

**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-NINTH day of JANUARY 2019 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 18<sup>th</sup> December 2018.
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.
5. **MAYORS ANNOUNCEMENTS**  
To receive a verbal report from the Mayor.
6. **TOWN CLERKS REPORT**  
To receive and note the Town Clerks 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 DISTRICT COUNCILLORS AND COUNTY COUNCILLOR**  
An opportunity for Council to receive written reports from the Ward District Councillors and the County Councillor.
10. **FINANCE**
  - 10.1. To approve accounts for payment as at 29<sup>th</sup> January 2019.
  - 10.2. To approve the bank account reconciliation as at 30<sup>th</sup> November 2018.
  - 10.3. To approve the bank account reconciliation as at 31st December 2018.
  - 10.4. To receive and note the budget report as at 31<sup>st</sup> December 2018.
  - 10.5. To approve the following expenditure:-
    - (i) Rushden Reporter, £180 per month.
    - (ii) Bowls Club Hedge, to remove old stumps and to supply and plant laurel hedge £2075

- (iii) Community Centre consultation costs
- 10.6. To agree to pay the annual subscription to the Information Commissioner by direct debit.
  
- 11. **COMMITTEE MEETINGS**  
To receive and adopt the minutes of the following committees: -
- 11.1. Planning and Development Committee held on the 15<sup>th</sup> January 2019.
- 11.2. Environment and Recreation Committee held on the 15<sup>th</sup> January 2019.
- Recommendations**
- (i) **MULTI PLAY UNIT, FITZWILLIAM LEYS PLAY AREA**  
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.
  
- 12. **ENVIRONMENTAL PERMITTING**  
To consider a response to an environmental permit application:-  
ERP/AP3237RR/V003  
Westwood Poultry Farm, Land off Bedford Road, Rushden.
  
- 13. **CAMPAIGN GROUPS AT COUNCIL EVENTS**
- 13.1. To agree a response to the email for Cllr P Tomas.
- 13.2. To agree a policy for campaign groups at Council events.
  
- 14. **TWINNING ASSOCIATION**  
To discuss the Twinning Association and how to promote and encourage more engagement from Higham Ferrers.
  
- 15. **SEALING OF TRANSFER DEED FOR OPEN SPACE AT KESTREL DRIVE AND NIGHTINGALE WAY, HIGHAM FERRERS**  
To authorise the sealing of the transfer deed for the open space at Kestrel Drive and Nightingale Way, Higham Ferrers from David Wilson Homes to the Town Council.
  
- 16. **PURCHASE LIMIT ON BURIAL PLOTS AT THE CEMETERY**  
To consider an addition to the Cemetery Rules and Regulations to limit the number of burial plots that an applicant may purchase.
  
- 17. **URBAN HIGHWAY GRASS MOWING 2019**  
To resolve to enter a Section 138 Agreement with Northamptonshire County Council for verge mowing for 2019.
  
- 18. **LIBRARY UPDATE**  
To receive an update on the Higham Ferrers Library.
  
- 19. **EVENTS WORKING PARTY AND CHRISTMAS SPARKLE**
- 19.1. To receive and note the minutes of the Events Working Party meeting held on the 9th January 2019.
- 19.2. To agree that Christmas Sparkle is held on the 23<sup>rd</sup> 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.
- 19.3. To delegate authority to the Town Clerk to incur expenditure for the Christmas Sparkle within the budget.

- 19.4. To delegate authority to the Town Clerk to set the stall hire fees and sponsorship arrangements in conjunction with the Working Party.
20. **CHARTER WORKING PARTY AND CHARTER EVENTS GROUP**
- 20.1. To receive and note the minutes of the Charter Working Party Meeting 13<sup>th</sup> December 2018.
- 20.2. To receive and note the minutes of the Charter Events Group 14<sup>th</sup> January 2018.
21. **FARMERS' MARKET**
- 21.1. To agree to establish a Working Party to review the rules and advertising/promotion of the Farmers' Market.
- 21.2. To agree the membership of the Working Party.
22. **LITTER**  
To discuss Cllr P Tomas's concern regarding litter in the town.
23. **SWIVEL CLUB COMMUNITY CAROL CONCERT**  
To consider a request from the Swivel Club to hold a Community Carol Concert on the Market Square on Christmas Eve.
24. **CLOSURE OF MEETING TO THE 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.
25. **RUSHDEN EAST**  
To receive and note a progress report from the Town Clerk.
26. **RE-OPEN THE MEETING TO PUBLIC AND PRESS**  
To resolve that the confidential business having been concluded, the Press and Public be re-admitted to the meeting.
27. **ITEMS TO REPORT**  
An opportunity for Councillors to report items and to request future agenda items. No decisions can be made under this item.

Mrs S J Mitcham BA (Hons), FILCM

Town Clerk

Date: 23<sup>rd</sup> January 2019.

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.

NOTE:

THE COUNCIL CHAMBER IS ON THE FIRST FLOOR. A STAIR LIFT IS AVAILABLE. IF YOU WISH TO USE THE STAIR LIFT WE WOULD BE GRATEFUL IF YOU COULD CONTACT US IN ADVANCE OF THE MEETING TO MAKE ARRANGEMENTS AND ENSURE SUFFICIENT TIME IS AVAILABLE FOR ITS USE PRIOR TO THE START OF THE MEETING.