

**MINUTES OF THE MEETING OF BURTON LATIMER TOWN
COUNCIL HELD IN THE COUNCIL OFFICES BURTON LATIMER
ON 4th AUGUST 2009**

Present: Councillors: *M. Jerram (Deputy Town Mayor), P. Bettles, J. Garnett, C.R.Groome , C. Groome, D. Gunn, H. Fry, H.F. Macdonald, D. Zanger*

PCSO: *M. Lawson*

Public Forum: Matters raised by members of the public (7 present) included): works to BL Cemetery, HGV vehicles in Station Road, parking in High Street, BL toilets, Operation Kleensweep

08/09/2498 Apologies

Apologies for absence were received from the following Councillors: S. Walden (on holiday) –Cllr Zanger proposed apology be approved, seconded by Cllr Fry and approved; J. Smith (on holiday) – Cllr Gunn proposed apology be approved, seconded by Cllr Macdonald and approved; M. Evans (no childcare) - Cllr Fry proposed apology be approved, seconded by Cllr Zanger and approved.

08/09/2499 Declarations of Interests

None

08/09/2500 Minutes of the meeting of the Town Council held on 7 July 2009

Resolved that the Minutes be approved subject to the following amendments:

pp 2708 Minute 07/09/2491.1 6th para replace ‘will take’ with ‘has taken’
pp 2712 Minute 07/09/2491.4 3rd para delete ‘be’

08/09/2501 Matters Arising

Minute 07/09/2471. (Cllr profile update) Cllr Jerram to approach Cllr Evans on this matter and if details not forthcoming a letter to be sent to Cllr Evans. Newsletter template – Cllr Jerram has discussed this with Chris Garnham (KBC)

Minute 07/09/2489.9 (New licence application) Cllr Zanger advised that this had been granted with conditions.

Minute 07/09/2491.1 (Shopping Survey) Cllr Jerram to distribute survey results to Town Councillors (survey to be placed on September’s agenda)

In future the Clerk will be notified of ‘Matters Arising’ before the meeting

08/09/2502 Police Matters

July crime statistics to be emailed to the Clerk. Matters discussed included: vehicles going the wrong way in Poplar Road, cars continuing to drive on the footpath on Polwell Lane, HGV vehicles in High Street.

08/09/2503 Town Mayor's Report

No report (Town Mayor on holiday)

08/09/2504 Correspondence

2504.1 Birse Civils (Contractors) – A14 Corridor Traffic Management Scheme

Information from the main contractors on above scheme. Including arrangements for overnight closures (J10 to J13). The Town Council approved of the arrangements for the works.

2504.2 CPRE Northamptonshire News – Summer 2009

For information.

2504.3 KBC/NHS – Swine Flu Advice

Letter from David Cook (Chief Executive, KBC) with advice on Swine Flu.

2504.4 NCC/MGWSP – Reconstruction Works to Altendiez Roundabout

Works to commence in October; to last 2 weeks. Cllr Macdonald to post-inspect the works and to draft letter of thanks if standard acceptable.

2504.5 Stagecoach East – Annual Performance (May 2008-April 2009)

Issued to Cllr C. Grome for reference.

2504.6 Rural North, Oundle and Thrapston Plan (RNOTP) Update

Outcome from Independent Examination into the RNOTP for Members' information

2504.7 Phoenix - Centre Screen Northamptonshire

For Members' information.

2504.8 East Midlands Regional Assembly Regional Plan Partial Review

Consultation document available on website and disk. Closing date for comments 6 October 2009. Disk issued to Cllr Gunn for reference.

2504.9 North Northamptonshire Joint Planning Unit

NNJPU are mapping services and facilities. Questionnaire to be completed and returned by 11 September. Cllr Macdonald to liaise with the Clerk on this.

08/09/2505 Policies and priorities

2505.1 Finance & General Purposes Committee Minutes – 16 July 2009 (Cllr Jerram)

Present: Cllrs. S Walden, M Jerram, D Gunn, P Bettles, F Macdonald, D Zanger, J Smith

Apologies: Cllr. H Fry

Matters Arising From Previous Minutes: None

Matters Referred from TC meeting 7th July 2009: The agenda for the F&GP Meeting must be published at least 7 days before meeting date.

