

NORTHILL PARISH COUNCIL

MINUTES OF NORTHILL PARISH COUNCIL MEETING HELD IN CALDECOTE CHURCH ROOMS ON MONDAY 20TH APRIL 2009 COMMENCING AT 7.30 PM

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

Also present was District Councillor T Turner and 11 members of the public.

1. APOLOGIES FOR ABSENCE

Apologies were received from Councillors A Bird, District Councillor Davison and County Councillor Scott.

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

None.

3. CO-OPTION OF COUNCILLOR

Three residents of the parish had expressed an interest in being a councillor, Robert Mackay, Margaret Morgan and Rebecca Brinkley. Voting took place by way of a secret ballot with the voting slips handed out, collected in and counted by the Clerk. The result was:

Robert Mackay	- 1 vote
Margaret Morgan	- 4 votes
Rebecca Brinkley	- 5 votes

RESOLVED that Rebecca Brinkley be co-opted onto Northill Parish Council.

4. OPEN FORUM

Standing orders were suspended at 7.40 pm.

Mrs Kendrick urged the Council to make a decision and carry out permanent repair work to Ickwell Green tracks. Mrs Papworth reported that delivery of the Parish Plan had now been completed and various people were organising local meetings to progress the action plans.

Standing orders were resumed at 7.45 pm.

5. POLICE REPORT FROM PC PATERSON

The Clerk reported that unfortunately Constable Paterson has sustained injuries during an arrest in March and although back at work he is on restricted duties and unable to leave the office. He had, however, forwarded a report and crime figures from October 2008 to March 2009. His report pointed out that as local beat officer he has nine other parishes as well as the town of Potton to cover and accordingly his time is therefore restricted for attendance at council meetings. This was noted.

RESOLVED that Constable Paterson be thanked for the information provided.

6. COUNCIL MINUTES

TO APPROVE THE MINUTES OF NORTHILL PARISH COUNCIL MEETING HELD ON 2ND MARCH 2009

The minutes of the meeting of Northill Parish Council held on 2nd March 2009 were taken as read, confirmed and signed by the Chairman.

- 7. TO ADOPT THE MINUTES OF NORTHILL PARISH MEETING HELD ON 30TH MARCH 2009**
The minutes of Northill Parish Meeting held on 30th March 2009 were taken as read and initialled by the Chairman.
- 8. CLERK'S REPORT & MATTERS ARISING**
- 7.1 P3 INTEREST FREE LOAN (see minute 12.1 page 258)**
Documentation had been forwarded to P3 and the signed agreement had now been returned.
- 7.2 ICKWELL GREEN TRACKS (see minute 12.6 page 259)**
Specification after Highways & Open Spaces site meeting was available at the meeting and will be discussed under item 12.1.
- 7.3 SURFACE DAMAGE TO CALDECOTE GREEN (see minute 14. page 261)**
Damage to Caldecote Green has been rectified.
- 9. COMMITTEE MINUTES**
- 9.1 TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 31ST MARCH 2009**
The minutes of the Planning Committee meeting held on 31st March 2009 were adopted.
- 9.2 TO RECEIVE THE MINUTES OF THE PLANNING COMMITTEE MEETING HELD ON 14TH APRIL 2009**
The minutes of the Planning Committee meeting held on 14th April 2009 were adopted.
- 9.3 TO RECEIVE THE REPORT OF THE HIGHWAYS AND OPEN SPACES COMMITTEE MEETING HELD ON 6TH APRIL 2009**
The report of the Highways and Opens Spaces Committee meeting held on 6th April 2009 was adopted.
- RESOLVED** that D J Granger Landscapes Limited be asked to supply a quotation in relation to mole infestation on Caldecote Green.
- 9.4 TO RECEIVE THE REPORT OF THE CEMETERY COMMITTEE MEETING HELD ON 6TH APRIL 2009**
The report of the Cemetery Committee meeting held on 6th April 2009 was adopted.
- 10. TO RECEIVE REPORTS FROM CENTRAL BEDFORDSHIRE REPRESENTATIVES**
Councillor Turner pointed out the fact that the Educational and Social Care departments were currently still working out of the old County Hall premises and staff were also working out of the Dunstable offices. However, the new council is looking to re-house all staff within the Central Bedfordshire authority together by the end of year three. Currently Chicksands office is the corporate centre of the authority. She said that there had been a few teething problems with the changeover and asked for feedback from members if they had any ongoing problems. The election for the new authority will take place jointly with the European elections on 4th June whereby 66 members will need to be appointed from the outgoing 136. The highways contract with Amey will continue for the present time.

