

MINUTES OF THE MEETING OF HIGHAM FERRERS TOWN COUNCIL
HELD ON TUESDAY 30TH JUNE 2020 AT 7.30PM
USING ZOOM VIDEO CONFERENCING

PRESENT:

	The Mayor (Councillor Mrs C Reavey)	
	The Deputy Mayor (Councillor C P O'Rourke)	
Councillor Mrs P H Whiting		Councillor V J Paul
Councillor H L Jackson		Councillor D C Lawson MBE
Councillor P Tomas		Councillor N Brown
Councillor B Prigmore		Councillor Mrs S Mantle
Councillor A M T Reading		Councillor B Spencer
Mrs S J Mitcham (Town Clerk)		Councillor Mrs A Gardner
David Wicks (Mayors' Sergeant)		Ms A J Schofield (Assistant Clerk)

IN ATTENDANCE: Ms H Pentland, District Councillor.

**A minutes silence was held at the start of the meeting in memory of Paul Gadsby,
Past Mayor of Higham Ferrers Town Council.**

- 20/106. **APOLOGIES**
Cllr Mrs A Sauntson, Cllr D Hamblin, Cllr J Smithers.
- 20/107. **DECLARATIONS OF INTEREST**
Other Interests
Cllr H L Jackson and Cllr P Tomas - Item 9, Requested an entry be made in the minutes to make it clear that as a member of both the Town and District Council they will reconsider all matters at District level taking into account all relevant evidence and representations at the District tier. Therefore, they cannot be bound in any way by any view expressed in the parish tier or by decisions of this Committee.
- 20/108. **MINUTES**
RESOLVED:
That the minutes of the meeting held on the 26th May 2020 be signed by the Mayor as being a true and correct record.
- 20/109. **PUBLIC FORUM (15 minutes)**
None.
- 20/110. **ELECTION OF DEPUTY MAYOR**
RESOLVED:
That Councillor C P O'Rourke be elected as Deputy Mayor of Higham Ferrers for the period to the next Annual Meeting of the Town Council.
- 20/111. **TOWN CLERK'S REPORT**
Police Report
Link to the report for April 2020 <https://www.streetcheck.co.uk/crime/nn108bt>
- RESOLVED:**
That the Town Clerk's Report be received and noted.

20/112. **FINANCE**

20/112.1. **To approve accounts for payment as at 30th June 2020.**

RESOLVED:

That the accounts for payment total of £46,638.02 as at 30th June 2020 be approved for payment. Copy attached to the minutes.

20/112.2. **To approve the bank account reconciliation as at 31st May 2020.**

RESOLVED:

That the bank account reconciliation as at 31st May 2020 be signed by the Mayor after being checked by Cllr Mrs P H Whiting.

20/112.3. **To receive and note the budget report as at 31st May 2020.**

RESOLVED:

That the budget report as at 31st May 2020 be received and noted.

20/113. **COMMITTEE MEETINGS**

20/113.1 **To receive and adopt the minutes of the following committees: -**

Planning and Development Committee held on the 16th June 2020.

RESOLVED:

That the minutes of the Planning and Development Committee held on the 16th June 2020 be received and adopted.

20/113.2. **Policy and Resources Committee held on the 16th June 2020.**

RESOLVED:

That the minutes of the Policy and Resources Committee held on the 16th June 2020 be received and adopted.

Recommendation

(i) **REVIEW OF POLICIES**

RESOLVED:

That the following policies be reviewed without change: -

(i) Health and Safety Policy, Dignity at Work – Bullying and Harassment Policy, Leader Protocol, Mayors’ Handbook and Financial Regulations.

(ii) That the Disciplinary and Grievance Procedure be subject to a review over the next few months. Cllr Prigmore agreed to assist.

(ii) **LONE WORKING RISK ASSESSMENT AND POLICY**

RESOLVED:

That the Lone Working Policy and Risk Assessment be approved and adopted.

(iii) **INVESTMENTS**

RESOLVED:

• That £80,000 is transferred from Nationwide Instant Access to 95-day account.

• That the Section106 funds from Phase 5 are placed in the Cambridge and Counties 31-day account on receipt.

• That £50,000 is placed in the Melton Mowbray 100-day account from the current account.

(iv) **STREETLIGHTING**

RESOLVED:

That the Council upgrade 19 streetlight lanterns from Low- and High-Pressure Sodium lamps to Light Emitting Diodes at a cost of £2325 plus VAT. Budget Streetlights.

