

**Minutes of Meeting of Roade Parish Council
held on Monday 10th November 2008 at 7.30 p.m.
at the Village Hall**

Present: Mrs Susan Mallock (Chair)

Rev Malcolm Beech	Dave Bennett
Glenn Dudman	Rick Thake
Dr John Gwilt	Bill Mann
Stephen Miller	

Dis Cllr Stephen Clarke
Dis Cllr Sally Townsend

Apologies: Mrs Myra Inglis, Brian Binley MP, Bill Dredge, Bernard Ingram

Clerk : John Marshall

1. Declarations of Interest:

There were none

2. Public Session:

The Chair opened the Public Session at 7.30pm.

Dis Cllr Sally Townsend introduced 2 documents from NCC, 'Speed Limit Information 2008' and 'Lorry Management Information 2008'; both will be placed in the Councillors' circulation box. She also commended the excellent monthly report issued by the Village Technician.

Dis Cllr Stephen Clarke commented on the good and positive feedback that he had been receiving about the excellent working relationship that had been developed between Roade Parish Council and the NCC Highways contractor, MGWSP. He commended the Parish Council for its efforts.

Mr Cecil Bottomley, 36 High Street raised a number of concerns regarding the Roade Master Plan Questionnaire that had been circulated recently within the village. *Cllr Mallock* pointed out that the Questionnaire had been, in part designed by SNC and that several of the questions were included at their behest. In that respect, she referred Mr Bottomley to Andy D'Arcy at SNC, who was willing to discuss the content, rationale and purpose of the Questionnaire with members of the public, should they so wish.

Mr Bottomley also voiced his concern that Parish Council Minutes were not available to the public until they had been accepted by the Parish Council at the next Meeting, a process that effectively denied the public the right to view and, if needs be question the Parish Council, until 2 months after the event. He suggested that the Minutes be published, suitably marked to show that they were unapproved, as soon as possible and certainly prior to the Meeting at which they were to be approved. *Cllr Mallock* accepted the point and agreed that the Parish Council would consider and review its current practice.

Mr Bottomley also asked for an assurance that all Meetings of Parish Council Committees and Working Groups, particularly the Roade Master Plan Group were minuted. *Cllr Mallock* provided that assurance for Committees but drew attention to the difference between Committees and Working Groups; the latter do not require to be minuted. She confirmed however that notes were taken of the Master Plan Group meetings and offered to arrange for *Mr Bottomley* to view the notes, if

**SMa/
Clerk**

SMa

he so wished, to allay any fears that he might have regarding anything untoward taking place. *Mr Bottomley* made it clear that he did not wish to give the impression that he was implying any untoward behaviour.

Mr Samwell, 9 Churchcroft sought clarification as to the Parish Council's current position on village envelopes for planning purposes, a matter that had been discussed at the October Parish Council Meeting. *Cllr Mallock* and *Dis Councillor Sally Townsend* clarified the situation, in particular that these were South Northants Council (not Roade Parish Council) initiated proposals, that they were for discussion rather than implementation and that the Parish Council, along with all others in the SNC area were being canvassed for their opinion.

The Public Session was closed at 8pm.

3. Acceptance of Apologies for Absence:

Apologies had been received from *Cllrs Inglis* and *Dredge*, from *Cllr Bernard Ingram* and *Brian Binley, MP*. These were accepted.

4. Attendance Register:

This had been signed by all Councillors present.

5. Approval of Minutes of Meeting (13th October 2008):

There were no amendments *Cllr Thake* proposed and *Cllr Beech* seconded acceptance of the Minutes as a true record; 6 in favour with 1 abstention.

6.3 Matters arising from minutes of meeting (14th July 2008)

p 1105 minute 2.2 – Churchcroft Open Space Byelaws. The Clerk had been unable to find the Byelaws covering this part of the village; further enquiries will need to be made. 'No cycling' signs, if ultimately erected would cost approx £16 each.

