

**MINUTES OF A MEETING OF HIGHAM FERRERS TOWN COUNCIL HELD ON  
TUESDAY 28<sup>th</sup> APRIL 2015 AT THE TOWN HALL AT 7.30PM.**

**PRESENT:**

The Mayor (Councillor G Whiting)  
The Deputy Mayor (Councillor R J Gell)

Councillor M Beesley	Councillor A Dunn
Councillor Mrs K Dunn	Councillor Mrs C Ingram
Councillor H L Jackson	Councillor D C Lawson MBE
Councillor Mrs S Mantle	Councillor Mrs V M Newbery
Councillor A M T Reading	Councillor Mrs A Sauntson
Councillor P Tomas	Councillor Mrs M Tuffnail
Councillor Mrs P H Whiting	Councillor S Wiles
Mrs S J Mitcham (Town Clerk)	Mr D Wicks (Mayor's Sergeant)

**IN ATTENDANCE:** PC D Brown and District Councillor G Harwood

15/80. **APOLOGIES**  
None.

15/81. **DECLARATIONS OF INTEREST**  
**Other Interests**  
Cllr Mrs M Tuffnail – Item 11.1. Payment no BP7– Daughter-in Laws Salary  
**Disclosable Pecuniary Interest**  
Cllr S Wiles – Item 14- Lives adjacent one of the proposed options for the bus stop.

15/82. **MINUTES**  
**RESOLVED:**  
That the minutes of the meeting held on 31st March 2015 be signed as a true and correct record.

15/83. **POLICING**  
PC D Brown gave the following report:-

	<b>2014</b>	<b>2015</b>
<b>Burglary</b>	4	2
<b>Criminal Damage</b>	15	13
<b>Theft from Motor Vehicle</b>	6	3
<b>Violence</b>	3	4

The following questions were raised:-

- What was being done about the spate of arson- Extra patrols were being targeted on this issue.
- Speeding into Higham from Station road- Speed checks were still ongoing. Feedback would be sent

PC Brown reported that patrols had been ongoing at the skateboard park area and it been made a priority.

Five enquires had been received following the 'Knock and Drop' campaign to recruit Special Constables and other volunteers.

P C D Brown confirmed he and his colleagues would endeavour to lock the pavilion car park at night if a combination lock was used.

15/84. **PUBLIC FORUM (15 minutes)**

No public present.

15/85. **MAYORS ANNOUNCEMENTS.**

March 28 <sup>th</sup>	Huntingdon Civic Dinner
March 29 <sup>th</sup>	Afternoon Tea joint with Rushden Mayor
March 29 <sup>th</sup>	County Council Indian Meal
April 9 <sup>th</sup>	Performance of Eventide
April 19 <sup>th</sup>	Raunds Classic Cars
April 24 <sup>th</sup>	RAF Band Concert with Rushden Mayor
April 25 <sup>th</sup>	Cutting the cake for 13 <sup>th</sup> Anniversary of Farmers Market
April 25 <sup>th</sup>	Brackley Civic Dinner

The Mayor paid tribute to the retiring Councillors:-

Cllr Mrs M Tuffnail – 24 years.

Cllr Mrs C Ingram – 14 years.

Cllr M Beesley – 12 years.

Cllr S Wiles – 4 years.

15/86. **PLANNING.**

15/86.1 **To consider responses to the following planning applications received:**  
**15/00642/LBC: New roof light to front elevation:17 North End, Higham Ferrers.**  
**RESOLVED:**

That no comments or objections be made.

15/86.2. **To note determinations on planning applications.**

**RESOLVED:**

That the report on determinations of planning applications previously considered be noted.

15/87. **TOWN CLERKS REPORT**

**15/66. Prayers at Meeting**

The resident has involved Peter Bone MP in this issue and Mr Bone has been given a copy of the Councils' correspondence on this matter.

