

**MINUTES OF A MEETING OF HIGHAM FERRERS TOWN COUNCIL HELD ON  
TUESDAY 26<sup>th</sup> JUNE 2018 AT THE TOWN HALL AT 7.30PM.**

**PRESENT:**

	The Mayor (Councillor J Smithers)	
	The Deputy Mayor (Councillor C P O'Rourke)	
Councillor D C Lawson MBE		Councillor Mrs P H Whiting
Councillor Mrs A Gardner		Councillor Mrs C Reavey
Councillor R D Hamblin		Councillor Mrs A Sauntson
Councillor R Gell		Councillor Mrs S Mantle
Councillor H L Jackson		Councillor A M T Reading
Councillor Mrs V M Newbery		Miss A Schofield (Assistant Town Clerk)
Councillor P Tomas		D Wicks (Mayor's Sergeant)
Mrs S J Mitcham (Town Clerk)		

**IN ATTENDANCE:** District Councillor Miss Harriet Pentland, 4 members of the public.

- 18/124. **APOLOGIES**  
Cllr D Drage, Cllr B Prigmore.
- 18/125. **DECLARATIONS OF INTEREST**  
**Other Interests**  
Cllr J Smithers – item 10.1, cheque 300676, Mayoral expenses and item 12, County Councillor with the County Council as determining authority for the planning application.  
Cllr Mrs P Whiting, item 12, District Councillor on Planning Committee.  
Cllr P Tomas - item 10.1, Mayoral expenses.
- 18/126. **MINUTES**  
**RESOLVED:**  
That the minutes of the meeting held on the 29<sup>th</sup> May 2018 be signed by the Mayor as being a true and correct record.
- 18/127. **PUBLIC FORUM (15 minutes)**  
Mrs K Pentland is a resident of Caldecott. In April RAID (Residents Against Inappropriate Development) was formed. She felt it was important the Town Council formed their own opinion with regard to the proposed pyrolysis plant. With reference to the Planning and Environment Agency process it was explained that the NCC planning consultation ended on the 28<sup>th</sup> June. On the 11<sup>th</sup> July ENC will consider the application again. On the 19<sup>th</sup> July the Environment Agency will hold a liaison meeting outlining the process for the permitting regime. There will be an online format to their consultation. Peter Bone MP has met with the Secretary of State for the Environment seeking the permitting process to be in the public domain. On the 6<sup>th</sup> June 90 people attended a public meeting regarding the pyrolysis plant. 230 signatures are on a petition for parliament.  
A resident of Spring Gardens raised concern regarding the state of the road and the hedges in Spring Gardens. Parking at school drop off and pick up times is causing problems, with inconsiderate parking, litter and damage to his car. There are 2 street lights that are not working properly. Cllr J Smithers responded and said as his County Councillor he would help and look into these issues with him.

18/128. **MAYORS ANNOUNCEMENTS**

The Mayor reported on the events he had attended.

- 13<sup>th</sup> June, Civic Leaders Tour at RAF Alconbury. Following refreshments a presentation was given from UK, US and Canadian service personnel regarding the work they undertake followed by a bus tour of the base with fire crew display and UK Ministry of Defence display with an explosive trained sniffer dog.
- 17<sup>th</sup> June, Civic Service for the Mayor of Kettering Borough Council, Cllr James Burton.
- 18<sup>th</sup> June, John Barnes rap in the Market Square in support of England's first world cup match, Alongside the Mayor were the Town Manager and Town Clerk and other local representatives
- 20<sup>th</sup> June, Knife, gun and gang presentation by the local armed police and boxing club.
- 23<sup>rd</sup> June, Shrubbery Strawberry Fayre, with a tour of the centre and meeting with many of the residents.
- 24<sup>th</sup> June, Armed Forces Day at Rushden Heritage Chapel.

The Mayor ended his report by recounting his chance meeting with Mrs Marion Darnell, Parish Paths Wardens, who was out clearing vegetation from a footpath one morning while the Mayor was walking his dog. The Mayor paid tribute to Mrs Darnell and wished thanks to be passed to her for her determined efforts.

18/129. **TOWN CLERKS REPORT**

**Police Report**

Vehicle break-in between 6<sup>th</sup> June and 7<sup>th</sup> June, Stanwick Road, Higham Ferrers.

Forced entry to a vehicle between 31<sup>st</sup> May and 4<sup>th</sup> June, Larkin Gardens, Higham Ferrers.

Theft of bikes, 27<sup>th</sup> May from Gardenfields, Higham Ferrers

Vehicle crime, Kimbolton Road, Higham Ferrers between 8pm on Monday 11<sup>th</sup> and 7.40am on Tuesday 12<sup>th</sup> June, front & rear number plates stolen from a vehicle.

**Northamptonshire Carers**

Information circulated to Councillors regarding the work of Northamptonshire Carers and how to become a 'Carer Champion'.

**CPRE**

AGM – 2<sup>nd</sup> July 5.30pm at Cranford Hall – Let me know if you wish to attend.