Clerk

p 1105 minute 2.3 – Churchcroft / London Road (south east side) hedge. It was agreed that there is no longer a problem with this hedge; item discharged.

Clerk

P1105 minute 6.3 – paths in Churchcroft Open Space. The map was considered and there was considerable discussion over ownership of (and therefore liability for) the paths in and around Churchcroft Open Space. *Cllr Thake* proposed and *Cllr Gwilt* seconded a proposal that the Clerk 'formulate a policy dealing with the responsibility for paths within Churchcroft Open Space'.

Clerk

p 1106 minute 6.6 – Cemetery Deeds. A further 'chasing' letter, this time to the Senior Partner at Hewitsons was sent on 04/11/08.

Clerk

p1108 minute 9 (i) – Proposals 1A and B, dog waste bins and contract for emptying. The orders and contract can be placed, once the estimate and associated paperwork has been received from *Cllr Lowther*.

**Clerk
/ SL**

Proposal 2, to purchase a temporary VAS. Estimated costs to buy (£2500) and projected costs to run (£50 per car battery) the device had been obtained by the Clerk. *Cllr Dudman* proposed and *Cllr Beech* seconded the proposal to purchase a VAS; 6 in favour, 1 abstention. Clerk to progress the application with NCC Highways.

Clerk

p1110 minute 11 (3) – direction signs to St Mary's Church and Car Park; cost estimates for these signs are approx £20 each. *Cllr Gwilt* proposed and *Cllr Dudman* seconded the proposal that 2 signs be purchased at a maximum cost of £50 ex VAT; all in favour.

Clerk

7. Parish Councillor Vacancies:

Cllr Mallock advised that as we still have one unfilled vacancy following the resignation of *Cllr Freund*, the SNC Elections Officer had been consulted over the second vacancy that has arisen following the resignation of *Cllr J McAlear*.

Cllrs

Following discussion, a strategy for filling these vacancies was agreed. Notice of

Clerk

the second vacancy is to be posted.

8. 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 a burglary at a property in Fox Covert Drive.

(b) Village Hall Charity:

Cllr Dudman had nothing to report.

(c) Youth:

Cllr Mann reported that a Meeting, at which it was hoped to secure approval for the provision of a new room at the Roade British Legion Club was due to take place the next day. He undertook to report more fully to the next Parish Council Meeting.

BM

9. Reports from Advisory Groups:

(a) Cemetery:

Cllr Beech had nothing to report

(b) Lighting and Village Technician's Report:

On lighting, *Cllr Dudman* had nothing to report. He did however echo the earlier comments of *Dis Cllr Sally Townsend's* words in commending the Village Technician for his excellent report.

(c) Planning:

i. New Planning Applications

i. 24 London Road S/2008/1424/P – *Cllr Thake* proposed and *Cllr Bennett* seconded no objections and no comments on this Application; all in favour.

Clerk

ii. 29 St Mary's Way S/2008/1499/P – *Cllr Thake* proposed and *Cllr Bennett* seconded no objections and no comments on this Application; all in favour.

Clerk

As a result of the confusion that had arisen over the need for this retrospective Application, previously approved as S/2007/1248/P *Cllr Mallock* suggested that a letter be sent to SNC Planning, requesting that clarification be included with the consultation documents for any future Applications of this type.

Clerk

ii. Update on outstanding Applications

Leys Development S/2008/0403/PO – now approved, awaiting S106 agreement

Pear Tree House S/2008/1106 & 1107/LB & P – amended drawings for the garage have been submitted

12 Hartwell Road S/2008/1187/P – approved

74 Northampton Road S/2008/1291/P – approved

11 London Road S/2008/1358/P – approved

Plainwoods Farm Appeal S/2007/0759/P; S/2008/0189/EN – Appeal heard, decision expected late this year

iii. Other matters

We have received recent notification of an Appeal against refusal of Planning permission at **57 High Street S/2008/0094/PO**.

