

THRAPSTON TOWN COUNCIL

Mayor: Cllr Sam Cribb

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349-2017/18

**Minutes of the Meeting of the Full Town Council
held on Tuesday 27th March 2018 at 7.15pm at the Town Council Office**

**Present: Cllr Cribb (Chairman), Cllr Baden, Cllr Boydell, Cllr Carter, Cllr Charles,
Cllr Draycott, Cllr Latimer, Cllr Read; Cllr Strode-Willis, Cllr Wheeler, Cllr Winter**

In attendance: Linda Marshall (Clerk)

No.	Item	Action	By Whom
1.	Apologies for absence Apologies were received and accepted from Cllr Boyd and Cllr Vaughan. Cllr Wendy Brackenbury had also tendered her apologies.		
2.	Declaration of interest in items on the agenda Cllr Charles declared an interest in Item 3 on the Agenda as she is the Vice Chairman of Thrapston Opera.		
3.	To receive any issues from members of the public Vince Davy attended the meeting on behalf of Thrapston Opera following receipt of notification of changes to the Plaza booking system. He voiced that he feels the town has an excellent facility in the Plaza, and this year four separate groups have used it for stage productions. He advised that whilst he is happy with the majority of the changes to the booking system, i.e. the implementation of a cancellation policy and the decision to keep the hourly rate at £12, he wishes to raise his concerns on two points:- (i) The removal of online bookings. He advised that when they are at a meeting it is really helpful to be able to see when the Plaza is or isn't available so they can plan their next meetings. He asked if there was any way this could be worked around.		

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	<p>(ii) The removal of the concessionary set-build cost. He advised that currently it is 3 hours @ £25. He feels that the difference of £3.66 per hour on this wouldn't make such a difference to the Plaza budget, but said that it does make a big difference to Thrapston Opera and no doubt to other users. He said he felt it would be wonderful to feel the support of the Council in continuing to offer this concession and asked if it was possible to keep the rate.</p> <p>Cllr Cribb thanked Vince Davy for attending the meeting and raising his concerns with the Council. She advised that it would be put on the agenda for the next meeting for discussion by the Council.</p>	Agenda FTC 10.04.18	Clerk
4.	<p>To receive reports from the police and any road safety matters None</p>		
5.	<p>To approve the Minutes of the Full Town Council meeting dated 13th March 2018 It was resolved to accept the minutes of the Full Town Council meeting dated 13th March 2018 and that they be signed as a true record by the Chairman.</p>		
6.	<p>To approve the Minutes of the Christmas Event Working Party meeting dated 14th March 2018 It was resolved to accept the minutes of the Christmas Event Working Party meeting dated 14th March 2018 and that they be signed as a true record by the Chairman.</p>		
7.	<p>To review any outstanding actions from previous meetings Cllr Cribb advised that Cllr Boyd had sent across a draft Questionnaire (to be given out at the Annual Town Meeting) for perusal. Following consideration by Members and discussions on the objective of the questionnaire and what we will do with the data obtained, it was agreed that whilst we need to communicate with the residents, it was felt that this questionnaire was not the right way and as such it was resolved to defer it. The Clerk noted that all other actions are in hand.</p>		
8.	<p>To receive and discuss planning applications:</p> <p>18/00367/FUL: Demolition of existing shop and construction of new shop building and relocation of LPG tank and creation of new parking (resubmission of 17/02562/FUL) at A14 Service Station, Huntingdon Road, Thrapston</p> <p>18/00410/FUL: Single-storey Side Extension at 10 Kimbolton Court, Thrapston</p>	<p>No Comment</p> <p>No Objection</p>	

