

**Minutes of Meeting of Roade Parish Council  
held on Monday 8<sup>th</sup> December 2008 at 7.30 p.m.  
at the Village Hall**

**Present:** Susan Mallock (Chair)

Rev Malcolm Beech	Dr John Gwilt
Rick Thake	Sharon Lowther
Bill Mann	Myra Inglis
Stephen Miller	

Dis Cllr Stephen Clarke  
Dis Cllr Sally Townsend  
NCC Cllr Bernard Ingram

**Apologies:** Glenn Dudman, Brian Binley MP, Bill Dredge,

**Clerk :** John Marshall

**1. Declarations of Interest:**

There were none

**2. Public Session:**

The Chair opened the Public Session at 7.30pm.

*NCC Cllr Bernard Ingram* advised that he was continuing to press for a ‘yellow box’ to be provided at the junction with Hyde Road and London Road. *Cllr Thake* drew attention to the Parish Council’s long term request for such a box to be provided at The George roundabout, to aid traffic entering from the High Street. *Cllr Ingram* was unaware of the matter; *Cllr Mallock* advised that this was an issue specifically raised in the Roade Master Plan Questionnaire and undertook to provide *Cllr Ingram* with a copy of the results. *Cllr Ingram* took note of the request. *Cllr Ingram* went on to announce the offer of a £1000 grant, from NCC to the Roade Youth Group, in recognition and support of the excellent work being done. This is subject to the necessary application being submitted by the closing date of mid-January 2009. *Cllr Mann* thanked him for this and undertook to complete and return the necessary paperwork by the closing date.

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*Dis Cllr Stephen Clarke* provided information on a recent Planning Appeal involving a proposed mixed (commercial and affordable) housing development that spans the village confines in Potterspury. He mentioned that the main thrust of the Appeal was that the current land supply in the SNC area is, at 3.5 years less than the current requirement (for 5 years supply) and that this will be the issue for the Inspector. There would be significant implications for the Roade Master Plan, were the Appeal to be upheld; a decision is expected before Christmas.

*Dis Cllr Sally Townsend* reported on the successful Planning Appeal involving Plainwoods Farm (see Minute 11 (c) below).

*Mr Ray Griffiths*, 1 Orchard Way expressed his dissatisfaction with the state of the hedges at either side of the junction of London Road with Churchcroft.

*Mrs Barbara Holder* introduced herself as the new owner of The George.

*Mr Stuart Shrubbs*, 33 Priory Crescent raised the issue of the notice board at London Road bus stop. He felt that this would be more ‘user friendly’ if it were to

be turned round to face the other way.

The Public Session was closed at 7.40pm

**3. Acceptance of Apologies for Absence:**

Apologies had been received from *Cllrs Dredge and Dudman* and *Brian Binley, MP*. These were accepted.

**4. Attendance Register**

All present had signed. *Cllr Mallock* advised that she had received an e-mail from *Cllr Bennett* indicating that he wished to resign from the Council with immediate effect, hence his absence from the Meeting. The Clerk was asked to write to *Cllr Bennett*, to accept his resignation and to thank him for his many years of service to the Parish Council.

**Clerk**

**5. Approval of the Minutes of the last Meeting (10 November 2008):**

There were no amendments *Cllr Mallock* proposed and *Cllr Beech* seconded acceptance of the Minutes as a true record; all in favour.

**6. Matters arising from Minutes:**

**a) Clerk's Report**

The Clerk's Report on actions taken had been previously circulated. *Cllr Mallock* drew attention to;

- Minute 2, page 1111; publication of Minutes prior to approval. *Cllr Mallock* stated that this matter had not yet been discussed; *Cllr Gwilt* sought an assurance that there would be an opportunity for all Councillors to have an input to the debate on this.

**Clerk /  
Cllrs**

- Minute 6.3, page 1112; policy dealing with responsibility for paths in Churchcroft Open Space. A draft Policy had been circulated for consideration by Councillors; *Cllr Gwilt* proposed and *Cllr Inglis* seconded adoption of the Policy which is that the Roade Parish Council;

1. acknowledges ownership of and will continue to maintain the main path that crosses Churchcroft Open Space from the bridge on the south side to the gap between the houses on the north side.

2. in the absence of any evidence to show that any other paths are within the ownership of or the responsibility of the Parish Council, these paths will not be routinely maintained by the Parish Council. However, along with the rest of the village infrastructure, the Parish Council will continue to keep a watching brief on their condition.