Sulby Gardens Evening Tour – 16<sup>th</sup> August 7pm - £15 a person. Booking required.

In addition to the above the Clerk reported verbally as follows:

**Recent Crime Reports Received**

Theft from a motor vehicle, Windermere Drive, Higham Ferrers between 5pm 17<sup>th</sup> June and 10.30am 18<sup>th</sup> June, unknown person/s having gained entry to the boot of the vehicle by unknown means and stole multiple items.

Burglary, Crown Park Estates, Francis Court, Rushden between 4.30pm and 5.30pm 16<sup>th</sup> June, 3 unknown males forced entry through perimeter fencing to gain access to the yard and take large fencing items.

Vehicle crime, Northampton Road, Rushden between 12pm 16<sup>th</sup> June and 5.30am 18<sup>th</sup> June, unknown person/s damaged fuel caps on four company HGV's and removed all diesel.

**Future Northants**

Councillors were furnished with a copy of the consultation 'Future Northants and the NCALC document 'Devolved Services'.

**Rushden East**

Rushden East causes concern as it is behind schedule.

**Mallard Close Open Space**

A petition has been received from residents of Mallard Close with regard to the Town Council's decision to install a pedestrian gate at the end of Mallard Close into the public open space.

**RESOLVED:**

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

18/130. **QUESTIONS**

None.

18/131. **REPORTS OF REPRESENTATIVES TO OTHER BODIES**

Cllr V Newbery reported as representative to the Twinning Association. The itinerary for the visit to Hachenburg on the 16<sup>th</sup> to 20<sup>th</sup> August has been received. The visit includes an outing to Bacharach where a cruise is taken to Rudesheim am Rhein. On Sunday 19<sup>th</sup> there will be the traditional BBQ in Hachenburg Old Town.

18/132. **REPORTS FROM DISTRICT COUNCILLORS AND COUNTY COUNCILLOR**

Cllr J Smithers, County Councillor, reported on the high level meeting with Andy Cardoza from KPMG regarding the audit, with talk of the cabinet and the council sharpening the focus of scrutiny. There are some serious issues that continue to concern KPMG including the past use of capital receipts. There was a BBC debate held at County Hall on Future Northants and a briefing for members. Cllr Cecile Irving-Swift has been working behind the scenes for the last 3 months with regard to the library issue and realises how challenging and difficult the whole process is proving to be. Cllr Smithers spoke of the Audit Committee and its role.

18/133. **FINANCE**

18/133.1. **To approve accounts for payment as at 30<sup>th</sup> June 2018.**

**RESOLVED:**

That the accounts for payment total of £52,690.13 be approved for payment. Copy attached to the minutes.

18/133.2. **To approve the bank account reconciliation as at 31<sup>st</sup> May 2018.**

18/133.3. **RESOLVED:**

That the bank reconciliation as at 31<sup>st</sup> May 2018 be signed by the Mayor after being checked by Cllr Mrs V Newbery.

**To approve the following expenditure:-**

**RESOLVED:**

**CPRE Annual Subscription**

That the annual subscription be renewed with CPRE at a cost of £36.

**RESOLVED:**

**Lease Rent Review for 5 & 5a College Street**

That the lease rent revaluation be undertaken at a cost of £400.

**RESOLVED:**

**Castle Fields Moat**

That works to Castle Fields Moat be undertaken by the Conservation Volunteers at a cost of £250 per day plus VAT plus skip hire, with an agreed budget of £2,000.

18/134. **COMMITTEE MEETINGS**

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

18.134.1. Planning and Development Committee held on the 12<sup>th</sup> June 2018.

**RESOLVED:**

That the minutes of the Planning and Development Committee held on the 12<sup>th</sup> June 2018 be received and adopted.

18/134.2. Policy and Resources Committee held on the 12<sup>th</sup> June 2018.

**RESOLVED:**

That the minutes of the Policy and Resources Committee held on the 12<sup>th</sup> June be received and adopted.

*Recommendations*

(i) **Review of Policies**

**RESOLVED:**

**Training Statement of Intent, Health and Safety Policy, Disciplinary and Grievance Procedure**

That the Training Statement of Intent, Health and Safety Policy, Disciplinary and Grievance Procedure be reviewed without change.

**Dignity at Work – Bullying and Harassment Policy**

That the revised draft be adopted.

**Standing Orders**

That the revised draft as circulated be adopted.

(ii) **Investments**

**RESOLVED:**

That £100,000 be invested with Melton Mowbray Building Society in their 100-day account. Town Clerk plus 2 Councillors to sign out of Cllr HL Jackson, Cllr Mrs V Newbery and Cllr Mr P Whiting.

(iii) **Cemetery**

**RESOLVED:**

(i) That the quotes of £1995 for areas A and B of the cemetery and £2940 for the old part of the cemetery to undertake scale surveys be accepted.

(ii) That £12000 be transferred from earmarked reserves- (New Cemetery) to cover the cost of the works.

