

**MINUTES OF A STATUTORY MEETING OF HIGHAM FERRERS TOWN COUNCIL HELD  
ON TUESDAY 25<sup>th</sup> AUGUST 2015 AT THE TOWN HALL AT 7.30PM.**

**PRESENT:**

	The Mayor (Councillor R J Gell)	
	The Deputy Mayor (Councillor Mrs P H Whiting)	
Councillor D Drage		Councillor R D Hamblin
Councillor H L Jackson		Councillor D C Lawson MBE
Councillor Mrs S Mantle		Councillor Mrs O Mayes
Councillor Mrs V M Newbery		Councillor B A Prigmore
Councillor A M T Reading		Councillor Mrs C Reavey
Councillor Mrs A M Sauntson		Councillor J Smithers
Councillor P Tomas		
Mrs S J Mitcham (Town Clerk)		Mr D Wicks ( Mayors Sergeant)

**IN ATTENDANCE:** PCSO R Brown and 1 member of the public.

15/189. **PRAYERS**

The meeting was opened with prayers led by Rev Margaret Eales.

15/190. **APOLOGIES**

District Councillor G Harwood.

15/191. **DECLARATIONS OF INTEREST**

**Other Interests**

Cllr Mrs P H Whiting and Cllr Mrs A Sauntson Items 8.1. (iv) - Made personal comments on the application previously.

Cllr H L Jackson and Cllr Mrs A Sauntson – Item 21 – Member of Higham Ferrers Tourism.

15/192. **MINUTES**

**RESOLVED:**

That the minutes of the meeting held on 28<sup>th</sup> July 2015 be signed by the Mayor as being a true and correct record.

15/193. **POLICING**

PCSO D Brown gave the following report:-

	<b>2014</b>	<b>2015</b>
<b>Burglary Dwelling</b>	1	
<b>Burglary Other</b>	2	3
<b>Criminal Damage</b>	4	5
<b>Drug Offences</b>	2	2
<b>Sexual Offences</b>	0	2
<b>Theft from Motor Vehicles</b>	4	2
<b>Theft/Handling</b>	3	6
<b>Theft of Motor Vehicles</b>	3	1
<b>Violence Offences</b>	6	3

He answered questions about problems with off road motorbikes and the issues of arson on trees and hedges.

15/194. **PUBLIC FORUM (15 minutes)**

No public spoke.

15/195. **MAYORS ANNOUNCEMENTS.**

Cllr R Gell reported that he had attended the following events:-

1<sup>st</sup> August 2015 – Presented the 25<sup>th</sup> anniversary commemoration coins to the visitors from Hachenburg. He was presented with a large painting that now hangs in the Clerks office.

2<sup>nd</sup> August – Presented the prize for the best car at the Classic Car Show

7<sup>th</sup> August – Attended a fundraising event for Cancer Research

18<sup>th</sup> August-Opened the new premises at Major International Ltd.

The Chairman of East Northamptonshire Council was asking for acts representing each town to enter a District Talent Contest.

His Civic Service was on the 20<sup>th</sup> September.

15/196. **PLANNING.**

15/196.1 To consider responses to the following planning applications received:

(I) **15/01353/FUL: Demolition of hall and ancillary structures to rear of church: Methodist Church, High Street, Higham Ferrers.**

The Mayor allowed Rev M Eales to speak on the proposed application. The Church Council had decided to retain the existing church building and renovate it. Another condition report had been undertaken and the hall at the rear was in such a bad state it would be demolished. They would refurbish the remaining building including reinstating the stained glass windows. The interior would be available for community use by the public and Church.

**RESOLVED:**

That the following response be agreed:-

The Council have considered the above application and unanimously support the application. They are delighted that improvements to the site are now proposed. They request that a condition is placed on the application:-

- A demolition management plan should be agreed with the local planning authority to include no deliveries during school times of 8.30am – 9.15am and 2.45pm – 3.30pm. This condition is required because the site is on the only vehicle route to the Ferrers School.

