



NORTHBOROUGH PARISH COUNCIL



MINUTES OF MEETING OF NORTHBOROUGH PARISH COUNCIL ON WEDNESDAY 11 November 2009 AT 6.30 pm IN THE SCHOOL

Present: Cllr C Cavanagh (arrived at 6.40 pm) Cllr B Spriggs
Cllr R Lord Cllr M Sleet
Cllr T Sharp Cllr L Steen (arrived 6.45 pm)
Cllr R Tindall Chairman

In attendance: Jim Daley – (Principal Built Environment Officer Peterborough City Council Planning Services)
One member of the public (arrived at 7.00 pm)
One member of the public (arrived 8.00 pm)

838/09 Apologies for Absence

An apology was received from Cllr R Robinson.

The Chairman announced that a letter of resignation has been received from Cllr G Gudgin. The letter has been acknowledged included a thank you for his work whilst a Member of the Parish Council.

839/09 Declaration of Interest

Cllr Tindall declared a personal interest in the matter of Agenda item 846/09 – Planning application for 30a Church Street, remained in the meeting and took part in the discussion when the item was considered.

Cllr L Steen after the presentation on the draft Conservation Area Plan declared a personal interest in the matter of Agenda item 843/09 - Clare Road, remained in the meeting and took part in the discussion when the item was considered. She also declared a personal and prejudicial interest in Agenda item 849/09 - Footpath to Rear and adjacent of Properties – Clare Road and Church View and left the room whilst the matter was discussed.

840/09 Draft Northborough Conservation Area Appraisal and Management Plan

The Chairman introduced Jim Daley – Principal Built Environment Officer from Peterborough City Council Planning Services who has come to present the draft document.

Jim Daley said that he would expand on the reason and purpose of the draft plan and how the consultation process will take place.

He said that there are 29 conservation areas in Peterborough with some in the City area and the majority in the villages. Designations had been made in the period 1970 to 1980.

Peterborough City Council has a duty under the Planning Act to review all areas. He explained how they originated and what they comprised at the time. The document for Northborough gives the history of the Village and of its many characteristics.

The plan recommends extension to two boundaries. The properties on the South side of Church Street have the boundary running through the middle of some gardens and it is proposed to take in the full area of the gardens.

The other extension is to the South of the Manor to take in the field systems which are adjacent to the northern approach to the Village.

It is proposed to have a public consultation period of approximately six weeks to the middle January 2010. The residents in the conservation area and a large number outside or adjacent to the area will be sent a summary document of the plan. The full document is available to view at www.peterborough.gov.uk/

All Parish
Councillors

The plan will may then be revised to take in account comments received and he will come back to a meeting with the Parish Council with the final draft.

This will be presented to the Planning Committee for adoption for use in planning guidance in the future in respect of applications from the area.

He outlined suggested changes to the area near the Church and the old pond site.

Part of the changes would include the addition of tree planting along stretches of Lincoln Road which could be extended to include Parish Council proposals to give a village feel to Northborough.

A small amount of funding will come from Peterborough City Council conservation areas budget and from other budget headings. Applications for grants would also be made to allow the changes to be incorporated into the Village.

Jim Daley was thanked for his presentation.

841/09 Minutes of Meeting of the 14 October 2009

The Minutes were agreed and signed.

842/09 Matters Arising [for information]

822/09 Northern Footpath Forum

Mr Brian McKie has expressed a willingness to act as a representative for Northborough. He has been put in contact with the Secretary of the Forum.

824/09 808/09 Allotments

Cllr Tindall said that he is now in the process of making a fresh approach to a person who has a piece of land that would be suitable for use as allotments.

Cllr Tindall

824/09 808/09 Finance

The Clerk said that he has informed the Insurance Company that the matter should be dealt with as a normal claim as if from any resident. He also asked them to obtain a response to the Parish Council letter regarding their invoice for additional works.

Clerk

824/09 818/09.03 Children's Play Area

Parish Councillors will continue to monitor the area.

