

**MINUTES OF A MEETING OF HIGHAM FERRERS TOWN COUNCIL HELD ON  
TUESDAY 31<sup>ST</sup> MAY 2016 AT THE TOWN HALL AT 7.30PM.**

**PRESENT:**

|                              |  |                            |
|------------------------------|--|----------------------------|
|                              | The Mayor (Councillor Mrs P H Whiting) |                            |
|                              | The Deputy Mayor (Councillor P Tomas)  |                            |
| Councillor D Drage           |  | Councillor R Gell          |
| 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 Sauntson    |  | Councillor J Smithers      |
| Mrs S J Mitcham (Town Clerk) |  |                            |

**IN ATTENDANCE:** PCSO K Lumbis, District Councillor G Harwood and 2 members of the public.

16/94. **APOLOGIES**  
None.

16/95. **DECLARATIONS OF INTEREST**  
**Other**

Cllr Mrs A Sauntson, Cllr Mrs V Newbery, Cllr Mrs C Reavey and Cllr D Drage ó Item 7.1. (vi) ó Cemetery Lane application- Live near the property.

Cllr Mrs P Whiting and Cllr H L Jackson,- 7.1. (vi) ó Cemetery Lane- Knows applicant

Cllr Mrs P Whiting ó Item 7.1. (iii) ó Is on Planning Committee at East Northamptonshire Council.

Cllr Mrs O Mayes ó Item 20 ó Heritage Centre ó Chairman of HiFars.

16/96. **MINUTES**  
**RESOLVED:**

That the minutes of the meetings held on 26<sup>th</sup> April 2016 and 16<sup>th</sup> May 2016 be signed by the Mayor as being a true and correct record.

16/97. **POLICING**

PCSO K Lumbis gave the following report:-

|                                  | <b>May 2015 – April 2016</b> |
|----------------------------------|------------------------------|
| <b>Burglary</b>                  | 11                           |
| <b>Non dwelling Burglary</b>     | 47                           |
| <b>Theft from Motor Vehicles</b> | 23                           |
| <b>Theft of Motor Vehicles</b>   | 3                            |

Issues were raised about the Beer Festival at the Green Dragon, Officer numbers at Rushden, violent crime, and motorcycle nuisance. As Higham Ferrers was not his usual area PC Byrne would forward any answers to the Town Clerk for circulation.

16/98. **PUBLIC FORUM (15 minutes)**

The applicants for the planning application for a Pizza Restaurant at 5 Wood Street spoke about their application.

16/99. **MAYORS ANNOUNCEMENTS.**

On Wednesday 18<sup>th</sup> May I attended the Annual Meeting of East Northamptonshire Council (Slipping on the Mayor's chain for the reception following the meeting)  
Monday May 23<sup>rd</sup> I attended the Rothwell Charter Fair. This was an early start as I had to be there at 5-30am. It was great fun following the Baliff and the Horse & Cart around the Town where the Proclamation was read, and a toast proposed at every pub (and what used to be a pub) followed by the brass band playing the National Anthem, 8 stops in all and the atmosphere was tremendous. This was then followed by all the Chain Gang being served a typical full English breakfast.

On Saturday 28<sup>th</sup> I attended the Chichele Garden Fair where I had tea and cakes with the May Queen, a Princess and a Prince. This was very entertaining and we had quite a chat who would win Britains Got Talent. We then had to help present the prizes, a very well organised event, well done to everyone concerned.

My first event will be held on Saturday 16<sup>th</sup> July in the Bede House, with a Pate, Cheese and Pud evening. Entertainment by ðOur Flossieö Tickets will be £10 each and details will be sent within the next few days I do hope that you will be able to support this event.

16/100. **PLANNING.**

16/100.1 To consider planning applications received:- Pages 12 ó 23 (copy herewith)

(i) **16/00776/FUL: Erection of a single storey building to be used as a gospel hall, formation of car park and new vehicular access, change of use to D1: Land adjacent 146 and 148 and 150 Northampton Road, Rushden.**

**RESOLVED:**

That no objections or comments be made.

(ii) **16/00916/FUL: Partial conversion of double garage for home office:7 Fitzwilliam Leys, Higham Ferrers.**

**RESOLVED:**

That no objections or comments be made.

(iii) **16/00909FUL:Change of use from D1 – D3 Restaurant to open a speciality coffee and wood-fired pizza restaurant: 5 Wood Street, Higham Ferrers.**

Having declared an interest Cllr Smithers withdrew from the debate and vote.

**RESOLVED:**

That the Council object to the application as there is insufficient information to make a considered decision. Due to possible impacts on neighbouring residential properties and the Conservation Area the applicant should provide the following:-

- Noise Assessment.
- Odour Assessment.
- Details of the ventilation system including drawings to show impact on the Conservation Area.
- Details of where waste will be stored.

