

Maxey Parish Council

Minutes of an Ordinary Meeting
held in the Back Room of the Village Hall
at 7.30 pm on Tuesday, 22nd January, 2002

Present Cllr Lloyd - Chairman;
Cllr Duffelen,
Cllr Homewood,
Cllr Hutchison,
the Clerk,

but no Members of the Public.

The Chairman declared the Ordinary Meeting open at 7.33 pm.

1. Apologies for absence:

Apologies had been received from Cllrs Johns, Newbold and Purllant.

2. Minutes of the Ordinary Meeting of 27th November 2001:

A Draft had been circulated and posted prior to this Meeting. The list of those present was in error, as Cllr Duffelen had proffered apologies for absence. It was proposed by Cllr Hutchison, and seconded by Cllr Homewood, that the Minutes, as amended, be accepted as a true record of the Proceedings; carried. The amended Record Copy of the Minutes was signed by the Chairman.

3. Planning:

3.01 Willow Farm - six dwellings (outline) (679): the Application had been referred to Committee, and the Planning Officer's Report had been copied to all Maxey Parish Council (MPC) Councillors so that a formal Comment could be prepared within the consultation period. The Planning Officer recommended that the Application be granted, subject to many Conditions. The main Condition was that the number of dwellings on the Site shall be limited to three. The consensus of Maxey Parish Councillors was that, provided that all Conditions proposed in the Report did actually feature in the Approval, and were duly enforced, the Application shall not be opposed. The Clerk stated that this view had been duly forwarded to Peterborough City Council (PCC). He further stated that he understood that the Application has been Granted, with all the proposed Conditions imposed.

3.02 47 High Street - two-storey side-extension (679): documents relating to amended Plans had been circulated so that a formal Comment could be prepared within the consultation period. The consensus was that the revised Application shall not be opposed, but that PCC should take views of neighbours into account, as granting the Application would result in a large dwelling on a small plot. The Clerk stated that this view had been duly forwarded to PCC. The Clerk tabled a

letter from Cllr Franklin, which expressed the view that the revised plans represented too large a dwelling for the plot. The Meeting was agreed that a copy of MPC's response to PCC should be sent to Cllr Franklin, and that the Chairman would speak to him about this matter.

3.03 Village envelope (679): nothing new to report.

3.04 Cambridgeshire and Peterborough Structure Plan Review (679): the Clerk stated that there is nothing new to report.

3.05 2b High Street - 4-bedroom house (678): the Clerk stated that this Council's formal Comment that the Application shall not be opposed had been forwarded to PCC, with the rider that although MPC still feels that the Site is more suited to one large dwelling, it would be unethical to refuse the current Application. The Clerk further stated that the Application had been referred to Committee, and that MPC's formal Comment has been properly recorded in the Planning Officer's Report.

3.06 Maxey Hall - second-storey extension (678): the Clerk stated that MPC's formal Comment that the Application shall not be opposed had been forwarded to PCC, and had been acknowledged. He further stated that the Application has been granted, with Conditions regarding materials and hardware detailing.

3.07 3 Arthur's Court - tree-work (678): the Clerk stated that MPC's formal Comment that the Application shall not be opposed had been forwarded to PCC, and had been acknowledged.

3.08 23 Castle End Road - two-storey extension: documents relating to amended Plans had been circulated so that a formal Comment could be prepared within the consultation period. The consensus was that the revised Application shall not be opposed, but that PCC should take views of neighbours into account, as the Application was for a large extension. The Clerk stated that this view had been forwarded to PCC.

3.09 41 High Street - two-storey rear extension: documents relating to amended Plans had been circulated so that a formal Comment could be prepared within the consultation period. The consensus was that the revised Application shall not be opposed, but that PCC should take views of neighbours into account, as the Application was for a large extension with red pan tiles and would substantially alter their aspects. The Clerk stated that this view had been forwarded to PCC.

3.10 7 High Street - porch extension at rear: documents relating to amended Plans had been circulated so that a formal Comment could be prepared within the consultation period. The consensus was that the revised Application shall not be opposed, but that PCC should take views of neighbours into account. The Clerk stated that this view had been forwarded to PCC.

4. Matters arising from the previous Ordinary Meeting:

4.01 Archives (678): the Clerk stated that the installation of the Maps now rested with the Maxey Community Association.

4.02 Narrowing of the High Street (678): the Clerk tabled a letter from PCC, which stated that details of this agreed safety feature has been forwarded to the Road Safety Audit, a statutory requirement.

