

**MINUTES OF A MEETING OF HIGHAM FERRERS TOWN COUNCIL HELD ON
TUESDAY 22nd DECEMBER 2015 AT THE TOWN HALL AT 7.30PM.**

PRESENT:

	The Deputy Mayor (Councillor Mrs P H Whiting)	
Councillor D Drage		Councillor 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 C O'Rourke
Councillor B 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: 2 members of the public.

15/277. **APOLOGIES**
Cllr R Gell

15/278. **DECLARATIONS OF INTEREST**
Other Interests
Cllr Mrs P H Whiting – Item 12 – as Church Warden.
Cllr Mrs A Sauntson – Item 12 – Member of PCC
Cllr D Hamblin – Item 12 – Member of Friends of St Marys Church.

15/279. **MINUTES**
RESOLVED:
That the minutes of the meeting held on 24th November 2015 be signed by the Mayor as being a true and correct record.

15/280. **POLICING**
No police present.

15/281. **PUBLIC FORUM (15 minutes)**
The Chairman of the Friends of St Marys' Church spoke about the plans to renovate the underused area between the Chantry Chapel and the Church as a Garden of Remembrance. This would include renovation of the WW1 Memorial. Removal of the hedge would improve visibility and light to the area. The railings would remain.

15/282. **MAYORS ANNOUNCEMENTS.**
In his absence the Mayor had sent the following report which was read out by the Town Clerk:-

The Mayor had attended the following events:-

- 28th November -St Cecelia Singers Advent Concert at St Mary's
- 4th December-Mayor of Rushden's Christmas Evening.
- 10th December - Higham Ferrers Junior School Nativity/ Carol service
- 12th December - NN10 Choir Christmas Concert
- 14th December -Henry Chichele School Nativity
- 16th December – Higham Ferrers Infants School Nativity
- 18th December - Rushden Mayor's Civic Carol Service
- 20th December Higham Ferrers Town Carol Service.

- 21st December – Bedesman Day

The Deputy Mayor attended carol services/concerts at Serve in Rushden, Raunds Civic Carol Service and The Masons Service at Peterborough.

Tickets are still available for the Abba Night on 28th December.
On Friday 18th March 2016 together with the Mayor of Rushden, The Mayor is holding a Civic Dance with Buffet at The Pemberton Centre.

- 15/283. **PLANNING.**
- 15/283.1 **To consider responses to the following planning applications received:**
- (i) **15/00424/TPO: T2 - Chestnut - Crown lift to 5m and thin by 20% T3 - Beech - Crown lift to 5m and thin by 15% Crown clean T4 - Beech - Crown lift to 5m and thin by 15% Crown clean T5 - Chestnut - Crown lift to 4m and thin by 15% Crown clean T6 - Beech - Remove crossing branch in upper branch T7 - Lime - Remove, nearest to property and overhanging roof | 1 Bolingbroke Place Stanwick Road.**
RESOLVED
That no comments or objections be made.
- (ii) **15/02203/FUL: Single Storey extension: 16 Celtic Close, Higham Ferrers**
RESOLVED:
That no comments or objections be made.
- 15/283.2 **To note determinations on planning applications.**
RESOLVED:
That the report on determinations of planning applications previously considered be noted.
- 15/284. **TOWN CLERKS REPORT**
RESOLVED:
That the Town Clerks report be received and noted.
- 15/285. QUESTIONS.**
Cllr H L Jackson asked questions as to whether the welfare facilities for the Park Wardens were adequate in view of the death of volunteer at the at wildlife park at Irthlingborough. The Clerk advised that both wardens held keys to the Sports Pavilion where they were able to wash hands etc. They both had been supplied with relevant PPE on starting the role. The need for lockers could be considered.
- 15/286. **REPORTS OF REPRESENTATIVES TO OTHER BODIES.**
None.
- 15/287. **FINANCE.**
- 15/287.1. **To approve accounts for payment as at 22nd December 2015.**
RESOLVED:
That the accounts for payment total of £35774.48 be approved for payment.
- 15/287.2. **To approve the Bank Account reconciliation as at 30th November 2015.**
RESOLVED:
That the bank reconciliation as at 30th November 2015 be signed by the Deputy Mayor after being checked by Cllr D C Lawson MBE.

15/287.3. **To receive and note the budget report as at 30th November 2015.**

RESOLVED:

That the budget report be received and noted.