(iv) **16/00777/FUL: Single storey rear extension:34 Lancaster Street, Higham Ferrers.**

**RESOLVED:**

That no objections be made. A comment to be made as follows:-

The Council is concerned at the impact on the neighbours boundary particularly as the guttering is overhanging the boundary.

(v) **16/00923/FUL: Pitched roof over front of garage and porch: 6 Keats Way, Higham Ferrers.**

**RESOLVED:**

That no objections or comments be made.

**16/00896/VAR: Single Storey Dwelling with garage (Resubmission of**

- (vi) **15/01214/FUL: 2 Cemetery Lane, Higham Ferrers**  
 Having declared an interest Cllrs Newbery, Drage, Reavey and Sauntson withdrew from the debate and vote.  
**RESOLVED:**  
 That no objections or comments be made.
- 16/100.2. **To note determinations on planning applications.**  
**RESOLVED:**  
 That the report on determinations of planning applications previously considered be noted.
- 16/100.3. **To receive a verbal report on Rushden East.**  
 Cllr H L Jackson gave a verbal report on the two meetings he had attended on Rushden East. Members thanked him for his detailed report.  
**RESOLVED:**  
 That the report be received and noted.
- 16/101. **TOWN CLERKS REPORT**  
**RESOLVED:**  
 That the Town Clerks report be received and noted.  
**Reduction in Bus Services**  
 The following email was received from the County Council:-  
 "The County Council's budget for 2016/17 includes a reduction of £200,000 in the budget available for supporting subsidised bus services. It is not possible to make a reduction of this size without reducing the number of services which are provided, and the budget consultation included details of the services which were to be withdrawn, including service 125 (Hargrave to Wellingborough via Chelveston, Caldecott, Newton Bromswold, Rushden and **Higham Ferrers**) which has the highest level of support per passenger carried at around £19 per journey and therefore represents very poor value for money. Following ratification of the budget and the period of notice to the operator service 125 will finish after operation on Saturday 25<sup>th</sup> June"
- 00469/OUT: Outline application: Demolition of existing dwelling and outbuildings; residential development of 9 dwellings; modification of access to off road parking and amenity space ( all matters reserved except access and scale): 3 Northampton Road, Higham Ferrers.**  
 The above application was discussed at the Planning Committee in April. The committee objected and suggested a reduction in house numbers to 8. The District Councillor of the area -Dorothy Maxwell has rang to express her dissatisfaction at the Council response, as she feels the site is not suitable for 8 dwellings. She felt that as the ward member she should have been approached for her views.
- RESOLVED:**  
 That the Town Clerks report be received and noted.
- 16/102. **QUESTIONS.**  
 None.
- 16/103. **REPORTS OF REPRESENTATIVES TO OTHER BODIES.**  
 No report.
- 16/104. **FINANCE.**  
 16/104.1. **To approve accounts for payment as at 31<sup>st</sup> May 2016.**  
**RESOLVED:**  
 That the accounts for £21129.47 be approved for payment.

- 16/104.2. **To receive and note the budget report as at 31<sup>st</sup> March 2016.**  
**RESOLVED:**  
That the budget report as at 31<sup>st</sup> March 2016 be received and noted.
- 16/104.3. **To consider the following expenditure:**
- (i) **External Decoration Town Hall.**  
**RESOLVED:**  
That the quote of £1880 including materials be accepted to decorate the exterior of the Town Hall.
- (ii) **External Decoration Cemetery Chapel.**  
**RESOLVED:**  
That the quote of £2940 be accepted to decorate the exterior of the Cemetery Chapel including making good any rotten areas.
- (iii) **Automated Hand Dryer Maintenance Contract.**  
**RESOLVED:**  
That the quote of £795 pa be accepted for a maintenance contract for the hand dryers in the public toilets., Contact to include:-
- Service and PAT testing twice per year
  - Unlimited repairs for breakdown (does not cover vandalism)
  - Genuine Wallgate parts and soap used
- 16/104.4. **To consider action re an outstanding debt from Higham Ferrers FC.**  
The Clerk reported that she had received contact from the club and they were due to pay the debt by the end of the week. Decagons on fuser action were therefore deferred pending settle of the debt.
- 16/105. **END OF YEAR ACCOUNTS**
- 16/105.1. **To approve the Annual Governance Statement 2015/ 16.**  
**RESOLVED:**  
That the response -Yesø be given to questions 1- 8 and N/A to questions 9 and that the Annual Governance Statement for 2015/16 be approved.
- 16/105.2. **To approve the Accounting Statements 2015/16.**  
**RESOLVED:**  
That the Accounting Statements for 2015/16 in the Annual Return be approved
- 16/106. **INVESTMENT – NATIONWIDE BUILDING SOCIETY**  
**RESOLVED:**  
That the Council reinvest £150,000 in a 1 year Business Fixed Rate Saver with Nationwide Building Society.
- 16/107. **COMMITTEES**  
To receive and adopt the minutes of the following committees:-
- 16/107.1. **Planning Committee held on 17<sup>th</sup> May 2016.**  
**RESOLVED :**  
That the minutes of the Planning Committee held on 17<sup>th</sup> May 2016 be received and adopted.
- 16/107.2 **Environment Committee held on 17<sup>th</sup> May 2016.**  
**RESOLVED:**  
That the minutes of the Environment Committee held on 17<sup>th</sup> May 2016 be received and adopted.
- 16/107.3. **Events Committee held on 21<sup>st</sup> May 2016.**  
**RESOLVED:**  
That the minutes of the Events Committee held on 17<sup>th</sup> May 2016 be received and adopted.

