

# THRAPSTON TOWN COUNCIL

Mayor: Cllr Karen Draycott

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Town Clerk on 01832 734673**

**Minutes of the Meeting of the Full Town Council  
held on Tuesday 12<sup>th</sup> November 2019 at 7.15pm at the Town Council Office**

**Present: Cllr Draycott (Chairman), Cllr Baden, Cllr Bennett, Cllr Boyd, Cllr Carter,  
Cllr Charles, Cllr Cribb, Cllr Otterwell, Cllr Read, Cllr Strode-Willis, Cllr Wheeler,  
Cllr Wilcox, Cllr Winter**

**In attendance: Linda Marshall (Clerk), District Councillor Wendy Brackenbury**

No.	Item	Action	By Whom
1.	<b>Apologies for Absence</b> None.		
2.	<b>Declaration of Interest</b> Cllr Read declared an interest in Item 22 as he is related to a member of the band Re-Strung.		
3.	<b>Public Open Time</b> 3 members from Re-Strung were present in relation to Item 22 on the agenda. Cllr Draycott brought this item forward.		
	<b>To receive, consider and discuss a proposal from Re-Strung Band that the Town Council put on a monthly acoustic evening in the Plaza</b> The proposal from Re-Strung was tabled. It was noted that it was first raised with the Events Committee and they had suggested that the Band apply to the Council for a grant to assist with the costs of putting on the monthly event. The Events Committee had felt that to take ownership of the event would be onerous on the staff with an already busy schedule of events. It was noted that the Band are not a charity nor are they a not for profit organisation – they also do not have a constitution nor their own bank account – therefore they do not meet the criteria to apply for a grant. They are simply wishing to play at the Plaza on a monthly basis, and for the Town Council to take ownership of the event. Discussions were held. The Council are supportive of the idea of a monthly or bi-monthly acoustic evening; however concerns were raised on the Council owning the event and the impact this would have on the staff. Re-strung		

	confirmed that they will be charging a nominal entrance fee which would go to the Council. They are asking the Council for the use of the Plaza and help with advertising. It was concluded that the Council are supportive of the idea and would like to work with Re-Strung and explore further how to make it work. It was suggested by Re-Strung that they trial it in January. It was agreed to take it back to the Events Committee and for Re-Strung to be invited to the next meeting (26 <sup>th</sup> November) during which a revised proposal should be tabled.	C/F Events Committee 26.11.19 Invite Re-Strung to Meeting	Events Co-Ordinator
4.	<b>To approve the Minutes of the Full Town Council meeting dated 8<sup>th</sup> October 2019</b> <b>Resolved</b> that the Minutes of the Full Town Council meeting dated 8 <sup>th</sup> October 2019 be confirmed as a true record.		
5.	<b>To approve the Minutes of the Extra Ordinary Meeting of the Full Town Council dated 29<sup>th</sup> October 2019</b> <b>Resolved</b> that the Minutes of the Extra Ordinary Meeting of the Full Town Council dated 29 <sup>th</sup> October 2019 be confirmed as a true record. Cllr Read advised that he hadn't received the agenda for that meeting and was not aware of it.		
6.	<b>To receive a report (if available) from the last JAG meeting; to discuss and agree any items requiring consideration; to identify any items to be raised at a future meeting</b> Report taken as read. It was noted that if there are any items to be raised at the next meeting to email Cllr Charles before the 13 <sup>th</sup> December.		
7.	<b>To receive a report (if available) from attendance at the Police &amp; Crime Commissioner's Surgery; to discuss and agree any items requiring consideration; to identify any items to be raised at a future meeting</b> Report taken as read. In addition Cllr Boyd advised that she has arranged a meeting with Dennis Murray for this Thursday. She further advised that the next Surgery is on the 2 <sup>nd</sup> December and she cannot attend – Cllr Bennett agreed to attend in her place.		
8.	<b>To receive a report (if available) from attendance at Plastic Free Thrapston Steering Group meetings; to discuss and agree any items requiring consideration; to identify any items to be raised at a future meeting</b> No report received. It was noted that Cllr Wilcox hadn't as yet attended a meeting but he had spoken with Plastic Free Thrapston and they are asking if the Town Council would be willing to plant some trees during the Tree Charter Day on the 24 <sup>th</sup> November. Cllr Wilcox to get more information.	Get more information on tree planting	Cllr Wilcox
9.	<b>To receive a verbal update from the Chairman of the Planning &amp; Asset Management Committee</b> Cllr Otterwell briefed the meeting on points arising from the recent Planning & Asset Management Committee meeting. To be noted that Minutes giving a detailed account of meetings are available on the Council's website.		
10.	<b>To receive a verbal update from the Chairman of the Finance &amp; Devolution Committee</b> Cllr Strode-Willis briefed the meeting on key points arising from the recent Finance & Devolution Committee meeting. To be noted that Minutes giving a detailed account of meetings are available on the Council's website.		
11.	<b>To receive a verbal update from the Chairman of the Events &amp; Community Engagement Committee</b> Cllr Cribb advised that she wasn't at the last meeting and Cllr Wheeler was Acting Chairman. Cllr Wheeler had nothing to		

