

THRAPSTON TOWN COUNCIL

Mayor: Cllr Craig Wheeler

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Minutes of the Meeting of the Full Town Council held on Tuesday 9th August 2022 at 7.15pm at The Town Council Office

Present: Cllr Wheeler (Chairman), Cllr Cairns, Cllr Cribb, Cllr Glover, Cllr Hawkins, Cllr Latimer, Cllr McGovern, Cllr Storey, Cllr Twigger, Cllr Wilcox, Cllr Winter, Cllr Worley

In attendance: Linda Marshall (Clerk),
1 x Member of the Public

No.	Item	Action	By Whom
1.	<p>To welcome Co-opted Councillors Michele Storey and Stuart Glover and receive Declaration of Acceptance of Office forms</p> <p>Cllrs Storey and Glover were welcomed to the meeting. They both signed their Declaration of Acceptance of Office forms before the Proper Officer. It was noted that Cllr Storey will sit on the Finance and Planning Committees, with Cllr Glover sitting on Events and Personnel.</p>		
2.	<p>To Receive Apologies for Absence</p> <p>Cllr McLuckie had tendered her apologies which were accepted. Unitary Councillor Geoff Shacklock, Wendy Brackenbury and David Brackenbury had also tendered their apologies.</p>		
3.	<p>Declaration of Interest</p> <p>None.</p>		
4.	<p>Public Open Time</p> <p>None.</p>		
5.	<p>To approve the Minutes of the Full Town Council meeting dated 12th July 2022</p> <p>Resolved that the Minutes of the Full Town Council meeting dated 12th July 2022 be confirmed as a true record.</p> <p>To approve the Minutes of the Extra Ordinary meeting of the Full Council dated 21st June 2022</p> <p>Resolved that the Minutes of the Extra Ordinary meeting of the Full Council dated 21st June 2022 be confirmed as a true record.</p>		
6.	<p>To receive and note Minutes of Committee Meetings held during June</p> <p>Minutes of the Finance & Resources Committee meeting dated 5th July, the Planning & Asset Management Committee meeting dated 5th July, the Personnel Committee meeting dated 26th July</p>		

	and the Events & Community Engagement Committee meeting dated 26 th July 2022 noted.		
7.	<p>To receive a presentation from Stuart Anderson & David Cashmore of Volunteer Action, to raise any questions and consider how the Council might support them</p> <p>Presentation received, giving details of who Volunteer Action are and what they do. They offer a car scheme and a befriending service. To note, they have five drivers in Thrapston, last year they had 160 Thrapston members who requested 650 trips. They charge 45p per mile to the customer and pay 45p per mile to the driver; but as well as the journey itself the driver also gets paid to and from the customer's pick up – so every journey runs at a loss – especially if drivers are having to come from Oundle. Regarding their befriending service, they have five face-to-face befrienders in Thrapston with two telephone befrienders. They do rely on funding to run, but the last two years' accounts have been in deficit. They are not only looking to the Town Council for funding (the Clerk confirmed an application has now been received) but also to help raise awareness. Discussions with councillors took place, which included suggested funding streams and suggestions on how to raise awareness/attract volunteers. The Council will promote their services on Facebook and in noticeboards and will consider the funding application at its next meeting in September. Thanks were given to Stuart Anderson and David Cashmore for attending.</p>		
8.	<p>To receive reports (if available) from representatives on external bodies; to discuss and agree any items requiring consideration; to identify any items to be raised at future meetings</p> <p>JAG – no report. Police Liaison – no report. CHAT – no report. Volunteer Action – presentation given – no further report.</p>		
9.	<p>To receive a report and presentation from the Nene Valley Park Project's Management Team; to discuss and agree any items requiring consideration; to identify any items to be raised at a future meeting</p> <p>Presentation received from David Manning and Cllr Wilcox, giving details of what the group has already achieved, both practical and administrative, and what areas they are now looking to focus on, with details of what they are aiming to achieve in each area – see attached at Appendix 1. Questions were then open to councillors. It was noted that the installation of litter bins will go before the Planning & Asset Management Committee for determination; it was further noted that they would wish for the Council to manage the emptying of those litter bins through its contracts. Regarding the creation of a maintenance plan, this will be discussed with Council to determine if some/all maintenance will fall within the remit of the Council's Facilities team or whether it will be included in the Groundsman's maintenance contract. Thanks were given to David Manning for attending.</p>		
10.	<p>To receive, review and approve the Financial Reports for July 2022</p> <p>Resolved that the Financial Reports for July 2022 be accepted, as attached at Appendix 2.</p>		
11.	<p>To receive and authorise the payments due in August 2022</p> <p>Resolved that the list of payments due in August 2022 be approved, as attached at Appendix 3.</p>		