Parish
Councillors

826/09.02 Community Facilities

The Chair said that he has spoken to Mr Ward on the telephone to discuss the problem of footballs and golf balls entering his garden. He agreed to inform the Football Club that they can collect several balls in his possession and to request that when the practice near to his garden that they erect netting to restrain the balls.

Clerk

Mr Ward agreed to monitor the situation with regard to the golf balls and the Parish Council will insert a sentence in the next report for The Tribune about playing with golf balls on the field.

Cllr Tindall

826/09.03 Community Facilities

The response has been submitted to Peterborough City Council on the pieces of land and the next stage should see them incorporated into the report.

The Parish Council was not consulted in respect of the planning application for change of use for land to the west of Lincoln Road which has been rejected by Peterborough City Council.

The Clerk was requested to register a complaint to the Planning Department for not being consulted.

Clerk

835/09.01 Neighbourhood Councils

The Chairman said that he attended the first meeting and considered it was very useful. The next meeting is due to be held on the 3 December 2009 and he recommended that Parish Councillors attend.

All Parish
Councillors

836/09.02 Clare Road/Crowson Crescent

The fallen apples were cleared shortly after the last meeting. Lovedale Gardens is to be contacted to request the further fall of apples be cleared and the tree to be removed.

Cllr Steen

843/09 Clare Road

Peterborough City Council has completed the work to the link.

However, it has not been constructed in accordance with the details provided and the slope created each side is causing a problem with youngsters using it for playing.

The Clerk is to request that it is modified to match the original detail and for a Risk Assessment to be carried out at set times of the day on account of the way children are running through onto the drive of the property on each side of the link.

Clerk

844/09 Report from Working Groups

844/09.01 Finance

No meeting has been held.

844/09.02 Community Facilities

Arrangements have been made to undertake another planting of bulbs around the Village on the 21 November 2009.

All Parish
Councillors

844/09.03 Planning and Countryside

Two planning applications have been considered since the last meeting.

844/09.04 Village Hall

The Community Association is holding its Annual General Meeting on the 25 November 2009 and nominations are invited for a position on the Management Committee.

There are a few items of the refurbishment work still outstanding and a sepia print of the Village has been framed and hung on the back wall.
The Management Committee have agreed they will not charge the Brownies any hire fees for the remainder of 2009.

844/09.05 Neighbourhood Watch and Police Liaison

Cllr Cavanagh said that she has sent a note to the Police Liaison Meeting being held this evening in respect of the continuing speeding problem in the Village and the car parking problem on Church Street and Castle Drive.

She has the names of seven people who are willing to be trained in the use of the Speedwatch equipment. A training session is being organised for the 24 November 2009.

Cllrs
Cavanagh

844/09.06 Village Fete

Cllr Sleet said that arrangements have commenced for holding the event in 2010.

The Working Group has submitted an application to Peterborough City Council for a grant and the £500 loaned to them by the Parish Council was agreed to remain as part of their working capital.

845/09 Risk Assessments

It was agreed to defer this item to the next meeting due to the absence of Cllr Robinson.

Cllrs Steen
and
Robinson

846/09 Planning

No objections were made to the following planning applications:

Construction of one and a half storey side extension 18 Pingle Lane [09/01157/FUL]

Two storey rear extension 30a Church Street [09/01170/FUL]

847/09 Finance 2009 - 2010

The Clerk presented the report as at the 30 September 2009.

He said that since its preparation the second part of the precept has been received increasing the balance shown in the report.

It was agreed to concentrate on the several capital works items that have been identified during the year which have not been completed or yet undertaken during 2010.

848/09 Finance

848/09.01 Payments

Payments to:

Mrs Baxter	Cleaning Playing field [October]	£ 40.00
Lentons Landscaping	Grass cutting contract [October]	£ 391.00
Hunt & Coombs	Solicitors	£ 451.61
Moore Stephens	Audit	£ 166.75
J Knott	Repairs	£ 177.00

were approved for payment.

848/09.02 Receipts

Receipt of the following payment was noted:

Peterborough City Council	Precept	£8,500.00
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849/09 Footpath to Rear of Properties – Clare Road

Cllr Steen left the room whilst this item was discussed.

