

MINUTES OF THE MEETING OF HIGHAM FERRERS
TOWN COUNCIL HELD ON TUESDAY 28th APRIL 2021 AT 7.30PM
USING ZOOM VIDEO CONFERENCING

PRESENT:

The Mayor Councillor Mrs C Reavey
Councillor Mrs P H Whiting
Councillor H L Jackson
Councillor P Tomas
Councillor B Prigmore
Councillor A M T Reading
David Wicks (Mayor's Sergeant)
Emily Arrow (Administration and
Communications Officer)

The Deputy Mayor Councillor Mr C P O'Rourke
Councillor N Brown
Councillor Mrs A Gardner
Councillor B Spencer
Councillor Mrs S Mantle
Councillor V K Paul
Alicia Schofield (Assistant Clerk)

IN ATTENDANCE: District Councillor Ms Harriet Pentland and 3 members of the public.

21/70. **APOLOGIES**

Cllr D C Lawson MBE, Cllr A Sauntson, Cllr D Hamblin, Cllr J Smithers.

21/72. **DECLARATIONS OF INTEREST**

Other Interests

Cllr H L Jackson, item 16, member of Higham Ferrers Tourism, Business and
Community Partnership.

Cllr B Spencer, item 14 in relation to Riverside Park, Secretary and Treasurer of the
Angling Club.

21/73. **MINUTES**

RESOLVED:

That the minutes of the meeting held on the 30th March 2021 be signed by the Mayor as
a true and correct record.

21/74. **PUBLIC FORUM (15 minutes)**

None.

21/75. **MAYORS ANNOUNCEMENTS**

The Mayor updated the council on her activities since the last meeting as follows:-

- On 8th April I attended a virtual Civic Connections Meeting hosted by RAF Alconbury US Air Force. It was interesting to hear how they have dealt with Covid restrictions on base, complying with all local restrictions but they do have their own supply of vaccines and PPE. We were informed of the decision that RAF Alconbury will remain a base for the US Visiting Air Forces, with improvement to the facilities on the base to be carried out and the work to be contracted out locally. Events planned later in the year will go ahead if permitted.
- On 10th April following the sad death of HRH Prince Philip, Duke of Edinburgh I laid a wreath at the cenotaph on behalf of the council and the people of Higham Ferrers. I also read a statement which was filmed and included in a tribute video shared on our social media.
- On 18th April I attended a socially distanced Sunday service at St Mary's Church, in lieu of the Civic Service we would normally have held the day before the

funeral of a member of the royal family. At the service I was accompanied by Deputy Mayor Cllr C P O'Rourke and Leader of the Council Cllr P H Whiting. Special prayers were said in remembrance of the Duke of Edinburgh.

21/76.. **TOWN CLERK'S REPORT**

Police Report

The link to the report for January 2021 <https://www.streetcheck.co.uk/crime/mn108bt>

52 Crimes for January: -

- Anti-Social Behaviour – 16
- Criminal Damage and Arson – 6
- Drugs - 2
- Public Order – 5
- Shoplifting – 2
- Vehicle Crime – 1
- Violent and sexual offences - 17
- Other Theft – 1
- Other Crime - 1

The town is experiencing issues at Saffron Road Recreation Ground, Castle Field and Riverside Park with Anti-Social Behaviour. Any crimes including Anti-Social Behaviour must be reported online or phoned via 101. If not, they do not appear with the statistics above which influences policing resources.

Ferrers School

A letter regarding the recent Ofsted Report has been received.

Northamptonshire E-Scooter Trial

VOI have sent answers to the questions raised by Councillors at the previous meeting. They are liaising with the Council to understand how the system for driving licence checking has been circumvented.

RESOLVED:

That the Town Clerk's report be received and noted.

21/77. **QUESTIONS**

None.

21/78. **REPORTS OF REPRESENTATIVES TO OTHER BODIES**

Cllr Mrs A Gardner reported her virtual attendance on the 22nd April at the Police Liaison Representative Launch. The role will be very similar to the activities already carried out by Cllr Mrs A Gardner, with a focus on relaying up to date and efficient information between the Council and the local police force. Further meetings are planned to establish the development of this role going forward.

21/79. **FINANCE**

21/79.1 **To approve accounts for payment as at 27th April 2021.**

RESOLVED:

That the accounts for payment total of £34,552.44 as at 27th April 2021 be approved for payment. Copy attached to the minutes.

