

**Minutes of the Meeting of Caldecote Parish Council on Thursday 2 June 2005 at 7.30pm
in the Village Hall**

Present: Parish Cllrs: T Footman, P Phillips, F Wolton (Chairman), J Lang, A Levett, N Whyatt, B Drayton and C Stopp.

In attendance: Mrs. L Hazel (Minutes Secretary), Cllr R Martlew and 2 members of the public.

12. To receive apologies for absence and also declaration of interests from members
County Cllr D Baldwin.

13. To approve the minutes of the last meeting on 5 May
On a proposition by F Wolton, seconded by C Stopp the minutes were approved as a true record. The Chairman signed the minutes.

14. Matters arising for information only (Clerk's Report)
CALYPSO letter. This matter was discussed and it was agreed to place this item on the agenda for the next Parish Council meeting if necessary.

14.1 (4.2) TKA Tallent. It was noted that no reply had as yet been received from Ms McMillan to the Council's letter. Cllr Robin Martlew reported on the latest meeting held on the 28 May 05 and that Mr Heffernon was not expecting to go back to court until October. An e-mail from Chris Corcoran detailing TKA Tallent's Environmental Policy was noted.

A letter from Ashwell Homes in reply concerning the turning head at the end of West Drive was considered. It was agreed a reply should be sent to Nick Jones, Ashwell Homes informing him that the Parish Council was not happy that the turning head is being used by contractor's vehicles due to the road surface not being up to standard for public use as the understanding was that it could be used in its present state. The letter should also highlight that Mr. S Butler-Finbow gave his assurances that the turning head could be used by the residents and visitors of West Drive with immediate effect. A copy of the letter should be sent to Paul Thwaites.

14.3 A letter from EDF Energy was read out apologizing for the poor standard of work carried out in relation to the hole left around the base of the street light by the MUGA. It was confirmed that this work had now been carried out.

14.4 It was agreed that the following two items should be carried forward to the next meeting to allow details to be circulated to all members:

- (4.3) Local Development Framework Representations.
- (5.2) Plan detailing exact location of SSSI.

15. Matters carried forward from the last meeting for discussion / decision
On a proposition by J Lang, seconded by C Stopp it was delegated to the Sport and Recreation Committee to deal with CALYPSO's request for Youth Shelter and Cycle racks.

16. To attend to correspondence/communications received since the last meeting including

16.1 Parishioner correspondence

16.1.2 Mrs Phillips & Mrs Watson – request for dog bin Hall Drive /East Drive corner

On a proposition by B Drayton, seconded by T Footman it was agreed to place a dog bin on the corner of Hall Drive/East Drive providing the County Council are prepared to empty the bin regularly as it will be situated on a private road. If the County Council will not empty the bin then the residents of East Drive have agreed to come to an agreement to empty it.

A letter was considered from 2 Residents of East Drive stating that Hall Drive has been missed off the Village Map, which in turn makes it difficult for visitors to the village to locate East Drive which is just off Hall Drive. It was agreed that when the Village Map is next updated Hall Drive would be inserted on the map along with the road names of the remainder new developments. A quotation for the updating/replacing the Village Maps is to be brought to the next meeting.

16.2 Other correspondence

16.2.1 Bus service

It was noted that the bus services to the village had been threatened with a cut in service. Following discussions with Mr Paul Nelson at the County Council he had written agreeing to continue the service. A timetable of the No. 2 service is to be put in the next Journal.

17. To attend to planning received since the last meeting

17.1 S/0161/04/F Ballinger East Drive – extensions and double garage – amended.

No recommendation by the Parish Council.

17.2 Other

None received.

18. The village development, recreation grounds and public open spaces

18.1 Banner POS transfer – to agree the area of land

It was agreed to carry this item forward to the next Sport and Recreation Committee meeting to allow time to measure the POS., The small area of POS in the corner of the development will also be measured for future reference.

18.2 Ashwell Homes – landscaping

Cllr Footman reported that both he and Lesley Dickinson had witnessed Ashwell Homes planting near the recreation ground with a drill as the ground was so hard/compacted. Ms Dickinson had requested that they remove the plants and do it again properly. A letter is to be sent to Ms Dickinson with a copy to Ashwell Homes stating that as the Parish Council will eventually resume responsibility of the landscape area, it will not do so until the areas in question are satisfactory and done to Ms Dickinson's high standards.