11. FINANCE
11.1 TO APPROVE PAYMENTS MADE

Dillamore Bequest	Hire of hall	£12.00
Olive Press Ltd	March Newsletter printing	£174.00
Olive Press Ltd	Parish Plan printing THINC	£2070.00
E-on	Street lighting energy charges	£46.97
Zurich Insurance	Insurance renewal 2009/10	£1054.44
Mrs L Trevena	Salary + expenses March 2009	£1008.91
HM Revenue & Customs	Tax & NI Jan-Mar 2009	£767.83
D J Granger Landscapes Ltd	Grounds Maintenance	£275.77
NALC	Return of Quality Status submission	£8.96
D J Granger Landscapes Ltd	Grounds Maintenance	£275.77
D2D Distribution	Delivery of Newsletter	£258.75
Ickwell Village Hall	Hire of Hall	£10.00
Northill PCC	Hire of Hall + THINC hire of hall	£53.00

RESOLVED that approval be given to the payments made.

11.2 TO APPROVE PAYMENTS TO BE MADE

BATPC	Bedfordshire Bugle	£15.00
BATPC	Affiliation Fees	£435.00
D J Granger Landscapes Ltd	Grounds Maintenance	£275.77
David Granger Landscapes Ltd	Grounds Maintenance + weed spray	£303.37

RESOLVED that approval be given to above payments.

11.3 INCOME

Neville Funeral Directors	Interment Pond C.P.329a	£44.00
Seamer Funeral Directors	Interment Houghton C.P.132	£172.00

11.4 CONFIRMATION OF EXECUTIVE ACTION TAKEN WITH REGARD TO NJC SALARY SCALE

Confirmation received regarding NJC Salary Scale for staff salaries increase from 2.45% to 2.75% backdated to 1 April 2008.

RESOLVED that confirmation be given to the executive action taken with regard to the increase in staff salaries.

12. ITEMS FOR CONSIDERATION:
12.1 THE WAY FORWARD IN CONNECTION WITH ICKWELL GREEN TRACKS

A working party group of the Highways and Open Spaces Committee met with representatives of Amey on site. Circulated to members only, were their views and specification on repair work. The Clerk, once again, reminded members that if Council agreed to carry out any work, repairs or complete resurfacing, on the tracks it would be acting ultra vires. She also re-iterated that there was a duty by the residents around the green, especially those who have easements, to contribute towards maintaining the tracks. If repairs to the track were to go ahead and Council were to provide monies it must be from revenue and not capital funds.

Voting took place and this was carried by 7 votes to 3. Councillors M Hall, G Gilbert and S Mandley wished to have their names recorded against the resolution.

RESOLVED that any repairs to Ickwell Green tracks are paid, up to a maximum of £12,000 from Northill Parish Council capital amenity fund.

The Clerk expressed concern as she felt that the specification was not specific enough and sufficient to put out to tender. She said she would contact one or two other people to get the specification re-written for tender. The tender would then be sent out with a closing date. All tenders would then be opened after the closing date by the Clerk in conjunction with the Chairman of the Highways and Opens Spaces Committee. Discussion took place with regard to the tender going out. The Clerk reported that the three contractors used by the Council were all capable of carrying out this work. However, due to the estimated costs of the work, and in line with financial regulations, the tender should be open to all and advertised in the local press.

RESOLVED that the tender be forwarded to the three contractors currently used by this Council as well as an advertisement being placed in the Biggleswade Chronicle inviting others to tender for the proposed work.