(iv) **Operational Play Inspections**

**RESOLVED:**

That a member of staff undertakes the 3-day operational play area inspection training at a cost of £835 plus VAT.

18/135. **PLANNING**

To consider a response to the following planning application:-

**18/00006/WASFUL: Construction of plastic recycling facility and recovery facility involving the conversion of waste plastic by pyrolysis into diesel, petrol and liquid petroleum gas.**

**RESOLVED:**

That comments made previously are reiterated as follows:

Concern is expressed regarding the environmental impact of the development. It is noted that the planning and EA permitting process will review the environmental aspects. However, particular concern is expressed regarding the traffic impact and the number and timing of vehicle movements and their effect on the Upper Higham Lane and the A6. The Council ask to be consulted on the forthcoming full traffic impact assessment from the applicant and/or any amendments to the application.

That in addition comment is made as follows:

Although Upper Higham Lane is the dedicated route for HGV's concern is expressed regarding the currently poor condition of the road and its suitability for HGVs. The road has a minimum width of 5.8m and is on average only 6m wide. With such narrow width there is concern regarding the potential for accident, particularly those involving vehicles carrying flammable materials in the form of diesel, petrol and liquid petroleum. The road is considered to be in need of widening and upgrading to accommodate HGVs from the development. The Council seek a planning condition attached to any permission to control the number of vehicle movements from the development in line with that stipulated within the application of 30 movements per working day.

18/136. **FUNDING OF A POLICE OFFICER/PCSO**

Council considered whether to fund a police officer/PCSO who will be dedicated to Higham Ferrers. The importance of their role as gathering long term intelligence was referenced and the visibility of Police on the streets. Comments were made regarding the scope of a PCSO's powers to make arrests and the funding of an officer/PCSO and that Council Tax already accounted for and paid for the Police.

**RESOLVED:**

That the Service Level Agreement be obtained for consideration of the issue at the next meeting.

18/137. **COMMUNITIES FACILITIES FUND**

The Clerk had put forward project ideas that might be considered for submission for grant applications to the Community Facilities Fund. In addition suggestion was made that Phase 2 and Phase 3 of the Greenway be considered. The Clerk felt it would be more appropriate to consider this in a later year due to the level of work and timescales involved. The suggestion of public artwork related to Henry Chichele School. Mallard Close Play Area was suggested as worthy of application for funding.

**RESOLVED:**

The possible projects listed will continue to be carried forward by the Town Clerk.

18/138. **CEMETERY MEMORIAL SAFETY**

**RESOLVED:**

To note that staff will be laying flat those unstable memorials in the cemetery if their condition deteriorates and becomes dangerous.

18/139. **LICENCE FOR USE OF LAND FOR THE GREENWAY**

The Town Clerk reported that additional land is to be included within the Licence area so that the school are not left with a parcel of detached land. The Licence is being updated to include the additional land but is not available for sealing at the meeting.

**RESOLVED:**

That the Licence for the use of the land for the Greenway be sealed by The Mayor and the Town Clerk when the final documents are received.

18/140. **MOTIONS FROM COUNCILLORS**

18/140.1. **To consider the following motion from Cllr D Hamblin:**

**'That the Council writes to all the Town and Parish Councils in East Northamptonshire to unite in a front to demand that the Library Service be resumed in the normal way.'**

With historical references back to the signing of the Magna Carta Cllr D Hamblin spoke of the importance of the library within the community and its role as a refuge. The motion failed, with 8 against, 5 for the motion and 1 abstention.

- 18/140.2. **To consider the following motion from Cllr B Prigmore:  
‘That the Council investigate the feasibility of locating a portacabin adjacent to the Town Hall to provide extra office space for Town Hall staff.’**  
Cllr B Prigmore was not in attendance at the meeting to present the motion. The motion was not considered.
- 18/141. **SITE ADJACENT THE FERRERS SCHOOL  
RESOLVED:**  
That the notes from the meeting with Sharba Homes held on the 5<sup>th</sup> June 2018 be received and noted.
- 18/142. **CHRISTMAS SPARKLE WORKING PARTY  
RESOLVED:**  
That the notes from the Christmas Sparkle Working Party meeting held on the 15<sup>th</sup> June 2018 be received and noted.
- 28/143. **BOOK LENDING WORKING PARTY  
RESOLVED:**  
That the notes from the Book Lending Working Party meeting held on the 19<sup>th</sup> June 2018 be received and noted.
- 18/144. **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.
- 18/145. **PERSONNEL COMMITTEE**  
To receive and adopt the minutes of the following committees:-  
Personnel Committee held on the 12<sup>th</sup> June 2018.  
**RESOLVED:**  
That the minutes of the Personnel Committee held on the 12<sup>th</sup> June 2018 be received and adopted.  
*Recommendations*  
**Increase in a staff member’s working hours.**  
**RESOLVED:**  
That the staff member’s working hours be increased as per the recommendation in the minutes.
- 28/146. **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.
- 18/147. **ITEMS TO REPORT**  
None.

Mayor

Date