15/287.4. **To ratify expenditure under Clerk's delegated powers.**

RESOLVED:

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

All figures include VAT

Buildbase	1 x BRASS PADLOCK	11.10
ESPO	Laminating machine	150.00
ESPO	4 Boxes white paper	93.60
East Northamptonshire Council	4 x rolls waste sacks	236.00
East Northamptonshire Council	Printing farmers Market flyers	163.15
East Northamptonshire Council	Printing A1 Plans	11.88
Stephen Pell	Re insert cobbles & fill pot holes Market Square	80.00
Stephen Pell	Attach 'lottery fund' sign to post	10.00
Northants CALC	Councillor training	34.00
Colemans	Book of 1ST and 2ND class stamps	13.52
Colemans	Photocopying and batteries	10.13

15/288. **HEDGE IN CHURCHYARD**

The following points were raised during the debate.

- The hedge was in the region of 70 years old.
- Could it be cut back instead of being removed.
- It was good for birds nesting.
- There was dead wood in the bottom of the hedge.
- The adjacent footpath was well used.

RESOLVED:

That permission to remove the hedge between the church and the Chantry Chapel be granted. A copy of the revised plans for the renovation of the area to be requested.

15/289. **COMMITTEES**

RESOLVED:

That the minutes of the Policy and Resources Committee held on 8th December 2015 be received and adopted.

Recommendations:

(i) **Higham Ferrers Bowls Club.**

RESOLVED:

That a grant of £3500 be agreed for 2016/17, which was the same as the current financial year.

(ii) **Higham Ferrers Colts.**

RESOLVED:

That a grant of £2000 be agreed for 2016/17 towards the cost of security works at Lancaster Park. Funds to be released on receipt of invoices for the works.

(iii) **Higham Ferrers Cricket Club**

RESOLVED:

That a grant of £1330 be agreed for 2016/17 towards the cost of maintenance of the wicket.

(iv) **School Crossing Patrol**

RESOLVED:

- That the Council would work with Northamptonshire County Council to recruit a replacement School Crossing Patrol person and fund the training costs which

would be in the region of £1350.

- That the Town Council continue to contribute £2400 towards funding of the School Crossing Patrol for 2016/17. The schools had agreed to contribute £750 each.

(v) **Rushden- Higham Link**

RESOLVED:

That the Council allocate £5400 towards the Rushden Higham bus link in 2016/17. Funding would not be released until final figures and information had been received from Expresslines via the County Council.

(vi) **Budgets 2016/17**

RESOLVED:

That the budgets as attached to the minutes be agreed for 2016/17.

(vii) **Precept 2016/17.**

RESOLVED:

That the precept figure for 2016/17 be set at £290,000.

(viii) **Social Media Policy**

RESOLVED:

That the draft Social Media Policy as amended and circulated be adopted

(ix) **Data Protection Policy**

RESOLVED:

That the Data Protection Policy be reviewed without change.

15/290. **CLOSURE OF MEETING TO PUBLIC AND PRESS.**

RESOLVED:

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 remainder of the meeting.

15/291. **PERSONNEL COMMITTEE**

RESOLVED:

That the minutes of the Personnel Committee held on 14th December 2015 be received and adopted

Recommendations:

(i) **Staff Overtime for Events**

RESOLVED:

That overtime rates for events for all staff apart from the Town Clerk be as follows:-

- Time and half on Saturdays.
- Double time on Sundays.

This would be backdated to include the recent Christmas Sparkle.

Note: The term 'events' was deemed to include, Christmas Sparkle and other council led events such as the Queen's 90th Birthday this year. Obviously the latter will not be a regular annual event. Regular weekend events such as the Farmers Market, Remembrance Day, Mayor's Market Day and Civic Services do not qualify for these overtime rates.

(ii) **Pension Auto-Enrolment**

RESOLVED:

That the pension provider for the purposes of auto enrolment be NEST for all staff apart from the Proper Officer. The pension provider for the Proper Officer would be LGPS. Auto enrolment was effective from 1st July 2016.

15/292. **PUBLIC CONVENIENCES CLEANING CONTRACT**

RESOLVED:

That the tender from company B - £469 per month for 3 years be accepted. Contract to begin 1st April 2016.

15/293. **RE-OPEN MEETING TO PUBLIC AND PRESS.**

RESOLVED:

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

15/294. **NEIGHBOURHOOD PLAN AND COMMUNITY PLAN**

A report including an update on the Community Plan and Neighbourhood Plan had been circulated. THz referendum date had now been set as 18th February and flyers could be circulated at the beginning of January putting the main points and canvassing a yes vote.

RESOLVED:

- That the report on the Neighbourhood Plan and Community Plan be received and noted.
- That the Highways and Transport Group become a working group of the Council and the membership be:-
Cllr Mrs P H Whiting
Cllr H L Jackson
Cllr C O'Rourke
Cllr Mrs C Reavey
Cllr B Prigmore
Nigel Cheetham
Bob Savage
Philip Toogood.

15/295. **ITEMS TO REPORT.**

Cllr C O'Rourke raised the possibility for more bus shelters near Windmill Banks. It was noted that these had been removed due to vandalism in the past.

Mayor

Date