A quality council meeting needs to be arranged. This has now been arranged for Wednesday 22nd July 2009 at 7 p.m at the council offices.

Protocols: There has been some confusion over the protocols concerning the Kettering Borough Mayor and Burton Latimer Town Mayor when both attending an event in the town. Cllr Zanger has been taking advice from Kettering Borough Council and advised that although the Kettering Borough Mayor is senior, they shouldn't take the place of Burton Latimer Town Mayor. KBC should inform the Burton Latimer Town Mayor as to which event the Kettering Borough Mayor will be attending in order to prevent any breach of protocol. The Deputy Town Mayor should also ask permission from the Town Mayor to wear the chain when accompanying the Mayor.

Mayoral Expenses: As was previously agreed an itemised bill of the Mayor's expenses should be submitted to the council at the end of the mayoral year. This will be provided by the next meeting.

Pocket Park: The annual Duck Race was a great success, many thanks to all those who helped on the day. The butterfly for the main gate is in the process of being sanded down ready for re-painting.

Budget Setting 2009/2010: A pre-budget meeting has been arranged for 26th August 2009.

NCC Discretionary Funding: Members to come back to next meeting with any suggestions.

Agenda for Next F&GP Meeting – 13th August 2009 7.30 p.m at Council Offices

1. Apologies
2. Matters Arising

3. Wind Farm Fund
4. Newsletter
5. Matters Referred from Town Council Meeting 4th August 2009
6. Any Other Business
7. Agenda for Next Meeting

Any Other Business:

The BLTC grant application form is to be put on BL web-site, Cllr Jerram to send to Warwick.

Larger magnets are needed for the notice boards, Cllr. Macdonald to obtain prices and bring back to F&GP for approval.

2505.2 Minutes of Town Council Website Meeting – 16 July 2009 (Cllr Jerram)

Present: Cllrs. S Walden, M Jerram, D Gunn, P Bettles, F Macdonald, D Zanger, J Smith

Apologies: Cllr. H Fry

Warwick Hunt also attended.

- Warwick presented a graph of statistics of people visiting the site, and this is showing numbers still increasing.
- The newsletter is now on the web-site.
- Photographs and the list of winners from the Duck Race are also now showing.
- A list of shops and businesses in the town has been updated.
- Cllr. Evans profile still needs updating.
- News Items – Planning – the I M Kelly application is being heard at KBC on 21st July at 7.00 p.m. The shops survey is also now available.

Any articles for the web-site submitted by councillors need to be first sent to the Clerk for evaluation, he will then send them on to Warwick, and this will be done each Thursday. Cllr Jerram asked Members to give response to Shopping Survey so that she could then forward it to Dr Hunt for inclusion on the website.

2505.3 Planning Matters

2505.3.1 Planning Applications Approved by the Town Council

KET/2009/0369 Mr Brown 10 Harvest Close, BL

Convert garage into habitable room

KET/2009/0388 Mr Clipston 28 Cornfield Way, BL

Variation of condition 4 on KE/1996/0727 in respect of conversion of garage to habitable room

KET/2009/0330 IVG Whites Finedon Road, BL

Extension to existing industrial building to include new chill store, loading dock and associated works.

2505.3.2 Planning Applications Objected to by the Town Council

KET/2009/0362 Mr Watkins 51 Finedon Road, BL

Outline planning: Residential development for 21 dwellings.

2505.3.3 Planning Applications Approved by Kettering Borough Council

KET/2009/0308 Mr Peter Haves 50 Park Road, BL

Two storey side extension.

KET/2009/0156 Miss K Sneddon 34 Finedon Road, BL

Single storey rear extension.

