

**Parish of HIGHAM FERRERS  
NOTICE OF 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 **THIRTY-FIRST day of OCTOBER 2017**  
**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 26<sup>th</sup> September 2017.
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 CLERK'S REPORT**  
To receive and note the Town Clerk's Report.
7. **QUESTIONS**  
An opportunity for Councillors to ask questions pursuant to standing order 9.  
(Questions must relate to the 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. **FINANCE**
  - 9.1. To approve accounts for payment as at 31<sup>st</sup> October 2017.
  - 9.2. To approve the bank account reconciliation as at 30<sup>th</sup> September 2017.
10. **COMMITTEE MEETINGS**  
To receive and adopt the minutes of the following committees:-
  - 10.1. Planning and Development Committee held on the 17<sup>th</sup> October 2017.
  - 10.2. Policy and Resources Committee held on the 10<sup>th</sup> October 2017.

*Recommendations*

- (i) **Unreasonable Complainant Behaviour Policy**  
That the Unreasonable Complainant Behaviour Policy be reviewed without change.
- (ii) **Tree Management Policy**  
That the Tree Management Policy be reviewed without change.
- (iii) **Investment Strategy**  
That the Investment Strategy be reviewed without change.
- (iv) **Complaints Policy**  
That the Complaints Policy be reviewed without change.
- (v) **Purchase of Tablets for Councillors**
  - That the Council allocate a budget of £150 per tablet. The proposed tablet would be a Lenovo.
  - That the draft 'Tablet Agreement' that would be signed by Councillors as circulated be approved.

11. **STANDING ORDERS**

To agree the following amendments to standing orders:-

- (i) Alter 1.w as follows:-  
**Unless standing orders provide otherwise, voting on any questions shall be by a show of hands. Where the decision relates to co-option of a Councillor voting will be by written ballot where there is more than 1 candidate.**
- (ii) Alter 3.b. (I) as follows:-  
**Sign and serve to councillors by *email*, delivery or post at their residences.....**

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

To agree to co-opt a Councillor to fill the vacancy left by Olwen Mayes.

13. **COMMITTEE MEMBERSHIP**

To approve the addition of the new Councillor to the following committees:-

- Planning and Development Committee
- Personnel Committee
- Appeals Committee

14. **COMPLAINT REGARDING THE MUGA**

To consider the letter of complaint from a resident of Wharf Road.

15. **CEMETERY LAND**

To consider whether to proactively pursue additional cemetery land.

16. **NORTHAMPTONSHIRE COUNTY COUNCIL, LIBRARIES AND INFORMATION SERVICE REVIEW**

To consider what initial action to take regarding the NCC Library Service Review.

17. **NORTHAMPTONSHIRE COUNTY COUNCIL, BUDGET CONSULTATION**

To consider whether to submit a corporate response to the NCC budget consultation.

18. **EVENTS WORKING PARTY MEETING**

To receive and note the minutes of the Events Working Party meeting held on the 3<sup>rd</sup> October 2017.

19. **CLOSURE OF MEETING TO 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.

20. **RUSHDEN EAST**

To consider the email from the Duchy of Lancaster and the comments by the Planning Consultant.

21. **PERSONNEL COMMITTEE MEETING**

To receive and adopt the minutes of the Personnel Committee meeting held on the 10<sup>th</sup> October 2017.

22. **RE-OPEN THE MEETING TO THE PUBLIC AND PRESS**

To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.

23. **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: 25<sup>th</sup> October 2017.

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:

THERE IS NO DISABLED ACCESS TO THE COUNCIL CHAMBER ON THE FIRST FLOOR.  
ARRANGEMENTS CAN BE MADE TO USE A VIDEO LINK.

SEVEN DAYS NOTICE IS REQUIRED TO MAKE ARRANGEMENTS FOR AN EXTRA  
MEMBER OF STAFF TO BE IN ATTENDANCE.