

# THRAPSTON TOWN COUNCIL

Mayor: Cllr Craig Wheeler

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

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

**In attendance: Linda Marshall (Clerk)  
Adam Boon, Thrapston Primary School  
David Kelly (Ned), Thrapston Beer Festival**

No.	Item	Action	By Whom
1.	<b>Apologies for absence</b> Cllr Cribb had tendered her apologies which were accepted.	No action	
2.	<b>Declaration of Interest</b> Cllr Carter– Items 6 & 10 – Husband’s involvement with the Sports Association. Cllr Winter – Items 6 & 10 – Involvement with the Sports Association. Cllr Otterwell, Cllr Charles & Cllr Boyd – Item 11 – Trustees on a Charity.	No action	
3.	<b>Public Open Time</b> None.	No action	
4.	<b>To approve the Minutes of the Full Town Council meeting dated 12<sup>th</sup> February 2019</b> <b>Resolved</b> that the Minutes of the Full Town Council meeting dated 12 <sup>th</sup> February 2019 be confirmed as a true record.	No action	
5.	<b>To hear from Adam Boon, Thrapston Primary School regarding School Governor vacancies and raise any questions or concerns</b> Adam Boon addressed the Council and explained their current position and what they are looking for in a school governor, mainly an independent person with no connections to the school but who has experience in business. He went on to explain the role of a School Governor. The floor was opened for questions; the minimum commitment of a School Governor was explained, being 6 full board meetings a year, 6 business management committee meetings a year and 3 learning and outcome committee meetings a year. Adam Boon also explained that they are currently looking to co-opt a Governor	No action	

	<p>and then after re-election candidates hold their position for a four-year term. The Chairman asked questions on the school's OFSTED report and performance in view of a decline following the move to a two-tier system and how the Governors are working towards improving the outcomes. Adam Boon advised that the Governors have been working hard and have made significant improvements on the outcomes but explained there is still work to be done.</p> <p>Adam Boon left the meeting at 19:30.</p>		
6.	<p><b>To hear from Joanne Thurbon and David Kelly re: plans for the Beer Festival 2019 and raise any questions or concerns</b></p> <p>David Kelly (Ned) addressed the meeting and explained that the planning and preparations for last years' Beer Festival was a bit rushed, but this year they have started planning early. He explained that in addition to the Town Council's grant David Wilson Homes have also made a donation. He went on to explain that 4,000 programmes have been produced for delivery to all homes in Thrapston and further explained that there is a contingency plan in place in case the weather is not favourable. They are looking to the Council for (i) assistance with advertising (ii) to see if the Council want a stall again and (iii) whether the Council will fund the bouncy castles again. It was agreed that we would support advertising via our Facebook page and posters; that we would provide them with the contact details of Jigsaw but that we would need to wait until the incoming Mayor is in post regarding a charity stall and funding of the bouncy castle(s) from his/her mayoral fund. Ned left the meeting at 19:40.</p>	<p>Provide Jigsaw Contact Details to Leigh Tate</p>	<p>Clerk</p>
7.	<p><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></p> <p>Report taken as read. Items to take to a future meeting:-          Reports on knife crime due to reduction in officers – at what stage will they start recruiting more officers?          Need for a co-ordinated approach with education/social services/police.</p>	<p>Take issues raised to next JAG meeting</p>	<p>Cllr Charles</p>
8.	<p><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></p> <p>No report received. Cllr Boyd explained that the last meeting was on the same night as the library meeting. She advised that she had made a note of the points raised in 7 above and will raise them herself at the next meeting.</p>	<p>Take issues raised to next PCC meeting</p>	<p>Cllr Boyd</p>
9.	<p><b>To receive quotations for the ground's maintenance of Thrapston highway verges, consider and award contract</b></p> <p>Members reviewed and considered the quotations received from maintenance of the highway verges.  <b>Resolved</b> to award the contract to HJ Horticulture.</p>	<p>Award contract and advise others not successful</p>	<p>Clerk</p>
10.	<p><b>To receive and consider the draft Lease with the Sports Association, raise any queries and approve in readiness for issuing</b></p> <p>It was agreed by majority with one abstention to have the times of use/play and the times of floodlights altered to 10pm except in the event of extra time when use/play and floodlights can continue until 10.30pm.</p>	<p>Request alterations to Lease</p>	<p>Clerk</p>