**15/67 Skateboard Park**

The working party has now met and agreed the following:-

- Contact Ferrers School with a view to setting up a user group. This worked at the Northamptonshire Skateboard Park. Cllr Mrs P Whiting and the Town Clerk will be visiting the school on 30<sup>th</sup> April to meet possible members for the group.
- Contact East Northamptonshire Council about conducting a general litter campaign in the town.
- Contact NCC - Highways and ask them to put up signs near the skateboard park advising of children crossing/playing. Highways are looking into this
- Chase the Police re the use of Service Six and locking of the gate.

**Land at Mallard Close**

Following a complaint from a resident about an oak tree being cut down enquires have been made with the developer and also East Northamptonshire Council. Ash trees were cut down that was diseased. These works were agreed by East Northamptonshire Council and the trees will be replaced. According to the developer an oak tree has not been cut down. The Tree Officer from East Northamptonshire Council had confirmed it was an Ash Tree and the works had been approved.

**77 Kimbolton Road**

Following a request for information about this site which is boarded up, it has been confirmed that the owners are currently considering their options for the site i.e. whether to develop themselves or to sell it.

## Freedom of Information Requests

The following requests have been received since the last meeting.

<b>Date Received</b>	<b>Details</b>	<b>Date Answered/Target Date</b>
1 <sup>st</sup> April 2015	<ol style="list-style-type: none"><li>1) The current total number of CCTV cameras in your district</li><li>2) The names of the streets covered by these cameras (i.e. camera locations and where possible what view they have)</li><li>3) How many days a week/month/year (as appropriate) these cameras are actively monitored</li><li>4) How many hours a day/week/month/year (as appropriate) these cameras are actively monitored</li><li>5) How many days/hours a year these cameras are recording footage for</li></ol>	Responded 17 <sup>th</sup> April 2015
20 <sup>th</sup> April 2015	<ol style="list-style-type: none"><li>1. All letters/emails/minutes passing between the Council and the Methodist Church.</li><li>2. All letters/emails passing between the Council and East Northants Council relating to Planning and retention of the facade of the existing building.</li><li>3. General arrangement drawing(s) of proposed building/site.</li><li>4. Are the adjacent garages part of the Chapel site, if not who do they belong to; what plans are there to redevelop garaging/parking facilities for current users of the existing garages?</li></ol>	18 <sup>th</sup> May 2015

### Scrapyard

The erection of a large building at the scrapyard had been reported to East Northamptonshire Council as it had no planning permission. They were aware of the structure. The owner had stated that it was to be a covered storage shed to keep some of his “materials” out of sight to improve the appearance of the yard. He had appointed his usual planning agent to submit an application, but this has not yet happened and they would be chasing.

### Chowns Mill

Copies of an update available on the Highways Agency website was circulated, This included a concept design for a ‘hamburger’ junction. Completion of works was now timetabled for late 2021.

### Mobile Recycling Services

On both May Bank Holidays there was to be a mobile recycling service in Higham Ferrers between 11am and 12.45pm to try and address some of the issues following bank holidays with queues at the HWRC.

### RESOLVED:

That the Town Clerks report be received and noted.

15/88. **QUESTIONS.**

None.

15/89. **REPORTS OF REPRESENTATIVES TO OTHER BODIES.**

Cllr Mrs P Whiting gave the following report on the JAG meeting:-

- The anti-social behaviour at the Splash Pool had been addressed.
- Vandalism at Hamblin Court had been resolved by the owner installing steel doors.
- Speeding in Hall Way, Vine Hill Drive and College Street was an ongoing issue.
- Arson was a priority.
- Regular checks were being undertaken at the skateboard park. They have seen no drug taking. Sgt Gibson did not support the car park being closed as they would park on the road.
- Traffic for the recycling centre was discussed.

