

# THRAPSTON TOWN COUNCIL

Mayor: Cllr. E Sewell

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290-011/012

## Minutes of the Full Council Meeting

27 March 2012

**Present:** Cllr. E Sewell, Cllr. S Haynes, Cllr. A Winter, Cllr. P Baden, Cllr. K Fouhy, Cllr. K Draycott, Cllr. E Franklin, Cllr. P Goss, Cllr. V Carter, Cllr. D Read, Cllr. H McCormack and Cllr. R Jakeman

**In Attendance:** Jeanne Pike, Clerk and Sara Crawley Deputy Clerk

**01 Apologies for Absence:**

Cllr. W Brackenbury tendered her apologies.

**02 Declaration of interest in items on the Agenda:**

None.

**03 Public Participation:**

There were no members of the public present

**04 Police and Road Safety:**

The Clerk reported that crime in Thrapston for the month of February totalled 17, four of Criminal damage, four of theft from motor vehicles three violent offences two each of drug offences and theft/handling and one each of theft of motor vehicles and deception/fraud.

It was noted that there had been a recent break in at the Thrapston branch of the HSBC Bank and at present the Bank was closed.

**05 Minutes of the last meeting:**

**Resolution:** To approve the minutes of the Full Council dated 28 February 2012 proposed by Cllr. P Baden and seconded by Cllr. P Goss with **all in favour**  
**R477/290**

**06 Plaza Management Sub-Committee:**

Cllr. P Goss proposed that the minutes of the Plaza Management Sub-Committee dated 27 February 2012 be accepted, seconded by Cllr. S Haynes with **all in favour**.

- 07 Website Working Party:**  
Cllr. R Jakeman proposed that the minutes of the Website Working Party dated 29 February 2012 be accepted, seconded by Cllr. A Winter with **all in favour**.
- 08 Planning, Leisure and Amenities Committee Report:**  
Cllr. V Carter proposed that the PLA report dated 06 March be approved, seconded by Cllr. H McCormack with **all in favour**.
- 09 Blachere Meeting:**  
Cllr. E Franklin proposed that the notes from a meeting with Blachere personnel dated 08 March 2012 be accepted, seconded by Cllr. E Sewell with **all in favour**.
- 10 Finance and Strategy Statement:**  
Cllr. P Baden proposed that the Finance report dated 13 March 2012 be accepted, seconded by Cllr. K Fouhy with **all in favour**.  
**Resolution:** To accept the Finance Statement for the month of January 2012 and approve the required payments; proposed by Cllr. K Fouhy and seconded by Cllr. P Baden with **all in favour**. **R478/291**
- 11 Website Working Party:**  
The meeting of the Website Working Party arranged for 20 March 2012 was postponed due to lack of further information.
- 12 Chairman Elect 2012/2013:**  
Cllr. P Baden proposed that the present Vice-Chairman, Cllr. V Carter, be elected as Chairman elect for the Council year 2012-2013 seconded by Cllr. P Goss with **all in favour**. There were no other nominations.
- 13 New Councillors Induction Pack:**  
The Finance and Strategy Committee recommended to Full Council that the induction pack for new councillors prepared by Cllr. E Franklin should be implemented for all future candidates, proposed by Cllr. P Baden and seconded by Cllr. R Jakeman with **all in favour**.  
Cllr. E Sewell proposed a vote of thanks to Cllr. E Franklin for the amount of work put into the preparation of the pack, endorsed by all members.
- 14 Groundsman Tender Application:**  
The Personnel Committee met on 06 March to discuss the applicants who submitted a tender document and three people were shortlisted. These were interviewed and the decision was made to award the contract to Howard Bosworth.  
Cllr. D Read queried the decision making process as he wished to ensure it had been fair and impersonal. Cllr. Fouhy (Personnel Committee Chairman) assured Council that the applications had been subjected to the same process and the results had been documented as far as possible with the interviews being carried out for those shortlisted on a professional and impersonal basis.  
The decision to grant the contract to JG Bosworth & Son was recommended by Personnel who had been delegated the power to do so.