In terms of the future use of the retained building, the Council ask that ample parking be provided on site and that the stained glass windows are preserved/replaced

(ii) **15/01323/FUL:Construction of new detached bungalow together with off road parking and associated works :14 Tenter Close, Higham Ferrers.**

**RESOLVED:**

That no comments or objections be made.

(iii) **15/01463/FUL: First Floor side extension :22 Dryden Way, Higham Ferrers.**

**RESOLVED:**

That no comments or objections be made.

(iv) **15/01512/VAR: Variation of condition 7 - Japanese Knotweed - pursuant to application 14/01537/REM - Reserved matters: Details of access, appearance, landscaping, layout and scale pursuant to outline planning permission 14/00121/VAR - 'Residential development of 166 dwellings (all matters reserved)' dated 30.05.2014 | Land At Wharf Road Allotment Site Wharf Road Higham Ferrers.**

**RESOLVED:**

That no comments or objections be made.

- (v) **15/00057/CCDFUL: Front and rear extension to existing primary school including refurbishment works to allow expansion from 1 to 2 form entry, to provide 8 additional classrooms, a new studio (in existing classroom), a multi-purpose room, increased sized staff room, library and associated stores, group/meeting rooms, offices and toilets along with a new front entrance and waiting area; Henry Chichele Primary School, School Lane, Higham Ferrers.**  
**RESOLVED:**  
That the Council unanimously support and welcome the application.

- 15/196.2. **To note determinations on planning applications.**  
**RESOLVED:**  
That the report on determinations of planning applications previously considered be noted.

- 15/196.3. **To receive and note a report on the Rushden East Board Meeting.**  
Cllr Mrs A Sauntson presented the written report that had been circulated.  
**RESOLVED:**  
That the report be received and noted.

- 15/196.4. **To nominate a representative to the Rushden Lakes Working Party at Rushden Town Council.**  
**RESOLVED:**  
That Cllr B Prigmore be nominated as representative to the Rushden Lakes Working Party at Rushden Town Council.

- 15/197. **TOWN CLERKS REPORT**  
**Chowns Mill**

Further update on Chowns Mill from Northamptonshire County Council:-  
“The longer term scheme for A6/A45 roundabout has been estimated at around £15-£16 million. The improvement scheme on A45/A6 Chowns Mill Rbt involves widening, construction of additional roundabout link and signalisation of three arms involving the construction of additional link to the roundabout and the widening of the roundabout and signals being introduced on three of the arms.

In relation to the interim safety scheme this involves amendments to the signing and lining on the approaches. This is due to start December 2015. Briefly, taken directly from the study into the scheme;

*The advance direction signing is not to standard, and on the northbound approach, misleading. This is believed to have contributed to the high collision rate by leading drivers into approaching the roundabout in a lane unsuitable for their intended exit.*

*It is recommended that the signing on both approaches is upgraded together with the road markings to give a clear indication of the road layout ahead to allow drivers to make a suitable lane-choice sufficiently in advance of the junction.*

Although the interim scheme will not include any physical works to the geometry of the junction, one of the complaints received relates to the number of near misses which this scheme will hopefully help to address, via improved driver positioning on

the approach. This in turn could have a small impact on congestion as the traffic may flow better on the approach and onto the roundabout.”

### **Classic Car Show**

Email received from Rotary Club:-

On behalf of the Rotary Club of Rushden Chichele please pass on our sincere thanks to the Higham Ferrers Town Council for allowing us to use the Castle Fields for the Classic Car Show last Sunday.

Please also pass on our thanks to the Mayor, Richard Gell for visiting the Show and presenting the public's choice "Car of the Show" Award to the owner of the vehicle chosen.

We were fortunate in having wonderful weather for the day, a great selection of interesting cars and stalls, together with tremendous support from the many visitors who came to view the displays.

Now we have taken account of the donations received and costs accrued I can advise that the Show raised £6500 for Rotary Charities which will be used to fund some of the many worthy causes Rotary will help to support in the year ahead.

We would like to hold another Show next year, and whilst it's well in advance, we would like to request permission to hold this in the Castle Fields again on Sunday 7th August 2016.