	raise. To be noted that Minutes giving a detailed account of meetings are available on the Council's website.		
12.	<b>To receive a verbal update from the Chairman of the Personnel Committee</b> Cllr Boyd advised that there hasn't been a meeting – the next one is in December.		
13.	<b>To receive a verbal update from the Chairman of the Library Committee</b> Cllr Wheeler advised that a meeting with the Friends of Thrapston Library and Northamptonshire County Council has been scheduled for Wednesday 27 <sup>th</sup> November.		
14.	<b>To receive a verbal update from the Chairman of the Peace Park Working Party</b> Cllr Draycott advised that following the Extra Ordinary meeting of Full Council that the architects have now been instructed. The specification for the toddler play area forms part of this agenda.		
	<b>District Councillor's Report</b> District Councillor Wendy Brackenbury had another meeting to attend so this item was brought forward. She advised that with Cllr Carter they had attended a P&R meeting and had reviewed the Homeless & Rough Sleeping Strategy. She further advised that the cabinet had today agreed the draft budget for the County Council for the following financial year – this will now go out for consultation, but lays the foundation for the transfer of services in 2021. It was raised with Cllr Brackenbury the speculation that if the conservative party get in at the elections then Northampton Town may not support the unitary proposals and instead seek their own unitary council. Cllr Brackenbury confirmed that the proposal before parliament is for 2 unitary councils – to have 3 unitary councils would entail the original proposal being voted down by whichever party wins the election and the whole unitary process starting again – she advised that this is very unlikely to happen. Cllr Brackenbury left the meeting at 19:51.		
15.	<b>To receive, review and agree the Tender Specification for the Toddler Play Area as part of the Peace Park Centenary Project</b> Following consideration and discussion it was <b>resolved</b> to agree the Tender Specification as drafted with the amendment that the toddler area cater for up to 5 years old instead of 7. The Clerk will now open the tender process.	Open tender process for Toddler Play Area	Clerk
16.	<b>To receive a grant application from Thrapston Charter Fair and determine if to award a grant</b> Following receipt and consideration of the application and supporting papers, it was <b>resolved</b> to award the grant to the Charter Fair in the sum of £264 in accordance with the Council's Grants & Donations Policy.		
17.	<b>To receive a grant application from Thrapston Dreamers and determine if to award a grant</b> It was noted that the accounts have still not been submitted to support the application. The Clerk will request them again. To be carried forward.	Agenda 12/11/2019	
18.	<b>To review, agree and adopt the following policies:-</b> <ul style="list-style-type: none"> <li>• <b>Filming, Recording &amp; Photography Policy</b></li> <li>• <b>Press and Media Policy</b></li> <li>• <b>Freedom of Information Publication Scheme</b></li> <li>• <b>Charity Policy</b></li> </ul> Each policy had been reviewed.		

