

**Minutes of Meeting of Roade Parish Council
held on Monday 14th July 2008 at 7.30 p.m.
at the Village Hall**

Present: Mrs Susan Mallock (Chair)

Rev Malcolm Beech	Dave Bennett	Mrs June McAlear
Glenn Dudman	Mrs Anna Freund	Rick Thake
Dr J Gwilt	Bill Mann	
Stephen Miller	Sharon Lowther	

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

Apologies: Bill Dredge Mrs Myra Inglis

Clerk: Mrs Sylvia Mawby
Minute Taker: Mrs Debbie Dudman

1. Declarations of Interest:

There were no declarations of interest.

2. Public Session:

2.1 The Chair opened the public session and welcomed everyone present.

2.2 *Cllr Sally Townsend* advised that a report from Development and Control had been received. She advised about a proposal for approximately 2,000 houses next to Collingtree. An Affordable Housing Questions & Answers documents was provided.

2.3 *Cllr Stephen Clarke* provided a "Planning for Change" brochure which covers SNC priorities for the next 3 years. He advised this is also available on the internet. Priority 3 in connection with Council Protecting the Vulnerable was highlighted.

2.4 *Cllr Stephen Clarke* mentioned Industrial Action being taken by UNISON members on Wednesday 16 and Thursday 17th July 2008. He advised about possible disruption to the collection of waste but asked the public to still put their bins out on the correct day. *Cllr McAlear* advised that South Northants Homes Union Staff were not registered and therefore not taking part in strike action. *Cllr Gwilt* advised that Roade School Sports College would be closed but Roade Primary School would remain open on the two days in question.

2.5 *Cllr Stephen Clarke* advised about a Workshop taking place on 28th July 2008 in connection with the Roade Masterplan. *Cllr Mallock* advised that two Parish Councillors had been invited to attend. *Cllr Bernard Ingram* advised that he would be unable to attend.

2.6 *Cllr Bernard Ingram* advised that action is being taken in connection with the state of the roads in Churchcroft, Roade. *Cllr Mallock* advised that a meeting had taken place with Highways in this connection

2.7 *Mr Saunders, The Leys* advised that the path had been marked up in the Leys for repair but no works undertaken to date. *Cllr Ingram* offered to follow this matter up. *Cllr Dudman* advised that St Marys Way and Churchcroft had also been marked up for repairs. **BI**

2.8 *Mr Saunders, The Leys* advised that two signs in Hartwell Road by the vicarage had been obscured by trees. *Cllr Dudman* offered to contact the Village Technician in this connection and he also advised that signs by Roade School were **GD**

- also obstructed.
- 2.9** *Mr Saunders, The Leys* advised that the sign at The Roundabout near The George Public House had been moved to an incorrect position. *The Clerk* to deal with. **Clerk**
- 2.10** *Mr Saunders, The Leys* advised the warning light near the Memorial Green also needs securing. *Clerk* to deal with. **Clerk**
- 2.11** The public session closed at 7.40pm
- 3. Acceptance of apologies for absence:**
Apologies for absence had been received from Bill Dredge and Myra Inglis.
- 4. Attendance Register:** This had been signed by all Councillors present.
- 5. Resignation of Councillors:**
Dick Johnson had resigned on 12th June 2008. The position has been advertised. Anna Freund has resigned from 15th July 2008. The position is to be advertised.
- 6. Co-option of new Councillors to replace Cllrs Bottomley and Johnson:**
Two applications had been received for the vacant positions.
Sharon Lowther was proposed by Cllr Thake and seconded by Cllr Gwilt.
Stephen Miller was proposed by Cllr Gwilt and seconded by Cllr McAlear.
All were in favour of the co-option of the two new Councillors.
The two new Councillors were welcomed to take part in the meeting and both signed the Attendance Register.
- 7. Minutes of Meeting (9th June 2008):**
- 7.1** The following amendments were proposed:
Page 1074. 2.2. Safer Community Team not South Community Team
Page 1078. 8.4. line 7. to read “and that Mr Michael Dowden could be contacted for further information”
Page 1081. 12.1 to read “A risk assessment is currently being undertaken of the cemetery”. Delete Councillor Malcolm Beech’s name.
- With these amendments and with all in favour it was agreed that in terms of accuracy the minutes be signed as a true record.
Cllr Dave Bennett advised he had proposed amendments but these were not to be included. However, the Clerk would circulate to all Parish Councillors for information. **Clerk**
- 7.2 Minutes of Meeting (26th June 2008)**
No amendments were proposed.
All were in favour and it was agreed that in terms of accuracy the minutes be signed as a true record.
- 8. Matters arising from minutes of meeting (9th June 2008)**
- 8.1** Page 1075. 2.6. Cllr Dredge is to take action in connection with replacement of street signs on his return. Cllr Dudman advised these have now been collected by the Village Technician and are ready to be erected. **BD**
- 8.2** Page 1075. 6.9. Cllr Dudman advised that Allseasons have completed their first cut of the grass on The Recreation Ground.
- 8.3** Page 1076. 6.12. Cllr Gwilt advised that the agent had now arranged for works to be carried out in the Summer holidays on the trees by the Primary School.
- 8.4** Page 1076. 6.10. Cllr Mallock advised that there had been an exchange of emails between Cllr Dredge, herself and the Local Authority in connection with speeding issues in Roade. They had been advised of new rules in connection with vehicle activity speeding devices in that where there was 85% or more of traffic driving 35mph or more a device could be allowed. Mr Steve Barber will contact Cllr

