LG

08.034) FINANCE:

1. **RESOLVED: That the following cheques be signed and accounts paid**

Cheque	Description	Payee	VAT(incl)	Gross £
100660	Insurance premium	Allianz Insurance plc		1158.26
100661	Reimbursement of expenses incurred by acting clerk	Sarah Rodger	7.21	168.54
100661	Website services	Sarah Rodger		200.00
100662	Salary & expenses 12/3-23/4	P Norman Smith		309.80
100663	Outgoing clerk			
100663	CiLCA ¹⁰ training course fee (partially offset-Bursary below)	NorthantsCALC ³		475.00
100664	CiLCA ¹⁰ certificate registration fee	SLCC ⁴		150.00

Chairman's Initials:

100665	SLCC ⁴ membership	SLCC ⁴		30.00
		Total	7.21	2,825.60

2. The following receipts were noted:

Allotment rents	Cheques	45.00
Allotment rents	Cash	15.00
Precept	50%	5,475.00
NALC ⁵ Bursary		200.00
	Total	£5,735.00

3. The following financial information was noted:

Bank statements at 31st May 2008:		BUDGET	Incl reserves	Excl reserves
Current (community) account	1,558.43			
BMM ⁶ 142 (Money Master #2)	11,710.31	Budgeted expenditure		
BMM ⁶ 134 (Money Master #1)	2,988.96	(Incl reserves)	25,680.00	11,680.00
BMM ⁶ 204 ('playground a/c')	1,974.21			
Total cash	18,231.91			
Plus uncleared receipts	5,735.00	Actual Exp to date:	2,112.83	2,112.83
Less uncleared payts & chqs	2,825.60	Balance	23,567.17	9,567.17

Available funds: £ 21,141.31

4. Agree new bank mandate to include anyone co-opted under 08.032

RESOLVED: That the new bank mandate be signed by the new co-opted member and all existing councillors to remain as signatories to the account

5. Accounts for 2007/2008 and complete Annual governance statement in accordance with the Accounts and Audit Regulations 2003, as amended.

Accounts had been made available electronically to all councillors in advance of the meeting and paper copies were available at the meeting. The accounts had been audited by the NCALC⁵ appointed independent internal auditor. A copy is appended to these minutes (appendix 1). The Council considered the accounts and agreed that the figures completed on the Annual Audit form presented fairly the financial position of the council. The Council then considered its responsibilities under Section 2, the annual governance statement, and was in agreement with each of the statements contained therein. A copy of the completed sections is appended to these minutes. (appendix 2) The matter of the ongoing reassessment of the Asset Register was briefly discussed.

RESOLVED:

1. **That the Council approve the accounts presented in the Statement of Accounts on the Annual Return Form**

And

2. **That the Council approve the annual governance statement**

And

3. **The Asset Register be submitted as it stood with an explanation that it is based on replacement values at the Council's estimation.**

6. Consideration re the request for financial support from Mencap.

Councillors considered this request in view of Section 137⁷ of the LGA, and discussed

RESOLVED: That the Council declines the request in this instance

Clerk

08.035) Matters arising from meeting in May, not dealt with under any other agenda item, (for information only). Reports on the following matters had been

Chairman's Initials:

circulated to Councillors in advance of the meeting:

1. 66 Church Street – Sue Davies, Planning Enforcement, ENC¹ had negotiated a 6 month period prior to issuing the order to clear the land to the rear of this property. The owner had advised that he is disputing ownership of the land between his property and the allotments. Land registry has stated to NPC⁸ that this land is not claimable.
2. Churchyard – The rear of the churchyard had been cleared
3. Churchyard footpath - The agreement between Cllr Heather Smith and Jim Cosford (NCC⁹) was to: a) repair the potholes in the footpath between the eastern gate and the church door and b) apply a 'blind' of golden gravel to the surface of the path from the east to west gates to give a uniform appearance. A coating of tar was applied to the footpath as the adhesive for the gravel. The footpath warden's understanding is that this was a minimum cost exercise as it had not been budgeted for. Any weeds growing through the path will have to be controlled with a herbicide.
4. Parish Council Toolkit / CiLCA¹⁰ / Standing Orders / Contract / NPC⁸ administrative documentation The acting clerk explained that as part of the CiCLA course, she is obliged to prepare a number of papers covered by 24 separate modules. Each of the submissions has to be legally correct and complete. It is encouraged that actual documentation from the clerk's Parish Council is used. And it's her intention to prepare her work in a correct and legal manner specifically applicable to the council with a view that they can be adopted as is as well as being suitable for submission for CiLCA qualification.
5. The acting clerk wrote to Mr Smith conveying the council's thanks and passing on its good wishes

08.036) Report on the Allotment Committee,

A report had been circulated in advance of the meeting and is appended to these minutes (appendix 3)

08.037) Information re CCP¹¹ – Rural Programme, summer 2008

The acting clerk has provisionally booked the village hall in Nassington for the last Tuesday in July and in Yarwell for the first 2 Tuesdays in August. Nassington's hall is being refurbished in August. The cost of Yarwell hall is £8 per hour.