It will continue to be our intention to make this a Show not just for the Classic Car owners but an Event the whole community can enjoy.

### **Local Council Award Certificate**

This will be presented to the Mayor at NCALC AGM in 17<sup>th</sup> October.

### **Parks and Open Spaces Wardens**

Five applicants were interviewed for the 2 posts. Chris Spring and Kirk Mainprize were appointed and have now started work.

### **Neighbourhood Plan**

The Regulation 16 Consultation has now closed and there have been some comments but no objections to the plan. Chris Collinson is in the process of undertaking the Examination.

### **Skateboard Park**

Copies of complaints received and responses given were attached. The Council supported the responses given.

### **RESOLVED:**

That the Town Clerks report be received and noted.

## **15/198. QUESTIONS.**

Cllr D Hamblin raised a question about police funding.

## **15/199. REPORTS OF REPRESENTATIVES TO OTHER BODIES.**

Cllr Mrs V Newbery presented a report on the tour around Higham Ferrers she had undertaken with the Police and Crime Commissioner and Cllr Mrs P Whiting. They had shown him the trouble spots in the town. Shortly he would be announcing a grant fund to which the Council could bid for money towards items such as highway improvements.

## **15/200. FINANCE.**

**15/200.1. To approve accounts for payment as at 25<sup>th</sup> August 2015.**

### **RESOLVED:**

That the accounts for payment total of £16031.99 be approved for payment.

15/200.2. **To approve the Bank Account reconciliation as at 31<sup>st</sup> July 2015.**

**RESOLVED:**

That the bank reconciliation as at 31<sup>st</sup> July 2015 be signed by the Mayor after being checked by Cllr D C Lawson MBE.

15/200.3. **To receive and note budget report as at 31<sup>st</sup> July 2015.**

**RESOLVED:**

That the budget report as at 31<sup>st</sup> July 2015 be received and noted.

15/200.4. **To consider following expenditure:-**

(i) **Annual Subscription to CPRE - £36**

**RESOLVED:**

That the annual subscription to CPRE of £36 be approved.

(ii) **Photo ID Badges.**

**RESOLVED:**

That the photo ID Badges with lanyards be purchased for staff and Councillors within a budget of £200.

(iii) **Legal Fees Re Licence for Castle Fields.**

**RESOLVED:**

That the fees of up to £250 for legal costs to produce a template licence for pedestrian access to open space be approved. Residents completing the licence would pay a contribution to the legal fees. They would be advised of this up front and would have to lose the access if they declined to collate the licence.

15/200.5. **To ratify expenditure under Clerk's delegated powers.**

**RESOLVED:**

That the following payments under the Clerks delegated powers be ratified:-

All figures include VAT.

Stanley L Hunt (Printers)	Printing Higham Times	593.00
ESPO	40 toilet rolls	17.92
ESPO	Office supplies	106.64
Open Technology	PC Subscriptions	34.20
Colson and Loaring	Repair Public toilets	59.88
Wicksteed Leisure Ltd	Hexastep Tread - Slide	330.71
Colemans	Book of 2nd class stamps and stationery	79.18
Rosetta Publishing Ltd	Delivery Higham Times	134.40
Wicksteed Leisure Ltd	Cradle Swing Seat	185.92
Stephen Pell	Repairs play Area	75.00
Stephen Pell	Repair drain pip Cemetery Chapel	80.00
Stephen Pell	Various works at 5 & 5A College Street	460.00
Stephen Pell	Install bench	90.00
Stephen Pell	Install Towel Dispensers	25.00
Stephen Pell	Hang Pictures Town Hall	10.00
Graffiti Hotline	Graffiti wipes	25.14
Land Registry	Search land registry	4.00
Colson and Loaring	Repairs Public Toilets	105.00
Rutherfords Locksmiths Ltd	Keys cut new Parks Warden	22.18
NCALC	Local Council Awards Accreditation Fee	50.00

15/201. **CO-OPTION OF A TOWN COUNCILLOR**

A ballot was undertaken between two candidates,

**RESOLVED:**

That the Council co-opt Christopher O'Rourke as a Town Councillor.