Mallock on 28th July 2008 to organise a meeting about possible location for sensors in the village. Cllr McAlear asked if any other actions are being taken and Cllr Mallock confirmed that other alternatives would also be looked at. Cllr Dudman advised that the Speed Partnership publish areas that are being checked and that Blisworth Road is included in this as a restricted area. Cllr Mallock advised that she had received a response from the Safety Camera Team on the position advising that they were unable to position a camera on the Blisworth and Hartwell Roads as it was unsafe to place one there.

- 8.5** Page 1077. 8.2.1. Cllr Dudman advised that a light in the Leys had now been lowered after a request from a resident.
- 8.6** Page 1079. 8.5.2. It was confirmed that letters had been sent by the Clerk regarding securing of the George Public House site and a reply had been received advising this would be made secure. Cllr Dudman asked that if no action was taken within two weeks a further request be made. **Clerk**
- 8.7** Page 1079. 8.6.1. In regard to the Website Cllr Dudman advised that he was updating this. Cllr Dredge and himself were to have a watching brief in connection with the commercial Roade Village website. **GD/BD**
- 8.8.** Page 1080. 8.8.2. Cllr Mallock advised that a meeting with Highways had been held with three Parish Councillors in attendance in connection with Churchcroft. This is currently a Number 1 priority on the lists of works to be undertaken once the budget is approved. However, the budget is solely for roads and does not include footpaths. Cllr Mallock asked parishioners to contact Street Doctor consistently. Cllr Dudman advised that works had recently been undertaken in Blisworth with chippings being provided for their pathways. Cllr Mallock advised that a letter had been received from Highways for any comments and that any responses should be made to the Clerk by this Friday 18th July 2008. **Clerk**
- 8.9** Page 1081. 10.3. Cllr Mallock advised that information had been collected in connection with title deeds in connection with 25 Churchcroft. There had been an issue a couple of weeks ago in that contractors had dug out foundations below the water table and a few complaints had been received in connection with the disruption to the footpath. This matter had been dealt with and contractors asked to leave the area in a suitable condition. Four Parish Councillors had attended at the time to look at the foundations and there was no sign of the land drain in question.
- 8.10** Page 1081. 11. Cllrs Mann and Mallock had attended a recent meeting on 25th June 2008 with Highways in connection with hedgerows. A report has been issued to all Parish Councillors. There can be an issue with ownership of verges as generally householders own up to the centre line of the road. However, when a developer buys a plot of land, they often sell the individual plots therefore some of the areas are still owned by the developer. When dealing with overgrown vegetation it is necessary to find out who owns the land. Cllr Bennett asked about the position of land at Churchcroft and Cllr Mallock advised that the County Council have a right of access but do not own the land. Cllr Bennett further advised that for the last 30 years the County Council have trimmed the hedge at Churchcroft. Cllr Thake also raised the question of the footway on the A508 as this is overgrown. Cllr Mallock advised that the County Council have a responsibility to keep these pathways clear. It was agreed to add the situation of hedgerows to the agenda of the next meeting. **Clerk**
- 8.11** Page 1081. 13. Cllr Thake advised that Cheque 850 should have read £319.26 rather than £319.36 as stated in the previous minutes
- 8.12** Page 1083. 17.5 Cllr Mallock advised there were two candidates for the position of Parish Clerk and interviews would be taking place on Thursday 17th July 2008. The interview panel would consist of Cllrs Gwilt and Beech and Ann Addison (experienced parish Clerk)
- 8.13** There were no other matters arising.

