

**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 Bede House, St Mary's Churchyard  
on the **TWENTY-FIFTH day of MAY 2021 at 7.30pm.**

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

Due to the size of the Bede House the capacity for attendance  
will be limited due to the need for social distancing.  
Members of the public should note that the meeting will be livestreamed to YouTube.

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**
  - 3.1.      To approve and sign as a correct record the minutes of the meeting held on the 27<sup>th</sup> April 2021.
  
  - 3.2.      To approve and sign as a correct record the minutes of the meeting held on the 17<sup>th</sup> May 2021.
  
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.       **FINANCE**
  - 9.1.      To approve accounts for payment as at 25<sup>th</sup> May 2021.
  - 9.2.      To approve the bank account reconciliation as at 30<sup>th</sup> April 2021.

10. **COMMITTEE MEETINGS**

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

10.1. Planning and Development Advisory Committee held on the 18<sup>th</sup> of May 2021.

10.2. Environment and Recreation Advisory Committee held on the 18<sup>th</sup> of May 2021.

11. **ANNUAL YEAR END ACCOUNTS FOR 2020/21**

11.1. To receive and note the Annual Internal Audit report for 2020/21.

11.2. To approve the Annual Governance Statement 2020/21.

11.3. To approve the Accounting Statements 2020/21.

11.4. To receive and note the budget report for 2020/21.

12. **BANK ACCOUNTS**

To agree the signing instructions for all bank accounts and authorise amendments to previous mandates held.

13. **CODE OF CONDUCT**

To adopt the Code of Conduct based on the North Northamptonshire Council model.

14. **GENERAL POWER OF COMPETENCE**

To confirm the Town Council's continued eligibility to use the power following the May 2021 elections.

15. **CO-OPTION OF A COUNCILLOR**

To co-opt a Councillor to fill 1 vacancy.

16. **WORKING PARTIES**

To review working parties and their membership.

17. **GROUNDS MAINTENANCE CONTRACT**

To note the expiry date of the contract for grounds maintenance and agree a course of action.

18. **COMMUNITY ROOM AT THE FORMER LIBRARY BUILDING**

To consider whether to enter into a peppercorn lease for use of the community room at the former Library Building.

19. **CEMETERY SPACE, RE-USE OF GRAVES**

To consider whether to contribute to the costs of promoting a parliamentary bill with other councils to facilitate the reuse of burial plots over 100 years old.

20. **PRE-PLANNING CONSULTATION FOR 5G TELECOMMUNICATION MAST ON LAND OFF SCHOOL LANE**

To consider a response to the pre-planning consultation from CK Hutchison Networks (UK) Ltd on behalf of the operator Three for the siting of a 5G Telecommunication Mast on land off School Lane.

21. **CHARTER PROJECT**

22.1. To receive and note the minutes of the Charter Working Party meeting held on the 14<sup>th</sup> May 2021.

- 22.2. To consider a proposal to locate an interpretation board for the charters to the back of the proposed heritage trail panel on the Market Square.
- 22.3. To agree an extension to the end date of the project to 31<sup>st</sup> December 2021.
23. **RAUNDS WITHDRAWAL FROM HACHENBURG AGREEMENT**  
**Proposal from Cllr C P O'Rourke: -**  
Raunds Town Council wrote to us on the 14<sup>th</sup> September 2020 saying that as an amicable solution could not be found that they are withdrawing from the Hachenburg arrangement. However, 8 months on they have still have on their Town signposts that they are "twinned with Hachenburg" which of course is not the case. Are the council in agreeance that we write to Raunds Town Council requesting that this be removed from their signposts within the next 30 days.
24. **ITEMS TO REPORT**  
An opportunity for Councillors to report items. No decisions or discussions can be made under this item.

Mrs S J Mitcham BA (Hons), FILCM  
Town Clerk  
*S J Mitcham*  
Date: 19<sup>th</sup> May 2021

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.