	It was <b>resolved</b> to adopt all policies except for the Charity Policy. Amendments are required to this Policy. It was agreed that each year there should be the Mayor's Charity(ies) (to be nominated upon election and approved by the Council) and an Animal Charity for the donations from the poop scoop bags (to be recommended by the staff and approved by the Council). The policy is to be amended and brought back before Council for adopting.	Amend the Charity Policy	Assistant Clerk
19.	<b>To receive a report to remove the Condition under the Licence at Thrapston Plaza to allow for the storage of alcohol and agree action</b> The report was considered and discussed. It was <b>resolved</b> to proceed with an application to remove the Condition under the current Licence to allow for the storage of surplus alcohol at the Plaza at a cost of £89.	Apply to remove the Condition	Assistant Clerk
20.	<b>To consider the need to promote candidacy at the May 2020 elections</b> Councillors were asked if it was their intention to stand again at next year's elections. All Councillors responded. It was noted that 2 Councillors wouldn't be standing; 3 Councillors were undecided and the remaining 8 Councillors intended to stand again. NCALC will communicate further about the election campaign by the end of the year with a view to parish and town councils advertising in the New Year.		
21.	<b>To receive, consider and discuss the Building Communities document and determine any feedback to be provided to NCALC.</b> The document was received and considered. There were no comments to submit.		
22.	<b>To receive, consider and discuss a proposal from Re-Strung Band that the Town Council put on a monthly acoustic evening in the Plaza</b> This item was raised at the beginning of the meeting as members of Re-Strung were in attendance.		
23.	<b>To receive an enquiry from James Richards Circus to hold a non-animal circus on Castle Playing Fields in October 2020</b> Following considering of the request it was <b>agreed</b> that the Circus could hire Castle Playing Fields in October 2020, and that a charge would be made in the same terms as that of the travelling Fair.		
24.	<b>To receive further information and costs on the Mayor and Deputy Mayor's chain of office and confirm further order</b> The costs for the velvet backing to the Mayor's chain and fitted case were noted. It was <b>resolved</b> to proceed with the backing and case in the sum of £491.08 plus VAT. Regarding the Deputy Mayor's chain it was agreed that the Clerk would obtain new quotes, (i) the new matching pendant with an alternative chain and (ii) the new matching pendant on our current chain. To be brought back to Council once quotes received.	Obtain further quotes for the deputy mayor's chain.	Clerk
25.	<b>To review and update the Council's Strategic Plan and agree action</b> This month the medium and long term objectives were reviewed. Amendments were made and the document will be updated for approval at the next meeting. Cllr Bennett advised that she would like to be involved in getting the youths involved and is currently preparing a document		
26.	<b>District Councillors' Reports</b> Cllr Carter confirmed that as reported by Cllr Brackenbury she had attended the P&R meeting last night on homelessness.		

	She also wished to raise that within that meeting the Strategy on Domestic Abuse & Sexual Violence was being reviewed. She advised that the figures are quite disturbing and crimes of this nature are happening in our community. She urged members to download and read the strategy document. Cllr Carter concluded that a draft Whistleblowing Policy was being reviewed.		
27.	<p><b>Clerk's report (for noting)</b></p> <p>(i) The Clerk advised that there is currently a vacancy on the Joint Standards Complaints Committee. She asked if anyone was interested to contact her.</p> <p>(ii) The Clerk advised that there have been comments on Facebook and a direct question to the Council regarding the lack of road closure during the remembrance parade, especially given that children are in the parade. It was agreed that this would be taken to the Events Committee.</p> <p>(iii) The Clerk reported that the discussion on wildflower verges is now on hold as the person at the County Council who could issue a licence permitting the Town Council to plant wildflowers on the public highway has left and a replacement hasn't been found and there is currently nobody taking over this role.</p>		
28.	<p><b>Chairman's comments</b></p> <p>The Chairman thanked everyone who supported the Remembrance events at the weekend.</p>		
	<b>There being no further business the meeting closed at 20:58</b>		

Signed .....

Dated .....