- 8.14 Matters arising from minutes of meeting (26th June 2008)** **Clerk**
 Page 1085. 10. The Leys S2008/0403/PO. A draft letter of objection to SNC is to be issued to Parish Councillors by the Clerk.
 There were no other matters arising.
- 9. Reports from Outside Bodies:**
- (a) **Neighbourhood Watch/police matters:** **Clerk**
 Report issued previously to be published. There was nothing more to report.
- 10. Reports from Advisory Groups:**
- (a) **Cemetery:**
 Nothing to report.
- (b) **Lighting:**
 Nothing to report.
- (c) **Planning:**
Leys Development S/2008/0403/PO – This was still in consultation.
19 Bretts Lane S2008/0742/P – Now approved. Objections had been taken into account and the size of the extension had now been reduced to exclude a roof terrace.
- (d) **Road Masterplan Group:**
 Report issued previously to be published. SNC has arranged an initial consultation meeting on Monday 28th July 2008 to which Cllrs Gwilt and Mallock have been invited to attend along with local landowners, developers, Highways, Network Rail, Police, Primary Care Trust, Education Authorities and neighbouring Parish Council representatives. A SWOT analysis is to be undertaken and parishioners were asked to add their opinions. Cllr Bennett asked if Utilities are also to be included and Cllr Mallock advised she would follow this up. A questionnaire will be provided for parishioners to complete and feedback will be given.
- (e) **Footpaths:**
 Cllr Thake advised that many are overgrown.
- (f) **Recreation Field/Churchcroft:**
 Cllr Dudman advised that the first cut had been undertaken and feedback had been positive. However, the brook at the bottom of the Recreation Field was blocked but this would be cleared.
- (g) **IT –Website:**
 There was nothing to report.
- (h) **Youth:**
 Cllr Mann referred to his report in connection with funding for Summer and Autumn Programme. After discussion the following was proposed: A Section 137 payment be made and that all invoices for the Summer and Autumn programme be made out to the Parish Council to a limit of £1,000 thus enabling the VAT to be claimed. This funding to come from £5,000 allocated money for youth in the village. Monies received by Roade Youth Group would be paid back to Roade Parish Council.
 Cllr Mann proposed, Cllr McAlear seconded and with all in favour this was agreed.
- (i) **Community Forum:**
 Cllr Mann distributed his report to all Parish Councillors. He advised there were various issues to be addressed. It was agreed that main issues for consideration should be included on the next Full Parish Council agenda. Cllr Beech advised that the Forum is now better attended with various discussions been undertaken

about village issues. Cllr June McAlear advised that dates and venues were to be reviewed for next year.

Clerk/JM
/BM

11. Finance:

Cllr Thake referred to Financial Report for July 2008 distributed before the meeting. No questions were raised.

12. S137 Grant for Roade Parent and Toddler Group - £250

Cllr Thake proposed, Cllr McAlear seconded and with all in favour this was agreed.

13. Cemetery Deeds and Documents 3 proposals:

13.1

- That Parish Council place materials relating to titles numbered NN75564 and NN19659 in envelope 10 that contains other material relevant to Churchcroft
- That Parish Council ask Hewitsons to provide copies of material in their schedule not currently in our possession (25p per black and white page, 95p per coloured page) for placing in the appropriate envelopes
- That Parish Council place in the hands of Hewitsons copies of material in our possession not contained in their schedule (including the new information from the Land Registry)

Cllr Thake proposed, Cllr Gwilt seconded and with all in favour this was agreed.

13.2

Cllr Beech advised that the Parish Council hold no deeds for the cemetery but have an Abstract of Conveyance dated 21.9.1894.

14. Village Hall Proposal:

The following was proposed: That Roade parish Council refers to the Lease and Trust Deed dated 1st March 1976 and wishes to record that it has no further interest in the Lease. Cllr Gwilt proposed, Cllr Thake seconded and with all in favour this was agreed.

