

**Minutes of Stoke Albany Parish Council Meeting Held on Tuesday 4th October 2011
at 8.00 pm in the Village Hall**

Present:

Councillors: J Wallace (Chairman), B Squires, J Tugwell, T Thompson

Clerk: Leigh Parkin

Minute No.		ACTION
1	Apologies Apologies were received from Cllr D Small and Cllr A Wiley, Kettering Borough Councillor – Noted	
2	Approve and sign the minutes of the meetings of 6th September 2011 It was RESOLVED that the minutes be signed as a correct record	
3	Matters Arising:	
3.1	Minute 7.1/Sept 11 – Cllr Wiley has requested KBC to install a litter bin by the bus stop, opposite The White Horse Pub. This will be funded through Cllr Wiley's Ward Initiative Fund.	
3.2	Minute 12/Sept 11 – Bus timetables have been placed in each bus shelter. A copy of the Call Connect Leaflet will be placed in the noticeboard.	Clerk
3.3	Minute 14/Sept 11 – The brambles have been cut back. The owners of the land have been identified. Cllr Wallace is to speak to the owners about the on-going maintenance of the hedge along the footpath.	JW
4	Declarations of Interest: None. It was noted that Agenda Item 6.3 was for information only and not discussion/decision. Cllr Wallace had previously declared a personal and prejudicial interest in planning application KET/2011/0469 (Minute 4/Sept 11).	
5	Representations from Members of the Public: None	
6	Planning	
6.1	KET/2011/0504 – Mr & Mrs Smith – Stoke Albany Road (Land at), Desborough – Full Application: Change of use from agricultural/paddock to Mobile Home Retirement Park. Formation of access roads, parking and sewage treatment plant. No comment.	
6.2	KET/2011/0542 – Dr Bennett – 10 Chapel Lane, Stoke Albany – Full Application: Timber summer house. No comment.	
6.3	KET/2011/0469 – Mrs Wallace C/O John Martin Associates – Fishponds Farm, Lower Road, Stoke Albany - Certificate of Lawfulness – (Existing Use): Lawful use for – full horse livery service; provision of schooling, training and competing horses; stabling of the applicants own horse – <i>this application has been withdrawn and therefore KBC will take no further action; no formal decision will be made.</i> Noted.	
6.4	Northants CALC – A New Landscape for Planning & Development Control – Cllr Tugwell reported back from a presentation given at the Rural Forum (15 th September 2011) meeting in respect of the Draft National Planning Framework. Following discussion it was Agreed that the Parish Council cannot	

