

THRAPSTON TOWN COUNCIL

Mayor: Cllr Val Carter

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Minutes of the Meeting of the Full Town Council held on Tuesday 8th June 2021 at 7.15pm at Thrapston Public Library

**Present: Cllr Carter (Chairman), Cllr Charles, Cllr Cribb, Cllr Draycott
Cllr Latimer, Cllr McGovern, Cllr Wheeler, Cllr Wilcox, Cllr Worley**

In attendance: Linda Marshall (Clerk)

No.	Item	Action	By Whom
1.	Apologies for Absence Cllr Winter had tendered his apologies which were accepted. No other apologies were received.		
2.	Declarations of Interest Cllr Latimer advised that she is Secretary of the Sports Association.		
3.	Public Open Time None.		
4.	To approve the Minutes of the Full Town Council meeting dated 18th May 2021 To approve the Minutes of the Annual Town Meeting dated 13th May 2021 Resolved that the Minutes of the Full Town Council meeting dated 18 th May 2021 be confirmed as a true record. Resolved that the Minutes of the Annual Town Meeting dated 13 th May 2021 be confirmed as a true record.		
5.	To fill vacancies on the Council by co-option and to receive Declaration of Acceptance of Office forms Council heard from prospective candidates as to why they wished to join the Council. Following a voting process it was resolved that Kathy Cairns be appointed for one vacancy and that Jerry Hawkins be appointed for the other vacancy. Both were invited to stay for the rest of the meeting but were advised that they could not take part in any vote until the next meeting. The candidates were asked to stay at the end of the meeting to sign their Declaration of Acceptance of Office forms.		
6.	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 No report as no meeting held.		

7.	To receive a report (if available) from attendance at the Police & Crime Commissioner's Surgery; to discuss and agree any items requiring consideration; to identify any items to be raised at a future meeting No report as no meeting held.		
8.	To receive a report (if available) relating to the Thrapston Youth Forum, to discuss and agree any items requiring consideration No report as no meeting held.		
9.	To receive a verbal update from the Chairman of the Planning & Asset Management Committee Cllr Worley briefed the meeting on key 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.	To receive a verbal update from the Chairman of the Finance & Devolution Committee Cllr Cribb 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.	To receive a verbal update from the Chairman of the Events & Community Engagement Committee Cllr Wilcox briefed the meeting on key points arising from the recent Events & Community Engagement Committee meeting. To be noted that Minutes giving a detailed account of meetings are available on the Council's website.		
12.	To receive a verbal update from the Chairman of the Personnel Committee Cllr Winter was not present at the meeting. It was noted that the next Personnel Committee meeting is on the 22 nd June 2021.		
13.	To receive a report from the Facilities Manager in relation to the Peace Park Centenary Project Report taken as read. The Chairman briefed members following an on-site meeting with herself, the Clerk, the Facilities Manager and Gary Hough, MD of Haystoun Construction. It was noted that there remains outstanding various elements of the project. Gary Hough has advised that he will have people on site tomorrow and, excluding the water features and the footpaths, will get the job up to scratch and finished to a satisfactory standard. He has been given until the end of next week to complete the job (18 th June), excluding the footpaths and water features, otherwise it will be deemed that the contract is broken. Gary Hough understood and took full responsibility. An Extra-Ordinary meeting of Full Council will be called on Monday 21 st June to review the situation and discuss options relation to the water features and footpaths.	Extra Ordinary Meeting 21/06/2021	Clerk
14.	To receive, approve and accept the Internal Auditor's Report 2020/21 Resolved to accept the Internal Auditor's report.		
15.	To receive, complete and approve Section 1 - Annual Governance Statement 2020/21 of the Annual Governance & Accountability Return 2020/21 Part 3 The Chairman read through each individual statement and the Council were in agreement that there is a sound system of internal control in place. It was resolved to accept Section 1 – Annual Governance Statement 2020/21 and that it be signed by the Chairman and Clerk.		