15. Planning Committee Proposal:

- That standing order No 42 b) be amended to read 'Membership of Committees will be open to all Parish Councillors and any other person(s) the committee may wish to co-opt. The co-option may be for one specific meeting or as an on-going addition to the meetings'
- That the following to be added to Roade Parish Council Standing orders as Standing order No 42 d) The Planning Committee will hold delegated powers to make decisions on Single Dwelling and Minor Planning Applications and to inform the District Council of those decisions as appropriate. All Major Planning Applications will be dealt with at a Full parish Council Meeting'
- That Standing order No 71 2) be amended to read 'The Clerk shall refer every planning application received to the Chairman of the Planning Committee, or in the Chairman's absence to the Vice Chairman within 48 hours of receipt.'

Cllr Thake proposed, Cllr Beech seconded and with all in favour this was agreed.

Clerk

16. Bills for Payment and Receipts:

Receipts:	Ret No	£
VAT Refund		2,117.11
Additional inscription to tablet	318/9	10.00
Internment	319/9	60.00
Total		2,187.11

Bank Account Balances	Amount
Current Account	27,331.91
Deposit Account	1,485.61
Total	28,817.52

Cheques for Signature:	Cheque	£	inc VAT
Retrospective Payment			
Border Consultants Ltd – Parish Plan copies	863	1,250.00	
Retrospective payment BT – Internet services	864	126.41	
B&Q – Hardware	865	148.49	22.13
R & G – gang mowing	866	412.60	61.45
Aylesbury Mains Ltd – lighting	867	722.21	107.59
BACA - hardware	868	31.14	4.64
F G Eustace – new notice board	869	522.00	
All Seasons – grass cutting	870	975.25	145.25
E.ON – electricity	871	1,429.55	212.91
Debbie Dudman – minute taking	872	50.00	
Rev Malcolm Beech – information Land Registry	873	34.00	
Hugh Geddes – Village Tech wages/expenses	874	513.54	
Andy Johnson – Asst Village Tech wages	875	262.16	
Jenny Evans – Youth Worker Salary	876	252.68	
Sylvia Mawby – Clerk Salary & admin costs	877	422.74	
Post Office Counters Ltd – HMRC	878	237.80	
Total		7,390.57	553.97

The Chairman asked that these be taken en bloc. Cllr Thake proposed, Cllr Gwilt seconded and with all in favour they were agreed.

- 17. Correspondence:** All letters received had been circulated to Councillors.
- 17.1** Completion of Local Area Agreement Questionnaire. The Chair advised this was to be completed by 25th July 2008. After discussion it was agreed that the Parish Council did not feel they could respond on behalf of the village without prior consultation with parishioners and this was not possible because of the time deadline. It was proposed that a copy of the Roade Parish Plan be submitted with this reply. **Clerk**
- 17.2** Planning Forum Attendees – This is due to take place on 24th July 2008 5.45pm for 6.00pm start. Cllr Mallock advised she would attend. **SM**
- 17.3** Emergency Planning Meeting 17th July 2008 at 6pm. This is to take place at Wellingborough Council Offices. Cllr Dudman offered to attend and asked the Clerk to find out more details. **GD**
- 18. Items for inclusion on Agenda for next meeting:**
- 18.1** Cllr Mann advised that the sign from Priory Crescent was missing. Cllr Dudman confirmed that the Village Technician had taken this for repair. It was suggested that temporary signs be displayed when maintenance is taking place. **GD**
- 18.2** Cllr Bennett asked if the proposed Planning Meeting was to take place on 31st July 2008. The Chair confirmed this had been cancelled.
- 18.3** Cllr Beech advised that Land Registry Plans are available for inspection in respect of Churchcroft.
- 18.4** Cllr Beech expressed thanks on behalf of the Parish Council for Cllr Freund's commitment to the Parish Council and wished her well with her future plans.
- 18.5** Cllr Dudman asked for Emergency Plan to be added to the next agenda. Suggestions and ideas before the next meeting would be appreciated. **Clerk**
- 18.6** Cllr Thake referred Councillors to updates from NCALC received regarding legislation regarding Parish Councillors.

- 18.7** Cllr Dudman asked about possible mentors for the new Parish Councillors. Cllr Gwilt had offered to mentor Cllr Miller and Cllr Thake mentor Cllr Sharon Lowther. Cllr Mallock also offered any advice as needed.
- 19. Date of next meeting: Monday 11th August 2008 at 7.30 p.m.**

The meeting closed at 9.10 p.m.