It was brought to the Council's attention that the chain link fence that Ashwell Homes has erected is only approximately 3ft high and only runs downside the hedge that abuts onto the recreation ground. The agreement was that the fence would run the full length of the hedge to stop residents cutting the hedge completely back. It was agreed that the Chairman would undertake a site visit to assess the situation, to get details of the agreement and report back to the next meeting before deciding what action should be taken.

18.3 Recreation ground landscaping update

It was noted that work has now started on the recreation ground and that Mel Pooley is in charge on behalf of SCDC. He will provide regular reports/updates on the work as it progresses and will undertake to make sure that all work is carried out correctly and professionally as previously agreed.

18.4 Taylor Woodrow Development – Storm cell transfer to the Green Belt Group

A letter was considered from Chris Taylor about the proposed transfer and suggesting that the Parish Council may like to meet with the Green Belt Group. After discussion it was agreed to seek further advice from the Parish Council's Solicitor before taking the matter further. It was agreed to reply to Chris Taylor's letter thanking him for the letter, informing him that the Parish Council would be pleased to meet with the Green Belt Group but before doing so would like to seek further advice from their Solicitors. The letters should also state the Parish Council was surprised to read 'the transfer of land' as

under the S106 agreement it states that the land will be transferred to the Parish Council.

It was brought to the attention of the Parish Council that the kerb by the east side of Clare Drive where it crosses Hall Drive is dangerous and a resident recently tripped over.

18.5 Rospa report

The reports were noted. There were no items identified as high risk. and agreed that the Sport and Recreation Committee should prepare an action plan and put out to quotes any work that needs doing.

19. Finance

19.1 To receive the financial report and approve the payment of bills

The financial statement was received and considered and the invoices and bank statements were available for checking. On a proposition by B Drayton, seconded by N Whyatt the following payments were approved:

Glasdon UK	Dog bin	£296.81
MD Landscapes	Grasscutting	£164.50
Playground management	Rospa report	£207.98
Signwork	Notice board	£564.00
Inland Revenue	PAYE payment	£258.50
K Martlew	Salary	£33.00
LG Stoehr	Salary	£33.80
LGS Services	Expenses	£621.13

It was noted that CALYPSO had written agreeing to pay the extra £23 it cost to get the street light installed by the MUGA.

19.2 To complete the Annual Return's Statement of Assurance

As the basic checks have been undertaken and the council would be able to provide the supporting evidence on request on a proposition by F Wolton, seconded by C Stopp it was resolved that the Parish Council answer 'yes' to all the statements. J Lang reported that as he had been asked to undertake the risk assessment he proposed that a computer software package should be purchased to help undertake the task. After a lengthy discussion J Lang felt that it was no longer appropriate for him to undertake the risk assessment. It was agreed that further advice from the Clerk as to the way forward should be sought. The Parish Council also felt that it would be helpful to see evidence of the external requirements from the auditor and insurance company.

19.3 Bus shelter

Herald Contract Services have indicated that as the specification is more than a 'basic' shelter they may need to re-quote. It was agreed to ask Herald Contract Services for an updated quote and that this item should be carried forward to the next

19.4 Caldecote Journal printing

As the Parish Council have kindly contributed towards office costs it was noted that LGS Services could save the Parish Council 5-8% for printing the Caldecote Journal. Booklet printing would be at no additional cost and if contracted the price for twelve months before a review.

It was agreed unanimously to contract LGS Services undertake the printing of the Caldecote Journal subject to the current editor being consulted for his comments. The Journal will be printed in the same format as before while the Editor's comments are sought on adapting the editing of the journal to the new format of booklet style.

19.5 Appointment of Clerk and Responsible Officer – update

It was agreed to carry this item to the end of the meeting for discussion.

20. Parish Paths Partnership

It was agreed to carry this item forward to the next meeting and all papers in circulation are to be returned to the Clerk.

21. To consider resolutions from the Annual Parish Meeting

The Annual Parish Meeting had expressed its disappointment that most of the resolutions from the last meeting were still outstanding although it was noted that this was not for want of trying on the Parish Council's part.

