

**Minutes of Meeting of Roade Parish Council
held on Monday 13th October 2008 at 7.30 p.m.
at the Village Hall**

- Present:** Mrs Susan Mallock (Chair)
Rev Malcolm Beech Mrs June McAlear
Glenn Dudman Rick Thake
Dr J Gwilt Bill Mann
Mrs Sharon Lowther
- Dis Cllr Stephen Clarke
- Apologies:** Bill Dredge Mrs Myra Inglis Dave Bennett
Stephen Miller John Marshall (Clerk)
Brian Binley, MP Dis Cllr Sally Townsend
- Minute Taker:** Mrs Debbie Dudman

1. Declarations of Interest:

There were none.

2. Public Session:

The Chair opened the public session at 7.32pm. The Public were asked to raise issues in a clear and concise manner.

2.1 Dis Cllr Stephen Clarke – Correspondence was referred to regarding the re-organisation of SNC. Two events for Parish Councillors were mentioned for information, Directors' meetings to be held in early December and Improvements on the Planning Service.

- 2.2 PCSO Tara Cooksammy –** Cllr John Gwilt gave the Neighbourhood Watch Report at this stage in the meeting and Tara Cooksammy updated.
- On September 30th there had been a break in at the football club and damage caused. PCSO Tara Cooksammy advised that there were no leads presently.
 - Cllr June McAlear advised there had also been an attempted break-in at The Bowls Club.
 - On October 10th the door of garage 7 Off The Ridings was badly damaged and household goods exposed. PCSO Tara Cooksammy advised that this matter had been dealt with and asked for information on whom to contact should this happen in future. Cllr McAlear was able to advise to contact South Northants Homes on their 24 hour emergency number.
 - On the afternoon of October 10th three boys were riding bicycles on Churchcroft Open Space to the detriment of the grassy areas.
 - Overnight on October 12th the childrens' climbing frame on Churchcroft Open Space was wrenched out of the ground to make a bridge over the ditch. Tara Cooksammy updated that leads are being pursued in respect of the climbing frame at Churchcroft Open Space. PC Smith will talk to the persons concerned. PCSO Tara Cooksammy also advised that two informal actions and 1 reprimand had been taken in connection with vandalism over the Summer period. Cllr John Gwilt encouraged the public to report any incidents at the time to NHW. Sources of information will not be revealed.
 - Cllr Glenn Dudman advised that there had been damage to a control light box in Church End and an emergency call-out had been reported today. Cllrs felt that it was important to publicise

through Schools and the Parish Council that such behaviour would not be tolerated in the village and would be dealt with appropriately. PCSO mentioned the possible use of Antisocial Behaviour Contracts. In answer to a question she confirmed that the police did patrol periodically on evenings in the village. In relation to bikes on Churchcroft it was asked whether the byelaws covered this and the possibility of no cycling signs was to be looked into by the Clerk.

Clerk

- 2.3 *Mr Ray Griffiths, 1 Orchard Way* – The question was raised about the hedge on the corner of Churchcroft / London Road and the need for cutting as it may be encroaching on the public highway. Cllr Mallock advised that the matter of hedges had been discussed with NCC Highways. It was suggested that a formal letter be sent to the householder in relation to the matter. Cllr Gwilt advised that the hedge had been trimmed.

Clerk

- 2.4 *Mr Dave Saunders, 37 The Leys* – The Parish Council were thanked for their involvement in the works being carried out to footpaths in The Leys, Roade.

- 2.5 *Mr Orman Griffith, 8 Abbotts Way* - The issue about the lack of a bus shelter on the A508 south bound to Milton Keynes was raised. It was suggested that a bus shelter would help protect the public from the weather and would be safer than public crossing the road from the bus shelter opposite. Cllr Mallock advised that this matter had been researched and an email concerning the matter would be forwarded to Mr Griffith for his information. Previously in 2004/5 residents had objected to the siting of a bus shelter because of the restricted width of the pathway and the close proximity to household boundary. The decision had been taken by NCC not to site such a bus shelter. It was suggested that the matter be re-visited by the Parish Plan Monitoring Advisory Group. Public are invited to join any Advisory Group in which they have a particular interest.

SM/GD

The Chair closed the Public Session at 8pm.

3. **Acceptance of apologies for absence:**

All accepted.

4. **Attendance Register:**

This had been signed by all Councillors present.