- 16/108. **HIGHWAYS AND TRANSPORT**  
Following a discussion where concerns were raised about removal line so in Wood Street, it was:\_  
**RESOLVED:**  
That the Council agree to submit to Northamptonshire Highways a request for removal of yellow lines in the areas indicated on the attached map. The works to be funded by the Town Council. Funds of £6000 to be taken from Higham Ferrers Improvement Reserve to a new budget heading Highways and Transport Improvements. (copy herewith) Pages 56 -58.
- 16/109. **GRAFFITI**  
This item had been deferred from the last meeting whilst members had a look at the graffiti. The Clerk advised that Spire Homes had agreed to take action re the graffiti alongside the properties at The Hawthorns. Members considered the possible implications should they undertake graffiti removal on BT boxes. The graffiti on these boxes were to be reported again to BT.
- 16/110. **SCHOOL CROSSING PATROL**  
The School Crossing Patrol finished in December. Following advertisements one candidate was appointed but withdrew before the recruitment process was complete. The post had been advertised again with no applicants.  
**RESOLVED:**  
That the Clerk asks Kier to advertise the post for one last time with a closing date of the end of July. Promotion to be encouraged through the schools as well. It was to be made clear that should there be no successful applicants then the post would no longer be advertised.
- 16/111. **ACCESS ONTO RIVERSIDE PARK FROM PRIVATE GARDENS**  
An inspection has been undertaken by Cllr Gell and Cllr O'Rourke of the area immediately to the rear of Meadow View and Meadow Close. There are 7 properties that have gates onto Riverside Park which have no agreement from the Council. There was also a great deal of fly tipping in the area. Residents that back onto the area, will be reminded this is illegal. A cost of removing this rubbish is to be obtained. Once it is cleared fly tipping in the area will be monitored.  
**RESOLVED:**  
That the Council write to the residents with gates onto Riverside Park and offer them a licence to use the access at a cost of £25 pa with a one off legal charge of £50 towards legal and administration costs.
- 16/112. **TOWN TEAM**  
The notes of the Working Party meeting held on 23<sup>rd</sup> May 2016 had been circulated.  
**RESOLVED:**  
That the report be received and noted.
- 16/113. **HERITAGE CENTRE**  
The working party had met on 23<sup>rd</sup> May at the Cemetery Chapel. They agreed that the building had potential for a Heritage Centre and was bigger than anticipated. No other possible buildings were considered feasible. The group wish to explore the option further which will include looking at options for storage of the items currently held there. This may include an extension to the pavilion for archive storage.

To move forward the group need sketch drawings of the Heritage Centre for which provisional costs can be obtained as well as for any future storage proposals.

**RESOLVED:**

That the Council agree that the option of providing a Heritage Centre at the Cemetery Chapel be explored further. That up to £2000 of expenditure be incurred by the Clerk from the Heritage Centre Budget to progress the project.

16/114. **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 meeting.

16/115. **PERSONNEL COMMITTEE**

To receive and adopt the minutes of the Personnel Committee held on 6<sup>th</sup> May 2016.

(i) **RESOLVED:**

That the minutes of the Personnel Committee held on 6<sup>th</sup> May 2016 be received and noted.

*Recommendations:-*

(ii) **RESOLVED:**

That the Council recruit Trevor Walker as a permanent Parks and Open Spaces Warden for 10 hours a week starting on SCP11 currently £7.904 per hour.

**RESOLVED:**

That Chris Springs's hours be increased to 20 hours a week.

16/116. **ESTABLISHMENT REVIEW**

External consultants had undertaken a review of the staffing structure and capacity as well as the committee structure of the Council.

**RESOLVED:**

- That the Policy and Resources Committee consider the recommendations on committee structure at their next meeting in June, with a final decision being made at full Council at their meeting on 28<sup>th</sup> June 2016.
- That the Personnel Committee consider the recommendations on staffing with final recommendations being considered by full Council at its meeting on 28<sup>th</sup> June.

16/117. **RE-OPEN THE MEETING TO THE PUBLIC AND PRESS**

**RESOLVED:**

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

16/118. **ITEMS TO REPORT.**

None.

Mayor

Date