- The Annual Parish Meeting **resolved** that the County Council and the Parish Council should do everything in their power to sort out the traffic calming problems.
- The APM recorded its dissatisfaction that the noise nuisance still continues from TKA Tallent Chassis Ltd.
- The APM **resolved** that the Parish Council and the County Council should take steps to reduce the speed limit in the old village of Caldecote from 40mph to 30mph.

The Parish Council gave authority for the clerk to send out any letters that arose from the meeting. It was noted that the issue surrounding the fence by Ashwell Homes has been superseded by this meeting and that the issues surrounding TKA Tallent are ongoing and therefore the Parish Council does not feel it is appropriate to send any further letters at present. It was agreed that the letter to the school in connection with the suggestion raised regarding parking on their own land should be sent.

Cllr Robin Martlew reported that he had spoken to Mike Cooper recently and Mr Cooper was not aware of the request to reduce the speed limit in the old village of Caldecote to 30mph. On a proposition by J Lang, seconded by F Wolton it was agreed that a letter should be sent to Highways Division requesting that the speed limit in the old village should be reduced from 40mph to 30mph.

22. Councillors' items

- 22.1 It was brought to the attention of the Parish Council that the recent grass cutting undertaken in the old part of the village has been done poorly and that the grass has been scalped. It was also noted that in the top part of the village the grass has not been cut at all. It was agreed to try to find out who cut the grass in the old part of the village down the bottom and then follow up with a letter informing them of the poor standard. Also a letter is to be sent to CCC to find out the reasons why the grass is not being cut in the top part of the village and request that it is cut with immediate effect as the grass is very long in places.
- 22.1 N Whyatt reported that he had now summarized the County Plan that was recently received and he has e-mailed his summary to all members and the clerk.
- 22.2 It was noted that a lot of rubbish is accumulating on the play areas in the village especially in the hedgerow at the back of the children's play area.
- 22.3 It was agreed that the financial items on the agenda should be brought forward due to the length of time the meetings take also agreed to try and shorten the meetings.
- 22.4 It was agreed to telephone Mike Cooper requesting the possibility of widening the section of footpath in question out of his discretionary budget. As previously agreed the Parish Council would contribute towards the cost and it was agreed to contact Mike Cooper about the cost and agenda this for the next meeting.
- 22.5 Cllr Robin Martlew kind offer to continue to cut the grass outside Leylands was gratefully accepted as it improves the look of the village.
- 22.6 The pavement outside No50 Highfields Road by Clare Drive which has collapsed is to be reported to Mike Cooper.

- 22.7 It was noted that when the word 'Caldecote' into Google it comes up incorrectly.
- 22.8 It was noted that the word 'STOP' was painted as 'SOTP' at the entrance/exit to the Ashwell Homes development.
- 22.9 The Bollards outside Nos. 51 and 81 Highfields Road are broken and are to be reported.
- 22.10 It was noted that some palings on the fence around the children's play area had been damaged. It was agreed to continue repairing using longer screws.
- 22.11 It was agreed to discuss the issue of traffic priority and right of way needs for Hall Drive and Clare Drive at the next Parish Council meeting.
- 22.12 It was noted that there aren't any dog/litter bins on any of the new developments in the village. It was agreed to look at the S106s' to find out if it is mentioned in any of them and that Highways Department should also be asked for their comments.
- 22.13 It was agreed to hold the scheduled August meeting in the last week of July.

19.6. Appointment of Clerk and Responsible Officer

At 9.55pm on a proposition by the Chairman, carried unopposed, in accordance with S1(2) of the Public Bodies (Admissions to Meetings) Act 1960 in view of the confidential nature of the business to be transacted i.e. the Parish Council considering appointment of a new clerk, the public were temporarily excluded from the meeting and were instructed to withdraw. The Minutes Secretary was invited to remain to record the decision.

At 10.08pm the meeting was declared re-opened.

It was noted that the Parish Council had resolved to appoint Mr Roger Hume as Trainee Clerk from 1 July to 31 September and as Clerk, Proper Officer and RFO from 1 October subject to the terms and conditions as agreed in the confidential session.

23. Closure of meeting and parish matters

There was no further business and the Chairman declared the meeting closed at 10.10 pm.

Signed..... Dated