

NORTHILL PARISH COUNCIL

MINUTES OF NORTHILL PARISH COUNCIL MEETING HELD IN ICKWELL VILLAGE HALL ON MONDAY 26TH OCTOBER 2009 COMMENCING AT 7.30 PM

PRESENT: Councillor J Franklin (Chairman), Councillors A Bird, R Brinkley, J Coutts, G Gilbert, M Hall, S Mandley, P Maudlin, D Milton, M Morgan, W Momen, J Yatchisin, and the Clerk Mrs L Trevena

Also present were Central Bedfordshire Councillor P Turner and five members of the public

1. **APOLOGIES FOR ABSENCE**

Apologies were received from Central Bedfordshire Councillor C Maudlin.

2. **DECLARATION FROM MEMBERS IN RELATION TO PERSONAL OR PREJUDICIAL INTEREST IN ANY AGENDA ITEM**

Councillor D Milton declared a personal interest in item 11.4

Councillor J Franklin handed out certificates to those Councillors who attended the Power of Well-being Training Course.

3. **OPEN FORUM**

Standing orders were suspended at 7.33 pm. No members of the public wished to speak.

Central Bedfordshire Councillor P Turner informed those present that she had been contacted by a local resident who had complained of speeding vehicles along Biggleswade Road, Upper Caldecote and also of the poor condition of the highway in Biggleswade Road. Councillor Turner said that she would give the Clerk details of the residents name and phone number in order that the Clerk could then pass on the highway matters to Central Bedfordshire Council and inform the police of the speeding problem.

Standing orders were resumed at 7.38 pm.

4. **POLICE REPORT FROM PC PATERSON**

Constable Paterson was not in attendance.

5. **COUNCIL MINUTES**

The minutes of the Northill Parish Council Meeting held on 14th September 2009, were taken as read, confirmed and signed as a true record.

6. **CLERK'S REPORT & MATTERS ARISING**

6.1 **NORTHILL & ICKWELL MID SUMMER BALL 2010 (see minute 10.1 page 296)**

The Clerk reported that she is now in receipt of the signed Hire and Use Agreement form for this ball. Obviously risk assessment/health & safety information, insurance coverage and holding deposit will be forwarded nearer the time. This matter will be further discussed under item 11.4 as further correspondence in connection with the event has been received from Ickwell Village Hall Trustees and Ickwell Pre-School.

6.2 **ICKWELL GREEN EASEMENT 'A'**

Now that maintenance has been carried out on Ickwell Green tracks, the cost of which was paid in total by the Northill Parish Council, the Clerk had asked the Solicitors to continue with the drawing up of this easement. The solicitors had been sent details of the work undertaken together with relevant paid invoices as requested.

7. COMMITTEE MINUTES

7.1 TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 29TH SEPTEMBER 2009

The minutes of the Planning Committee meeting held on 29th September 2009 were adopted.

7.2 TO RECEIVE THE MINUTES OF THE HIGHWAYS & OPENS SPACES COMMITTEE MEETING HELD ON 5TH OCTOBER 2009

The minutes of the Highways and Open Spaces Committee meeting held on 5th October 2009 were adopted.

7.3 TO RECEIVE THE MINUTES OF THE CEMETERY COMMITTEE MEETING HELD ON 5TH OCTOBER 2009

The minutes of the Cemetery Committee meeting held on 5th October 2009 were adopted.

7.4 TO RECEIVE THE MINUTES OF THE ESTABLISHMENT COMMITTEE MEETING HELD ON 5TH OCTOBER 2009

The minutes of the Establishment Committee meeting held on 5th October 2009 were adopted.

Councillors A Bird and M Hall wished to have their names recorded against the adoption of these minutes due the recommendations made under item 7 on page 7.

7.5 TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 13TH OCTOBER 2009

The minutes of the Planning Committee meeting held on 13th October 2009 were adopted.