We are aware of, but have not yet received details of a PA relating to work on preserved trees at **16 Croft Lane S/2008/1507/PT**. *Cllr Dudman* proposed and *Cllr Bennett* seconded that exceptionally, action in respect of this Application should be devolved to the Clerk, the response being 'no objection' with the added comment that this is on the *proviso* that the SNC

Clerk

Arboricultural Officer is in agreement with the work that is proposed.

(d) Roade Masterplan Group:

A Report had been circulated prior to the Meeting. There were no questions on the Report. *Cllr Mallock* added that in consultation with Andy D'Arcy of SNC there would be a second round of consultation, to expand on some of the issues raised. She added that SNC had agreed to pay the printing costs for the Questionnaire; Clerk to raise an Invoice. She thanked the distributors for their considerable time and effort

Clerk

(e) Footpaths:

Cllr Thake reported on the installation of a new stile on KZ28 north end, at the junction with KZ7 and the replacement of the bridge on KZ9, which is still awaited.

(f) Recreation Field/Churchcroft:

Cllr Dudman suggested that there be no further capital expenditure on play equipment this financial year. A debate followed on the need for consultation with users and what position the Parish Council should take over the provision of play equipment. *Cllr Dudman* suggested that we explore the possibility of external funding for any further provision and *Cllr Mallock* drew attention to the £5000 'section 106 money' that is under negotiation for play equipment for older children as part of the Leys Development Planning Permission.

(g) IT –Website:

Cllr Dudman had nothing to report other than the purchase of new IT equipment (lap top computer etc) for the Clerk.

(h) Community Forum:

Cllr Mann had nothing to report.

(i) Parish Plan Monitoring Advisory Group:

No report.

(j) Emergency Planning:

Cllr Dudman asked that the matter be deferred to the next Meeting.

10. Finance:

(a) Financial Report

Cllr Thake presented his report. He advised that balances at the Bank were;

Current A/C £35940.32 (including Youth Funds of £8010.73)

Deposit A/C £ 1485.61

He advised that grants and repayments were due in respect of grass cutting (£1265.00) and VAT (approx £2000.00), all of which meant that in his opinion, we were in a sound and solvent financial position. Barring the need for unforeseen expenditure, he projected a carry over at the end of this financial year of some £7412.30. He further suggested that as a consequence, there might be a case for no increase (or indeed a slight reduction) in next year's Precept.

(b) Bills for Payment and Receipts

A Schedule of Receipts and Bills for Payment (copy appended to these Minutes) was tabled. *Cllr Thake* proposed and *Cllr Bennett* seconded that these be taken *en bloc*. 6 in favour, 1 abstention.

- (c) **Budgets and Precepts 2009-2010**
Cllr Mallock requested that, within the next two weeks ie by **Monday 24th November** all Councillors send her details of the anticipated expenditure (and any income) for the coming year, by the Groups of which they were members **All Cllrs**
- (d) **Electricity; unmetered supply**
Cllr Thake voiced concern over the current purchase arrangements for unmetered electricity; he cited the bulk purchase consortium arrangements organised for Parish Councils by Milton Keynes City Council as a model to which Northamptonshire might aspire. The Clerk was asked to explore options, via the Mid Northants Parish Council Forum with *Dis Cllr Sally Townsend* through her Chairmanship of the Association of Mid Northants Parishes. **Clerk**
- (e) **Proposals**
 Proposals i and ii were held over to the next Meeting, due to the Audit Report not being available at the Meeting. **Clerk**
Cllr Bennett proposed and *Cllr Beech* seconded an amendment to Proposal iii, increasing the amount of the donation to Roade British Legion from £50 to £250; all in favour. **Clerk**
- 11. Correspondence:**
 A formal letter of resignation had been received from *Cllr McAlear*. The Clerk was asked to write a letter of appreciation to *Cllr McAlear*, especially in respect of her work with the Community Forum. **Clerk**
- 12. Items for inclusion on the next Agenda:**
 There were none.
- 13. Date of next Meeting:**
 Monday 8th December 2008
- Cllr Mallock* closed the Meeting at 9.35pm