

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
TWENTY-EIGHTH day of MAY 2019 at 7.00pm.

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. **NN10 COMMUNITY AND BUSINESS APP**
To consider the introduction of a Community and Business App ‘NN10’.
Mark Young from ‘Your Town’ will give a presentation.
4. **MINUTES**
 - 4.1. To approve and sign as a correct record the minutes of the meeting held on the 30th April 2019.
 - 4.2. To approve and sign as a correct record the minutes of the meeting held on 13th May 2019.
5. **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.
6. **MAYORS ANNOUNCEMENTS**
To receive a verbal report from the Mayor.
7. **TOWN CLERKS REPORT**
To receive and note the Town Clerks Report.
8. **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.)
9. **REPORTS OF REPRESENTATIVES TO OTHER BODIES**
To receive reports from Councillors on meetings they have attended as representatives to other bodies.
10. **REPORTS FROM DISTRICT COUNCILLORS AND COUNTY COUNCILLOR**
An opportunity for Council to receive written reports from the Ward District Councillors and the County Councillor.
11. **FINANCE**

- 11.1. To approve accounts for payment as at 28th May 2019.
- 11.2. To approve the bank account reconciliation as at 30th April 2019.
- 11.3. To receive and note the budget report as at 30th April 2019.
- 11.4. To agree how to invest proceeds of maturity of the Cambridge and County 1 year bond.

12. **COMMITTEE MEETINGS**

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

- 12.1. Planning and Development Committee held on the 21st May 2019.
- 12.2. Environment and Recreation Committee held on the 21st May 2019.
Recommendations
 - (i) **Seating and provision of play equipment for dogs at the Dogs Off Lead Area**
That two benches be purchased for the Dogs off Lead Area at a cost of £390 plus installation.
 - (ii) **Use of the Sports Pavilion by Music for All**
That the Valley of Hope be allowed to use the Sports Pavilion at no charge for a period of 4 weeks to allow delivery of their new music project.
 - (iii) **Review of school fees for use of the MUGA and tennis courts by Higham Ferrers Junior School**
That a fee of £300 be set for the period 1st June to 17th July 2020 for the use of the MUGA and tennis courts by the school effective from the 1st January 2020. That the school pay a pro-rata fee for 2019 as the fee covers 1st April to 31st March.
 - (iv) **Replacement litter bin at Riverside Park**
That a litter bin be purchased for Riverside Park at a cost of £372 plus installation.

13. **END OF YEAR ACCOUNTS 2018/19**

- 13.1. To receive and note the Internal Audit Report 2018/19.
- 13.2. To receive and note the Internal Audit Action Plan.
- 13.2. To approve the Annual Governance Statement 2018-19.
- 13.3. To approve the Accounting Statements 2018-19.

14. **GRANT APPLICATION FROM THE HIGHAM FERRERS/RAUNDS-HACHENBERG TWINNING ASSOCIATION**

To consider a grant application from the Higham Ferrers/Raunds-Hachenburg Twinning Association.

15. **WORKING PARTY MEMBERSHIP**

To confirm requirement for the working parties and their membership.

16. **EMAILS FROM RESIDENTS**

- 16.1. To agree a response to the email dated 4th May regarding the proposed Community Centre.
- 16.2. To agree a response to the email dated 4th May regarding Higham Ferrers Town Council Priorities.

17. **COMMUNITY CENTRE WORKING PARTY**

To receive and note the minutes of the Community Centre Working Party held on 14th May 2019.

18. **FARMERS' MARKET WORKING PARTY**

- 18.1. To receive and note the minutes of the Farmers Market Working Party meeting held on the 14th May 2019.

- 18.2. To agree an amendment to the Farmers' Market Rules.
19. **LITTER WORKING PARTY**
To receive and note the minutes of the Litter Working Party held on 9th May 2019.
20. **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.
21. **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: 22rd May 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 STAIRLIFT 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.