

## Mawsley Parish Council

### Minutes of the Parish Council Meeting held on 11<sup>th</sup> September 2006

**Present:** Cllr R. Littler (Chairman); Cllr C. Winter (Deputy Chair); Cllr R Barnwell; Cllr F. Quinn; Cllr. R. Holland; Cllr C. Moreton (Part Time) R, Meredith (Clerk); Cath Harvey (KBC); Tim Bellamy (KBC); Peter Firth (Northants Police).

**Members of the public present:** Judith Halliday.

#### **9.06.1 Apologies for Absence**

County Cllr. J Harker, holiday.

#### **9.06.8 Police Matters** (brought forward by agreement)

Peter Firth advised that there was only one reported crime in Mawsley for the month of August and only seven for the year to date. The August crime related to the Medical Centre whilst in June there had been a number of attempts to enter garages within Mawsley. Cllr Winter noted the reported crime at the Medical Centre but advised that initial concerns about having a dispensary within the village had not been proved in reality.

The Chairman raised the issue of speeding within the village and Peter Firth confirmed his willingness to visit reported individuals and stated that there would be absolute discretion when it came to the source of the information regarding speeding. He felt it better to “nip things in the bud” and to this end suggested that the newsletter mention speeding and anti social behaviour issues, such as mini scooters/bikes, on a regular basis.

#### **9.06.2 Declaration of Interests**

Cllrs Littler and Winter declared their positions as Honorary Officers of the Mawsley Villagers Association (MVA).

#### **9.06.3 Allotted time for members of the public.**

No requests received.

#### **9.06.4 Planning Matters**

The Chairman welcomed Cath Harvey, Head of Development Services at Kettering Borough Council, to the meeting. A number of issues were raised relating to planning matters these being:

##### ***Village Open Space.***

Noted that the Planning Department has no control over the sale of land to residents and that the master plan for Mawsley is conceptual but it was known that it would not be how the village would finally be developed. Planning control is available where a property is in the Article 4 area of the village or where certain properties have certain planning permissions removed. Controls are also available when there is a submission for change of use, but such change does not arise when land identified as originally being community open space becomes privately owned open space. The Parish Council was asked to mark up a plan of the village identifying where areas notated as “open space” on the master plan now appeared to be privately owned and which areas of open space were felt to be essential and for the benefit of the community. **Action 9.06.4.1**

##### ***Advertising signs within Mawsley***

As developers and owners of the land, Wimpey had certain rights to advertise however there are restrictions on size, position and number. Cath Harvey to provide information regarding restrictions. **Action 9.06.4.2**

### ***Landscaping and General Maintenance***

The issue of landscaping during the development was discussed, the Planning Department view was that they would require the landscaping set out in any planning permission to be implemented and then maintained for five years. It was noted that street lights were installed but not being maintained and that the condition of pavements and roads was poor in many areas. Cath Harvey undertook to look at planning permissions to see if there were any levers that could be used to ensure regular maintenance and completion of pavements etc. but felt that this would only come at a time when the developer was looking to have roads adopted by the Council. **Action 9.06.4.3.**

### ***Article 4 and other planning constraints.***

It was noted that many residents were unaware of planning restrictions in the village and the Parish Council is concerned that major work may be undertaken by a resident without planning permission which may later need to be removed. Cath Harvey advised that planning restrictions are revealed during searches but undertook to see if there was a process by which the Borough Council could notify residents as and when they become aware of their presence in the village. **Action 9.06.4.4.** Cath Harvey also undertook to update the Parish Council records on where the Article 4 area lay in the village and which additional properties had planning approvals removed. **Action 9.06.4.5.**

### ***Adoption of roads and land***

Cath Harvey outlined the process by which the developer would notify the County (in the case of roads) and Borough (in the case of open spaces) that it required adoption of roads and land. In the case of roads they would need to be completely finished and then maintained for a year before the County would consider accepting. In the case of open space it would require that landscaping was complete and that a fund for maintenance for ten years was made available by the developer. It would also be unlikely that small areas of open space would be adopted by the Borough. Noted that the cycle path, as with footpaths, may be adopted by the County Council and therefore it should be complete in accordance with plans, and maintained, before such adoption would take place.

The Chairman thanked Cath Harvey for her time taken in attending the meeting.

