

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

NOTICE IS HEREBY GIVEN THAT –
A Statutory Meeting of the Town Council will be held virtually using zoom video conferencing
on the **THIRTIETH day of JUNE 2020 at 7.30pm.**

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

To speak at the meeting: email clerk@highamferrers-tc.gov.uk for the zoom link
by midday on the day of the meeting.

To attend but not speak: email clerk@highamferrers-tc.gov.uk for the zoom link
by 6.30pm on the day of the meeting.

AGENDA

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

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 26th May 2020.
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. **ELECTION OF DEPUTY MAYOR**
To elect a Deputy Mayor for the period to the next Annual Meeting of the Town Council.
6. **TOWN CLERK'S REPORT**
To receive and note the Town Clerk's Report.
7. **FINANCE**
 - 7.1. To approve accounts for payment as at 30th June 2020.
 - 7.2. To approve the bank account reconciliation as at 31st May 2020.
 - 7.3. To receive and note the budget report as at 31st May 2020.
8. **COMMITTEE MEETINGS**
 - 8.1. To receive and adopt the minutes of the following committees: -
Planning and Development Committee held on the 16th June 2020.
 - 8.2. Policy and Resources Committee held on the 16th June 2020.
Recommendations
- (i) **REVIEW OF POLICIES**
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**
That the Lone Working Policy and Risk Assessment be approved and adopted.
- (iii) **INVESTMENTS**
 - That £80,000 is transferred from Nationwide Instant Access to 95-day account.
 - That The s106 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**
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**
That the Council purchase a Cannon Image Runner Advance Photocopier at cost of £2335. Maintenance .0035p per copy (B&W) and .035p per copy (Colour). Budget Equipment Replacement.
- (vi) **GREENWAY PHASE 2**
That the Council proceed with the project to install phase 2 of the Greenway project with a budget of £25000.

9. **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.

10. **REVIEW OF DELEGATED POWERS**

To extend the time period of the delegated powers given to the Clerk as a response to the Covid-19 outbreak. Review Date September 2020.

11. **TWINNING WITH HACHENBURG**

To consider a response to the letter from the Mayor of Hachenburg with regard to the twinning of Hachenburg with Raunds.

12. **PHASE 5, KINGS MEADOW**

To agree to seal the transfer deed with David Wilson Homes for Phase 5 Kings Meadow Lane.

13. **VE DAY BENCH**

To consider offer from the Past Mayor Cllr O’Rourke to donate a VE Day bench to the town and to agree the location.

14. **COMMUNITY CENTRE WORKING PARTY**
To receive and note the minutes of the Community Centre Working Party meeting held on the 14th May 2020.
15. **TOWN AND FARMERS MARKET WORKING PARTY**
To receive and note the minutes of the Town and Farmers' Market Working Party meeting held on the 2nd June 2020.
16. **CHRISTMAS SPARKLE WORKING PARTY**
To receive and note the minutes of the Christmas Sparkle Working Party meeting held on the 10th June 2020.
17. **CHARTERS WORKING PARTY**
To receive and note the minutes of the Charters Working Party meeting held on the 18th June 2020.
18. **CLOUD TELEPHONE SYSTEM**
To consider recommendation of IT working Party.
19. **COVID-19**
To receive any verbal updates and discuss any actions required by the Town Council.
20. **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 *S J Mitcham*

Date: 24th June 2020.

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.