**15 New Web Site:**

The website is now online and the Quality Council logo has been added as requested. There have been a few problems, the main one being lack of communication and the difficulty to obtain answers from the company concerned. Both Cllr. Winter and Sara Crawley have spent time chasing the company for results. However this now appears to be resolved and the address is: [www.thrapstontowncouncil.gov.uk](http://www.thrapstontowncouncil.gov.uk)

**16 Diamond Jubilee Committee:**

There are no further matters to report but it was noted that an event to be organised by East Northamptonshire Council has 'disappeared' presumed cancelled.

**17 Approval of Terms of Reference/ Audit Plan and Effectiveness of Internal Auditor:**

The Finance and Strategy has recommended that the Town Council approve and accept their review of:

- Effectiveness of Internal Audit
- Internal Audit Plan
- Terms of Reference for the Internal Auditor

Proposed by Cllr. E Franklin and seconded by Cllr. P Baden with **all in favour.R479/292**

**18 Salaries and Cemetery Fees:**

The Finance and Strategy Committee has recommended that the Cemetery Fees are increased by a maximum of 2.5% (less in some instances) and an additional charge to be added for grave digging. Agreed – proposed by Cllr. E Franklin and seconded by Cllr. P Baden with **all in favour**

F&S has also recommended that the incremental scale for the Clerk and Deputy be moved from 34 to 35 in recognition of years of service, increase of work and performance. Cllr. P Baden proposed that the recommendation be approved, seconded by Cllr. R Jakeman with **all in favour. R480/292**

**19 Training Courses:**

The Clerk and Deputy attended an SLCC Regional Conference at Oxford attended a Larger Councils meeting at ENC. See appendix one.

Cllr. E Franklin attended 'Supporting Communities and Neighbourhoods in Planning'. (See Appendix two)

Sara Crawley visited the Records Office at Northampton during the month, spending a very interesting morning learning about the best ways to archive important documents for preservation and protection.

The Chairman gave short resume of events attend during the past month; a notable one being the planting of the new tree in the Peace Park replacing the old 'Elephant' tree that sadly had to be felled due to disease.

Cllr. P Goss reported that she had resigned from the Standards Board with immediate effect feeling that she could not support the new method of varying Codes of Conduct.

**20 Clerk's Report:**

- 1) The Rotary Club has requested permission to use the Town Council Offices on Saturday 28 April 2012 for a 'Stroke Awareness' morning. The Clerk will write giving permission.
- 2) The vacancy for co-option of a councillor is on the notice boards and applications will be discussed at April Full Council.
- 3) Cllr. Ron Bailey from Leiston-cum-Sizevell wishes to remind members that they need to write to Parliament to support the NALC policy to be able to appeal against the granting of planning permission (currently a bill before Parliament) EDM 2824.
- 4) An anonymous letter of complaint has been received regarding the parking of vehicles within the area of 43 Oundle Road. The problem is an obvious one and is in fact one that should be referred to the County Council, however it is not possible to reply as the writer is unknown.
- 5) Neil Pritchard (ENC Solicitor) has said it is possible to offer a system for making the public toilets in Thrapston over to a created charitable trust. This would mean that the Town Council could reclaim their small business rates status for the Town Council Offices. The Clerk will ask him to proceed with the matter.

**21 District Councillors Report:**

Cllr. P Baden reported that he had an interesting previous week and Cllr. D Read agreed explaining that the Cattle Market application hearing had been deferred due to a legal application by Scotts.

**22 Chairman's Comments:**

The Chairman reported that the library in Thrapston would open on Sunday afternoons from 1pm to 4pm for a trial period of three months.  
To compensate for the working hours of the staff the library will close at 6pm on each opening day instead of 7pm.

**23 Items for Future Agendas:**

There were no items requested.

There being no other relevant business the meeting closed at 8.15 pm.