Chairman

Date

	make a meaningful comment until the structure has been determined.																																				
7	Surveys/Questionnaires/Meetings																																				
7.1	Feedback from KBC Rural Forum – 15 th September 2011 – Cllr Tugwell gave a report on the main points discussed at the meeting. The next Rural Forum meeting is to be held on 3 rd November 2011.																																				
7.2	Feedback from KBC Development Services Town & Parish Council Training – 16 th September 2011 – no report available.																																				
7.3	Feedback from Northants CALC Archiving Training – 24 th September 2011 – The Clerk is to work on an Archiving Policy for the Council.	Clerk																																			
7.4	Parish Enhancement Gang survey – there is no evidence that the Parish Enhancement Gang has undertaken work in the village as requested. The Clerk is to follow up with MGWSP and NCC.	Clerk																																			
7.5	Northamptonshire ACRE Town and Village Services Survey 2011 – Cllr Tugwell is complete.	JT																																			
7.6	Northamptonshire Police Authority/Northamptonshire Police ‘Have Your Say’ – No comment.																																				
7.7	Wilbarston Parish Council meeting Thursday 13 th October 2011 – Future Youth Club Provision – Cllr Squires to attend.	BS																																			
8	Bus Shelters, Seats & BMX Track: Cllr Squires had undertaken an inspection of the bus shelters, seats and BMX track and reported that they are all in good condition.																																				
9	Finance																																				
9.1	Q2 Financial Analysis – Noted.																																				
9.2	Accounts for Payment – It was RESOLVED that the following accounts be paid:																																				
	<table border="1"> <thead> <tr> <th>Cheque No.</th> <th>Amount</th> <th>Payee</th> <th>Reason for Payment</th> <th>Statutory Power</th> </tr> </thead> <tbody> <tr> <td>100721</td> <td>£68.45</td> <td>Mrs Leigh Parkin</td> <td>Salary (Sept 11)</td> <td>S111 LGA 1972</td> </tr> <tr> <td>100722</td> <td>£17.00</td> <td>HM Rev & Customs</td> <td>PAYE & NI (Sept 11)</td> <td>S111 LGA 1972</td> </tr> <tr> <td>100723</td> <td>£30.00</td> <td>RM & CH Peach</td> <td>Bus Shelter, Desborough Road – One year advance site rent</td> <td>Local Government (Miscellaneous Provision) Act 1953, s.4</td> </tr> <tr> <td>100724</td> <td>£144.00</td> <td>BDO LLP</td> <td>External Audit</td> <td>S111 LGA 1972</td> </tr> <tr> <td>100725</td> <td>£29.00</td> <td>Northants CALC</td> <td>Archiving Training – 24th September 2011 (Clerk)</td> <td>S111 LGA 1972</td> </tr> <tr> <td>100726</td> <td>£50.00</td> <td>The Poppy Appeal</td> <td>Donation towards the cost of the Poppy Wreath</td> <td>S.137 LGA 1072</td> </tr> </tbody> </table>	Cheque No.	Amount	Payee	Reason for Payment	Statutory Power	100721	£68.45	Mrs Leigh Parkin	Salary (Sept 11)	S111 LGA 1972	100722	£17.00	HM Rev & Customs	PAYE & NI (Sept 11)	S111 LGA 1972	100723	£30.00	RM & CH Peach	Bus Shelter, Desborough Road – One year advance site rent	Local Government (Miscellaneous Provision) Act 1953, s.4	100724	£144.00	BDO LLP	External Audit	S111 LGA 1972	100725	£29.00	Northants CALC	Archiving Training – 24 th September 2011 (Clerk)	S111 LGA 1972	100726	£50.00	The Poppy Appeal	Donation towards the cost of the Poppy Wreath	S.137 LGA 1072	
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9.3	Receipts – None.																																				

Chairman

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9.4	Bank Statement & Accounts - NS&I Account: Interest credit @ 1 January 2011 - £7.42. Balance at 31 st August 2011 - £2,979.47. HSBC Bank Balance at 29 th September 2011: £3950.34. Uncleared cheques: £69.20. Ledger Balance: £3,881.14.	
9.5	External Auditor Report –The Parish Council considered the ‘Issues Arising’ Report. It was Resolved that the level of Fidelity Guarantee should remain at £4,000. The Council is satisfied that taking into account the controls and procedures in place that it is adequate. It was Resolved to approve and accept the Annual Return for year ending 31 st March 2011.	
9.6	Remembrance Day Wreath – It was Resolved to donate the sum of £50.00 to The Poppy Appeal towards the cost of the Poppy Wreath.	
10	Traffic Calming, Community Speed Watch: A request has been made to the NCC Road Safety team for the temporary loan of a fluorescent Parish Board displaying ‘Slow Down’ messages which can be erected along Desborough Road.	
11	Pocket Park – Nothing to report.	
12	Stoke Albany Parish Council Newsletter The draft Newsletter was approved with a number of minor amendments. Cllr Tugwell is to photocopy the newsletter for distribution by Councillors.	JT/ALL
13	Village celebrations for the Queen’s Diamond Jubilee A request for anybody who is interested in organising a village event to celebrate the Queen’s Diamond Jubilee is to be placed in the newsletter.	Clerk
13.1	Tuesday 5 th June 2012 Queen’s Diamond Jubilee & date of Parish Council meeting – It was Agreed to move the Parish Council meeting to Tuesday 12 th June 2012.	
14	Correspondence	
14.1	NCC Highways, Transport & Infrastructure Councillors’ Newsletter Sept 11 – Noted.	
14.2	New Proposal to empower parish and town councils – It was Agreed to write to support this proposal.	Clerk
14.3	Northamptonshire Minerals and Waste Development Framework (MDWF): Control and Management of Development, Development Plan Document – Noted.	
14.4	Northamptonshire ACRE’s Annual Report – Noted.	
14.5	Northants CALC Update Sept 11 – Noted.	
14.6	NCC Pocketeer Autumn & Winter 2011 – Noted.	
14.7	NCC Newsletter 3 – Superfast Northamptonshire – Noted.	
15	Exchange of Information - None	
16	Date of Next Meeting and Agenda Items Tuesday 1 st November 2011 – First draft budget 2012/13	
	The meeting closed at 21:20 hrs	

Chairman

Date