11.	<p><b>To consider and agree the Town Council's chosen charity for monies raised through events for the forthcoming financial year</b></p> <p>Following lengthy discussions as to whether the charity should be a Town Council charity or a Mayor's Charity it was agreed by majority with two abstentions that MIND would be the Town Council's charity for the forthcoming year.</p> <p>It was agreed to agenda the item later in the year to put in place a policy/process for determining the charity(ies) each year.</p>	Agenda FTC Charity's Policy	Clerk
12.	<p><b>To consider and agree the Town Council's chosen charity for monies raised through donations for poo bags for the forthcoming financial year</b></p> <p><b>Resolved</b> that the charity for the 2019/20 financial year would be the Cinnamon Trust.</p> <p>It was further agreed that as above the process for determining the charity each year will be discussed at a later meeting.</p>	Agenda FTC Charity's Policy	Clerk
13.	<p><b>To consider the future development of the Peace Park and agree action</b></p> <p>Following lengthy discussions during which it was noted that residents had already put forward suggestions it was agreed that the Clerk broadly knew what the Council's vision was with regards to the Peace Park centenary project and that she would now discuss the matter with the Facilities Assistant to take the project forward and get further costings on railings, the amphitheatre, electricity supply etc.</p> <p>It was agreed to bring it back to Council for further consideration in the summer.</p> <p><b>To discuss the graffiti at the Peace Park and agree action</b></p> <p>It was agreed to deal with the graffiti in accordance with the Council's graffiti policy.</p>	Brief Facilities Assistant to take forward	Clerk
		Action graffiti	Facilities Manager
14.	<p><b>To receive and agree quotations for the installation of an outside tap and automatic drip watering system for the six hanging baskets at the Council office and agree an application to the Empowerment Fund for a contribution towards this</b></p> <p>Members were advised that quotations had been sought following the contractor's accident last summer.</p> <p><b>Resolved</b> to accept the quotations and to apply to the Empowerment Fund for a contribution.</p>	Accept quotation and Progress Works	Clerk / Facilities Manager
15.	<p><b>To receive and consider a report on the provision of mobile phones for staff and agree action</b></p> <p><b>Resolved</b> to purchase 3 x sim free mobile phones with a monthly sim up to £30 in total.</p>	Progress purchase	Clerk
16.	<p><b>To receive and consider a report from the Events &amp; Community Engagement Committee and agree action</b></p> <p>Discussions took place regarding the report from the Events &amp; Community Engagement Committee.</p> <p><b>New Year's Eve:</b> It was proposed that the Town Council should cancel the event. 6 members were in favour, 3 members were against, 1 member abstained from voting. It was <b>carried by majority</b>.</p> <p><b>Tea Dance:</b> It was agreed that further details, including costings would be required before a decision could be made.</p> <p><b>Provision of Refreshments/Alcohol at Events:</b> It was agreed that it should be down to the Clerk, who will hold the DPS, as to whether the Council should run a bar at each event.</p>	No action	
		Obtain costings	Cllr Cribb
		No action	

17.	<p><b>To receive and consider quotations for the surface works required at Sissinghurst Drive Play Area and award contract</b></p> <p>Members were informed that the Facilities Manager recommended the quotation for Eco Tumble from Wicksteeds. <b>Resolved</b> to accept the quote from Wicksteeds for Eco Tumble.</p>	Accept quotation and progress works	Clerk / Facilities Manager
18.	<p><b>To review and adopt the following policies (without change):-</b></p> <p>Training &amp; Development Health &amp; Safety Cemetery Memorial Safety Equality &amp; Diversity Retention of Documents</p> <p><b>Resolved</b> to adopt the above policies as drafted, without change.</p>	No action	
19.	<p><b>To receive nominations for the Town Awards and select winners. To agree to the purchase of the glass awards</b></p> <p>Members discussed the nominations received and have awarded 4 winners – the details of which will be made available at the Annual Town Meeting.</p> <p>It was <b>resolved</b> to purchase four of the glass awards for the Town Awards presentation.</p>	Order awards	Clerk
20.	<p><b>To clarify the Town Council's position regarding the purchase/lease of the Library in readiness for the forthcoming meeting with the County Council</b></p> <p>It was noted that a meeting has been arranged with the County Council on 3<sup>rd</sup> April at 2pm. Cllrs Baden, Carter, Charles and Cribb have indicated that they will attend. Members discussed and clarified the Council's position as follows:-</p> <p>The Council still wish to pursue the purchase of the building and surrounding area;</p> <p>The restrictive covenants are not acceptable as currently drafted;</p> <p>The word "ancillary" should be changed to "community";</p> <p>The restrictive covenants should include a time limit or backstop;</p> <p>Clarification to be sought on what is defined as a library;</p> <p>Whether the Council can have the ability to move the library to another premise;</p> <p>The discount is theoretically a deferred payment – will a discount apply?</p> <p>What is the County Council's best purchase price?</p>	No action	
21.	<p><b>District Councillors' Reports</b></p> <p>Cllr Carter reported:-</p> <ul style="list-style-type: none"> <li>• The Local Plan was progressing and various representations were discussed at the meeting on Monday. Thrapston had previously submitted comments, they were happy with the plan and as such there was little to note.</li> <li>• With regards unitary, we still await the Secretary of State's decision to progress Unitary Councils in the area.</li> <li>• Cllr Carter is not aware of any services or assets to be transferred to Town Councils.</li> <li>• ENC have agreed their budget.</li> <li>• The allocation of the Member Empowerment Fund is still to be decided.</li> </ul>	No action	

22.	<b>To receive a written report on courses attended (if applicable)</b> None.	No action	
23.	<b>Clerk's report (for noting)</b> <ul style="list-style-type: none"> <li>• There has been some damage at the Plaza. We will get a quote for repairs and invoice the group accordingly.</li> <li>• We have received a quote for window cleaning at the Plaza. We will request a bi-monthly clean.</li> <li>• Larger Councils Meeting 28<sup>th</sup> March 10am-12 noon in Raunds.</li> <li>• Had a meeting with Persimmon re: S106 for Foundry Walk and Water's Edge – awaiting to hear from their legal department.</li> <li>• Costings received from Christmas Plus for a light up poppy or soldier to celebrate Remembrance Day. The Clerk will pass it on to the Royal British Legion.</li> </ul>	Noted Noted Noted Noted Noted	
24.	<b>Chairman's comments</b> The Chairman thanked everyone for attending tonight's meeting. He advised that he has no more events planned in his Mayoral year.	No action	
25.	<b>Items for Future Agendas</b> None received.	No action	
	<b>There being no further business the meeting closed at 21:36</b>		

Signed .....

Dated .....