

BILLING PARISH COUNCIL

Established 1894

Serving Bellinge, Ecton Brook, Great Billing and Little Billing

MINUTES OF THE ANNUAL PARISH COUNCIL MEETING HELD AT 7.30pm ON MONDAY 10TH MAY 2010, AT THE BERNARD WESTON PAVILION, GREAT BILLING

PRESENT Councillor S. Rockall (Chairman)
Councillors Mrs S. Shaw, M. Clasper, P. Gable, J. Marlow,
Rev. S. Palmer, M. Pearson, G. Stevens, P. Stevenson, S. Ward

Also Present: Mrs. S. Harris (Clerk to the Council)
C. Campling (Green Space Manager)
One parishioner

		Action
285 285.1	<i>Election of Chairman</i> Mr. S. P. Rockall was unanimously re-elected to the office of Chairman and signed the Declaration of Acceptance of Office.	
286 286.1	<i>Apologies</i> Apologies were received and accepted from Cllrs. Mrs E. Palethorpe and D. Hughes (both ill), Fr. Damien Walne (Diocese Steering Committee meeting) and from Mrs S. Shaw for late arrival.	
287 287.1	<i>Acceptance of Office by Councillors</i> All existing councillors accepted office for the forthcoming year.	
288 288.1	<i>Minutes</i> The Minutes of the Parish Council Meeting (Folio Nos. 175/2010 – 181/2010) held on Monday 12 th April 2010 were approved and signed as a true record.	
289 289.1	<i>Election of Officers</i> Vice Chair – Cllr. Michael Clasper and Cllr. David Hughes.	
289.2	Responsible Financial Officer – The Clerk, Mrs. Sue Harris.	
290 290.1	<i>Appointment of Committees/Working Parties</i> Finance, Planning & Conservation: The Chairman, Cllrs. Mrs S. Shaw, D. Hughes, J. Marlow, M. Pearson, G. Stevens and P. Stevenson.	
290.2	Leisure, Recreation and Road Safety: The Chairman, Cllrs. Mrs. E. Palethorpe, M. Clasper, P. Gable, D. Hughes and S. Ward.	
290.3	Parish Plan & Quality Status: The Chairman, Cllrs. Mrs. E. Palethorpe, Mrs. D. Nichol, Mrs. S. Shaw, M. Clasper, Rev. S. Palmer, G. Stevens and S. Ward.	
290.4	Northants CALC Mr. D. Hughes, The Chairman and Vice-Chairman or their nominees.	

		Action
290 290.5	<i>Appointment of Committees/Working Parties (Continued)</i> Charities Fr. Damien Walne	
290.6	<i>Neighbourhood Partnership</i> Cllrs. Mrs S. Shaw and M. Clasper	
290.7	<i>Bellinge Community House</i> Cllrs. Mrs D. Nichol, Rev. Steven Palmer (or his representative) and Fr. Damien Walne.	
291 291.1	<i>Declarations of Interest</i> None were declared.	
292 292.1	<i>Public Forum</i> Keith Bonham said he was pleased to see that the grass on Little Billing village green had been cut but was concerned to note that some parts could not be reached with the contractor's equipment. He also expressed concern at the amount of litter left behind by footballers parked on the verge in Great Billing Way. As the football season is now finishing this item will be put on the agenda for September/October.	Clerk
293 293.1	<i>Exchange of Information with local SCT</i> Unfortunately no member of the police was present. Cllr. Clasper expressed concern at the amount of petty vandalism within the parish.	
294 294.1	<i>Ongoing Matters</i> Former 'Helicopter Park' site. A detailed discussion took place with reference to the proposed new playground at the former Helicopter Park in Ecton Brook and the terms of the 15 year lease that NBC are prepared to offer. Several members had reservations regarding this project (and the terms of the lease), particularly because of vandalism in the area and it was suggested that something aimed specifically at the youth, e.g. a youth shelter, could be a better solution. RESOLVED that a meeting of the Leisure & Recreation committee together with Cllr. David Mackintosh of NCC be arranged as soon as possible to explore this further.	Clerk
294.2	Consideration was given to the proposals put forward by the Highways Department to alleviate the problem of pedestrians crossing the road by the church in Little Billing. Although it was felt that a central island was needed the Parish Council understood the budget constraints and agreed that the proposed works should go ahead. Once completed these improvements will be closely monitored. Clerk to advise Highways Department.	Clerk
294.3	Re-siting of Lt Billing notice board. Cllr. Gable reported he had heard that the shop in Valley Road, Little Billing is to reopen. Should this be the case there would be no need to move the notice board. Clerk to check with NBC.	Clerk
295 295.1	<i>Planning</i> N/2010/0214 – W. Pearce & Co. Ltd, Wellingborough Road – Partial demolition of leather works and outbuildings. Conversion of powerhouse into 6 dwellings. Integration of screen walls into new residential development and erection of screen wall.	