5 for, 1 against with 1 abstention.

- Minute 6.3, page 1112; St Mary's Church signs. As the actual cost (£90 ex VAT) would be nearly double the £50 that was previously approved, *Cllr Thake* proposed that the Church PCC be asked for a contribution to cover the difference. *Cllr Gwilt* seconded the proposal; all in favour. Clerk to write to the PCC.

**Clerk**

- Minute 10 (d), page 1115; unmetered electricity supply. *Cllr Mallock* asked *Dis Cllr Townsend* whether there had been any progress with this matter; she undertook to chase it up.

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**7. Parish Councillor Vacancies:**

*Cllr Mallock* advised that with *Cllr Bennett's* resignation, we now have 3 vacancies for Councillors. It was agreed that *Cllr Bennett's* vacancy should be advertised in the normal way. After considerable discussion, *Cllr Thake* proposed and *Cllr Beech* seconded a proposal to hold a 'Meet the Council' recruitment event in mid to late January, the event to be open to all members of the public but with personal invitations being sent to those persons who had previously expressed an

**Clerk**

**Clerk**

interest in parish and village matters.

**8. Freedom of Information Act 2000:**

*Cllr Mallock* introduced the item by reminding Councillors that there was a time imperative to this topic. *Cllr Gwilt* proposed and *Cllr Beech* seconded both Resolution 1. 'To adopt the model 'Freedom of Information Publication Scheme' issued by the Information Commissioner' and Resolution 2. 'To complete the 'Guide to Information and submit it to the Parish Council for approval at the January 2009 Meeting' With 7 in favour, 1 abstention the Resolutions were carried. The Clerk was asked to prepare a draft 'Guide to Information' for consideration by the Council at an extraordinary meeting scheduled for 05 January 2009.

**Clerk**

**9. Budgets and Precepts 2009 / 10:**

*Cllr Mallock* introduced the previously circulated budget proposal for the 2009 / 10 financial year. After some discussion over whether the precept should be maintained at its 2008 / 09 of £50,000 or reduced slightly by a few hundred pounds, *Cllr Gwilt* proposed and *Cllr Beech* seconded that the precept for 2009 / 10 be maintained at £50,000.00. All in favour.

**10. Reports from Outside Bodies:**

**(a) Neighbourhood Watch / Police matters:**

*Cllr Gwilt* introduced his report that had been previously circulated to Councillors. He added a verbal update regarding the meeting of a Community Action Panel created by the police to identify the major concerns of villages on the beat.

**Village Hall Charity:**

**(b)** No report as *Cllr Dudman* was not present.

**Youth:**

**(c)** *Cllr Mann* reported further on plans for the creation of a dedicated room at the Roade British Legion Club. He had obtained quotes from builders and was keen to commence the work. *NCC Cllr Ingram* volunteered a further £300 of funding (making a total of £1300 in all). *Cllr Mann* expressed sincere thanks on behalf of all involved in the Youth Project.

**Advisory Groups:**

**11. Cemetery:**

**(a)** *Cllr Beech* had nothing to report

**Lighting and Village Technician's Report:**

**(b)** No report on lighting as *Cllr Dudman* was not present.

**Planning:**

**(c) i. Approval of Minutes of Planning Meeting of 24 November 2008**

*Cllr Gwilt* proposed and *Cllr Inglis* seconded that the Minutes be approved. 5 in favour, 3 abstentions.

**ii. New Applications**

23 Church End, S/2008/1543/P – *Cllr Thake* proposed and *Cllr Inglis* seconded no objections and no comments on this Application; all in favour.

**iii. Update on outstanding Applications**

a) Pending; decision awaited

24 London Road, S/2008/1424/P; 29 St Mary's Way, S/2008/1499/P, 16 Croft Lane, S/2008/1507/PT; 16A London Road, S/2008/1533/P

b) Pending; S106 discussion process under way

The Leys Development S/2008/0403/PO

## c) Appeals

Plainwoods Farm S/2007/0759/P; Appeal upheld  
57 High Street, S/2008/0094/PO and 52 Northampton Road, S/2008/0505/P;  
Decision awaited.

*Cllr Mallock* further reported that the Planning Permission granted for the re-development of the Old Catholic Church in Croft Lane (S/2004/0080/P) had been resubmitted as S/2008/1635/P. It was agreed that this Application, once received would need to be considered by the Planning Advisory Group.