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9.	<p>To receive notification of planning approvals/refusals and appeals:</p> <p>17/02351/REM: Withdrawn: Appearance, Landscaping Layout and Scale pursuant to outline planning approval 07/02457/OUT outline application for residential development (all matters reserved except for means of access) (consisting of a partial re-plan of 16/01690/REM) comprising 105 Units at Land off Huntingdon and Market Road, Thrapston</p> <p>18/00216/AMD: Refused: Non material amendment to allow full conversion of garage pursuant to 17/00174/FUL to convert approximately two thirds of attached garage into habitable room, the front third will be kept as storage and up and over door retained</p> <p>18/00033/FUL: Granted: Extension of existing boundary featherboard fence at same height of 1.8 metres, by 5 metres in length and 1 metre depth</p> <p>18/00061/FUL: Granted: Alterations to include installation of spiral staircase to rear, new garage doors, additional velux window to rear, flue to wood burning stove</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>	
10.	<p>To receive, discuss and consider an application received under the Licensing Act 2003 re Variation to Premises Licence at Kings Arms, 59 High Street</p> <p>Members had received a copy of the proposed amendments to the Operating Schedule and were concerned to note the requested amendments, especially with regards to H&S compliance and the request to use the outside areas after 23:00. The Council resolved that they did not approve the proposed changes. The Clerk was asked to contact the Licensing Authority with the views of the Council.</p>	<p>Respond to Licensing Authority</p>	<p>Clerk</p>
11.	<p>To agree HJ Horticulture's quote in the sum of £1,950.00 plus VAT for undertaking urgent tree works (Priority 1) at Castle Playing Fields following the tree survey</p> <p>It was resolved to accept the quotation from HJ Horticulture.</p>	<p>Instruct HJ Horticulture to proceed with the works</p>	<p>Clerk</p>
12.	<p>To agree the Town Council's chosen charity, Dementia UK, for the forthcoming year</p> <p>It was resolved that the Council's chosen charity for the forthcoming mayoral year would be Dementia UK.</p>	<p>Noted</p>	
13.	<p>To receive clarification on the CCTV quotation previously discussed and decide whether the Council will award the contract, subject to receiving consent from the Church to use the spire for the transmitter</p> <p>It was resolved to accept the quotation from ADT on the terms that the Council would purchase the equipment outright, taking the money from reserves, due to the high interest rates in leasing the equipment. It was noted that we are still waiting confirmation from the Church to use the spire.</p>	<p>Chase the Church for confirmation to use the Spire</p>	<p>Clerk</p>

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14.	<p>To agree and adopt the following policies:-</p> <ul style="list-style-type: none"> • Privacy Notice • Training & Development • Health & Safety • Cemetery Memorial Safety • Equality & Diversity • Retention of Documents <p>The Clerk advised that the Retention of Documents Policy has since been amended and will be presented for approval at the next meeting.</p> <p>It was resolved to accept and adopt all other policies en-bloc save for the inclusion of a sentence: “The Town Council reserves the right to amend and update the policies from time to time”.</p>	Add additional sentence	Clerk
15.	<p>To agree in the forthcoming financial year that the following payments continue to be paid by direct debit:-</p> <p style="text-align: center;"> ENC - Domestic Rates Total Gas & Power – Gas Supply Talk Talk – Telephone & Broadband Engie – Electricity Supply Co-Op - Credit Card Nest – Pension Scheme </p> <p>It was resolved to continue paying the above named utility bills by direct debit.</p>	Noted	
16.	<p>To receive updated costs on the provision of tablets for councillors and the office and agree the purchase and switch over to council provided equipment</p> <p>Following consideration of the report it was resolved to purchase 15 tablets and associated software from Ebuyer and Amazon. Cllr Wheeler advised that he would initially purchase 1 to check that everything works as planned.</p>	Purchase tablet and software	Clerk / Cllr Wheeler
17.	<p>To receive a report and agree whether to support a further season of Film Nights</p> <p>Following consideration of the report and discussions regarding the viability of the film nights and possible changes that could be made, it was resolved to re-visit the future of the film nights until after the Plaza refurbishment works have been carried out.</p>		
18.	<p>To discuss the condition of the cobble stones following resident complaint and NCC response</p> <p>The Clerk advised that the County Council have been out and inspected the cobble stones and have reported that the defects do not currently meet NCC intervention levels but that they will continue to monitor defects through highway safety inspections. It was noted that no other complaints have been received from residents. The Clerk was asked to respond to the resident concerned advising of the County Council’s findings.</p>		

