

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 at the Town Hall, Market Square, Higham Ferrers on the **TWENTY-SEVENTH day of SEPTEMBER 2022 at 7.30pm.**

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

AGENDA

A minute of silence will be held at the start of the meeting to reflect on the lifetime of service which her late Majesty devoted to our Country

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. **STARSHIP DELIVERY ROBOTS**
To receive a presentation from Ian Achurch of NNC and Ed Lovelock of Starship regarding the delivery robot operation in Higham Ferrers.
4. **MINUTES**
To approve and sign as a correct record the minutes of the meeting held on the 30th August 2022.
5. **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.
6. **MAYORS ANNOUNCEMENTS**
To receive a verbal report from the Mayor.
7. **ELECTION OF DEPUTY MAYOR**
 - 7.1. To elect Councillor Vijay Paul as Deputy Mayor of Higham Ferrers for the period to the next Annual Meeting of the Town Council.

Proposer: Councillor Mrs P H Whiting
Seconder: Councillor Mr H L Jackson
 - 7.2. Vote of thanks to Councillor Mrs Angela Gardner for her services as Deputy Mayor during the year and for the year 2020/21.
8. **TOWN CLERK'S REPORT**
To receive and note the Town Clerk's Report.

9. **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.)
10. **REPORTS OF REPRESENTATIVES TO OTHER BODIES**
To receive reports from Councillors on meetings they have attended as representatives to other bodies.
11. **REPORTS FROM UNITARY COUNCILLORS**
To receive written reports from the North Northamptonshire Unitary Councillors.
12. **FINANCE**
- 12.1. To approve accounts for payment as at 27th September 2022.
- 12.2. To approve the bank account reconciliation as at 31st August 2022
- 12.3. To receive and note the budget report as at 31st August 2022.
13. **COMMITTEE MEETINGS**
To receive and adopt the minutes of the following committees: -
- 13.1. Planning and Development Committee held on the 26th September 2022.
- 13.2. Environment and Recreation Committee held on the 26th September 2022.
14. **EXTERNAL AUDIT REPORT**
To receive and note the external audit report for year ending 31st March 2022.
15. **EXTERNAL AUDITOR APPOINTMENT**
To confirm continuation as part of the SAAA central external auditor regime for the next 5 years.
16. **CONTRACT FOR THE SUPPLY OF ELECTRICITY AND GAS**
To consider entering a contract early for the supply of electricity and gas.
17. **CHRISTMAS SPARKLE WORKING PARTY**
- 17.1. To receive and note the minutes of the Christmas Sparkle Working Party meeting held on the 14th September 2022.
- 17.2. That a Christmas tree in the Market Square form part of Sparkle this year and that sponsorship be sought to meet the cost of the supply and installation of the tree. That Council agree to increase the Sparkle budget up to a maximum of £1400 to cover the cost of the tree if it cannot be met by sponsorship.
18. **COMMUNITY CENTRE WORKING PARTY**
To receive and note the minutes of the Community Centre Working Party meeting held on the 13th September 2022.
19. **CLIMATE CHANGE WORKING PARTY**
- 19.1. To receive and note the minutes of the Climate Change Working Party meeting held on the 8th September 2022.
- 19.2. To appoint Cllr P McCann to the Climate Change Working Party.

20. **GROUNDS MAINTENANCE CONSORTIUM CONTRACT**
To receive an update on the progress of the NNC procurement programme for the Grounds Maintenance.
21. **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.
22. **GROUNDS MAINTENANCE CONSORTIUM INTERIM ARRANGEMENTS**
To agree the interim contract arrangements for grounds maintenance.
23. **5 AND 5A COLLEGE STREET LEASE**
To consider renewal of the lease for 5 and 5A College Street.
24. **BOWLS PAVILION LEASE**
To consider renewal of the lease for the Bowls Pavilion.
25. **HOME WORKING EXPENSES**
To agree payment for additional household expenses for staff that are home working.
26. **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.
27. **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: 21st September 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.