4.03 Speeding on the High Street (678): as item 4.02 above.

4.04 High Street/King Street junction (678): as item 4.02 above.

4.05 Village Sign (678): nothing new to report.

4.06 Vehicle-speeds in the Garage/Nursery area (677): the Clerk tabled a letter from PCC, which stated that MPC shall be responsible for the liaison with residents of West End Road regarding the location of the 'build-outs'. The letter also requested confirmation that the location of the 'build-outs' as proposed by PCC are acceptable. The Meeting was agreed that the PCC proposal is acceptable.

4.07 Bus timetables (677): the Clerk stated that an A3-sized case would cost £36.60 + carriage + VAT. The Meeting was agreed that the Clerk should contact bus companies operating services through the village with a request that they provide service publicity. The Clerk also mentioned the public Invitation to Tender issued by PCC for the operation of three early-morning and three early-evening limited-stop 'taxi-bus' runs linking Maxey with Peterborough's rail and bus stations, timed to meet London commuters' needs.

4.08 Signs to Village Hall (677): the Clerk stated that a Quotation has been sought of PCC, but has not yet been received.

4.09 Police notice-board (677): the Clerk stated that a response regarding planning permission is awaited from PCC.

4.10 Litter-bin in The Park (677): the Clerk stated that he had written to PCC asking for a replacement. PCC's response, given at the 'Walkabout', was to question MPC's requirement to replace the bin, bearing in mind that there are two other bins nearby (toddlers' area and bus-shelter). The Meeting took the point, but believed that, if the bench was replaced (see item 4.26 below), so then should the bin be replaced. The Clerk was instructed to forward this view to PCC.

4.11 Police prosecutions (677): the Clerk stated that from conversations with PC McCallum, it appears that, should there be no formal complaint signed following a call for service, the matter is not pursued.

4.12 Periodic Electoral Review (677): nothing new to report.

4.13 Biodiversity Partnership (677): nothing new to report.

4.14 Village Design Statement (677): the Meeting was agreed that the decision as to whether or not to initiate this project should be deferred until the Annual Meeting.

4.15 Damaged lampposts on the High Street (677): the Meeting noted that both columns were now in order.

4.16 Stone-throwing (676): the Meeting was agreed that this matter shall not be pursued.

4.17 National training strategy (676): the Meeting was agreed that no formal comment shall be made.

4.18 Register of Electors (676): the Clerk stated that he had duly received the paper-copy of the Register, and had also displayed a poster as requested. He further summarised changes to the Register, which was now updated on a monthly basis, rather than yearly.

4.19 Fire Authority annual report (676): the Meeting was agreed that no formal comment shall be made.

4.20 Vital villages (675): the Meeting was agreed that the opportunities presented shall not be pursued.

4.21 Quality parish and town councils (675): the Meeting was agreed that MPC shall not seek the status of a Quality Parish Council, and was further agreed that no formal comment shall be made.

4.22 Library survey (675): the Clerk stated that MPC's comment regarding the lateness of the survey and maintenance of the Mobile Library service has been forwarded to PCC.

4.23 Code of conduct (675): the Clerk stated that PCC seeks a common acceptance date from all its Parish Councils, possibly 1st April 2002.

4.24 Local transport (675): the Clerk stated that he had written to Market Deeping Town Council requesting that MPC be kept informed.

4.25 Maxey and Deeping Gate War Memorial (673): the Clerk stated that the originator of the complaint has been advised that MPC shall do what it can to restore the Memorial to a standard that befits its purpose. He further stated that he had advised the Rector of the situation, and had initiated enquiries regarding the onus of responsibility for the Memorial.

4.26 Bench in Maxey Park (673): the Clerk stated that he had written to PCC for a replacement, and raised the matter at the 'Walkabout'.

5. Correspondence:

5.01 The following items were discussed at the Meeting:

5.01.01 Crime and disorder: local authorities' survey for 2000/1. It was agreed that the questionnaire shall not be completed, as a similar individual survey was completed only recently.

5.01.02 Workshop for councillors: it was agreed that this training session at £25 per head would not be attended.

5.01.03 Golden Jubilee Summer Party: ideas and guidance.

5.01.04 Parish Council training: it was agreed that on-site training from the Cambridgeshire Association of Local Councils, at £12.50 per head for at least 10 people shall not be pursued.

5.01.05 Handbook: for parish and town councillors, from the Cambridgeshire Association of Local Councils at £15. It was agreed that the book shall not be purchased.

