

# THRAPSTON TOWN COUNCIL

Mayor: Cllr Sam Cribb

77 High Street,  
Thrapston  
Northamptonshire  
NN14 4JJ

Tel: (01832) 734 673

Email: [clerk@thrapstontowncouncil.gov.uk](mailto:clerk@thrapstontowncouncil.gov.uk)

Website: [www.thrapstontowncouncil.gov.uk](http://www.thrapstontowncouncil.gov.uk)



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on 01832 734673**

**Minutes of the Meeting of the Full Town Council  
held on Tuesday 24<sup>th</sup> April 2018 at 7.15pm at the Town Council Office**

**Present: Cllr Cribb (Chairman), Cllr Baden, Cllr Boyd (19:18), Cllr Boydell, Cllr Carter,  
Cllr Charles, Cllr Draycott, Cllr Strode-Willis, Cllr Vaughan (19:17), Cllr Wheeler**

**In attendance: Linda Marshall (Clerk)**

No.	Item	Action	By Whom
1.	<b>Apologies for absence</b> Cllr Read and Cllr Winter and had tendered their apologies which were accepted. Cllr Latimer had advised that he would be late.		
2.	<b>Declaration of interest in items on the agenda</b> None.		
3.	<b>To receive any issues from members of the public</b> None.		
4.	<b>To receive reports from the police and any road safety matters</b> No police in attendance. The Clerk said that the PCSO did hope to attend some meetings in the future. Cllr Carter advised of an incident that day in Hargrave of the assault on a horse.	Noted	
5.	<b>To approve the Minutes of the Arts Festival Working Party Meeting dated 10<sup>th</sup> April 2018</b> It was <b>resolved</b> to accept the minutes of the Arts Festival Working Party meeting dated 10 <sup>th</sup> April 2018 and that they be signed as a true record by the Chairman.		
6.	<b>To approve the Minutes of the Full Town Council Meeting dated 10<sup>th</sup> April 2018</b> It was <b>resolved</b> to accept the minutes of the Full Town Council Meeting dated 10 <sup>th</sup> April 2018 and that they be signed as a true record by the Chairman.		
7.	<b>To appoint Northants CALC as the Town Council's Data Protection Officer and to sign the Service Level Agreement</b> It was <b>resolved</b> to appoint Northants CALC as the		

	Town Council's Data Protection Officer. The Service Level Agreement was signed.		
8.	<p><b>To receive a report from Richard Bream, Eon Energy, regarding the Town Council's street lighting and determine a plan of action</b></p> <p>The Clerk advised that £12,000 had been earmarked for the upgrading of street lights. It was noted that Eon were the Council's contractors for street lighting. It was <b>resolved</b> to accept the quotes from Eon for the upgrading of 16 street lights to LED at a cost of between £250-£275 per light. The Clerk is to firstly check if this is an all-inclusive sum or if labour/fitting costs are additional.</p>	Check if labour/fitting is additional	Clerk
9.	<p><b>To receive and approve the Protocol for Marking the Death of a Senior National Figure and to receive the Briefing Note to Councillors</b></p> <p>It was <b>resolved</b> to accept the Protocol for Marking the Death of a Senior National Figure. Councillors confirmed receipt of the Briefing Note.</p>		
10.	<p><b>To receive and discuss planning applications:</b></p> <p><b>18/00526/FUL:</b> Erection of seven residential dwellings together with creation and upgrade of accesses with associated demolition of a small section of frontage wall at 38 Huntingdon Road, Thrapston and to consider the comments raised by a resident, as attached.</p> <p><b>18/00523/FUL:</b> Replacement of double doors/sidelights to 2<sup>nd</sup> floor balcony, shiplap boarding to top third of glazed gable frames at 14 Chicheley Cottages, Hortons Lane, Thrapston</p> <p><b>To discuss the derelict bungalow next to the Market</b> Cllr Carter advised of the plans for the derelict bungalow, having spoken with East Northamptonshire Council. The proposed plans have gone to the Planning Officer for "pre-planning advice" but it can be confirmed that it is the intention to make them look as close as possible to the existing Chichele Cottages. Members noted the comments and will await receiving a formal planning application before commenting further.</p>	<p>Object on the basis of parking, access and materials as per Cllr Read's and David Bailey's comments</p> <p>No objection</p>	
11.	<p><b>To receive notification of planning approvals/refusals and appeals:</b></p> <p><b>18/00327/TCA</b> Cut branches off willow tree back to boundary wall at bottom of garden at Orchard House, 1 Midland Road, Thrapston – <b>NO ACTION TO BE TAKEN</b></p> <p><b>18/00410/FUL</b> Planning Permission <b>GRANTED</b> Single storey side extension at 10 Kimbolton Court, Thrapston</p> <p><b>18/00088/LBC</b> Listed Building Consent <b>GRANTED</b> for proposed flue terminal at 64a High Street, Thrapston</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>	

