

**Parish of HIGHAM FERRERS**  
**NOTICE OF A MEETING OF THE TOWN COUNCIL**

NOTICE IS HEREBY GIVEN THAT –

A Meeting of the Town Council will be held at the Town Hall, Market Square, Higham Ferrers on the **TWENTY-SIXTH day of APRIL 2022 at 7.30pm.**

The meeting will be open to the public unless the Council otherwise direct.

**AGENDA**

1. **APOLOGIES**  
To receive and accept apologies for absence.
2. **DECLARATIONS OF INTEREST**  
To receive Declarations of Disclosable Pecuniary Interests and Other Interests and the nature of those interests relating to items on the agenda.
3. **MINUTES**  
To approve and sign as a correct record the minutes of the meeting held on the 29<sup>th</sup> March 2022.
4. **PUBLIC FORUM (15 minutes)**  
To allow any member of the public to address the meeting for a period of no longer than three minutes each. If the item raised by the member of the public is not on the agenda the Clerk will advise how the issue will be addressed. No decisions can be taken under this item.
5. **MAYORS ANNOUNCEMENTS**  
To receive a verbal report from the Mayor.
6. **TOWN CLERK'S REPORT**  
To receive and note the Town Clerk's report.
7. **QUESTIONS**  
An opportunity for Councillors to ask questions pursuant to standing order 9. (Questions must relate to business of the Town Council and not be related to items of business on the agenda. Every question shall be put and answered without discussion.)
8. **REPORTS OF REPRESENTATIVES TO OTHER BODIES**  
To receive reports from Councillors on meetings they have attended as representatives to other bodies.
9. **REPORTS FROM UNITARY COUNCILLORS**  
To receive written reports from the North Northamptonshire Unitary Councillors.
10. **FINANCE**
  - 10.1. To approve accounts for payment as at 26<sup>th</sup> April 2022.
  - 10.2. To approve the bank account reconciliation as at 31<sup>st</sup> March 2022

- 10.3. To approve the following expenditure:-  
(i) Urgent tree work, closed churchyard, £3780

11. **COMMITTEE MEETINGS**

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

- 11.1. Planning and Development Committee held on the 12<sup>th</sup> April 2022.

- 11.2. Policy and Resources Committee held on the 12<sup>th</sup> April 2022.

**Recommendations**

(i) **REVIEW OF POLICIES**

That the following policies be approved without change.

- Data Protection Policy
- Data Breach Policy
- Management of Records
- Subject Access Procedure
- Training Statement of Intent
- Legionnaires Management Policy

That the Statement of Community Engagement be approved subject to the following amendments at Section 5. Involvement in Partnerships:-

- Reference to East Northamptonshire Council and Northamptonshire County Council be removed and replaced with North Northamptonshire Council
- Add 'Chichele Education Foundation'
- Add 'Higham Ferrers Riverside Park Angling Association'
- Remove 'TASH'
- Amend 'Rushden East Board' to 'Rushen East Development'

12. **NORTH NORTHAMPTONSHIRE COUNCIL CONSULTATION, STRATEGIC PLAN SCOPE AND ISSUES**

To consider a response to the consultation from North Northamptonshire Council to the Strategic Plan Scope and Issues.

13. **REQUEST FOR THE USE OF SAFFRON ROAD RECREATION GROUND**

To consider a request from the Valley of Hope faith group for the use of Saffron Road Recreation Ground for a Windrush Generation Celebration all day Saturday 18<sup>th</sup> June 2022.

14. **UKRAINE WORKING PARTY**

To receive the notes from the Ukraine Working Party meeting held on the 5<sup>th</sup> April 2022.

15. **JUBILEE WORKING PARTY**

To receive and note the minutes of the Jubilee Working Party meeting held on the 30<sup>th</sup> March 2022.

16. **CLOSURE OF MEETING TO PUBLIC AND PRESS**

To resolve 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 for the next item.

17. **CEMETERY FEE APPEAL**

To consider appeal against the application of non-residents fees for an interment.

18. **PERSONNEL COMMITTEE MINUTES**

- 18.1. To receive and adopt the minutes of the Personnel Committee held on the 23<sup>rd</sup> February 2022.
- 18.2. To receive and adopt the minutes of the Personnel Committee held on the 12<sup>th</sup> April 2022.
19. **REOPEN MEETING TO PUBLIC AND PRESS**  
To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.
20. **ITEMS TO REPORT**  
An opportunity for Councillors to report items. No decisions or discussions can be made under this item.

Miss Alicia J Schofield  
Town Clerk  
*A J Schofield*  
Date: 20<sup>th</sup> April 2022

The Public and Press are welcome to attend the meeting. Under the Openness of Local Government Bodies Regulations 2014 members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the business and the meeting not being disrupted.