21/79.2 **To approve the bank account reconciliation as at 31st March 2021.**

RESOLVED:

That the bank account reconciliation as at 31st March 2021 be signed by the Mayor after being checked by Cllr Mrs P H Whiting.

21/80. **COMMITTEE MEETINGS**

To receive and adopt the minutes of the following committees: -

21/80.1. **Planning and Development Committee held on the 13th April 2021.**

RESOLVED:

That the minutes of the Planning and Development Committee held on the 13th April 2021 be received and adopted.

21/80.2. **Policy and Resources Committee held on the 13th April 2021.**

RESOLVED:

That the minutes of the Policy and Resources Committee held on the 13th April 2021 be received and adopted after an alteration is made to item 12 amending the name from Cllr O'Rourke to Cllr A M T Reading.

Recommendations

(i) **REVIEW OF POLICIES**

RESOLVED:

That the following policies be reviewed without change: -

- Data Protection Policy
- Data Breach Policy
- Management of Records
- Subject Access Procedure
- Statement of Community Engagement.
- Training Statement of Intent.

(ii) **LEGIONELLA**

Legionella Management Policy

RESOLVED:

That the council adopt the Legionella Management Policy as drafted.

Responsible Person for Legionella

RESOLVED:

That the Town Clerk be appointed as Responsible Person for Legionella.

Deputy Responsible Person for Legionella

RESOLVED:

That the Assistant Clerk be appointed as Deputy Responsible Person for Legionella.

21/81. **GOVERNMENT CONSULTATION, LOCAL AUTHORITY REMOTE MEETINGS, CALL FOR EVIDENCE**

RESOLVED:

That the responses put forward by the Clerk be submitted to the Government Consultation survey. That the following points be added to question 3:-

- More accessible for local authority members
- Reduction in travel time for councillors
- Easier to chair meetings in an orderly fashion
- A virtual format promotes greater equality in speaking time during meetings

That the Clerk incorporate the comments made by Councillors at the meeting into the response for question 5.

21/82. **DEED OF GRANT OF EASEMENT (DISCHARGE) FOR PARKER WAY OPEN SPACE**

RESOLVED:

That the Deed of Grant of Easement (Discharge) between the Town Council, David Wilson Homes and Anglian Water be sealed.

21/83. **TOWN COUNCILLOR EMAIL ADDRESSES**

RESOLVED:

That Councillor .gov email addresses are set up post elections at a set up cost of £450 and thereafter a monthly cost of £60.80.

21/84. **ANTI-SOCIAL BEHAVIOUR IN HIGHAM FERRERS**

Cllr Mrs A Gardner reported on her recent experiences as a liaison with the local police force. Particular issues such as graffiti and broken glass are ongoing. Local schools have been co-operative in helping to identify culprits, letters have been sent to their homes and interviews with parents, police and schools are now taking place. Cllr Mrs A Gardner highlighted the need for any anti-social or criminal behaviour to be reported to the police on 101 or via their website to ensure we are building our case for the need for further enforcement in the area. The issues at Riverside Park will be considered further by the Environment & Recreation Committee.

21/85. **REQUEST FOR A MEMORIAL BENCH AT THE CEMETERY**

RESOLVED:

That approval be given for the placement of a memorial bench in section C at the cemetery.

21/86. **REQUEST FOR USE OF CASTLE FIELDS FOR 'BRASS ON THE GRASS' EVENT**

RESOLVED:

That the request received from the Tourism group for the use of Castle Fields for the 'Brass on the Grass' event be approved. That the Tourism group will not be charged any fees for the use of the area.

21/87. **ITEMS TO REPORT**

Cllr Mrs C Reavey reported that the five trees purchased for the Saffron Road Recreation Ground have been discovered to be the wrong species of tree now that they are coming into leaf; Swedish Whitebeam were ordered but Mountain Ash planted. The Assistant Clerk is liaising with the suppliers to remove the trees that were incorrectly planted and replace them with the trees ordered but as it is outside of the planting season this will not now take place until the Autumn.

21/80. **VOTE OF THANKS TO RETIRING COUNCILLORS**

Cllr P H Whiting gave a vote of thanks to the retiring Cllr D C Lawson MBE, Cllr Mrs A Sauntson, Cllr Mrs S Mantle, Cllr D Hamblin and Cllr J Smithers, for their dedication and hard work.

Mayor

Date