KET/2006/0651, approval of reserved matters for the erection of 17 affordable housing units to include 12 houses and 5 bungalows by Bedford Pilgrims Housing Association on Nethertown Way, Mawsley. After discussion it was **agreed** that the Parish Council had no objection but should ask the Borough Council to take action as necessary to ensure identified open space remained as such after completion of the development. The Clerk was requested to advise the Borough Planning Department accordingly. **Action 9.06.4.6**

KET/2006/0831, erection of a conservatory to rear of property at 10 Badgers Lane, Mawsley. After discussion it was **agreed** that the Parish Council had no objection. The Clerk was requested to advise the Borough Planning Department accordingly. **Action 9.06.4.7**

Attendance at a training course on “How to respond to Planning Applications” was discussed and it was **agreed** that no attendance was required from the Parish Council.

## **9.06.5**

### **Mawsley Parish Clerk**

The meeting was advised that there were two applicants for the position, Judith Halliday and Elaine Cawthorne – due to the change of date of the meeting the second of these was unable to attend in person. The meeting received a short statement from Judith Halliday supporting her application and a statement on support of Elaine Cawthorne application was read by the Clerk. Cllr Holland advised that he knew Elaine Cawthorne as both were Governors of the Mawsley Community Primary School. After discussion it was **agreed** that a decision be deferred until Councillors had the opportunity to meet Elaine Cawthorne in person, the Clerk as actioned to arrange such a meeting at the earliest

opportunity. **Action 9.06.5.1.** The Chairman thanked Judith for her attendance and advised that a decision would be made as soon as possible after the meeting with Elaine Cawthorne.

#### 9.06.6 Minutes of Meeting

The minutes of the Parish Council meeting held on the 7<sup>th</sup> August 2006 were accepted as a true record of that meeting and were signed as such.

#### 9.06.7 Matters Arising from the Minutes

Action	Actionee	Subject	Status
03.05.5.2	T. Bellamy	To establish status of capital bids submitted on behalf of Mawsley to KBC and to provide copies of said submissions.	Capital bids are to be resubmitted for Water Feature; Allotments and the Over 7's play facility. Action Closed
03.05.14.2	Clerk	To discuss with Messer's George Wimpey the temporary provision of gritting bins within the village pending adoption of the roads	Wimpey are considering the provision. Ongoing
04.05.9.1	Clerk	To review SLCC/NALC guidance on Contracts of Employment for Clerks.	SLCC/NALC approved standard contract is being circulated in the current information pouch. Clerk will circulate a version more appropriate to a part time provision by email. Ongoing.
07.05.4.1	B. Metcalf	To provide drainage map of playing fields for future reference	Will be delivered as part of work being undertaken in playing field. Action Closed.
07.05.4.3	B. Metcalf	To establish what was planned with regard to the cycle path to ensure compliance with original plans and, in particular, the missing sections around Warren End	Ongoing.
07.05.4.9	B. Metcalf	To provide updated street maps for use by the emergency services	Ongoing.
07.05.4.12	B. Metcalf	To ensure landscaping contractors are completing work appropriately and replacing dead trees	Issues with contractors being dealt with, improvements should be seen shortly. Ongoing.
10.05.15.2	Cllr Harker	To establish views of Highways with regard to a speed limit along the C31	Site visit undertaken, response awaited. Ongoing.
11.05.7.2	Cllr Barnwell	To review old papers and establish what provision was made by the developers for a playing field in Mawsley	Ongoing.
12.05.13.2	Clerk	To advise Wimpey sales office of admissions position at the Mawsley Community School following completion of action 12.05.13.1	Funding for extension being sought by the LEA. Update from the school requested. Ongoing.