12.	<p>To receive and approve the Strategic Plan 2022 v.5 and agree any action to be taken Resolved to approve the Strategic Plan v.5 as drafted. It was requested that the box on the last page goes before committees half yearly for review.</p>		
13.	<p>To receive information from NCALC regarding Civility & Respect and determine whether this Council wishes to sign the Pledge Concerns were raised that all the training sessions being delivered by Breakthrough Communications were daytime courses, which is not ideal for Councillors who work. It was noted however that the courses are not mandatory and are there to support anyone experiencing difficulties. The Clerk will feedback the concerns raised. Councillors were asked in general terms if they felt the council should sign the Pledge. All councillors, with one abstention, voted in favour. The Chairman then read out each Statement of the Pledge. It was resolved that Thrapston Town Council would sign the Pledge, agreeing that the Council will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles and that it will commit to the Statements read out – see attached at Appendix 4.</p>		
14.	<p>To receive a report with appendices relating to a footpath linking The Coppice with The Sidings and agree action Following discussion it was agreed:-</p> <ul style="list-style-type: none"> • A formal quote should now be sought for a tarmac footpath. • A formal quote for an alternative option (e.g. crushed limestone) should be sought. • Officers to draft an emergency closure plan which can be implemented swiftly. • Defer the matter to the next meeting once the above is undertaken. 	Obtain formal quotes. Draft emergency plan.	Clerk
15.	<p>To review the closure of the public toilets and to note the complaints received; to discuss continued closure/re-opening/refurbishment and agree action The complaints which had been received were noted. It was further noted that costs to the Co-op for maintenance of their toilet had increased; Council re-iterated that an offer of financial support had been offered to the Co-op – the Co-op could therefore come back to the Council on this matter. Given the low number of complaints (10-12) in a town of thousands, it was considered that the number of complaints received was negligible over the three-month period that the toilets have been closed. Taking a balanced view it was carried by majority, with five abstentions, that the public toilets should remain closed. The management of the asset to go to the next Planning & Asset Management Committee.</p>	Management of Public Toilet Building to PAM	Assistant Clerk
16.	<p>To receive and review a Memorial Bench Policy (Action from Minute Ref 076/2022-23) and determine whether to adopt the policy as drafted Resolved to adopt the Memorial Bench Policy as drafted, with a note being added *prices correct as of August 2022.</p>	Amend Policy for signing	Assistant Clerk
17.	<p>To receive and adopt the Environmental Policy as recommended by the Planning & Asset Management Committee Resolved to adopt the Environmental Policy.</p>		
18.	<p>Unitary Councillor's Reports</p> <ul style="list-style-type: none"> • A paper will be going to a Scrutiny meeting on 16th August to discuss the future provision of the green waste service. 		

	<ul style="list-style-type: none"> • DB has spoken to NCC colleagues regarding the Car park in the Bull Ring and regarding Sackville Street, with a view that there may be some attention before long. Funding is not from Highways, so it would come under assets, which is a different source. • There are changes suggested to Integrated Care for adults across North Northamptonshire and there will be a paper going to Executive later this month. • Provision of holiday activities and meal provision is being continued for children in free school meals categories. • Naturally, we continue to keep a close eye on the two warehouse development proposals near Titchmarsh and we will continue to keep residents informed of developments. <p>Cllr Latimer advised that she has been emailing Cllr Wendy Brackenbury regarding the siting of the foodbank – she has been advised that the person dealing with it is on long term leave, but they will get back to her.</p>		
19.	<p>Clerk's Report (for noting) None.</p>		
20.	<p>Chairman's Comments</p> <ul style="list-style-type: none"> • The Chairman thanked everyone for attending his Civic Service and advised that they had raised £300 for the Haemophilia Society. • A meeting had been held with residents of Water's Edge regarding noise, litter, parking and trees – this will come back before Council for consideration. • A meeting had been held with the Royal British Legion to formalise arrangements for Armistice Day, Remembrance Sunday and other significant dates throughout the year. • This Friday is the Teddy Bear's Picnic in the Peace Park. <p>Cllr Twigger asked if the Council would consider opening the Plaza for residents in times of extreme heat – to be taken to the next meeting for discussion.</p>	Agenda FTC September	Clerk
	<p>There being no further business the meeting closed at 20:37.</p>		

Signed

Dated

APPENDIX 1

NENE VALLEY PARK – PLANS AND PROPOSED NEXT STEPS

APPENDIX 2

FINANCIAL REPORTS FOR JULY

APPENDIX 3

LIST OF PAYMENTS FOR AUGUST

APPENDIX 4

CIVILITY AND RESPECT PLEDGE

By our council signing up to the civility and respect pledge we are demonstrating that our council is committed to treating councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.

By signing Thrapston Town Council agrees to the following statements:

- Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.
- Our council has committed to training councillors and staff.
- Our council has signed up to Code of Conduct for councillors
- Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.
- Our council will commit to seeking professional help in the early stages should civility and respect issues arise.
- Our council will commit to calling out bullying and harassment if and when it happens.
- Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme
- Our council supports the continued lobbying for the change in legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.