		Action																																	
<p>295 295.1</p>	<p>Planning (Continued) (Cont..)</p> <p>The Clerk had received a communication from John Lougher at Lagan Homes informing her that they are in the process of drawing up and submitting slightly modified proposals which reflect the feedback received at the meeting held on 24th March. Held over to the next meeting when it is hoped to be in receipt of the revised plans.</p> <p>295.2 N/2010/0337 – 71 Station Road, Great Billing – Single Storey Rear Extension. No comments or objections.</p> <p>295.3 N/2010/0339 – 1 Lakeside Drive, Ecton Brook – Reduction in ground level to provide extension to driveway. No comments or objections.</p> <p>295.4 The following determinations had been received from NBC:</p> <ol style="list-style-type: none"> 1. N/2010/134 – Land to the rear of 4 Station Road, Great Billing – Proposed two storey detached new dwelling (as amended by revised plans) – Approved subject to conditions. 2. N/2010/135 – Newlands, Great Billing Park – Proposed two storey side and rear extensions and garage to front – Approved subject to conditions. 3. N/2010/169 – 37 Vantage Meadow, Ecton Brook – Two storey rear/side extension – Approved subject to conditions. 																																		
<p>296 296.1</p>	<p>Finance</p> <p>The list of accounts for payment had been circulated and it was RESOLVED that payment be made as per the following:</p> <table border="1" data-bbox="284 1196 1289 1592"> <thead> <tr> <th data-bbox="284 1196 895 1225"></th> <th colspan="2" data-bbox="900 1196 1289 1225">Power of Expenditure</th> </tr> </thead> <tbody> <tr> <td data-bbox="284 1225 895 1254">E.ON (Street lighting costs)</td> <td data-bbox="900 1225 1161 1254">PCA1957s3</td> <td data-bbox="1166 1225 1289 1254">582.94</td> </tr> <tr> <td data-bbox="284 1254 895 1283">NCALC (Section 106 Training – Cllr. P. Stevenson)</td> <td data-bbox="900 1254 1161 1283">LGA1972s111</td> <td data-bbox="1166 1254 1289 1283">11.00</td> </tr> <tr> <td data-bbox="284 1283 895 1312">Barclaycard Commercial (Monthly Credit Card)</td> <td data-bbox="900 1283 1161 1312">LGA1972s111</td> <td data-bbox="1166 1283 1289 1312">492.36</td> </tr> <tr> <td data-bbox="284 1312 895 1341">Clerk (3 mths room hire, telephone calls, travelling)</td> <td data-bbox="900 1312 1161 1341">LGA1972s111</td> <td data-bbox="1166 1312 1289 1341">127.42</td> </tr> <tr> <td data-bbox="284 1341 895 1370">Eason Electrical (Electrical work – new compound)</td> <td data-bbox="900 1341 1161 1370">LGA1972s111</td> <td data-bbox="1166 1341 1289 1370">364.25</td> </tr> <tr> <td data-bbox="284 1370 895 1400">NCC (GSM Pension – April)</td> <td data-bbox="900 1370 1161 1400">LGA1972s112</td> <td data-bbox="1166 1370 1289 1400">497.43</td> </tr> <tr> <td data-bbox="284 1400 895 1429">Small Business Payroll (Monthly salaries and fee)</td> <td data-bbox="900 1400 1161 1429">LGA1972s112</td> <td data-bbox="1166 1400 1289 1429">3000.00</td> </tr> <tr> <td data-bbox="284 1429 895 1480">Park Landscapes (4 cuts Playing Fields/1 cut LB Village Green)</td> <td data-bbox="900 1444 1161 1473">OSA1906 s9&10</td> <td data-bbox="1166 1444 1289 1473">317.25</td> </tr> <tr> <td data-bbox="284 1480 895 1532">E. M. Pell (Tree Work LB Pocket Park – Paid for on behalf of LB Pocket Park Volunteer Group)</td> <td data-bbox="900 1496 1161 1525">OSA1906s9&10</td> <td data-bbox="1166 1496 1289 1525">4676.50</td> </tr> <tr> <td data-bbox="284 1532 895 1561">NCALC (Training – Cllr. G. Stevens)</td> <td data-bbox="900 1525 1161 1554">LGA1972s111</td> <td data-bbox="1166 1525 1289 1554">29.00</td> </tr> </tbody> </table>		Power of Expenditure		E.ON (Street lighting costs)	PCA1957s3	582.94	NCALC (Section 106 Training – Cllr. P. Stevenson)	LGA1972s111	11.00	Barclaycard Commercial (Monthly Credit Card)	LGA1972s111	492.36	Clerk (3 mths room hire, telephone calls, travelling)	LGA1972s111	127.42	Eason Electrical (Electrical work – new compound)	LGA1972s111	364.25	NCC (GSM Pension – April)	LGA1972s112	497.43	Small Business Payroll (Monthly salaries and fee)	LGA1972s112	3000.00	Park Landscapes (4 cuts Playing Fields/1 cut LB Village Green)	OSA1906 s9&10	317.25	E. M. Pell (Tree Work LB Pocket Park – Paid for on behalf of LB Pocket Park Volunteer Group)	OSA1906s9&10	4676.50	NCALC (Training – Cllr. G. Stevens)	LGA1972s111	29.00	
	Power of Expenditure																																		
E.ON (Street lighting costs)	PCA1957s3	582.94																																	
NCALC (Section 106 Training – Cllr. P. Stevenson)	LGA1972s111	11.00																																	
Barclaycard Commercial (Monthly Credit Card)	LGA1972s111	492.36																																	
Clerk (3 mths room hire, telephone calls, travelling)	LGA1972s111	127.42																																	
Eason Electrical (Electrical work – new compound)	LGA1972s111	364.25																																	
NCC (GSM Pension – April)	LGA1972s112	497.43																																	
Small Business Payroll (Monthly salaries and fee)	LGA1972s112	3000.00																																	
Park Landscapes (4 cuts Playing Fields/1 cut LB Village Green)	OSA1906 s9&10	317.25																																	
E. M. Pell (Tree Work LB Pocket Park – Paid for on behalf of LB Pocket Park Volunteer Group)	OSA1906s9&10	4676.50																																	
NCALC (Training – Cllr. G. Stevens)	LGA1972s111	29.00																																	
296.2	<p>A copy of the schedule showing Income and Expenditure compared to budget for the period to 30th April 2010 together with the bank reconciliation had been circulated to all members. RESOLVED that this be approved.</p>																																		
296.3	<p>It was RESOLVED that the Statement of Accounts for the year to 31st March 2010 (see Appendix I) as approved by the Internal Auditor be approved and these were duly signed by the Chairman and the Responsible Financial Officer.</p>																																		
296.4	<p>It was RESOLVED that the Annual Governance Statement be approved and this was duly signed by the Chairman and the Clerk.</p>																																		

