

At a meeting of the Policy and Establishment Committee held at the Town Hall, Higham Ferrers on Tuesday 17 February 2009.

Present:                   The Mayor (Councillor G L Moore) (Chairman)  
                              The Deputy Mayor (Councillor Mrs. A M Sauntson)  
                              Councillor D E Drage\*                   Councillor D C Lawson MBE  
                              Councillor Mrs. G M Murdin BEM   Councillor Mrs. M E Tuffnail  
  Councillor. Mrs. P H Whiting  
                              \* From Minute 09/033

09/029    **APOLOGIES**

The Town Clerk reported that he had received apologies from Councillor Mrs. M Knott

09/030    **DECLARATIONS OF INTEREST**

There were no Declarations of Interest made.

09/031    **MINUTES**

The Minutes of the Meeting of the Policy and Establishment Committee held on 02 December 2008 (copies of which being Folios 3760 – 3767 had previously been circulated) were approved as a correct record' and signed by the Chairman .

09/032    **NEW PLAY EQUIPMENT**

The Town Clerk advised that he had been informed on that day by the contractor installing the safety surface for the new play equipment at Saffron Road Recreation Ground that due to the poor state of the existing safety surface it would be necessary to carry out extra work involving additional expenditure of £600 exclusive of VAT, however this hopefully could be achieved within the existing budget.

09/033    **CEMETERY REGULATIONS**

The Town Clerk advised that under Minute 08/442 he had been charged with producing a new advisory leaflet for Cemetery Users and circulated a draft copy of the leaflet at the Meeting, requesting Members to pass any feedback to him.

Councillor D E Drage arrived at this point.

09/034    **COUNCIL PROJECTS LIST**

The report of the Town Clerk updating the List of Council Projects (copies of which had been previously circulated) and showing the current position with respect to each project was considered. A discussion took place and the following actions were agreed:

**Castle Fields:** The Town Clerk advised that the Contractor had now been instructed to install the path subject to the approval of Dr. Coppack of English Heritage who was proving a little difficult to contact.. It was anticipated that work would commence subject to approval in the latter part of March 2009.

**New Play Equipment:** The Town Clerk advised following the installation of the equipment by Wicksteed Leisure Ltd it would be necessary to decide upon the extensions to the new Whirlwind and the nature and scope of extensions to the Play Area. Following a short discussion it was agreed to discuss the item at the next Meeting with a view to having further new equipment in place before the school Summer Holidays.

**Cemetery:** The Town Clerk advised that Turney Landscapes Ltd. had still not commenced turfing over the whole of the remaining old paths in the Old Cemetery, as reported in Minute 08/295, this having been held up by the recent bad weather.

**Town Signs and Market Square Improvements:** The Town Clerk advised that the three new seats were ready to be installed shortly, together with the Car Park information sign for Saffron Road Car Park. A price for the new Town Signs was still awaited.

**CCTV Scheme:** The Town Clerk advised that he had attended a Site Meeting regarding the relocation of the Saffron Road CCTV Camera which had been about to be relocated incorrectly. The proper location had now been agreed with a new estimate having been received that day which had increased the relocation cost by a further £1000. Following a brief discussion it was

**RESOLVED TO RECOMMEND** that the Council offer to pay up to £500 of the increased cost of relocating the CCTV camera situated at Saffron Road Car Park.

**Sports Pavilion Interior Changes:** A brief discussion took place regarding proposed changes to the Sports Pavilion and the Town Clerk advised that a Site Meeting had been arranged with the Police in the near future which would be attended by Sergeant K Byrne, Councillor D C Lawson MBE and the Town Clerk.

**Exchange Land in Stanwick Road:** The Town Clerk advised that there had been no further progress on the matter and that a Meeting with Mr. Nick Dart of the Duchy of Lancaster would be taking place shortly.

**Quality Council Status:** In answer to as question from a Member the Town Clerk advised that the next edition of the Hecham Chronicle would appear at the end of March and requested any articles from Members to be with him by mid-March.

**Three Towns Plan:** A Member advised that the Three Towns Plan had not progressed at all due to problems with the Rural North and Oundle Plan, and Members expressed their dissatisfaction with the fact that whilst other towns were benefiting from regeneration packages Higham Ferrers had not been included.

09/035 **COMMUNITY FACILITY**

The Town Clerk advised that there had been no new Members joining the key rota for the Community Facility. A discussion took place regarding access and how this could be better achieved and the Town Clerk agreed to investigate electronic methods of access. .

09/036 **USE OF THE TOWN HALL BY EXTERNAL ORGANISATIONS**

The Town Clerk presented a Report (copies of which had been previously circulated) regarding the use of the Town Hall facilities by external organisations vis-à-vis the nature of the building and the current legislation. An extended discussion took place at the conclusion of which it was

**RESOLVED TO RECOMMEND** that bearing in mind the current legislation relating to the preparation and sale of food that the Town Hall should not be used for this purpose.

And it was further

**RESOLVED TO RECOMMEND** that bearing in mind the requirements of the current Disability Discrimination legislation that the Council investigate further public access together with methods of making information regarding the various artefacts and features within the Town Hall available possibly in the form of a DVD or website movie file.

And it was further

**RESOLVED TO RECOMMEND** that a permanent video link be installed between the Council chamber and the ground floor office without delay and that the Town Clerk obtain estimates for the cost of doing so.

09/037 **REPLACEMENT OF TOWN HALL LAMP**

The Town Clerk presented a Report (copies of which had been previously circulated) regarding the replacement of the current Town Hall lamp which Was beyond repair, and giving two options for similar lamps both being supply only;

**Contractor A: £1133.00**

**Contractor B: £959.71**

In both cases prices are exclusive of VAT with a further £200 exclusive of VAT in addition for installation. Following discussion it was

**RESOLVED TO RECOMMEND** that the Town Hall lamp be replaced by a D W Windsor Lighting Ltd Windsor Avenue lamp at £959.71 exclusive of VAT and that a further £200 exclusive of VAT be allocated for the installation of the lamp.

09/038     **EXCLUSION OF PRESS AND PUBLIC**

It was moved and **RESOLVED** that in view of the confidential nature of the business about to be transacted involving Council Staffing matters that the Press and Public be temporarily excluded.

09/039     **PERSONNEL SUB COMMITTEE**

The Minutes of the Meeting of the Personnel Sub Committee held on 20 January 2009 (copies of which being Folios 3776-3777 had previously been circulated) were received and following a brief discussion it was

**RESOLVED TO RECOMMEND** that the Minutes of the Meeting of the Personnel Sub Committee held on 20 January 2009 be received and adopted.

09/040     **HIGHWAY PROBLEMS**

A Member advised that following the recent inclement weather there had been a number of incidents involving injuries caused by failure to grit roads and paths. Councillor D C Lawson MBE advised Members of the situation vis-à-vis Northamptonshire County Council Highways Department and gave contact details of the relevant member of staff.

09/041     **PROPOSED YOUTH DISCO'S**

A Member advised of a recent meeting that had taken place at the Higham Ferrers Working Men's Club regarding the possibilities of commencing Youth Disco's which had been quite positive.

09/042     **DATE OF NEXT MEETING**

**14 April 2009 at 7.30 p.m.**

Mayor  
24 February 2009

Chairman  
14 April 2009