15/202.

**COMMITTEES**

**RESOLVED:**

That the minutes of the Policy and Resources Committee held on 11<sup>th</sup> August 2015 be received and adopted.

**Recommendations:**

(i)

**PAT Policy**

**RESOLVED:**

That the PAT Policy be reviewed with no change.

(ii)

**Grant Aid Policy**

**RESOLVED:**

That the Grant Aid Policy be reviewed with no change.

(iii)

**Media Policy**

**RESOLVED:**

That the Media Policy be reviewed with no change.

(iv)

**Memorial Safety**

**RESOLVED:**

That the Memorial Safety Policy be reviewed with no change.

(v)

**Flag Flying Policy**

**RESOLVED:**

That the draft Flag Flying Policy be approved following one amendment to say 'The Union Flag *may* be flown...'. Consideration at a later date to be made of flying the Hachenburg Flag during the Twinning visits.

(vi)

**Flag Flying**

**RESOLVED:**

That the flags be flown for 1 week either side of 9<sup>th</sup> September to coincide with the small union jacks being flown in the town and for 3 weeks from 2<sup>nd</sup> June 2016.

(vii)

**Deputy Mayors Chain**

**RESOLVED:**

That a budget of £1000 be allowed to refurbish the Deputy Mayors Chain including attachment to a collar.

(viii)

**Electrics Cemetery Chapel**

**RESOLVED:**

That the budget cost of £1500 be approved for rewiring and checking the electrics at the Cemetery Chapel.

15/203.

**FLAG FLYING - MERCHANT NAVY DAY**

Cllr AM T Reading explained the reasoning behind the request.

**RESOLVED:**

That the Red Ensign be flown on 3<sup>rd</sup> September 2015. A small ceremony took place at 10am where the Mayor would read a few words.

15/204.

**NCALC**

**RESOLVED:**

That the Mayor (Cllr R Gell), Cllr Mrs C Reavey and Cllr A M T Reading attend the NCALC AGM. Whether to submit a resolution to the AGM to be considered at the next Council meeting.

15/205.

**RIVERSIDE PARK**

Clerk updated the Council on the 'Condition Report' on the bridges at Riverside Park, which indicated that significant works were required to one of the bridges for which they were obtaining quotes for repair. It was intended that they would undertake repairs before handing responsibility over to the Town Council as part of the new

lease terms. These bridges would require regular monitoring and maintenance to prolong the life beyond the predicted 5- 10 years. A new bridge would cost over £100,000

**RESOLVED:**

That the report be noted.

15/206. **COMPLAINT RE SKATEBOARD PARK**

Two more complaints had been received about the graffiti and litter

**RESOLVED:**

That the draft response as circulated be approved.

15/207. **CLOSURE OF SPORTS PAVILION CAR PARK**

Members discussed the pros and cons. It was felt that cars would park on the road if the car park was closed, and it would generate complaints from genuine users such as the sport clubs and dog walkers.

**RESOLVED:**

That the car park at the pavilion not be closed at night. Police to be asked to monitor the problems in the car park more closely.

15/208. **COMMUNITY GRAFFITI PROJECT**

**RESOLVED:**

That permission is not granted to Service Six to proceed with a 'Community Graffiti Project' on the skateboard park. Clerk to research products that would be suitable for a skateboard park to protect it from graffiti and make it easier to clean.

15/209. **PLANTERS AND TROUGHS**

During the discussion the possibility of businesses sponsoring planters was raised. This would be discussed with Tourism.

**RESOLVED:**

That the Council purchase 4 troughs at a cost of £406 subject to a donation being received from Higham Ferrers Tourism. The decision where to locate the planters be delegated to the Clerk who was to liaise with Cllr D C Lawson and Cllr J Smithers over the location.

15/210. **ITEMS TO REPORT.**

Cllr Drage raised an issue re the apex of the Cemetery Chapel. Clerk to investigate.

Mayor

Date