		Action
296	<i>Finance (Continued)</i>	
296.5	Insurance. The Clerk had prepared a schedule giving a breakdown of the Parish Council's proposed insurance cover for the coming year together with cost. RESOLVED that AON's quotation of £4,546.72 be accepted should the Clerk be unable to obtain a lower cost for the same cover from an alternative insurance company.	Clerk
296.6	Billing Fayre. RESOLVED that a grant of £300 be awarded towards the cost of the annual fayre.	
297	<i>Other Matters</i>	
297.1	New Standing Orders. Cllr. Stevenson had studied the new Standing Orders publication purchased from NCALC. It was proposed and RESOLVED that the Clerk should download all details and select/update and modify the Parish Council's existing Standing Orders. Once completed she is to forward a copy to all members for discussion/adoption at subsequent meeting.	Clerk
297.2	A letter had been received from Caroline Borrell asking if Bizzy Bears could purchase and site a small outdoor box/shed to enable them to store bikes etc. RESOLVED that permission be granted subject to the GSM agreeing where this is to be positioned.	GSM
297.3	The Chairman conveyed to all members the contents of a letter received from the Internal Auditor. Whereas everything was satisfactory with regard to the accounts he took issue with two or three things in the way the agenda and minutes were presented. The council were not in agreement with all of his comments and the Chairman is to write to Mr. Linnell.	Chair
298	<i>Leisure & Recreation</i>	
298.1	GSM Report (see Appendix II).	
298.2	Great Billing Pocket Park and Green Flag/Pennant Award. Judges from the Green Flag Award will be visiting Billing Parish Park on Tuesday 18 th May 2010 at 2.00 pm and the Chairman said he would like to see as many people there as possible. Cllr. Marlow suggested inviting the local MP, Brian Binley to attend or alternatively ask him to send a letter of support. RESOLVED that the Clerk should contact Mr. Binley.	Clerk
298.3	Little Billing Pocket Park. Cllr Clasper reported that six volunteers attended the last session all of whom worked extremely hard. A local scout group had also put in 1½ hours of excellent work and grateful thanks were extended to them. The next session will be held on a Saturday to see which days/times appear to suit best. The park looks much better since all the tree work has been done but unfortunately they were still experiencing problems with vandalism, including the removing of wood from wired log piles.	
298.4	New Compound. The GSM reported that almost everything had been removed from the pavilion into the new workshop/store and that the new doorway into the kitchen could now go ahead. Chairman to arrange. It was also RESOLVED that flooring should be put down to match that in the main room. Once this has been done the local SCT would be able to move in. It was emphasised that this will be an office for the police to work from not an extension to Weston Favell Police Station.	Chair GSM