5. **Approval of Minutes of Meeting (8th September 2008):**

- 5.1 Page 1099. Item 2.9 Mrs Costello to be altered to Mrs Gostello
With this amendment, Cllr Dudman proposed, Cllr Gwilt seconded and with all in favour it was agreed that in terms of accuracy the minutes be signed as a true record.

Clerk

6. **Matters arising from Minutes (8th September 2008)**

- 6.1 Page 1099. Item 2.4 Hedge 43 London Road. Cllr Mallock advised that the matter of hedges is being discussed with NCC Highways as mentioned previously. There was discussion about the London Road/ Churchcroft hedge. It was suggested that the Clerk make contact with both parties involved.

Clerk

- 6.2 Page 1099. Item 2.5. The Vehicle Activated Device is to be covered on the agenda.

Clerk

- 6.4 Page 1099. Item 2.10. The issue of lack of weeding and maintenance for paths in Churchcroft Open Space and the matter of ownership of paths. This matter was to be deferred to the next meeting as the Clerk was not in attendance

- Page 1099. Item 2.9. Possible lunches provided by Age Concern. A meeting is to be held in November. **Clerk**
- 6.6 Page 1100. Item 9 (a). The Cemetery. The Clerk has written to Hewitsons regarding titles and documentation and no response has been received to date. The Clerk to follow up. **Clerk**
- 6.7 Page 1101. Item 9 (i) Cllr Mallock and Cllr Mann had discussed the report from the Community Forum **Clerk/GD**
- 6.8 Page 1101. Item 9 (h). The purchase of a Parish Council laptop will take place following the Clerk's return from holiday.
Page 1101. Item 9 (l). Emergency Planning. This was to be deferred to the next meeting
7. There were no other matters arising.
Conduct of the Public Session:
There was discussion about the need to make the Public Session more productive, less lengthy and more efficient with the practice of Public stating their case then the session being closed to the public. Cllr Mallock suggested this matter be referred to the Working Party to be set up and this was agreed. **SM/Clerk**
8. **Reports from Outside Bodies:**
- (a) **Neighbourhood Watch/police matters:**
Dealt with under the Public Session
- (b) **Village Hall Charity:**
Cllr Dudman advised that a window was to be erected in the Clerk's Office. The boiler is now in working order. It is hoped to place Dog Waste Bins in the vicinity of the field.
- (c) **Youth:**
Cllr Mann advised that Roade Youth Group is meeting regularly with numbers of young people slowly growing. It is hoped to purchase another laptop. There is a meeting at The Ex-Servicemens Club to discuss the erection of a partition wall to enable the youth to decorate their area. A tuck shop is to be run by the young people.
9. **Reports from Advisory Groups:**
- (a) **Cemetery:**
Cllr Beech advised that the grounds of the cemetery are in good order.
- (b) **Lighting:**
Cllr Dudman had nothing else to add to the fact that there had been some damage to the control light box as previously stated.
- (c) **Planning:**
- (i) **Approval of the Minutes of Meeting (2nd October 2008)**
Cllr Dudman proposed, Cllr Lowther seconded and with all in favour it was agreed that in terms of accuracy the minutes be signed as a true record. **Clerk**
- (ii) **Matters arising from the Minutes including Future Structure of the Parish Council:**
Page 2. Item 7. Cllr Mallock advised that the second draft of discussion document mentioned had not been distributed. This was to be covered under the proposal at tonight's meeting.

Proposal:

‘That Roade Parish Council convenes a Working Group to consider the structure of the Council and if appropriate, make recommendations for change’

Cllr Thake proposed, Cllr Beech seconded and all were in favour.

Clerk/SM

The following had agreed to attend: Cllr Mallock, Cllr Beech, Cllr McAlear, Cllr. Miller, and Cllr Thake. Cllr Bennett to be advised.

(iii) New application: 11 London Road S/2008/1358/P

There was some discussion about the service road which runs behind the property and the proposed issue of access onto the A508.

Clerk

It was proposed no comments or objections to be recorded. Cllr Thake proposed, Cllr Dudman seconded and with all in favour the application was unanimously supported.