8. TO RECEIVE REPORTS FROM CENTRAL BEDFORDSHIRE REPRESENTATIVES

Councillor P Turner informed members that the new Chief Executive for Central Bedfordshire Council had commenced employment today (26th October). The Council are currently working hard to reduce the current overspend as well as determining next year's budgets and council tax. Staffing requirements are being reviewed and members are looking at possible staff duplication and/or excess of staff. Formal notification has yet to be received, but it is thought likely that the Boundary Commission will be recommending a reduction in the number of Central Bedfordshire Councillors. The Council are awaiting the results of the East of England Plan Review and also central government views on waste disposal (BeAR Project).

9. FINANCE

9.1 TO APPROVE PAYMENTS MADE

1 st Caldecote & District Rainbows	S.137 Grant aid	£250.00
Royal British Legion Poppy Appeal	S.137 Grant aid	£50.00
Dillamore Bequest	Hire of hall	£12.00
Mrs L Trevena	Salary + expenses Sept 09	£1126.16
BATPC	Power of Well-being training course	£80.00
A R Worboys Ltd	Grounds maintenance	£377.20
D J Granger Grounds Maintenance Ltd	Grounds maintenance	£289.57
Olive Press	Newsletter printing	£109.00
E-On	Street lighting Energy charges	£13.42
HM Revenue & Customs	Tax & NI July-Sept 2009	£744.22
Mrs L Trevena	Salary + expenses Oct 09	£1077.15
A R Worboys Ltd	Replacement cheque lost in post	£895.51
D J Granger Grounds Maintenance Ltd	Replacement cheque lost in post	£551.54
Northill PCC	Hire of hall	£20.00
D J Granger Grounds Maintenance Ltd	Grounds Maintenance	£665.85
D J Granger Grounds Maintenance Ltd	Repair/repaint cemetery sheds	£798.10
D2D Distribution Ltd	Newsletter delivery	£258.75
Ickwell Village Hall	Hire of hall	£20.00

RESOLVED that approval be given to the payments made.

9.2 TO APPROVE PAYMENTS TO BE MADE

None.

9.3 INCOME

CBC	2 nd instalment of Precept	£20,000.00
Seamers	Interment Albone C.P.43	£100.00
Henlow Parish Council	Contribution towards travelling (conference)	£14.80
Neville Funerals	Memorial Smith N.P.338	£14.00
Squires	Interment Law N.P.72	£86.00
Seamers	Interment Presland N.P.168	£86.00

9.4 ACTUAL INCOME AND EXPENDITURE AS AT 30.09.09

Details of the six monthly income/expenditure against budget were circulated to members during the meeting. This was noted. It was also noted that after S.137 payments made to date, the residue in the S.137 grant allocation now stands at £1825 and not £325 as stated in the Council minutes dated 14th September 2009.

10. ITEMS FOR CONSIDERATION:

10.1 STATEMENT OF INTENT AS TO COMMUNITY ENGAGEMENT

The Clerk had circulated to members a draft statement. Minor changes were made to the draft document before it was:

RESOLVED that:

- a) the Statement of Intent as to Community Engagement is adopted;
- b) a copy of the Statement is placed on each of the 6 noticeboards throughout the Parish;
- c) a copy of the Statement is published on the web site; and
- d) a copy of the document is appended to these minutes on pages 305 and 306.

10.2 RESOLUTION "THIS COUNCIL HAS MET THE PRESCRIBED CONDITIONS OF THE PARISH COUNCILS (POWER TO PROMOTE WELL-BEING) (PRESCRIBED CONDITIONS) ORDER 2008 WHICH WILL ENABLE IT TO USE THE POWER OF WELL-BEING"

Members were informed that the resolution could now be passed as a Statement of Intent had now been adopted. The eligibility period for the use of the power starts from this resolution and ends on the day before the next relevant annual meeting of the council. A relevant annual meeting is the annual meeting that is held by the council in a year of ordinary elections.

RESOLVED that this Council has met the prescribed conditions of the Parish Councils (Power to Promote Well-being) (Prescribed conditions) Order 2008 which will enable it to use the Power of Well-being.

11. CORRESPONDENCE

11.1 FOOTPATH 10, NORTHILL

Councillors A Bird and G Gilbert declared a personal interest in this item.