Cllr H L Jackson gave the following report on the Rushden East meeting:-

Apologies were given for several people which was felt to be due to holidays. There was an Employment study presentation by Aspinall Verdi who had won the tender to carry out the works. Developer discussions did not take place as Barratt, Taylor Wimpey and the Duchy of Lancaster did not attend the meeting as was expected. Construction expected to start January 2018 on the infrastructure.

Cllr Mrs V Newbery reported on the Hachenburg Twinning Association AGM. The Council was thanked for agreeing to fund the gifts of the Twinning coin to the visiting Germans.

15/90. **FINANCE.**

15/90.1. **To approve accounts for payment as at 31<sup>st</sup> March 2015 and 28th April 2015.**

**RESOLVED:**

That the accounts for payments totals of £9613.88 (31<sup>st</sup> March 2015 and £104964.94 (28th April 2015) be paid.

15/90.2. **To approve the Bank Account reconciliation as at 31st March 2015.**

**RESOLVED:**

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

15/90.3. **To receive and note the budget report as at 31st March 2015.**

The clerk reported that the end of year accounts would be available at the next meeting. All cost centres except car parking (£66.99 over) had operated within budget, although there were some items within cost centres that had exceeded budgets. One to note was 'Grounds Maintenance' which was over budget due to extensive tree works being undertaken and 'Burials', which was due to the higher number of burials that had taken place but 'Cemetery Income' was also over budget to offset this.

**RESOLVED:**

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

15/90.4. **To consider following expenditure:-**

(i) **Seats for Saffron Road Recreation Ground.**

**RESOLVED:**

That a picnic bench and a seat be purchased for Saffron Road Play Area within a

budget of £1000. If this was insufficient an application to be made via Cllr D C Lawson MBE Councillor Empowerment Monies.

(ii) **World War 1 Memorial Seat.**

**RESOLVED:**

That the matter be delegated to the Policy and Resources Committee so that possible locations can be considered.

15/90.5. **To ratify expenditure under Clerk's delegated powers.**

**RESOLVED:**

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

All figures include VAT.

CVL Systems - Install CCTV Software - £90

ESPO – Stationery - £85.09

Colemans – Stamps £56.72

Colson and Loaring – Boiler Service – Town Hall - £90

W Cave Electrical – Electrical works at Pavilion - £78

Stephen Pell – Reattach sign Cemetery - £5

Stephen Pell -Repairs Roman Way wall and Skateboard Park - £295

Buildbase – Play Bark £180.46

15/90.6. **To agree action re outstanding debts.**

It was noted that the debt had now been paid.

15/90.7. **To agree transfer to reserves for 2014/15 financial year.**

**RESOLVED:**

That the following end of year transfers to be made for 2014/15:-

From Maintenance Reserve – Net £38000.

(£12000 was received in the year and £51845.15 spent on areas covered by s106 agreements and rounded down to £50000)

To Neighbourhood Plan Reserve- £10000

To Higham Ferrers Improvements £7975

To Cemetery Reserve £7000

From Equipment Reserve - £700

To Charters Reserve - £1500

To Buildings Maintenance - £28000. To be renamed Asset Refurbishment and Replacement Reserve.

From Castle Fields Reserve £1035

To Insignia Reserve £2000

15/91. **COMMITTEES**

**Recreation and Amenities Committee held on 14<sup>th</sup> April 2015.**

**RESOLVED:**

That the Recreation and Amenities Committee held on 14<sup>th</sup> April 2015 be received and adopted.

(i) *Recommendations.*

**Outdoor Gym Equipment**

**RESOLVED:**

That the location for 5 pieces of outdoor gym equipment be adjacent to the northern boundary of Saffron Road Play Area, but the choice of which contractor to use be deferred until checks have been made on the contractor with the lowest price.

(ii) **Holiday Activities on Saffron Road Recreation Ground**

**RESOLVED:**

That in principal the Council allows use of the facilities for free on Saffron Road

Recreation Ground. A final decision to be made once full detail received.