2505.3.4 Planning Refusals Received from Kettering Borough Council

None

2505.3.5 Planning Withdrawals Received from Kettering Borough Council

None

2505.3.6 Planning Appeals Received from Kettering Borough Council

None

2505.3.7 Planning Appeals Withdrawn Received from Kettering Borough Council

None

2505.3.8 High Street Development

Cllr Gunn also advised Members that the development in High Street has been approved by KBC (delegated to officers). The Town Council was very concerned that the consultation process had not been adhered to by KBC. **Resolved** that Cllr Zanger will meet with the Deputy Leader of KBC's conservative Group and Cath Harvey about the problems with KBC's planning process.

2505.4 Reflection on best practices action points agreed at July meeting, particularly in relation to committee agenda preparation and publishing

Resolved that Cllr Gunn would email the Press with any late planning applications i.e. received after the initial issue of the agenda.

2505.41 Best practice report – Budget Setting and Control

Resolved that the Clerk's report be approved.

2505.5 Quality Council Update

The Council is making good progress towards attaining Quality Council status. Areas requiring most work include Section 8 (Promoting Local Democracy and Citizenship). And Section 4 (Communication and Community Engagement) – an initial list of local organisations has been compiled and a single point of contact is required for each organisation. Cllr Macdonald to circulate the list to Members and feed responses to Cllr Smith (Chair of QCS Working Party). Cllr Zanger to forward his list of local organisations to Cllr Smith.

2505.6 Town Council Chamber and Facilities Update

Resolved that this standing item be deleted from future agendas.

2505.7 Public Transport Update

Resolved that this standing item be deleted from future agendas.

2505.8 Highways Update (Cllr Macdonald)

Wall at car park entrance repaired

Work has started in Harvest Close play area on repairs to fence

Anglian water have repaired the two leaks in the Town

The cycle track is now complete

NCC have removed vegetation from Isebrook Court

Meeting arranged with NCC to have an initial discussion re parking and finally resolve the resident's problem at the junction of Polwell Lane/Altendiez Way Several issues re footpaths awaiting final resolution

Meeting scheduled mid August re MGWSP's response to issues in the town

Cllr Macdonald to speak regarding the latest situation re buses

Temporary repair to Morrison's roundabout, hope to have new design by October

2505.9 Swimming Pool Trust Update

Cllr C. Groome declared a personal interest in this item.

Cllr C. Groome to provide the answers to the Town Council's list of questions before the next Town Council meeting.

2505.10 High Street/Church Street Roundabout Update

NCC report due over the next four weeks.

2505.11 Diversion of Footpath UA7 Update

Cllr Macdonald to meet with Sarah Clark later this week to ensure required form is completed correctly. Avoidance of the Town Council incurring any costs is of paramount importance.

2505.12 Burton Latimer Cemetery

Mr Cox has provided Cllr Macdonald with a list of the materials (to be provided by KBC) required for the work to be done at the cemetery. Cllr Macdonald to liaise with the Clerk to send the required letter to KBC.

2505.13 The Procedures of KBC Planning Committee

(see Minute 2505.3.8)

2505.14 CTV Cameras Coverage

KBC has advised that the arm holding the CCTV camera needs extending (£400) for the camera to see down High Street (building block the view); Also Cllr Macdonald (i) to meet with NCC and KBC representatives to get trees cut back; and Resolved that letters to NCC be drafted (for NCC to give priority to updating the street lighting in High Street) and BL Chamber of Trade & Commerce (suggesting that night lights be displayed in High Street shop fronts – annual cost c. £10)

2505.15 Christmas Lights and Entertainment Event 2009 Update

Cllr Zanger confirmed that Mr Griffiths is prepared to erect/dismantle the Christmas lighting under the existing arrangement (grant) from KBC via the Town Council (this needs to be verified with KBC). Cllr Zanger to email Cllrs re: forming an Entertainments Committee and feedback responses to Cllr Smith.