(iv) Update:

The Leys Development S/2008/0403/PO – Cllr Gwilt gave a detailed update on the position. The application for outline planning permission was approved at a meeting Thursday 10th October 2008. Cllr Mallock spoke on behalf of the Parish Council. Highways have suggested changes to the junction of the High Street and the developer recommended shared areas for pedestrians and traffic along that end of The Leys. There was one objection from a member of the public in connection with the pavements being improved and concerns about health hazards when taking down the derelict buildings. Additional conditions have been put in place to ensure that SNC officers, and Cllrs. Stephen Clarke and Sally Townsend must approve the route taken by demolition and construction traffic before any work is commenced. Cllr Dudman expressed concerns about time restrictions for construction traffic and the enforcement of these.

Pear Tree House 27/29 Hartwell Road S/2008/1106 & 1107/LB&P - Pending

12 Hartwell Road S/2008/1187/P - Pending

74 Northampton Road S/2008/1291/P - Pending

Plainwoods Farm Appeal S/2007/0759/P, S/2008/0189/EN – Pending

- (d) **New house Church End S/2007/0357/P**– Cllr Mallock advised that the height of the front wall had been too high. The Clerk had met with the Case Officer and this was to be reduced in height. The line of the wall had to be changed to permit access to the culvert, should the need arise. The Parish Council will take up any planning issues with SNC if not in-line with planning consents.

(e) Roade Masterplan Group:

Cllr Mallock advised that there is now a third draft for the questionnaire. This will be distributed at the end of October 2008. Consultation to take place until the end of November with adoption being put forward to SNC in December 2008.

RT

Footpaths including KZ9 bridge:

- (f) Cllr Thake advised that the bridge across the stream KZ9 at the back of the secondary school is in a poor state. This is to be replaced by a new 4 metre footbridge with 4 steps being installed on the approach to the bridge on the school side.

It was confirmed that repair work is being undertaken on the Hartwell Road for replacement of BT covers.

Style KZ7 has still not been repaired and this is to be pursued by Cllr Thake.

Clerk

Recreation Field/Churchcroft:

Cllr Dudman advised that grasscutting is being monitored. 16 out of proposed 18 cuts have taken place so far. There may be a need for extra cuts in December /January. Cllr Mallock mentioned that some residents had expressed concerns about the number of grasscuts and that it was important to keep the village in a tidy manner.

Cllr Dudman proposed no more capital expenditure be spent at this point on play equipment. It was agreed to add to the agenda of the next meeting.

Clerk/GD

- (g) It was also advised that the children's climbing frame had been moved overnight (see 2.2 on page 1104) and a decision needed to be made about whether to re-instate this or replace it. Cllr Dudman proposed to remove both climbing frames and Allseasons to cover the area with top soil, with a maximum cost of £100. Cllr Thake seconded and with all in favour this was agreed. It was reported that Allseasons had reacted very quickly with manpower to remove the climbing frame that was dislodged from its position and it was suggested that a letter of thanks be sent by the Clerk.
- (h)

Clerk

IT - Website: Cllr Dudman advised that IT equipment was to be purchased by the Clerk. A new computer monitor had also been purchased for the Parish Clerk's Office.

Community Forum:

- (i) Cllr Beech advised that a meeting had been held 29th September 2008, notes of which had been circulated. Various concerns had been raised.
- (1) The Hyde Road/Hoe Way Junction
 - (2) Speeding in Blisworth Road, Knock Lane – This is to be covered later in the meeting.
 - (3) Problems in relation to Blisworth end of Knock Lane flooding
 - (4) Grass growing up through storm drains in Hyde Road. This has been reported to the Village Technician who is in contact with Highways.

Clerk/SL

Parish Plan Monitoring Advisory Group including Proposals:

The following proposals were put forward by Cllr Lowther:

Proposal 1A 'That Roade Parish Council purchase 3 of Glasdon retriever 35 dog waste bins, together with the necessary fittings at a cost of £582.70 + VAT'

Clerk/SL

Cllr Thake raised concerns about the ongoing financial costs. Cllr Lowther confirmed that Village Technicians could fit the bins. Cllr Lowther proposed, Cllr Dudman seconded, with 1 Abstention. Approved

Proposal 1B 'That Roade Parish Council will contract AH Contracts to remove waste, clean and disinfect 3 dog waste bins at a cost of £11.34 + VAT per week'

Cllr Dudman proposed, Cllr Beech seconded with 1 Abstention. Approved.