	<p><b>18/00309/FUL</b> Planning Permission <b>GRANTED</b> Erection of detached double garage, demolition of conservatory and erection of single storey side extensions and erection of front porch at 54 Oundle Road, Thrapston</p> <p><b>18/00163/FUL</b> Planning Permission <b>GRANTED</b> Garage conversion to habitable room at 15 Sherborne Way, Thrapston</p> <p><b>18/00367/FUL</b> Planning Permission <b>GRANTED</b> Demolition of existing shop and construction of new shop building and relocation of LPG tank and creation of new parking at A14 Service Station, Huntingdon Road, Thrapston</p> <p><b>18/00454/AMD</b> Permission <b>GRANTED</b> Non material amendment – velux window, roof tiles, sun pipe, retain the right hand dormer, replace French door to a single door pursuant to planning permission 17/01625/FUL dated 10.10.17 Two storey extension to rear, replacement of windows, new dormer window to rear, re-positioning of dormer to front, and new rear access at 6 Huntingdon Road, Thrapston</p> <p><b>17/02142/REM</b> Reserved Matters <b>DISAPPROVED</b> Landscaping Layout and Scale pursuant to planning permission 12/01957/OUT dated 08.04.2016 Outline Application Erection of up to 75 no. dwellings and associated roads at Land between Oakleas Rise and A14 Midland Road, Thrapston</p> <p><b>18/00301/FUL</b> Planning Permission <b>REFUSED</b> Replacement windows to First and Second Floors as part of conversion to flats per planning permission 16/00369/FUL at 48 High Street, Thrapston</p>	Noted	
12.	<p><b>To receive a letter from CHAT Youth Counselling and determine whether the Council wish to nominate a representative and, if so, who</b> Following discussion it was agreed that the Council would like to have a representative on the CHAT Youth Counselling Trust, the Clerk was asked to advise them accordingly. It was agreed that the nomination of Councillor would be made at the next meeting on the 8<sup>th</sup> May after the Clerk has found out how often and when meetings are held.</p>	Advise CHAT that TTC would like to have a representation and request meeting information.	Clerk
13.	<p><b>To discuss and agree which charity should benefit from donations made for the dog poo bags in this financial year</b> It was <b>resolved</b> that the charity for this financial year would be Guide Dogs for the Blind.</p>	Advise charities accordingly	Clerk
14.	<p><b>To discuss dog exclusion orders in the town</b> Cllr Baden had requested the agenda item as there had been confusion with whether Castle Playing Fields had a Dog Exclusion Order. Cllr Carter advised that from discussions with Kieron McCoach at East Northamptonshire Council (ENC) it could be confirmed that Castle Playing Fields has a Dog</p>	Check areas of Dog Control Orders with ENC	Clerk

	Control Order along with other areas around the town. Cllr Wheeler advised that when you look on the ENC website Thrapston doesn't appear to have any Dog Exclusion Orders. The Clerk was asked to clarify the correct position with ENC and for a list to be made available in the office and on the website.		
15.	<b>To discuss the seat at the cemetery</b> Cllr Carter advised that a couple of the seats in the cemetery needed maintenance/repair, even though they had been donated. It was confirmed that once donated, the seats do becoming the responsibility of the Town Council for maintenance/repair. The Clerk confirmed that she would ask the Facilities Manager to attend to them.	Repair/maintain the seats in the cemetery	Facilities Manager
16.	<b>To discuss leaning headstones at the cemetery</b> Cllr Carter advised that some of the headstones at the cemetery are leaning and appear hazardous. She further raised that a particular grave has sunk. She asked if the headstones could be looked at, and investigations made as to why fairly new ones are leaning already. She also asked who is responsible for levelling sunken graves. There was some discussion as to who would be responsible for levelling graves and the Clerk was asked to investigate. The Clerk confirmed that the Facilities Manager had undertaken an inspection of the headstones just last week and a number which were found to be leaning and hazardous have been laid down. It was confirmed that we would now follow the policy document and contact the owners etc. The Clerk advised that she would ask the Facilities Manager to look at the seats.	Look into leaning headstones, responsibility for sunken graves and maintenance of the seats	Clerk / Facilities Manager
17.	<b>To discuss the Council's thoughts on work experience pupils</b> The Clerk advised that we had received a request for a work experience pupil. Following discussion it was agreed that the Council would happily accommodate a work experience pupil. It was assumed that issues of safeguarding and health & safety would be the responsibility of the school as they would no doubt carry out a risk assessment.	Advise the resident that the Council would be happy to accommodate a work experience pupil	Clerk
18.	<b>To receive written reports on courses attended</b> None.		
19.	<b>Clerk's Report</b> (i) RoSPA report received from Persimmon for Foundry Walk and Waters Edge play areas. Several items need attention. The Clerk and the Facilities Manager met with Ben Purdy of Persimmon just that morning to walk around the sites and identify the areas of concern. We will now await hearing further from Persimmon. (ii) The Clerk advised that she is taking the Mayor's chain to Harpur Jewellery in Oundle on Thursday. They will value the chain and will also provide a quote for adding the new bars which she will accept if reasonable. She advised that their fee for valuing the chain of office is 1.5% of its total value.		
20.	<b>District Councillors' Reports</b> Cllr Carter advised that she had now received her GDPR training through ENC.		

	<p>She further advised that there is a draft Strategic Housing Policy out for consultation.</p> <p>She said that there is an Asset Management Strategy, but everything is a bit up in the air at the moment with the uncertainty of the future of the District Councils so ENC are waiting to see what will happen. Further discussions took place regarding the future of the District Councils.</p>		
21.	<p><b>Chairman's Comments</b></p> <p>(i) Cllr Cribb thanked everyone for attending the Annual Town Meeting.</p> <p>(ii) Cllr Cribb referred to the email sent by the Clerk asking for availability for a library meeting. After some discussion it was agreed to hold a meeting on Monday 30<sup>th</sup> April at 6.30pm with the representatives of the Friends of the Library and the Sub-Action Group being invited from 7.30pm.</p> <p>(iii) Cllr Cribb advised that following the email circulated by the Clerk from Wendy Brackenbury regarding the removal of the bus subsidies and the meeting on the 9<sup>th</sup> May, she confirmed she could attend this meeting and asked if anyone was available to accompany her. She asked for it to go on the agenda on the 8<sup>th</sup> May meeting to clarify attendance.</p>	Agenda 08/05/18 attendance at meeting on 9 <sup>th</sup> May.	
22.	<p><b>Items for Future Agendas</b></p> <p>None</p>		
	<p><b>There being no further business the meeting closed at 20:35</b></p>		

Signed .....

Dated .....