RESOLVED: That the bookings be confirmed

Clerk

08.038) "New Pavilion" Questionnaires and consider next steps in the process.

Cllr Jane Norman declared a personal interest as her husband is secretary of the Cricket Club.

Declarations of Interest

Cllr Liam Gale declared a personal interest as his wife is on the preschool committee

In both these cases, under section 10 of the 2007 Code of Conduct Act¹², the interests were NOT prejudicial and the councillors took full part in proceedings.

In advance of the meeting, copies of the report of the answers & responses to the questionnaire had been made available electronically. The Council felt that the number of respondents (23) was very low as over 300 had been posted through doors, so the response did not even represent 10%. All but 1 received was positive, with that one 'undecided'. The Council felt that this might not be a mandate to drive the project forward and that without the lack of positive support from the village it might not be the way the village wants to go. After much discussion and points of view put forward, it was decided that the Parish Council per se could not lead the project.

RESOLVED:

Clerk

1. **That ACRE be contacted to ask for advice with regard to response rates to consultations of this nature.**

Chairman's Initials:

AND

2. ***That the members of the Council on the Sports Association committee meet with representatives of the pre-school, the cricket club, and possibly Gordon Smith as a potential voluntary trustee, and discuss how to take the project forward.***

08.039) Reinstatement of surface at Under-5's play area plus repair to button seat on zip slide

Report and initial quotation had been circulated electronically in advance of the meeting. The various options were discussed. It was decided to instruct Fenland Leisure as they know the area for which they are quoting, their quote is in line with other suppliers of the same material, but includes spreading and installation, not just delivery and the repair to the zip slide seat would be more economical by having both jobs carried out at once.

RESOLVED: That Fenland leisure be contracted to carry out the work to reinstate the bark safety surface at the Under5's play area and to fit a new button seat to the zip slide Clerk

08.040) Insurance Cover.

The Council was advised that the insurance premium had reduced due to the cancellation of cover on office equipment, a knapsack sprayer and the brush cutter. It had transpired that the shelter is insured for vandalism contrary to previous advice. A claim had been lodged for the vandalism to the teenage shelter which required ratification by the Parish Council. In order for a similar claim to be lodged for the bus shelter, a report on damage would be needed along with repair estimates.

RESOLVED:

1. ***That the insurance claim for the teenage shelter proceeds***

Clerk

AND

2. ***That a claim is NOT lodged for the bus shelter***

08.041) North Northamptonshire Joint Planning Unit's (JPU) Consultation on Sustainable Design Supplementary Planning (SPD) Document.

The Council considered whether it wanted to respond to the consultation or to deal with the report in another way. After some discussion, it became apparent that the members felt that this was a rather specialised area of planning statute covering a very large geographical area.

RESOLVED: That an item would go in the village newsletter drawing people's attention to it, but that the council would not formerly respond. Clerk

08.042) Peterborough Core Strategy Development Plan Document (DPD) – Preferred Options Stage Consultation.

The Council felt that this too was an extensive document covering an area outside of the Parish's parliamentary boundary and another local authority. One point noted was that Wansford, which is the closest place to Nassington mentioned in the document, was to remain a small restricted infill village

RESOLVED: That the Council would not respond to the invitation to consult. Clerk

08.043) Parish Councillor vacancy on East Northants Standards Board.

The Parish Council considered the invitation to put forward a councillor to sit on the East Northants Standards Board.

RESOLVED: That the Council would decline the invitation Clerk

08.044) Correspondence

As per the attached list.

RESOLVED: To discuss the letter from Bill White grasscutting services at the next meeting and in the meantime the Acting Clerk to establish the legalities of fuel surcharges

Clerk

08.045) Newsletter

RESOLVED: That the Acting Clerk. Include the following items in the newsletter:

- The disappointing low number of responses to the pavilion questionnaire and pointing out that views will still be taken into account
- The sustainable design document under 08.041 above
- Neighbourhood Watch items that have been received recently by email from the police

Clerk

08.046) Future agenda items

- Bill White gardening services

THE MEETING CLOSED AT 9.45PM

DATE OF NEXT MEETING: JULY 9TH 2008, NASSINGTON VILLAGE HALL, 7.15PM

Approved by Nassington Parish Council

**Signature of chairman
of meeting:**

Date: 9th July 2008

¹ ENC = East Northamptonshire Council

² The Local Authorities (Model Code of Conduct) Order 2007 No. 1159

³ Northants / NCALC = Northamptonshire County Association of Local Councils

⁴ SLCC = Society of Local Council Clerks

⁵ NALC = National Association of Local Councils

⁶ BMM = Business Money Manager

⁷ Section 137 = Section 137 of the 1972 Local Government Act, as amended by Local government & housing act 1989, Section 6

⁸ NPC = Nassington Parish Council

⁹ NCC – Northamptonshire County Council

¹⁰ CiLCA = Certificate in Local Council Administration

¹¹ CCP = Cultural Community Partnerships

¹² The Local Authorities (Model Code of Conduct) Order 2007 No. 1159

Chairman's Initials: