

Parish of HIGHAM FERRERS
NOTICE OF A MEETING OF THE TOWN COUNCIL

NOTICE IS HEREBY GIVEN THAT –
A Meeting of the Town Council will be held at the
TOWN HALL, MARKET SQUARE, HIGHAM FERRERS on the
THIRTIETH day of APRIL 2019 at 7.30pm.

The meeting will be open to the public unless the Council otherwise direct.

AGENDA

1. **APOLOGIES**
To receive and accept apologies for absence.
2. **DECLARATIONS OF INTEREST**
To receive Declarations of Disclosable Pecuniary Interests and Other Interests and the nature of those interests relating to items on the agenda.
3. **MINUTES**
To approve and sign as a correct record the minutes of the meeting held on the 26th March 2019.
4. **PUBLIC FORUM (15 minutes)**
To allow any member of the public to address the meeting for a period of no longer than three minutes each.
5. **MAYORS ANNOUNCEMENTS**
To receive a verbal report from the Mayor.
6. **TOWN CLERKS REPORT**
To receive and note the Town Clerks Report.
7. **QUESTIONS**
An opportunity for Councillors to ask questions pursuant to standing order 9.
(Questions must relate to business of the Town Council and not be related to items of business on the agenda. Every question shall be put and answered without discussion.)
8. **REPORTS OF REPRESENTATIVES TO OTHER BODIES**
To receive reports from Councillors on meetings they have attended as representatives to other bodies.
9. **REPORTS FROM DISTRICT COUNCILLORS AND COUNTY COUNCILLOR**
An opportunity for Council to receive written reports from the Ward District Councillors and the County Councillor.
10. **FINANCE**
 - 10.1. To approve accounts for payment as at 30th April 2019.
 - 10.2. To approve the bank account reconciliation as at 31st March 2019.
 - 10.3. To approve the following expenditure:-
 - (i) GDPR, assistance with file review.
 - 10.4. To approve end of year fund transfers. (to follow)

11. **COMMITTEE MEETINGS**

To receive and adopt the minutes of the following committees: -

11.1. Planning and Development Committee held on the 16th April 2019.

11.2. Policy and Resources Committee held on the 16th April 2019.

Recommendations

(i) **Review of Policies**

That the following policies be reviewed without change.

- Data Protection Policy
- Data Breach Policy
- Management of Records
- Subject Access Procedure
- Statement of Community Engagement.
- Training Statement of Intent.

Bad Debt Policy

(ii) That the Bad Debt Policy as drafted be adopted.

12. **PLANNING APPLICATIONS**

To consider responses to the following planning applications:-

19/00590: Erection of a detached two storey 4 bedroomed dwelling with new access to highways (resubmission of 18/01737) 53 Handcross Way, Higham Ferrers.

13. **CO-OPTION OF A COUNCILLOR**

To co-opt a Councillor to fill 1 vacancy.

14. **BANK ACCOUNTS**

To agree a change to the bank mandates due to resignation of a Councillor.

15. **EMAILS FROM RESIDENTS**

15.1. To agree a response to the email dated 27th March regarding the proposed Community Centre.

15.2. To agree a response to the email dated 5th April regarding Higham Ferrers Town Council Priorities.

16. **COMMUNITY CENTRE WORKING PARTY**

To receive and note the minutes of the Community Centre Working Party held on 16th April 2019.

17. **FARMERS MARKET WORKING PARTY**

17.1 To receive and note the minutes of the Farmers Market Working Party meeting held on the 8th April 2019.

17.2. To agree the purchase of promotional merchandise as recommended by the Farmers' Market Working Party.

18. **SAFFRON ROAD CAR PARK**

To consider a response to a letter from a resident who lives adjacent to the car park.

19. **PROJECT IDEAS FOR SMALL GRANT FUNDING OPPORTUNITIES**

To consider projects that can be put forward for application for grant funding of up to £10,000.

20. **CHARTER WORKING PARTY**
To receive and note the minutes of the Charter Working Party meeting held on the 25th April 2019.
21. **CHARTER EVENTS WORKING PARTY**
To receive and note the minutes of the Charter Events Working Party meeting held on the 28th March 2019.
22. **GREENWAY LIGHTING**
To agree expenditure on street lighting on greenway extension.
23. **CLOSURE OF MEETING TO THE PUBLIC AND PRESS**
To resolve that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 and by reason of the confidential nature of the following items of business, the Press and the Public be excluded from the meeting.
24. **RUSHDEN EAST**
To receive the notes of the consortium meeting held on the 5th April 2019.
25. **RE-OPEN THE MEETING TO PUBLIC AND PRESS**
To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.
26. **ITEMS TO REPORT**
An opportunity for Councillors to report items and to request future agenda items. No decisions can be made under this item.

Mrs S J Mitcham BA (Hons), FILCM
Town Clerk
Date: 24th April 2019.

The Public and Press are welcome to attend the meeting. Under the Openness of Local Government Bodies Regulations 2014 members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the business and the meeting not being disrupted.

NOTE:

THE COUNCIL CHAMBER IS ON THE FIRST FLOOR. A STAIR LIFT IS AVAILABLE. IF YOU WISH TO USE THE STAIR LIFT WE WOULD BE GRATEFUL IF YOU COULD CONTACT US IN ADVANCE OF THE MEETING TO MAKE ARRANGEMENTS AND ENSURE SUFFICIENT TIME IS AVAILABLE FOR ITS USE PRIOR TO THE START OF THE MEETING.