08/09/2506 Borough Council Matters of Interest

Cllr D. Zanger informed the Council that he had attended the following meetings: Planning (KBC), BLAST, planning training, F&GP Committee, Heritage Society, Licensing (KBC), Chris Stopford (KBC), Bosworth's (planning), Housing Supply (KBC), NCC Scrutiny & Overview Committee

Cllr R. Groome informed the Council that her Civic Ball (Mayor of Kettering) would be on 13 November at Wicksteed Pavilion, the Cranford Hall concert raised £250, there had been 64 Mayoral engagements since 13 May, invitation to Town Cllrs to the Mayor's parlour (KBC) early in October.

Cllr C. Groome informed the Council that he had spent a great deal of time on planning issues and made reference to a recent meeting of Kettering East Forum which was of particular concern (see also Minute 08/09/2511). At the meeting the previous Chair and Vice-Chair stood down and a new Chair elected (no nominations for Vice-Chair were

received). The Highways Agency had tabled a report (via KBC's Head of Development Services) that included reference to junction 10A (A14) being acceptable (without further consultation). Concerns among other members of the Forum are that major issues around the Kettering East development are not being addressed in a satisfactory manner (principally sewerage, highways and education needs). Also a number of key organisations who are Forum members (developer, NCC Highways, Environment Agency) were not present at the meeting. In summarising Cllr Groome stated that the scale of the Kettering East development dwarfs any previous development and it was felt that key issues were not being properly addressed and that the community was being let down by the Forum.

Cllr Groome had also attended various other meetings and training events.

08/09/2507 County Council Matters of Interest

Cllr C. Groome informed the Council that he had attended his first meeting of the Children and Young People Committee and he was involved in school admissions and developing a 'low attainment report' (education in the County). NCC had received a report from the Audit Commission re: 2007/8 accounts; the report was late due to NCC not having submitted its accounts for audit in time. The number of female County Cllrs had dropped at the last election. Cllr Groome had also received training on NCC's Cllr Empowerment Fund.

08/09/2508 Reports of Representatives on Outside Bodies.

None

08/09/2509 Accounts For Payment

	£
Cheque No 101350 G. Sneddon (Clerk's salary Aug 09)	* 839.23
Cheque No 101351 Inland Revenue (Tax & NI Aug 09)	253.10
Cheque No 101352 G. Sneddon (Reimb. phone & postage April-June 09)	57.45
Cheque No 101353 Cllr S. Walden (Reimb. purchase of flowers)	39.00
Cheque No 101354 Westcotec (bracket for VAS sign)	69.00
Cheque No 101355 S. Cortis	175.00

**Includes attending CiLCA Course (Litchborough) 25 June & 16 July (5.5 hours x 2) and travel(59 miles x 2 x 25p) - total £163.26 and reimbursement of purchase of course textbook – 'Local Council Administration' (Charles Arnold Baker) - £63.00*

Resolved that the above payments are approved

08/09/2510 Urgent Matters

2510.1 Sports & Leisure Survey

Letter received from Michael Cowland (KBC) indicating that the survey would be issued shortly (was expected to be issued last summer). Cllr Zanger to take this matter up with KBC.

2510.2 Wind Farm Fund

Resolved that (i) the Clerk would email all Town Cllrs the communication with KBC to date on this matter and (ii) that Cllrs Fry and Garnett would set up a meeting with KBC to resolve the outstanding issues.

2510.3 Local Businesses - Involvement in Project

Cllr Gunn advised the Council that a number of local business people were interested in getting involved/funding local projects. **Resolved** that Town Cllrs would email suggested projects to Cllr Gunn.

2510.4 Burton Latimer Signs (A6 Bypass)

Letter from Martin Hammond (Deputy Chief Executive, KBC) advising that NCC viewed favourably the placing of two signs on the A6 Bypass to 'market/promote' BL (shops, facilities etc). Response to MH required before end August. **Resolved** that this item be referred to BL Planning Committee.

08/09/2511 Press Release

Reference made to Cranford Parish Council's press release in relation to the Kettering East Development/Kettering East Forum. **Resolved** that the Town Council was committed to doing all it could to ensure that KBC did a thorough job in relation to this development.

08/09/2512 Private and Confidential Items

None

There being no further items for discussion, the Chair closed the meeting at 9.44 p.m.