**Roads Masterplan Group:**

- (d) A Report had been circulated prior to the Meeting. There were no questions on the Report. *Cllr Mallock* advised that the new timetable for implementation of the plan was awaited. Towcester was the 'lead' Master Plan within SNC and the expectation was that the lessons learned from that implementation would serve to inform Roads and others that followed. She added that the Master Plan responses, together with a covering letter would be delivered to the village as soon as possible.

**Footpaths:**

- (e) *Cllr Thake* reported that the new bridge on KZ9 had not yet been installed. He also reported on a site visit to Croft Lane by staff from NCC Rights of Way. In response to a request from local residents and in conjunction with the builder, a proposal had been put forward for the bottom of Croft Lane, in the vicinity of the new property (number 17) to be re-laid in tarmac, once construction had been completed. Rights of Way have no objections to this, provided that the finish is to their specification and the Parish Council indicate that they have no objection. *Cllr Thake* proposed and *Cllr Miller* seconded the proposal that we write to Rights of Way, confirming that we have no objection. All in favour.

Clerk

**Churchcroft / Recreation Field:**

- (f) There was no report as *Cllr Dudman* was not present. There was then a review of Allseasons' contracts for grass cutting and maintenance of open spaces within the village. *Cllr Thake* proposed and *Cllr Lowther* seconded the proposal that
1. Allseasons' quotation dated 03 December 2008 containing prices and specification for the coming year (Dec 08 - Dec 09) be accepted
  2. The two current annual contracts with Allseasons be amalgamated into one
  3. A new 3 year contract be drawn up that;
    - a) confirms the prices and specification for the coming year (Dec 08 – Dec 09)
    - b) contains a commitment to two further years (Dec 09 - Dec 11) subject to
      - i. satisfactory performance and prices, both of which would be subject to annual review by both parties in December and
      - ii. the option for either party to give one months notice of termination of the contract at the December review date.

All in favour. Clerk to confirm to Allseasons in writing.

Clerk

**Community Forum:**

- (g) *Cllr Mann* reported that 207 'Winter packs' had been obtained for distribution to needy elderly residents within the Parish. He was also hoping to encourage PCSO Cooksammy to attend a Community Forum meeting at some time in the future.

BM

**Parish Plan Monitoring Advisory Group:**

- (h) *Cllr Lowther's* report had been previously distributed. The dog waste bins have now been delivered and will be installed at agreed locations as soon as possible. A local firm has agreed to donate £500 towards the cost of emptying the bins in exchange for the opportunity to advertise the business on the bins. The contract with AH Contracts to empty the bins will be set up once the bins are installed and the Clerk will then write to the sponsor to both request the donation and thank

them for the sponsorship.

**Clerk**

**Finance:**

**12. Financial Report**

- (a) *Cllr Thake* reported that the current balances at the bank were
- |                          |                                             |
|--------------------------|---------------------------------------------|
| Current account          | £32663.62 of which £7237.74 are Youth funds |
| leaving a net balance of | £26911.49                                   |
| Deposit account          | £ 1485.61                                   |
- He also asked for the pay rates of the Clerk and Village Technicians to be minuted. They are (all figures gross);
- |                 |                          |
|-----------------|--------------------------|
| Clerk           | £10.364 per hour (SCP23) |
| Lead Technician | £ 7.05 per hour          |
| Technician      | £ 6.30 per hour          |

- (b) A Schedule of Bills for Payment and Receipts was tabled. *Cllr Thake* proposed and *Cllr Mann* seconded that they be approved *en bloc*. All in favour

- (c) *Cllr Thake* then introduced the report of the 2007 / 08 Financial Audit that had been signed off as approved by BDO Stoy Hayward. He advised that it is a requirement of the Audit for the following 2 proposals to be formally approved by the Council;

Proposal 1. that the Annual Return for the year ended 31 March 2008 be approved and accepted

Proposal 2. that the 'Issues Arising' Report be noted and action taken to increase the Fidelity Guarantee to £50000.00 with effect from 01.06.2009

*Cllr Thake* proposed and *Cllr Miller* seconded both proposals; all in favour on both counts.

**Correspondence:**

13. A letter has been received from NCC Transport Section regarding changes to the timetables for bus routes 86 and 87. The new timetables will be distributed around the village.

**Clerk**

**Items for inclusion on the next Agenda:**

14. There were none.

**Date of next Meetings:**

15. Monday 05 January 2009 7.30pm, Village Hall (extraordinary meeting *re* FOI Information Plan)  
Monday 12 January 2009

*Cllr Mallock* closed the Meeting at 9.05pm