Proposal 2 'That Roade Parish Council purchase and fund the ongoing operating costs of a Vehicle Activated Sign (VAS)'

Clerk/SM

- (j) Cllr Mallock referred to letter from Steve Barber, Casualty Reduction Officer, Accident Analysis and Investigation advising that the Parish Council would need to sign an agreement declaring an interest to purchase

Clerk/GD

the VAS and be held responsible for the costs of survey, equipment, installation, maintenance insurance and training. Cllr Mallock advised that a survey had already been undertaken. She advised that the VAS sign is temporary and can be located in four different areas of the village by the Village Technicians. Cllr Dudman asked for an indication of actual and ongoing costs before the proposal be put forward and expressed concerns about possible insurance and training issues. It was proposed that full costings be provided and the item be deferred to the next meeting. Cllr Beech proposed, Cllr Dudman seconded, 1 Abstention. Approved

Emergency Planning

To be deferred to next meeting

10.

Finance:

(a)

Financial Report: Cllr Thake

Cllr Thake presented the Financial Report. Budget control sheets were distributed to Parish Councillors. Cllr Thake advised that the Council need to keep within budget of £5,500 per calendar month. £25,000 precept received 19th September 2008.

The bank balances are as follows:

Youth Club	£ 8,183.87	Main account	£ 41,729.28
Parish Council	£ 35,031.02	Deposit account	£ 1,485.28
Total	£ 43,214.89	Total	£ 43,214.89

(b)

Bills for Payments and Receipts:

The Bills for Payments and Receipts were tabled (copy appended) The following payments to be added to the schedule:

John Marshall £460.84

Hugh Geddes £358.51

Andy Johnson £351.84

Chris Clayson £50.48

Jenny Evans £315.85

HMRC £236.41

BT Internet £45.78 retrospective payment

Cllr Thake asked that these be taken en bloc. Cllr Dudman proposed, Cllr Mann seconded that they be approved and it was agreed.

Clerk

(c)

Proposals:

Proposal 1 ‘ That Roade Parish Council purchase from BACA 6 ‘flood warning’ signs @ £23.95 each + VAT.

Cllr Dudman proposed, Cllr Beech seconded. All in favour. Approved.

Clerk

Proposal 2 ‘That Roade Parish Council, in recognition of the increasing requirements and workload of the post, particularly the planning, organisational and managerial aspects of the job, to increase by 75p the hourly rate for Hugh Geddes’ (ie £6.15 ph to £6.90 ph)

Cllr Thake proposed, Cllr Beech seconded, 1 Abstention. Approved

RT

Proposal 3 ‘That Roade Parish Council, in recognition of the true and increasing requirement and workload of the post, increase the Clerk’s paid hours from 40 to 60 per calendar month’

Cllr Thake proposed, Cllr McAlear seconded, All in favour. Approved.

11.

Correspondence:

11.1

Letter from Andy D’Arcy, Planning SNC - Local Development

Framework Village Confines – There was some discussion about the advantages and disadvantages of village confines and the need for further guidance. A reply was to be sent by Friday 16th October 2008.

Proposals:

For Village Confines Policy:

Cllr Dudman proposed, Cllr Thake seconded.

2 for. 4 against. 2 abstentions. Not carried.

For Criteria Based Policy:

Cllr Mann proposed, Cllr Mallock seconded.

3 for. 1 against. 4 abstentions. Not approved.

Council to respond to letter advising that they were unable to come to an informed decision **SM**

Approved.

11.2 Letter from SNC in connection with SNC re-organisation. To be placed in circulation box. **Clerk**

11.3 Letter from Mr Eric Barnes requesting erection of signposts to Parish Church Car Park from High Street and Northampton Road. Cllr Mallock declared an interest. Cllr Dudman advised four signs would cost approximately £50. It was agreed to add to the next agenda. **Clerk**

11.4 Email from resident raising concerns about a neighbour's Horse Chestnut Tree which overhangs her drive. The Clerk's responded advising contact with SNC Arboricultural Officer as the tree has a Tree Preservation Order.

12. Items for inclusion on Agenda for next meeting:

12.1 Copy of Roade Parish Council agenda to library and notice boards on separate sheets if covering more than one page - JG **Clerk**

12.2 Budgets/Precepts - RT

12.3 Electricity – Unmetered supply -RT

13. Date of next meeting:

Monday 10th November 2008 at 7.30 p.m.

The meeting closed at 9.55p.m.