5.01.06 Local Council Audit: the Audit Commission's proposals for future audits. The Clerk stated that he believed that the future Audit Fee of about £50 would be subject to a satisfactory 'internal audit'.

5.01.07 Planning: it was agreed that sessions by the Council for the Protection of Rural England at £25 per head shall not be pursued.

5.01.08 Dates of Meetings: in response to a letter from PC McCallum requesting dates of Meetings so that he can plan attendance, it was agreed that the present pattern of Meetings shall be maintained. The Clerk was instructed to forward the dates to the PC, with advice that he would be welcome to attend any or all Meetings. The dates are: 26 Feb 02, 26 Mar 02, 23 Apr 02, 28 May 02, 25 Jun 02, 23 Jul 02, 24 Sep 02, 22 Oct 02, 26 Nov 02 and 28 Jan 03.

5.01.09 Community first responder scheme: it was agreed that the Clerk should forward this request for publicity for this new local 'first-aider' scheme to the 'Newsletter' Editor.

5.01.10 Closure of level-crossing: the Clerk stated that he had displayed the Notice regarding Bainton, 0100-0600.h on 12 Mar 02.

5.01.11 Millennium Avenue: the Clerk tabled a letter from Etton Parish Council (EPC), which, copied to PCC and Tarmac, stated its preferences for the in-fill of the 'EPC-part' of the east-west section of Woodgate Lane, with a suggestion that MPC might like to do likewise for the 'MPC-part'. The Clerk was instructed to advise EPC, PCC and Tarmac that the contents of the letter have been noted.

5.02 The following items were available at the Meeting and are being circulated around all Councillors:

5.02.01 Planning: PCC's weekly lists of new Applications.

5.02.02 Children's playgrounds: leaflet about a safety base.

- 5.02.03 Standards panel: minutes of a PCC meeting, including a copy of the forthcoming mandatory Code of Conduct for Parish Councillors, and a questionnaire about ethics of local Councillors.
- 5.02.04 Grapevine: PCC's staff newspaper.
- 5.02.05 Christmas card: to MPC from PC McCallum.
- 5.02.06 Children's playgrounds: leaflet and price-list.
- 5.02.07 Free banking: an Alliance Leicester offer.
- 5.02.08 Forward plan: for PCC from 01 Jan 02 - 30 Apr 02.
- 5.02.09 Public services: the Department for Transport, Local Government and the Regions' proposals to meet responses to the 'white paper'.
- 5.02.10 The Voice: Newsletter from the Arthur Mellows Village College
- 5.02.11 Drink-drive: national advertising material *via* PCC.
- 5.02.12 Community Champions: details of availability of grant-aid.
- 5.02.13 Children's playgrounds: timetable and scale of charges for the Royal Society for the Prevention of Accident's inspection scheme.
- 5.02.14 Children's playgrounds: outline of products and services.
- 5.02.15 The Bulletin: Dec 01 issue from the Cambridgeshire Association of Local Councils.
- 5.02.16 Landfill tax credit: details of local community schemes that have benefited from this concession.
- 5.02.17 Statement of accounts: for PCC for 2000/1.
- 5.02.18 Drink-drive: national advertising material *via* Cambridgeshire County Council.
- 5.02.19 Maxey Community Association: financial statements 99/00.
- 5.02.20 Maxey Community Association: financial statements 00/01.
- 5.02.21 Liaison meeting: minutes of a City Council/Parish Council meeting, containing details of the new model Code of Conduct.
- 5.02.22 Products for local councils: brochure of street furniture.
- 5.02.23 Public report: finances for PCC Cabinet Meeting of 04 Jan 02.
- 5.02.24 Bus-shelters: leaflet of a commercial timber-based range.
- 5.02.25 Fireworks: special offer for the Golden Jubilee celebrations.

- 5.02.26 Clerks and Councils Direct: new edition of the yearbook.
- 5.02.27 Clerks and Councils Direct: latest issue of the magazine.
- 5.02.28 Parking permit: for use only on Parish Council business.
- 5.02.29 Questionnaire: request for information from the Cambridgeshire Association of Youth Clubs.
- 5.02.30 Acceptance of Office: copy of a model Declaration from the Department for Transport, Local Government and the Regions.
- 5.02.31 Standards: notice and minutes of this PCC committee, giving a suggested timetable for adoption of the new Code of Conduct and registration of Councillors' Interests.
- 5.02.32 Draft Community strategy: a copy of this PCC document has been made available to each Councillor.

