

**MINUTES OF A MEETING OF HIGHAM FERRERS TOWN COUNCIL HELD ON
TUESDAY 29th JANUARY 2019 AT THE TOWN HALL AT 7.30PM.**

PRESENT:

The Mayor (Councillor J Smithers) from item 19/10.5 (iii)	
The Deputy Mayor (Councillor C P O'Rourke)	
Councillor D C Lawson MBE	Councillor A M T Reading
Councillor R Gell	Councillor Mrs P H Whiting
Councillor H L Jackson	Councillor Mrs A Gardner
Councillor P Tomas (from item 19/11.2)	Councillor Mrs S Mantle
Councillor D Drage	Councillor Mrs C Reavey
Councillor B Prigmore	Councillor Mrs V Newbery
Councillor Mrs A Sauntson	Miss A Schofield (Assistant Town Clerk)
Mrs S J Mitcham (Town Clerk)	

IN ATTENDANCE: District Councillor Miss Harriet Pentland.

The meeting was opened and chaired by the Deputy Mayor until the arrival of the Mayor at item 19/10.5 (iii).

- 19/1. **APOLOGIES**
Cllr R D Hamblin.
- 19/2. **DECLARATIONS OF INTEREST**
Other Interests
Cllr H L Jackson, item 14, member of the Twinning Association and item 16, owns 2 plots at the Cemetery.
Cllr Mrs P H Whiting, item 12, District Councillor serving on Planning Committee.
Cllr Mrs V Newbery, item 16, owns 2 plots at the Cemetery.
Cllr Mrs A Sauntson, item 12, District Councillor serving on Planning Committee, item 14, member of the Twinning Association, and item 16, owns a plot at the Cemetery.
Cllr R Gell, item 12, Objection lodged to the Poultry Farm on behalf of the Ramblers Association.
Cllr P Tomas, item 12 and item 13, member of the 'Cluck Off' Campaign Group.
- 19/3. **MINUTES**
RESOLVED:
That the minutes of the meeting held on the 18th December 2018 be signed by the Deputy Mayor as being a true and correct record.
- 19/4. **PUBLIC FORUM (15 minutes)**
None.
- 19/5. **MAYORS ANNOUNCEMENTS**
The Deputy Mayor reported on the events he had attended on behalf of the Mayor.
 - 22nd December, Carols by Candlelight at St Swithins Church, Sandy.
- 19/6. **TOWN CLERKS REPORT**
Police Report
 - Burglary, Phippen Lane, 20th December. Car keys taken and both cars stolen.

- Break-in of a shed at a property in Newman Street, Higham Ferrers between 3am and 4.30am on Saturday 5th January. Items removed. A neighbour witnessed a man leaving victim's shed although he was empty handed at the time.
- Burglary, Market Square, Higham Ferrers. Unknown person/s have gained entry to rear of building which was being used for storage by smashing top glass on door panel. Occurred between 18:00hrs on the 15th and 11:53hrs 16th January.

CCTV Report

The report detailing the role CCTV played during the month of December 2018 circulated with the agenda.

Chowns Mill

Details of works and road closures circulated with the agenda.

JAG Meeting

Cllrs Newbery, Jackson and Mantle along with the Clerk attended the JAG Meeting on 8th January. Since the last meeting in October there have been 20 arrests for drug offences, mostly as a result of targeted work. The 3 suspects for the arson have signed an 'Acceptable Behaviour Policy' whilst the investigation is ongoing. This includes not congregating in groups of more than 3 and not entering parks owned by the Town Council.

Town Clerks Meeting at East Northamptonshire Council.

The Clerks from the 6 towns meet the CEO 4 times a year. The following from the recent meeting will be of interest to the Council:-

- The decision on Unitary status is expected by the end of February and the Structural Order will be placed before Parliament around Easter. A Shadow Council will be formed June/July 2019 and meeting called within 14 days. All District Councillors will be members of the Shadow Council.
- A Town Centre Revitalisation SPD is to be placed for consultation before Easter. Following this, work will take place with each town to develop an individual action plan.
- The Local Plan consultation received around 600 responses. The Planning Policy Committee will consider these on 18th February.

The Town Clerk reported verbally at the meeting the following items:

The Ferrers School

Announcement the school will be joining the Cambridge Meridian Academies Trust from the 1st February 2019.