Notification had been received by the P3 Steering Group that the Diversion and Creation Orders relating to FP10 Northill have been forwarded to the Secretary of State for Environment, Food and Rural Affairs. The orders will be heard by an independent Inspector at a Public Hearing to be held at Upper Caldecote Cricket Pavilion on 5th January 2010 at 10.00 am. Notices about the hearing will be erected in early December 2009.

11.2 MR WELLER, ICKWELL GREEN

Correspondence from Mr Weller thanked all members who supported the repair work to Ickwell Green Track. He states that he has 'lived on Ickwell Green for over 10 years and the perimeter track has never been in such a good condition'.

11.3 CONSULTATION: DESIGN GUIDE FOR CENTRAL BEDFORDSHIRE

Launch of public consultation for new Design Guide at Central Bedfordshire Offices, Chicksands took place on 22 October 2009. Comments on the document can still be made by 5.00 pm on 16 November 2009 or by email on ldf@centralbedfordshire.gov.uk. Design guide can be viewed on <http://www.centralbedfordshire.gov.uk/environment-and-planning/planning/ldf/central-bedfordshire-design-guide.aspx>. Councillor M Hall informed members that she had attended this meeting and had found the launch information very interesting. She advised members that they can, of course, forward their own personal comments.

11.4 PARKING OPPOSITE ICKWELL VILLAGE HALL IN CONNECTION WITH 2010 BALL

Copy of email from Mrs Dewe regarding traffic calming measures and parking problems outside Ickwell Village Hall and a copy of emailed letter (unsigned) from Ickwell Village Hall Trust were attached for members, together with a copy of the Clerk's letter to the playgroup concerning this matter which you will note says 'large vehicles will need access to and from Ickwell Green'. Correspondences from Mrs Blackman, Chairperson of Ickwell Pre-School and from Mrs Pitts on behalf of the committee of Ickwell Pre-School were circulated to members during the meeting. A lengthy discussion took place concerning the proposed vehicular access to the green in connection with the 2010 Ball.

RESOLVED that all vehicles, involved with the loading and off loading of equipment in conjunction with the 2010 Ball, must access Ickwell Green via the highway adjacent to the Maypole; however, in the event of wet weather no vehicles may access the green but must off load from the highway adjacent to the Maypole.

Further discussion took place on the other concerns raised regarding general problems with vehicular movements, access and visibility within the vicinity of Caldecote Road and Ickwell Green.

RESOLVED that Central Bedfordshire Council be asked if it would give consideration to the installation of vehicle activated sign (similar to that on Bedford Road, Northill) on Caldecote Road near to Ickwell Village Hall or give some suggestions as to what type of traffic calming measures would be appropriate near to the Pre-School in this area. A copy of the items of correspondence in connection with this matter should be attached to the request.

11.5 BATPC – ANNUAL GENERAL MEETING

The Clerk had forwarded notification of the BATPC AGM that was due to be held in St Mark's Church Community Hall, Calder Rise off Avon Drive, Brickhill MK41 7UY on Thursday 22nd October commencing at 7.30pm. Members had been advised to let the Clerk know if they wished to attend.

11.6 1ST CALDECOTE & DISTRICT RAINBOWS

Correspondence had been received from the 1st Caldecote & District Rainbows thanking the Council for the grant aid of £250 towards costumes and props for the Gang Show on Saturday 20th March 2010 to be held in Stratton School.

11.7 BEDFORDSHIRE POLICE – MOBILE POLICE STATION

Notification had been received that the mobile police station will be on Ickwell Green on Tuesday 3rd November from 14.35 – 15.35 hours and on Caldecote Green on Wednesday 4th November from 09.30 – 10.30 hours.

11.8 MR A RIX – NORTHILL POND

An email from Mr Rix was copied to members together with the Clerk's reply and his subsequent response. The original request was that Mr Rix and a number of villagers' had offered to maintain Northill pond on a voluntary basis. The group had some experience in environmental projects and would work in conjunction with the local Wildlife Trust. He also asked for approval to be given to a small information board to be erected near the pond. He further added that any funding requirements would be applied for in the normal manner. Members discussed the request before it was:

RESOLVED that:

- a) Mr Rix be informed that the Council would be willing to accept his offer for a voluntary group to maintain Northill Pond provided that they were covered, for insurance purposes, by either the Wildlife Trust or the P3 Steering Group;
- b) before permission is given for the erection of a noticeboard, exact details of size, content and siting would need to be approved by Council;
- c) Council would like to see and approve the management plan for the pond before any work is carried out; and
- d) Council will need to approve each and every funding application prior to any work being carried out.