SPCM1.06.6.2	Cllr Holland	To complete a list of contents, fixtures and fittings for insurance purposes.	Contents list complete. Action Closed.
SPCM1.06.6.4	Clerk	To progress the issue of freehold conditions that may be imposed by the developer, or Borough, with the Borough Council.	Freehold conditions identified, discussion on remainder of Transfer Document being dealt with by the Clerk. Action Closed.
SPCM1.06.6.5	Clerk	To progress the issue of access rights required over leased land with the Borough Council.	Now agreed that this would be from Hawthorn Avenue, thereby removing the need for access over Parish land, but to be confirmed in final transfer documents. Action Closed.
SPCM1.06.6.6	Cllr Holland	To review detailed Community Centre documents to establish access points for services.	Ongoing.
2.06.9.1	Tim Bellamy	To progress amendments to the S106 Agreement required to enable transfer of the Community Centre.	Being resolved as part of the discussion on transfer. Action Closed.
3.06.6.2	Parish Council	To consider an appropriate opportunity to request the provision of the mobile police station	Ongoing.
3.06.7.1	Clerk	To write to bus operators and establish their views on gritting of the C31	Response received from Stagecoach. Action Closed.
3.06.7.5	Cllr Harker	To establish what surveillance may be available for identified fly tipping sites along the C31.	Ongoing.
3.06.15.2	Chairman	To arrange for Bedford Pilgrims to attend a meeting of the Parish Council to discuss criteria and vetting used when allocating their properties.	Ongoing.
5.06.11.1	Cllr Quinn	To provide Clerk with details of speeding vehicles for onward transmission to the police.	No details received to date. Action Closed.
6.06.14.1	Clerk	To seek an update on discussion with regard to the Section 38 Highways Agreement between NCC and Wimpey.	Discussion between Wimpey and County Council in hand. Action Closed.
7.06.4.2	Clerk	To contact Technical & Development Services LLP to progress transfer of land to the Parish	TDS awaiting instruction from Wimpey. Action Closed.
7.06.6.1	Clerk	To provide a central repository for agreements reached by the Council.	Action underway. Ongoing

7.06.13.1	Clerk	To finalise Heads of Terms for the Lease of the Centre at Mawsley following agreement on rent provisions with the MVA	Heads of Terms with Solicitor for incorporation into the lease. Action Closed.
7.06.13.3	Parish Council	To consider preparation of plans for maintenance of the Centre at Mawsley to ensure sufficient funds are available to the Parish Council.	On hold pending transfer.
8.06.6.1	Clerk	To establish intentions of the Borough Council with regard to provision of gated access to the playing field from Hawthorn Avenue.	Access will be created as part of playing field work. Action Closed.
8.06.6.2	Clerk	To include an agenda item for September meeting with regard to discussion with TDS on land transfer in Mawsley	As earlier action, TDS awaiting instruction from Wimpey before taking further. Action Closed.
8.06.6.3	Chairman	To forward responses received on aeroplanes over Mawsley to the secretary of the Rural Forum.	Responses submitted, Rural Forum meeting had not taken any action to try and restrict overflying. Action Closed.
8.06.6.4	Clerk	To include an agenda item for September meeting with regard to changes proposed to the Management and Operation provisions for the Community Fund	Agenda item 13. Action Closed.
8.06.8.1	Chairman	To consider ways of obtaining greater engagement in Mawsley issues from George Wimpey.	Chairman has spoken with Wimpey who have undertaken to ensure more involvement and discussion. Alternative of using press had been discussed but no action to be taken at present. Action Closed.
8.06.11.1	Clerk	To advise attendees and meeting point for Cllr Jim Harkers village visit.	Meeting point and attendees advised. Action Closed.
8.06.11.2	Councillors	To consider what small projects may benefit from a grant from the County Council and advise Clerk before the end of August 2006.	Ideas from Councillors to be provided by 18 <sup>th</sup> September. Ongoing.
8.06.11.3	Clerk	To advise the County Council that no funds are available for the Sustainable Transport workshop.	Advice sent to County Council. Action Closed.
8.06.11.4	Clerk	To circulate draft Standing Orders and include a discussion item in the September agenda.	Circulated for discussion at Agenda item 15. Action Closed.

8.06.12.1	Clerk	To advise the Borough Planning Department of the Councils views on application KET/2006/0676	Advice submitted. Action Closed.
8.06.12.2	Clerk	To advise the Borough Planning Department of the Councils views on application KET/2006/0706	Advice submitted. Action Closed.
8.06.12.3	Tim Bellamy	To discuss with the Borough Council means by which amenity space in Mawsley can be protected to ensure compliance with original concepts and approvals.	Discussion held at this meeting. Action Closed.
8.06.16.1	Tim Bellamy	To arrange a site visit by representatives of the Borough to assess the feasibility of using Laing's open space as a play area.	Visit had taken place, land deemed unsuitable. Action Closed.
8.06.16.2	Tim Bellamy	To establish what action can be taken by the Borough Council with regard to drainage issues in Mawsley, in particular with regard to storm drains.	Discussion held at this meeting. Action Closed.