Extension to the Greenway

Approval for the Lease has been received from the Secretary of State and it will be sealed tomorrow.

Email further to Town Council meeting 18th December 2018

The Town Clerk circulated to all Councillors for information a copy of an email received from a member of the public to advise that Cllr P Tomas was not wearing a high viz jacket with Higham Ferrers Town Council on it whilst campaigning with members of the Cluck-Off Campaign at Sparkle.

The Clerk stated she could neither confirm nor deny whether he was wearing a vest as she had not seen him for herself. Several Councillors reported they had not witnessed him in the vest but had reported what members of the public had said to them.

RESOLVED:

That the Town Clerks Report be received and noted.

19/7.

QUESTIONS

None.

19/8. **REPORTS OF REPRESENTATIVES TO OTHER BODIES**

None.

19/9. **REPORTS FROM DISTRICT COUNCILLORS AND COUNTY COUNCILLOR**

Written reports were tabled from County Councillor Jason Smithers and District Councillor Harriet Pentland.

19/10. **FINANCE**

19/10.1. **To approve accounts for payment as at 29th January 2019.**

RESOLVED:

That the accounts for payment total of £31,529.94 be approved for payment. Copy attached to the minutes.

19/10.2. **To approve the bank account reconciliation as at 30th November 2018.**

RESOLVED:

That the bank account reconciliation as at 30th November 2018 be signed by the Mayor after being checked by Cllr D C Lawson MBE.

19/10.3. **To approve the bank account reconciliation as at 31st December 2018.**

RESOLVED:

That the bank account reconciliation as at 31st December 2018 be signed by the Mayor after being checked by Cllr D C Lawson MBE.

19/10.4. **To receive and note the budget report as at 31st December 2018.**

RESOLVED:

That the budget report as at 31st December be received and noted.

19/10.5. **To approve the following expenditure:-**

(i) **Rushden Reporter**

RESOLVED:

That the half page advert in the Rushden Reporter continue for another 6 months at a cost of £180 per month.

(ii) **Bowls Club Hedge**

A price of £2075 had been received to remove the old yew stumps and to supply and plant a laurel hedge.

RESOLVED:

That the Bowls Club be approached and asked if they will contribute towards the cost of planting a new laurel hedge with suggestion the Bowls Club pay half the cost.

(iii) **Community Centre consultation costs**

RESOLVED:

That a budget of £1000 be allocated for Community Centre consultation costs.

19/10.6. **To agree to pay the annual subscription to the Information Commissioner by direct debit.**

RESOLVED:

That the annual subscription to the Information Commissioner be paid by direct debit.

19/11. **COMMITTEE MEETINGS**

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

19/11.1. Planning and Development Committee held on the 15th January 2019.

RESOLVED:

That the minutes of the Planning and Development Committee held on the 15th January 2019 be received and adopted.

19/11.2. Environment and Recreation Committee held on the 15th January 2019.

RESOLVED:

That the minutes of the Environment and Recreation Committee held on the 15th January 2019 be received and adopted.

Recommendations

(i) **MULTI PLAY UNIT, FITZWILLIAM LEYS PLAY AREA**

RESOLVED:

That the wooden components of the multi-play unit at Fitzwilliam Leys Play Area are replaced and the remaining unit and parts are cleaned and painted with a budget cost for all the works of £560.

19/12. **ENVIRONMENTAL PERMITTING**

Cllr Mrs P H Whiting, Cllr Mrs A Sauntson, Cllr R Gell and Cllr P Tomas, having declared an interest, withdrew from the discussion and vote.

To consider a response to an environmental permit application:-

ERP/AP3237RR/V003

Westwood Poultry Farm, Land off Bedford Road, Rushden.

RESOLVED:

That concern is raised regarding the level of emissions from the poultry farm and the pollution to the environment. That it be stated that the application is for a variation of the permit and it should be noted the Town Council were not aware of the original permit application and consultation for the poultry farm and so were not able to comment on what was a site of high public interest then and so remains.

19/13. **CAMPAIGN GROUPS AT COUNCIL EVENTS**

Cllr P Tomas, having declared an interest, withdrew from the discussion and vote.