16.	<p>As recommended by the Finance Committee, to receive and approve Section 2 - Accounting Statements for 2020/21 of the Annual Governance & Accountability Return 2020/21 Part 3</p> <p>Members had received a copy of the year-end figures in Section 2. The Chairman asked if anyone had any queries. There were none. It was resolved to approve Section 2 – Accounting Statements 2020/21 as a true record of the Council's financial position and that it be signed by the RFO and Chairman.</p>		
17.	<p>To receive, approve and sign off the Annual Return in its entirety</p> <p>It was resolved to accept the Annual Return in its entirety. Thanks were given to the Clerk for her work in producing the end of year accounts.</p>		
18.	<p>To note that in accordance with the Accounts & Audit Regulations 2015 the Period of Inspection for the Exercise of Public Rights will be from 14th June to 23rd July 2021</p> <p>Noted.</p>		
19.	<p>That the Council is eligible to use the 'General Power of Competence' and meets the eligibility criteria as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012</p> <p>Resolved that the Council is eligible to use the General Power of Competence. It has a qualified clerk and 11 councillors were elected at the last election, which meets the criteria set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.</p>		
20.	<p>To receive Terms of Reference for adoption by the Council</p> <p>Resolved to accept and adopt the Council's Terms of Reference as updated.</p>		
21.	<p>To receive a nomination from the Mayor of her chosen charity for the year for approval by Full Council</p> <p>The Mayor advised that she wished to nominate NDAS (Northamptonshire Domestic Abuse Service) as her charity for the year. This was approved by Full Council.</p>		
22.	<p>To receive a Grant Application from Thrapston Beer Festival and determine if to award a grant</p> <p>Cllr Latimer did not take part in this agenda item given her relationship with the Sports Association.</p> <p>Following consideration of the grant application it was resolved to award a grant to Thrapston Beer Festival in the sum of £1,000.</p>		
23.	<p>To receive a donation request from Thrapston Cricket Club to support the build of a new scoreboard and storage facility to go near the outdoor practice nets and determine whether to make a donation</p> <p>Following consideration it was resolved not to make a donation towards the new scoreboard but to invite the Cricket Club to use the grant application process.</p>	Invite to use grant process	Clerk
24.	<p>To receive a report from the Clerk regarding Thrapston Market and the points outstanding in the draft Licence and determine how to proceed with a meeting with Bletsoe</p> <p>The outstanding points were discussed. It was resolved to meet in person with Bletsoes to discuss the outstanding points and determine if agreement can be reached on the draft Licence.</p>	Arrange meeting with Bletsoe	Clerk

25.	<p>To welcome David Manning to the meeting. To receive a presentation from David Manning followed by a report from Cllrs Wilcox & Worley & David Manning providing options to the Council in relation to the proposal for development of the Nene Valley Park and agree action</p> <p>David Manning presented to the meeting and gave an update on the Thrapston Nene Valley Park project. There was a period of time for questions and the project was discussed.</p> <p>The report was received. Following discussion it was resolved to allow the formation of a Community Management Team, to include at least two elected town councillors, with a binding constitution to be approved by Full Council.</p> <p>David Manning, Cllr Wilcox and Cllr Worley were given thanks for the work put in to date. They will now proceed with the drafting of a constitution.</p>	Draft Constitution	Manning/ Wilcox/ Worley
26.	<p>Action from Minute Ref 017/2021-22 No.19 to receive draft Countryside Code and draft Questionnaire for approval and agree action</p> <p>The Countryside Code and Questionnaire were approved, save for a couple of amendments. The clerk is now to arrange the meeting between all stakeholders. It was requested that prices be obtained for producing the countryside code into signage to be affixed to the posts on our open spaces.</p>	Arrange meeting with stakeholders	Clerk
27.	<p>To receive a recommendation from the Planning & Asset Management Committee to continue with the Dog Patrols on the basis of 1 x hour per month at a cost of £35 per hour and agree action</p> <p>Following discussion it was resolved to purchase a package of 50 hours; to continue with 2 hours per month during the spring/summer months and for it to drop to 1 hour per month during the winter months; but with the flexibility to alter this as required. The cost for out of hours service to be obtained.</p>	Purchase 50 hour package Obtain out of hours cost	Clerk
28.	<p>To review the councillor surgery which took place at the farmer's market 05/06/2021 and determine structure for future surgeries</p> <p>Feedback from those who attended Saturday's surgery was extremely positive and they felt being at the Farmer's Market was very worthwhile; they engaged with a good number of people. It was agreed to continue with the Saturday surgeries taking place at Farmer's Market up to and including October. The next four Councillors (July) are Cllrs Cairns, Carter, Wilcox and Worley. In the meantime Cllr Wheeler will investigate obtaining a pop up gazebo.</p>	Organise and book future surgeries Investigate pop-up gazebo	Clerk Wheeler
29.	<p>Unitary Councillors' Reports</p> <p>Cllr Wendy Brackenbury had sent in an email, advising that works to repair damage caused to Thrapston Library are planned to start and be completed this month. A surveyor is attending the site this week to agree arrangements for the start of works.</p> <p>Planning meetings in East Northants are now on a Tuesday, so at times will clash with the town council meetings.</p>		
30.	<p>Clerk's Report (for noting)</p> <ul style="list-style-type: none"> • School Governor – they are not currently recruiting. • Thrapston Musical Events – the band has disbanded and will not be holding Sunday evening events; they have returned the grant monies. 		

	<ul style="list-style-type: none"> Venue for Meetings – all future meetings will be held at the Souster Youth Hub on Market Road. Thanks were given to Anne and the Library team for accommodating the council. 		
31.	<p>Chairman's Comments</p> <p>The Chairman welcomed the new councillors. She reminded everyone about the strategy meeting on Thursday and reminded everyone to complete and submit their expenses form to North Northamptonshire Council, even if it is a nil return.</p>		
	There being no further business the meeting closed at 21:15.		

Signed

Dated