15/92. **NEIGHBOURHOOD PLAN**

The responses following the Regulation 14 have now all been collated. We had responses from 11 statutory consultees and 47 residents. There some very detailed comments and they were generally supportive. Many of the comments from residents were more Community Plan issues and were ones that had been raised before. These comments will be published in due course and will form part of the Consultation Statement.

James Wilson along with the Town Clerk have been through all the comments and commented on them. James Wilson has suggested changes to the plan based on the comments. These have been agreed by the Steering Group. These changes are mostly to strengthen the policies. One additional policy which he is yet to draft is one on the cumulative effect of takeaways which we are hoping there is enough evidence for us to add it in at this late stage.

It is hoped that the final version of the plan will be ready by the end of May to be submitted to East Northamptonshire Council. It will then in their hands to progress it through examination to referendum.

**RESOLVED:**

That the report on the Neighbourhood Plan be received and noted.

15/93. **HIGHWAYS AND TRANSPORT**

Having declared a Disclosable Pecuniary Interest Cllr S Wiles withdrew from the table and did not take part in the debate or vote.

Highways had presented two feasibility drawings for improvements to address issues of lack of parking and parking in the bus stop lay-by.

*Option 1*

A carriageway scheme in the High Street, which included the following:-

- Roundabout on the junction with Queensway.
- Removing the crossing near Queensway.
- Adding extra on street parking.
- Reducing size of bus stop lay by.

This would cost in the region of £170,000.

*Option 2*

Moving the bus stop to the Market Square and adding on street parking opposite the Market Square. This would cost in the region of £12000.

A lengthy debate followed in which the following points were raised:-

- Some felt that both crossings should stay.
- Concerns about the roundabout was raised and the cost and impact on traffic flow.
- The roundabout was being installed to assist with traffic exiting Queensway.
- Concerns about removing hatching where cars were turning into the Market Square car park.
- Bus stop outside houses in the Market Square was not in the right place.
- Option 1 still left the issue of enforcement in the bus lay-by.
- There were issues with the two crossings to being synchronized and holding up the traffic.

- A 3<sup>rd</sup> option to move the layby nearer John Lees was discussed.

**RESOLVED:**

That a working group look at the best points from both options with the bus lay-by to be on the road, but near the Co-op. Clerk to ask Highways if there are any safety issues around the bus stop being on the road in the High Street.

15/94. **OPEN SPACE ON ROMAN WAY**

A complaint had been received about ball games on re open space in Roman Way and the damage to properties. A 'No Ball Games' sign had been requested.

**RESOLVED:**

That a temporary 'No Ball Games' sign be erected.

That consultation be undertaken with nearby residents on their views on the possible future use for the area including a community garden. Altering the use slightly may make it impossible to play football there.

15/96. **SCHOOL CROSSING PATROL**

The School Crossing Patrol resigned and finished at the end of March. Funds are in place to fund the salary as the schools have now committed £1500. The budget for training is lower than anticipated and the budget would be in the region of £1350. As the delay in recruiting a person would mean there was some surplus in the budget, this could help fund the training.

**RESOLVED:**

That the Council underwrite the training costs up to a sum of £1350 and proceed to work with Northamptonshire County Council to recruit a replacement.

15/97. **DETACHED YOUTH WORK**

Service Six had provided a proposal to provide detached youth work at a cost of £1795.20.

**RESOLVED:**

That as the police has sourced some listed free detached youth work via the Jam Team that the decision deferred so that an assessment can be made on need.

15/98. **SCATTERING OF ASHES IN THE CEMETERY**

**RESOLVED:**

- That the fee be set at £50 for residents and the non- resident fee to apply.
- That an 'In Memorium' book be purchased at a cost of £40 plus delivery.

15/99. **ITEMS TO REPORT.**

Cllr S Wiles thanked Councillors for their support during his term of office.

Cllr P Tomas requested that the open space at the end of Mallard Close be on a future agenda

Mayor

Date

DRAFT