19/13.1. **Response to the Email for Cllr P Tomas.**

RESOLVED:

That the draft response to the email for Cllr P Tomas be approved and sent.

19/13.2. **Policy for Campaign Groups at Council events.**

RESOLVED:

That the Policy for Campaign Groups at Council events be adopted as drafted.

19/14. **TWINNING ASSOCIATION**

The Council discussed the Twinning Association and how to promote and encourage more engagement from Higham Ferrers.

RESOLVED:

That a budget of £2000 be allocated to allow the Twinning Association to apply for specific funding for items and events. That ideas and costs for a Civic Reception for the visitors this year be presented to Council for consideration.

19/15. **SEALING OF TRANSFER DEED FOR OPEN SPACE AT KESTREL DRIVE AND NIGHTINGALE WAY, HIGHAM FERRERS**

RESOLVED:

That the transfer deed for the open space at Kestrel Drive and Nightingale Way, Higham Ferrers from David Wilson Homes to the Town Council be sealed.

19/16. **PURCHASE LIMIT ON BURIAL PLOTS AT THE CEMETERY**

RESOLVED:

That an addition be made to the Cemetery Rules and Regulations to place a limit of 3 on the number of burial plots that an applicant may purchase.

19/17. **URBAN HIGHWAY GRASS MOWING 2019**

RESOLVED:

That a Section 138 Agreement be entered with Northamptonshire County Council for verge mowing for 2019.

19/18. **LIBRARY UPDATE**

RESOLVED:

That the update on the Higham Ferrers Library be received and noted.

19/19. **EVENTS WORKING PARTY AND CHRISTMAS SPARKLE**

19/19.1. **RESOLVED:**

That the minutes of the Events Working Party meeting held on the 9th January 2019 be received and noted.

19/19.2. **RESOLVED:**

That Christmas Sparkle is held on the 23rd November 2019 with the framework of the event the same as previous years and with the detail of the event planned by the Working Group in conjunction with the Town Clerk.

19/19.3. **RESOLVED:**

That authority be delegated to the Town Clerk to incur expenditure for the Christmas Sparkle within the budget.

19/19.4. **RESOLVED:**

That authority be delegated to the Town Clerk to set the stall hire fees and sponsorship arrangements in conjunction with the Working Party.

19/20. **CHARTER WORKING PARTY AND CHARTER EVENTS GROUP**

19/20.1. **RESOLVED:**

That the minutes of the Charter Working Party Meeting 13th December 2018 be received and noted.

19/20.2. **RESOLVED:**

That the minutes of the Charter Events Group 14th January 2019 be received and noted.

19/21. **FARMERS' MARKET**

19/21.1. **RESOLVED:**

That a Working Party be established to review the rules and advertising/promotion of the Farmers' Market.

19/21.2. **RESOLVED:**

That membership of the Working Party incorporate Cllr B Prigmore, Cllr Mrs P H Whiting, Cllr C O'Rourke, Cllr Mrs C Reavey and Cllr Mrs A Gardner.

19/22. **LITTER**

Cllr P Tomas outlined with the aid of photos his concern regarding litter in the town and the highway verges of the local dual carriageways. He suggested the problem of litter could be addressed through education. Participation in litter picks and annual spring cleans were suggested and discussed.

RESOLVED:

That the concerns raised by Cllr P Tomas be noted. That the points and suggestions raised be delegated to the Litter Working Party to consider.

19/23. **SWIVEL CLUB COMMUNITY CAROL CONCERT**

RESOLVED:

That permission be granted to the Swivel Club to hold a Community Carol Concert on the Market Square on Christmas Eve subject to compliance with appropriate Health and Safety regulations and that a road closure is obtained.

19/24. **CLOSURE OF MEETING TO THE 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.

19/25. **RUSHDEN EAST**

RESOLVED:

That a progress report from the Town Clerk be received and noted.

19/26. **RE-OPEN THE MEETING TO PUBLIC AND PRESS**

RESOLVED:

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

19/27. **ITEMS TO REPORT**

Cllr A M T Reading advised that Merchant Navy Day would be 3rd September 2019, it also being the 80th Anniversary of the start of the 2nd World War. Cllr Reading thought the Mayor might like to be involved on the day.

Mayor

Date