12. GENERAL WORK TO BE CARRIED OUT/COMPLAINTS

None. An item to consider the possible removal of the willow tree adjacent to Northill Pond to be added to the next agenda.

13. SUGGESTIONS FOR FUTURE PROPOSALS FROM COUNCILLORS

Councillor Momen asked that an item 'To consider carbon emissions and the need to meet Government target' be included on the next agenda.

14. REPORTS FROM OTHER ORGANISATIONS

None.

15. DATE OF NEXT MEETING

Monday 14th December 2009 at Caldecote Church Rooms

There being no further business the meeting closed at 9.10 pm.

NORTHILL PARISH COUNCIL

STATEMENT OF INTENT AS TO COMMUNITY ENGAGEMENT

(WITH REFERENCE TO THE POWER OF WELL-BEING)

MAIN STATEMENT OF INTENT

Aims and Objectives

Northill Parish Council is an open and transparent Quality Status Council, which values the opinions of the community which it serves. It has in the past, and will continue to do so in the future, listen to the needs and concerns of that community, and will do everything within its power and financial constraints, to make Northill Parish a better place to live, and work.

Defining the Community

Northill Parish Council is keen to reach all groups and individuals who work, or live in the Parish. It has historical links with local Church Groups, P3 Steering Group, Village Halls, educational establishments and the many voluntary groups working for the good of the Parish, to ensure that as wide a cross section as possible of the community can have access to the Council, its Members, and its staff.

Provision of Information to the Community

Northill Parish Council has many avenues through which it communicates with its community. These include:

- A web-site that goes beyond the work of the Parish Council, and provides links to many other useful services, including the principal authority.
- An Annual Report which is delivered annually, via a newsletter, to every home in the Parish.
- A Parish Council Newsletter delivered quarterly to every home in the Parish.
- Publishing of agendas, on the six notice boards throughout the Parish, for all Council and committee meetings.
- Publishing of minutes, on the Council web site, for all Council and committee meetings.
- The Parish Council's involvement in the Annual Parish Meeting, with its public question time.
- The annual External Audit offers the opportunity for questions to be asked about the latest Statement of Accounts. A synopsis of the financial accounts is published within the Annual Report, and also in the June edition of the Parish Council Newsletter.

Opportunities for Community Involvement

Northill Parish Council will make every opportunity available to the electorate to ensure excellent community involvement. These will include the following methods:

- Parish Councillors hold regular evening surgeries before full Council meetings, which are publicised, for the electorate to have a private forum to raise issues.
- The Parish Council have a public forum session at every Council meeting, where the electorate can raise issues "in relation to the business on the agenda or request matters to be discussed at a subsequent meeting".

Opportunities for Formal Representations to the Council

This “Statement of Intent” has elsewhere listed the many opportunities that exist for the public to make formal representations to the Parish Council. Issues received in writing, providing they are received before the deadline for closure of the agenda, are included as a stated item on the next agenda.

It is a target that correspondence received from a member of the public is at least acknowledged, wherever possible, within five working days.

Involvement in Partnerships

The Parish Council encourages and supports public meetings organised by the police, the health authority, Central Bedfordshire Council and other organisations where they feel information should be made available to the residents of the Parish.

Role of Council Members and Officers

As an open and transparent Parish Council, both Members and officers seek to offer a high quality professional service to all whom they serve. Both Members and officers are keen to maintain relevant Codes of Conduct in their business, and see the community as “customers” rather than an electorate.

Specific Areas for Community Involvement

Where there is a specific issue, or a new project, that the Parish Council wish to consider, it is of value to the Parish Council to seek the views of the community who will be most affected. The residents of the Parish can have confidence that their “voice” will be heard, and that the Council will work with the community to reach a common goal.

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Adopted by Northhill Parish Council on 26th October 2009