		Action
298	<i>Leisure & Recreation (Continued)</i>	
298.5	Cllr. Pearson kindly offered sufficient paving slabs free of charge for a new base for the greenhouse which was gratefully accepted.	
298.6	The GSM reported that he had been able to purchase some 900 x 900 decking squares which enabled him to construct a path to facilitate machinery being wheeled in and out for a total cost of £80. As the original quotation for this and the greenhouse base was approximately £1,000 this was a tremendous saving.	
298.7	Service of CCTV system. The GSM is to forward copies to all members of the quotations received from both NuCam and Nova Security. This item to be put on the agenda for discussion at the next meeting.	GSM
298.8	The Leys. <ul style="list-style-type: none"> • There would appear to be a problem with sewage on The Leys (by the stile through the old Orchard) and Anglian Water has already done some excavations there. GSM to follow up. • 8 trees on Celebration Avenue have now been dedicated and there is interest in a further two. This means there are only two left but further planting cannot take place until the autumn. It was suggested that 12 trees should be planted at that time. • The GSM met with the NBC Arboriculturist who has approved for the trees on the boundary of the churchyard/ha-ha to be felled and the stumps poisoned. Although the trees are on NBC maintained land Rev. Steven Palmer cautioned that agreement would have to be obtained from the Archdeacon. • The GSM is to obtain quotations and suggestions for the work required to shore up and renovate the ha-ha wall. Once these have been obtained the Clerk will see if it is possible to obtain funding to assist with the cost. 	GSM GSM
298.9	A letter had been received from Overstone Football Club advising a change of name to The Elwes Arms Football Club and asking to use the pavilion and playing fields facilities for the 2010-11season. RESOLVED that this be approved with the situation being monitored throughout the season.	
299	<i>Northants County Association of Local Councils</i>	
299.1	Nothing to report due to the absence of Cllr. D. Hughes.	
300	<i>Councillors Reports Not Covered Elsewhere</i>	
301.1	Cllr. M. Pearson asked if it was possible to have the boards advertising 'Xmas Trees and Reeves (<i>sic</i>)' removed. Clerk to contact Highways Department.	Clerk
301.2	Cllr. S. Ward asked if it was possible to ascertain the landlord's future intentions with regard to the Ecton Brook public house, which is now boarded up. It is believed this building is owned by NBC and the Clerk is to try to ascertain if this is the case.	Clerk
302	<i>Date of Next Meeting and Closure</i>	
302.1	There being no further business the meeting was closed at 9.26 pm. Date of next meeting – Monday 14 th June 2010 at 7.30 pm	

APPENDIX I

ANNUAL RETURN

For the Year Ended 31st March 2010

Billing Parish Council

		Last Year £	This Year £	All figures rounded to nearest £
1	Balances Brought Forward	65,143	75,282	Total balances and reserves at the beginning of the year
2	Annual Precept	121,114	132,040	Total amount of Precept income received during the year*
3	Total Other Receipts	15,768	18,222	Total income or receipts received during the year excluding Precept
4	Staff Costs	42,455	43,407	Staff wages, etc and expenses
5	Loan Interest/ Capital Repayments	10,340	10,340	Repayments made on borrowings during the year
6	Total Other Payments	73,948	94,839	Total expenditure or payments excluding lines 4 and 5
7	Balances Carried Forward	75,282	76,958	
8	Total Cash and Investments	75,282	76,958	Sum of all cash, bank accounts etc held at 31 st March 2010
9	Total Fixed Assets	368,825	386,351	Current value of tangible fixed assets as at 31 st March 2010
10	Total Borrowings	54,804	50,167	Outstanding capital balance as at 31 st March 2010

* Includes amount of £18,000 special expenses for Bellinge Community House

Signed *S. P. Rockall* (Chairman) Date 10th May 2010

Signed *S. F. Harris* (Clerk & RFO) Date 10th May 2010

APPENDIX II

**Green Space Manager
Monthly Report**

April 2010

Most of the month has revolved around working on the new container and clearing the office. The workshop now has power and has been scrubbed clean. Shelving has been erected, a large desk came with the container and a built in kitchen type top will provide all the work surfaces needed. I now need just need to get everything organised. There is still a lot to do but everything is starting to take shape nicely.

The old workshop has now been mostly cleared and work can now commence on the new doorway into the kitchen and whatever we decide to do with the floor.

The greenhouse is complete (bar the base) and a couple of cold frames are in place and we now have around 100 trees growing on nicely.

And of course grass cutting is now in full swing.

Chris Campling
Green Space Manager