6. Financial:

- 6.01 Current account (674): the current Statement 184 dated 27 Dec 01 shows a Credit Balance of £824.94;
- 6.02 Reserve account (674): the current Statement 039 dated 06 Dec 01 shows a Credit Balance of £5499.85.
- 6.03 Statement of Inc and Exp 01/02 (674): the Report dated 22 Jan 02 shows an Excess of Income over Expenditure of £446.93; the Report is on circulation.
- 6.04 Budget control 01/02 (674): the Report dated 22 Jan 02 shows a Budget surplus of £35.58; the Report is on circulation.
- 6.05 Village Hall extension: No 2 Account (674): the Clerk stated that all relevant Documents have been returned, and a request for reclaim of VAT has been lodged with HM Customs & Excise.
- 6.06 Grasscutting (674):
- 6.06.01 A Receipt has been received for the October cut payment.
- 6.06.02 An Invoice for the allowance towards grasscutting was sent to PCC, has been settled, and the £389.63 paid into the current account by credit 100.160.
- 6.07 Village design statement (674): a Receipt has been received for the payment for the Design Statements.
- 6.08 Budget 2002/3: version 1 for £4819.00, with a set of explanatory Notes, has been circulated. It would need revision to delete the 'Quality Council' item, and to amend the amounts for several other

items. It was agreed that the matter of the Clerk's honorarium would be discussed outside of the Meeting.

6.09 Accounts and Audit (Amendment) (England) Regulations 2001 - SI.2001/3244 (674): raises an income limit for the necessity to produce a Balance Sheet (has never applied to MPC).

6.10 Precept 2002/3: the PCC allowance is £1869 (was £1777 for 01/02). The Meeting was agreed that the Parish Precept shall stay at £600.

6.11 Audit fee 00/01: cheque 000.278 for £206.21 in favour of the Audit Commission against Invoice 6.048.109 was drawn and signed.

7. Other matters at the Chairman's discretion:

7.01 Notice-board: the Clerk tabled estimates for the re-glazing and re-finishing of the Parish Council board, following the malicious breakage of one of the glazing-panels. He stated that the insurance excess was £100, with minimal increase in the premium. It was agreed that 6.mm polycarbonate clear sheeting at £161.84 and re-finishing at £60.00 shall be accepted, and the Clerk was instructed to proceed.

7.02 HM Golden Jubilee: Cllr Hutchison asked if anything was known of any planned village celebration. Nobody present knew of any such plans; Cllr Hutchison volunteered to make enquiries. It was agreed that MPC shall not initiate any celebration, but would, in principle, offer some financial support to any village initiative.

7.03 Walkabout: the Clerk apologised for omitting to advise Councillors of the date and time for Cllr Franklin's inspection of the Village with PCC Section Leaders and MPC Councillors. He stated that he had attended the 'Walkabout', and had briefed the attendees about the bench (4.26), litter-bin (4.10) and traffic-calming (item 4.02). The following new matters were raised on the 'Walkabout':

7.03.01 School Lane/High Street junction: PCC Highways offered the installation of bollards to protect the eastern verge in the short-term. In the long-term, Cllr Franklin ordered PCC Highways to register as a forward project the widening and kerbing of the eastern part of the junction, and the kerbing of the east of School Lane. The Meeting was agreed that the offer of bollards shall not be accepted.

7.03.02 White-lines deterioration: attendees agreed with the Clerk that white-lines throughout the village are in an unacceptable state and PCC Highways stated that lines will be re-marked in the summer.

7.03.03 Footway by the telephone-kiosk: attendees agreed with the Clerk that the stretch of footway by the telephone-kiosk has to an unacceptable degree. PCC Highways stated that sealing and patching shall be undertaken.

7.03.04 Skateboard equipment: Cllr Franklin mentioned an opportunity for the village to acquire some skateboard equipment. The Meeting was

enthusiastic, and the Clerk was instructed to seek details of the type and size of the equipment, and the possibility of fencing in The Park.

8. Public Comment:

There was no Member of the Public present.

9. Date, time and venue for the next Ordinary Meeting:

It was agreed that the next Ordinary Meeting would be held in the Back Room of the Village Hall at 7.30 pm on Tuesday, 26th February, 2002.

There being no further Business,
the Meeting Chairman thanked everyone for their attendance,
and declared the Meeting closed at 9.33 pm.

The above Minutes were approved by the Parish Council
at its Ordinary Meeting of the 26th March 2002
as being a true Record of the Proceedings
and the original was duly signed by the
Chairman of the Meeting
Cllr J Lloyd.