12.2 BRCC – CENTRAL BEDFORDSHIRE MAPPING PROJECT 2009

Mid Beds Cycle Route Mapping Project (2001) is being updated. Council's comments on the routes are invited. Maps/routes for Northill, Ickwell and Upper Caldecote were circulated to members only. After discussion it was:

RESOLVED that the following comments be forwarded to BRCC:

- a) route 66 - it should be noted that there is no A1 crossing
- b) route 66 - reference should be made to planning application 07/001949 decision as a change in status has been approved
- c) route 2 - it should be noted that this area is a village green

12.3 POWER TO PROMOTE WELL BEING IN THE AREA

Members can view this documentation on www.communities.gov.uk. The document details extension to councils with the power to promote or improve the economic, social, or environmental well-being of their area. The Clerk reported that whilst she is qualified, holding the BA (Hons) in Local Council Administration, she would still need to obtain an updated qualification (section 7 only of the current Cilca course – cost £15). If the Council wishes to undertake the power of wellbeing then eighty per cent of councillors (10 councillors) will also need to attend training which can be arranged via BATPC. An article relating to this is in the Bedfordshire Bugle which was enclosed with the agenda.

RESOLVED that the Council undertakes the Power of Wellbeing and the Clerk arrange to take section 7 of the Cilca course and BATPC be asked to arrange training for councillors.

12.4 TOWN & PARISH PARTNERSHIP FUND SCHEME – 2009/10

Notification that the scheme is continuing via Central Bedfordshire and, as before, proposals can be put forward where to spend the allocation. Approximate rates for guidance are: Resurfacing of footway £43 m², thin road resurfacing £12 m², street light £1500 each. NPC allocation is £10,000. Members discussed the matter and the following proposals were put forward.

Installation of footway outside 14 Thorncote Road, Hatch.

Repair/widen footway in Caldecote Road, Ickwell adjacent to the kerbed area undertaken last year.

Repair to footway in Ashby Drive.

RESOLVED that this Council's initial request be made for the above sites to be considered and followed up with a site meeting with members of the Highways and Opens Spaces Committee.

12.5 ADDITION OF DRAFT MINUTES ON THE COUNCIL WEB SITE

Mrs Papworth had requested that draft minutes be included on the Council web site.

RESOLVED that the draft minutes are not included on the Council web site.

12.6 REQUEST FOR PERMISSION TO HOLD GUIDING CENTENARY EVENT ON ICKWELL GREEN DURING 2010

Request from East Bedfordshire Division Girl Guiding to hold a centenary event on Ickwell Green which would incorporate four districts putting on a display with costumes, badges, equipment, tents etc., throughout the 100 years of guiding. The proposed event would probably take place on a Saturday in the summer of 2010 (would not clash with cricket matches).

RESOLVED that permission be given to the proposed event subject to compliance with the Council's conditions of hire and use of Ickwell Green.

12.7 REQUEST FOR PERMISSION TO REPAINT THE BUS SHELTER ON ICKWELL GREEN AT HER OWN EXPENSE

Correspondence from Mrs Kendrick was circulated to members.

RESOLVED that Mrs Kendrick be thanked for her kind offer to repaint the bus shelter on Ickwell Green and informed that she may carry out the work, at her own risk, and forward the bill for materials to the Council for reimbursement.

12.7 THE WAY FORWARD IN CONNECTION WITH THE PARISH PLAN

The Clerk reported that she had been contacted by Janet Green of THINK Group who informed her that there would be a meeting in the Methodist Church on 14th May to discuss the need for allotments. Mrs Papworth informed the Clerk that the email attachment she forwarded from Central Bedfordshire in relation to the Parish Plan could not be opened. A copy of the letter was handed to the Clerk during the meeting.

RESOLVED that a working party/committee be formed at the May 2009 meeting with their remit to produce a five/seven year forward plan in connection with actions identified in the Parish Plan.

13. CORRESPONDENCE

13.1 BEDFORDSHIRE BUGLE - MARCH 2009

This item of correspondence was attached for members.

13.2 MBDC – COMMEMORATIVE TREE

MBDC have offered to provide and plant a commemorative Pyrus Chanticleer (Ornamental Pear) in the autumn. Members were asked to consider as to where the tree should be planted.

RESOLVED that the tree be situated on Caldecote Green with the Highways & Open Spaces Committee to determine the actual site at their next meeting on 12th July 2009.