(v) **PHOTOCOPIER**

The Clerk reported that following the committee meetings lower prices were available for the Canon photocopier due to an offer.

RESOLVED:

That the Council purchase a Cannon Image Runner Advance Photocopier at cost of £1869. Maintenance .0039 per copy (B&W) and .0290 per copy (Colour). Budget Equipment Replacement.

(vi) **GREENWAY PHASE 2**

RESOLVED:

That the Council proceed with the project to install phase 2 of the Greenway project with a budget of £25000.

20/114. **PLANNING**

To consider a response to the following planning application: -

18/01284/FUL: Amendment and additional information

Construction and operation of a broiler rearing unit with six linked poultry buildings and ancillary structures comprising fifteen grain silos, three crumb feed silos, three feed blending houses, two water tanks with an associated pump house, two gas storage tanks, an electricity substation, switch room and standby generator with fuel tank, a weigh room, a welfare block, a cold store and incinerator, a boiler house and storage building, a security gatehouse and associated hardstanding, with boundary fencing, landscape, planting and flood attenuation works and an upgrading of an existing vehicular access track extending to the south-west to an existing anaerobic digestion plant access road. (revised scheme to 17/01328/FUL). Land North East of Westwood AD Plant, Bedford Road, Rushden.

RESOLVED:

That the Council have no further comments to make and confirm their original objection to the application is held.

20/115. **REVIEW OF DELEGATED POWERS**

RESOLVED:

That the delegated powers given to the Clerk as a response to the Covid-19 outbreak be extended with review September 2020.

20/116. **TWINNING WITH HACHENBURG**

RESOLVED:

That Council respond to the letter from the Mayor of Hachenburg to advise they do not agree to Raunds being jointly named in the arrangement but will support Raunds being known as Friends of the Higham Ferrers-Hachenburg Twinning Association. That a letter be sent to Raunds Town Council requesting them to remove the twinning signs or amend them to refer to Raunds as 'Friends of Hachenburg'.

20/117. **PHASE 5, KINGS MEADOW**

RESOLVED:

That agreement to seal the transfer deed with David Wilson Homes for Phase 5 Kings Meadow Lane be deferred as the outstanding works had not progressed as far as had been hoped.

20/118. **VE DAY BENCH**

RESOLVED:

That the offer from the Past Mayor Cllr O'Rourke to donate a VE Day bench to the town be accepted. That the bench replace one of the two benches located to the front of the wall to the corner of Wilson Browne Solicitors. That the bench to be removed be relocated to Castle Fields.

20/119. **COMMUNITY CENTRE WORKING PARTY**

RESOLVED:

That the minutes of the Community Centre Working Party meeting held on the 14th May 2020 be received and noted.

20/220. **TOWN AND FARMERS MARKET WORKING PARTY**

RESOLVED:

That the minutes of the Town and Farmers' Market Working Party meeting held on the 2nd June 2020 be received and noted.

20/221. **CHRISTMAS SPARKLE WORKING PARTY**

RESOLVED:

That the minutes of the Christmas Sparkle Working Party meeting held on the 10th June 2020 be received and noted.

20/222. **CHARTERS WORKING PARTY**

RESOLVED:

That the minutes of the Charters Working Party meeting held on the 18th June 2020 be received and noted.

20/223. **CLOUD TELEPHONE SYSTEM**

RESOLVED:

That Council move to a cloud-based telephone system and enter into a 5 year contract with BT with a total monthly charge of £101.50 and a one-off installation charge of £170.

20/224. **COVID-19**

RESOLVED:

That the written report from the Town Clerk be received and noted. That, subject to signage being ready or the need to review any further guidance issued, the Council plan to open the play areas Wednesday 8th July 2020 at 10am.

20/225. **ITEMS TO REPORT**

Cllr Mrs A Gardner informed of 5 bottles of a nerve blocking agent found by a family member in Lancaster Road. They had been reported to the Police but no crime incident number was generated nor follow up made. Cllr Gardner consulted the local pharmacy where utter surprise was expressed at the finding of the bottles given the strength of the agent within each bottle and the risk posed if used.

Cllr C O'Rourke said he had received general complaints regarding littering and anti-social behaviour and disappointment at the lack of Police attending incidents.

Cllr N Brown referred to a stolen car outside a property and the lack of Police interest when reported.

The next Joint Action Group meeting where these matters can be raised is the 20th July 2020.

Mayor

Date