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19.	<p>To discuss proposal from a resident for a new footpath to link Midland Road to the Stanwick Lakes track</p> <p>Following consideration of the proposal it was noted that the land in question is privately owned by Tingdene. The Clerk was asked to respond to the resident accordingly.</p>	Respond to resident	Clerk
20.	<p>To discuss request from resident to ban all dogs from the Council's green spaces</p> <p>Following consideration of the resident's request it was agreed that a ban on all green spaces would not be appropriate, but that dogs should be excluded from enclosed children's play areas. The Clerk was asked to respond to the resident accordingly.</p>	Respond to resident	Clerk
21.	<p>Empowerment Fund: To discuss options for hanging baskets/planters in the town with watering costs</p> <p>Following consideration of the report it was resolved to go ahead with 9 new hanging baskets and a new planter.</p>	Instruct HJ Horticulture accordingly.	Clerk
22.	<p>To discuss the current position with NCC and the Library and agree whether to submit a Community Right to Buy with ENC for the library premises/building.</p> <p>Cllr Cribb's advised that she had circulated her report. She stated that the Council has already agreed to secure the building and premises. A decision is now needed as to whether the Council should submit a Community Right to Buy with East Northamptonshire Council which will stop the County Council from selling the library premises for a period of 6 months enabling the Town Council to get surveys and finances in place. Following discussions it was resolved that the Town Council should submit a Community Right to Buy.</p> <p>Cllr Cribb advised that from speaking with Cllr Brackenbury we are due to be sent a "pack" from County – a pack which is being sent out to all parties who have expressed an interest.</p> <p>Cllr Cribb concluded that a meeting is being held on the 6th April with Tom Pursglove MP to discuss Thrapston Library specifically. She stated that Thrapston Library is one of the furthest away from other central libraries and residents will be further disadvantaged as County are reducing the bus subsidies.</p>	Submit Right to Buy	Clerk
23.	<p>Clerk's report (for noting)</p> <ul style="list-style-type: none"> • We have currently raised £672.20 for Medical Detection Dogs from the poo bags. • Buildbase contacted us and although they are not opposed to the suggestion of their car parking facilities being used "out of hours", they do see problems being encountered, e.g. from litter, cars left overnight, vandalism etc. • A quotation of £230 plus VAT has been received from Wilby Tree Surgeons to undertake a Resistograph on the Ash Tree at the Sports Field and under delegated powers the Clerk will authorise this to be undertaken. 	Noted Noted	

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	<ul style="list-style-type: none"> The Clerk concluded that she would like everyone to check the Asset Register, of which they have received a copy, as this is needed for the end of year audit. The Clerk asked for any additions/amendments to be emailed to her. The Chairman asked for the Mayoral Chain to be valued for inclusion and for insurance purposes. 	Check Asset Register Get valuation of Chain of Office	Members Clerk
24.	<p>District Councillors Report</p> <p>Cllr Carter reported that Rushden is hosting the start of day two of the OVO Energy Women's cycle tour on 14th June 2018 with the help of ENC and Rushden Town Council. The riders set off from Rushden Hall passing through Wollaston, Salcey Forest, Silverstone and Weedon Bec finishing in Daventry in the afternoon. Enterprising East Northants is an ENC initiative to develop and drive forward economic development across the district to create jobs and encourage business growth. Jacqui Colbourne and James Tennant the Business Account Managers offer personal support to local businesses and want anyone thinking of setting up a business to get in touch.</p> <p>Freedom Leisure has set up an active Communities Team to help residents of all ages and abilities to become more active in a way that they enjoy. The team have launched an outreach activity programme for those with disabilities and climbing wall sessions for over 700 local children. Talking to people about how they want to get fit is key and the response has been so great that the team are looking for support to deliver all the activities.</p> <p>The ENC Tree Strategy is to be consulted on for a 6 week period. It sets out a clear process for the consideration of matters relating to trees in the public and private realm. It will help provide clarity in outlining the council's policy approach to tree planting, maintenance and removal. ENC would like Twywell Hills and Dales to be a valued resource for our communities and visitors to provide opportunities for people to bond with nature, undertake active recreation and understand our heritage. We want people to connect with the Hills and Dales and as a result enhance the quality of life for both current and future generations. ENC are investing in the site to secure a long term lease arrangement in order to achieve their vision.</p>		
25.	<p>Chairman's comments</p> <p>Cllr Cribb had nothing further to report, except to say that the opening of the new Windsor Drive Play Area took place last Friday, 23rd March and that the Annual Town Meeting is on the 17th April.</p>		
26.	<p>Items for Future Agendas</p> <p>Dog Exclusion Orders</p>		
	<p>There being no further business the meeting closed at 21:20.</p>		

Signed

Dated