13.3 CBC – NOTIFICATION OF STATUTORY MONITORING OFFICER

Notification that there will be five Deputy Monitoring Officers supporting the Monitoring Officer role, including Head of Legal Services, John Atkinson and Head of Democratic Services, Kathrin John.

- 13.4 TOWN & PARISH PARTNERSHIP FUND SCHEME – 2009/10**
Notification that the scheme is continuing via Central Bedfordshire.
- 13.5 MR DANIELS – ICKWELL GREEN PERIMETER TRACKS**
Correspondence from Mr Daniels of Ickwell Green drawing attention to the Commons Act 2006 and DEFRA requirements and suggesting alternative surfacing and asking for reinstatement works without further delay. This was noted.
- 13.6 END OF 120 YEARS OF BCC**
Correspondence from Councillor M Russell outlining BCC achievements and wishing everyone all the best for the future.
- 13.7 WOOTTONS WHAT WHERE AND WHEN OF WASTE**
Final BCC newsletter regarding waste in Bedfordshire will be circulated to members.
- 13.8 NOTIFICATION OF AUDIT**
Notification of Audit notice displayed from 20th April to 3rd May for inspection of documents between 5th May and 2nd June 2009. Completed audit is to be sent to the external auditor by 8th June.
- 13.9 CENTRAL BEDFORDSHIRE CONFERENCE FOR TOWN & PARISH COUNCILS**
Conference on 29th April 6.30 pm for 7.30 pm start. Two representatives may attend. Unfortunately the Clerk is now, for personal reasons, unable to attend. No Councillors offered to attend.
- 13.10 CENTRAL BEDFORDSHIRE – LDF CORE STRATEGY PREFERRED OPTIONS SUMMARY DOCUMENT**
Public consultation commences 17th April until 12th June on the latest Core Strategy Document. This consultation represents the Joint Committee's preferred option for development.
- RESOLVED** that this correspondence be placed on the next agenda of the Planning Committee for its determination.
- 13.11 EASEMENT – 7A/7C THE GREEN, UPPER CALDECOTE**
Confirmation from Council's Solicitors confirms that there were two Deeds of Grant issued for the above properties. The first in 1988 to the owners of 7A for one single residence only on the plot and then later a further deed when the owners of 7A applied for planning permission for a further plot on the site. The Clerk is now in receipt of both these easements.
- 14. GENERAL WORK TO BE CARRIED OUT/COMPLAINTS**
The Chairman reported that she had been contacted by Mr D Karavadra requesting permission to plant a commemorative tree.

RESOLVED that Mr Karavadra be asked to contact the Arboricultural Officer David Alderman for suggestions of a suitable species to be planted on Caldecote Green. Highways & Open Spaces Committee to determine the actual site at their next meeting on 12th July 2009.

15. SUGGESTIONS FOR FUTURE PROPOSALS FROM COUNCILLORS

Councillor Hall expressed concern over verge erosion on both the north and south sides of Hill Lane between G & M Growers and the A1. Councillor Maudlin reported that this matter had been raised at Tarmac meetings and the Highways Department were also aware.

RESOLVED that a letter be forwarded to Highways Department and Tarmac asking for repair work to be carried out on the verges either side of Hill Lane.

Councillor Hawkes expressed concern at the number of vehicles parking on Caldecote Green. She had drafted a letter, which she read out to members, concerning parking on the Green and requested that it be forwarded to properties on Caldecote Green and in Hitchin Road, Upper Caldecote.

RESOLVED that the Clerk produce 50 copies of the letter and pass them to Councillor Hawkes who will distribute them to properties on Caldecote Green and in Hitchin Road, Upper Caldecote.

16. REPORTS FROM OTHER ORGANISATIONS

16.1 P3 STEERING GROUP

P3 Steering Group - Minutes of 2nd December 2008 were circulated to members only.

RESOLVED that a copy of the Mid Beds Cycle Route Mapping Project (2001) is forwarded to P3 Group for information.

17. DATE OF NEXT MEETING

Monday 18th May 2009 – Annual Parish Council Meeting

There being no further business the meeting closed at 8.55 pm.