The Clerk said that following his investigation he can find no Minute reserving any monies in respect of the construction of the footpath link in Clare Road.

He said that it has been confirmed that the Parish Council is allowed to spend money as part of its involvement with footpaths and bridleway. Work and costs associated with the closure of a footpath is deemed to be part of this allowance.

It is understood that the residents adjacent to the footpath are prepared to undertake the administrative work associated with identifying the landowner(s) over which the footpath runs and to write to various consulting bodies advising them of the proposal. In addition there is a fee to be paid to Peterborough City Council for their work in issuing notices and other matters.

On account of there being two Rights of Way involved for the length being considered for closure the fee payable to Peterborough City Council would be £3,000.

The Chairman said that there are three proposals for consideration:

- 1) To agree to pay the fee in full.

This should be considered in relation to the amount of the total precept.

- 2) Not to pay the fee.

This would result in the fee having to be paid by others.

- 3) To make a contribution to the total fee.

A discussion took place on the various aspects involved with the closure and it was proposed and agreed that the Parish Council contribute £1,500 towards the cost of the fees.

The Clerk was instructed to write to the residents of Clare Road and Church View adjacent to the footpath advising them of this decision. Clerk

Cllr Steen rejoined the meeting.

850/09 Youth Council

Cllr Steen said that arrangements have been made to visit two Youth Councils before the end of 2009 and several others in the new year. Cllr Steen

851/09 Computer Backup Systems

The Clerk said that there are two methods that could be used of either transferring everything to a disc each month or to use an online storage facility. All documents created on the computer or downloaded are held in one location.

The use of an online storage facility has the benefit that it will upload automatically every new file whenever created or modified and would not rely on ensuring that no document was missed if a cd disc was used. Several Companies have been reviewed and Carbonite Co. has been identified as being the best buy at a cost of \$54.95 (approximately £35) a year.

It was agreed to proceed with using Carbonite Co. on an annual basis for the storage and retrieval of documents as a backup for all documents of the Parish Council at the current rate of \$54.95.

Clerk

852/09 Quality Status

The Clerk showed the Certificate and the use of the logo on letterheads and other documents. A copy of the certificate has been placed on the notice boards.

It was agreed to invite the Mayor to present the certificate from CPALC to the Parish Council on Thursday 14 January 2010.

Clerk

The PCC Secretary is to be approached for using the Church to hold the event and all former Parish Councillors and their partners are to be invited to the evening.

853/09 Training

Cllr Lord said that the first of the three evenings has been held at which a total of sixteen people took part. There are some additional members from the other Parish Councils who will be attending the other two sessions.

All Parish
Councillors

The cost of the three sessions is to be borne in proportion to the number of representatives from the various Parish Councils.

854/09 Village Enhancement Programme

Another meeting is being arranged.

855/09 Correspondence

855/09.01 Donation

Cllr Lord said that he has received a letter from the daughters of John Weston enclosing a donation of £200 for the planting of trees and flowers in the Village.

Arrangements will be made to identify an area in the Village and to invite them to view the plantings which it is anticipated will take place in early 2010.

Clerk

855/09.02 Lamp Standard Church Street

A letter has been received from Mr P Field concerning a lamp standard not working and being obscured by an overhanging tree.

The Clerk will inform the Highways Department of the light not working and ask them to write again to the land owner to cut back the tree.

Clerk

856/09 Village Matters

No report.

857/09 Date of Next Meeting

Wednesday 9 December 2009 in the School at 7.15 pm

858/09 Exclusion of Public and Press

It was agreed that members of the public and press are excluded for the following item in accordance with Public Bodies (Admission to Meetings) Act 1960 and LGA 1972 ss 100 and 102

859/09 Request for Grant

A request for a grant from the 1st Northborough Brownies has been received to assist them with the formation of a second pack.

It was agreed in accordance with S137, Local Government Act 1972 to Clerk
agree to the request.

Signed..... Date.....