#### **9.06.9 Messer's George Wimpey**

In the absence of a representative from George Wimpey there was no discussion.

#### **9.06.10 Mawsley interface to Kettering Borough Council**

An update on the Community Fund available it was noted that, despite discrepancies on figures for occupied houses, the final payment threshold of 632 occupied properties was approaching. Tim Bellamy was asked to ensure a request for payment be submitted by the Borough Council as soon as possible. **Action 9.06.10.1.**

The meeting was advised that Martin Hammond of KBC would be meeting with the Managing Director of Wimpey shortly to progress issues relating to the transfer of the Community Centre, affordable housing, play areas and amendments to the S106 Agreement. If there were additional items for inclusion in the discussion Councillors were asked to notify the Clerk, who in turn would notify Tim Bellamy by 15<sup>th</sup> September. **Action 9.06.10.2**

#### **9.06.11 Accounts and Budgets**

Accounts and budgets were presented to the meeting and the Clerk highlighted changes since the previous meeting. A request for the Parish Council to become a "supporter" of Northants ACRE was discussed and it was **agreed** that it should be declined for the year 2006/2007.

#### **9.06.12 Correspondence and Clerk's Update**

The Clerk advised the meeting that renewal documents from the Society for Local Council Clerks would need to be considered following appointment of a new Clerk. A letter from County Councillor Jim Harker confirming actions discussed during his annual visit was read to the meeting.

**9.06.13 Mawsley Community Fund**

There were no applications for consideration.

Change to the procedures for Management and Operation of the Fund were discussed and **agreed**, the Clerk was actioned to update the procedures and circulate to the Councillors.  
**Action 9.06.13.1**

**9.06.14 The Centre at Mawsley**

The Clerk updated the meeting in discussion to date with regard to transfer of the building from the Borough to the Parish Council. Cllr Barnwell queried the footprint of the transferred area in the vicinity of the vehicle access point to the main car park. The Clerk was actioned to establish the exact footprint to ensure no issues would arrive in the future with regard to ownership of a small strip of land between the main highway and the car park of the Centre. **Action 9.06.14.1**. Cllr Barnwell sought further clarity with regard to any “rights of way” granted from the Employment Area to the Community Centre and whether such rights would be reciprocal. The Clerk was actioned to obtain clarity on the matter and to establish if such access could be better classified as “Informal Access”.  
**Action 9.06.14.2**

**9.06.15 Standing Orders**

Noted that comments on the circulated document had been received from the Chairman and that the Clerk had minor amendments to propose. Councillors were asked to provide any further comments by close of business on 15<sup>th</sup> September. **Action 9.06.15.1** The Clerk was actioned to incorporate comments received and circulate an updated set of Standing Orders for discussion and agreement at the next Parish Council meeting. **Action 9.06.15.2**

**9.06.16 Allotments**

Cllr Barnwell advised that there had been no further activity with regard to the possible release of land for use as allotments, this being tied to a number of other general issues with regard to transfers of land in and around Mawsley. Cllr Barnwell to arrange a meeting with Martin Hammond (KBC) to discuss the general issues further. **Action 9.06.16.1** It was noted that Cllr Barnwell had discussed the possibility of a small area of land being acquired by Mawsley residents at Kites Hall for use as allotments and that the vendor may be happy with such a sale.

**9.06.17 Items for the Mawsley Newsletter.**

Deferred to the next meeting.

**9.06.18 Any Other Business**

The Chairman advised that the WI were in discussion to arrange a regular “Farmers Market” in the village, the meeting concluded that this would be beneficial but that no further involvement from the Parish Council was required.

Cllr Holland advised that he had been made aware of an area of land in Colseed Road that appeared to be used as a dumping ground for road materials. The Clerk was asked to investigate ownership and establish when the area may be cleared. **Action 9.06.18.1**

Tim Bellamy asked whether he should arrange for Cath Harvey to attend the next meeting, it was **agreed** that it would be more appropriate if she were able to attend the meeting in November.

**9.06.19            Date of next meeting**

The next meeting will be held on Monday, 2<sup>nd</sup> October 2006, at a venue to be agreed.

There being no further business to discuss the meeting closed at 21.55.

**Signed:** .....

**Date:** .....