

**MINUTES OF THE MEETING OF BURTON LATIMER TOWN  
COUNCIL HELD IN THE COUNCIL OFFICES BURTON LATIMER  
ON 5 JANUARY 2010**

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

**Police:** PCSO A. Sillance.

**Public Forum:** Matters raised by members of the public (4 present) included: Mr G. Mercer – state of tarmac in Hillcrest Avenue; advised by Cllr Macdonald that this is on MGWSP's work schedule for 2010/11

**01/10/2575 Apologies**

Apologies for absence were received from Cllr H. Fry (adverse road conditions-snow); Cllr Zanger proposed that the apology be approved, seconded by Cllr Macdonald. **Resolved** that the absence be approved.

**01/10/2576 Declarations of Interests**

None

**01/10/2577 Minutes of the meeting of the Town Council held on 1 December 2009**

Cllr Macdonald proposed that the Minutes be approved, seconded by Cllr C. Groome. **Resolved** that the Minutes be approved.

**01/10/2578 Matters Arising**

pp 2756 Minute 10/09/2534.4 – Blackbridge Farm Liaison Group Meeting

Cllr Smith to contact the Environmental Agency with regards to having a meeting of the Liaison Group.

pp 2757 Minute 10/09/2549.9 – Restricted Parking High Street/Kettering Road/Churchill Way

Cllr Macdonald confirmed that the agreed restricted parking areas had been delineated on NCC's drawing and returned to NCC.

pp 2762 Minute 12/09/2564.36 – Planning Matters S.106 Letter to KBC

Clerk to send copy letter in 2 weeks if no reply from KBC received at that time.

pp 2762 Minute 12/09/2564.6 - Kettering East Alliance

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Cllr C. Groome advised that he had spoken with Cllr Jones and that a meeting of the KEA will be held shortly.

pp 2763 Minute 12/09/2568.1 – NCC Weight Restriction Boards

Cllr Macdonald advised that the above boards (8) will be delivered to him on Wednesday 6 January.

pp 2764 Minute 12/09/2568.2 – NCC Road Sign Improvements Survey

Cllr Macdonald advised that a site visit with NCC is imminent.

**01/10/2579 Police Matters**

Matters discussed included: the latest crime statistics, bollards on Polwell Lane – MGWSP has been instructed to carry out the work; funding for 2 police bicycles – police to send letter to BLTC giving details; seats (2) in BL cemetery – Cllr C. Groome consulted with the police on this matter (no apparent problem) and tabled photographs of the proposed refurbished seats to be funded from Cllrs Christopher and Ruth Groome's KBC Ward Initiative Fund; police priorities in BL are antisocial behaviour and stealing.

**01/10/2580 Town Mayor's Report**

Included attending the following meetings/events: BL's Over 70's Club, the Darby & Joan Club's Christmas dinner, St Mary's Church fund raising event, BL's Christmas lights switch on and various Town Council meetings.

**01/10/2581 Correspondence**

**2581.1 Diversion of Footpath UA7**

NCC presumes that, as Taylor Wimpey is the applicant it will be paying the £2050 diversion Order fee. It may take up to 2 years to process the application.

**2581.2 ACRE Village Viewpoint Magazine Winter 2009 Edition**

Placed in Council Chamber for Members' information.

**2581.3 NCC – Parish Satisfaction Questionnaire**

Cllr Macdonald to complete the questionnaire in the first instance and forward it to the Clerk for forwarding on to the rest of BLTC for their views. Cllrs to direct any comments to Cllr Macdonald for inclusion in the questionnaire.

**2581.4 NHS – Support Your Local Hospital Leaflet**

For information and completion by individual Members if they so wish.

**2581.5 NHS Foundation Trust – ‘KGH Together’ Magazine**  
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For Members’ information.

**2581.6 NNJPU – Small Towns Workshop Sat 6 Feb 2010 (09.45 – 1500)**

Invitation to the above to be held at Rushden & Diamonds Conference Centre, Irthlingborough. Clerk to email details to Members .

**2581.7 KBC – Budget Consultation Meeting 21 January 2010**

To commence at 7.00 pm in the Council Chamber, Bowling Green Road. For Members’ decision. Members to respond individually.

**01/09/2582 Policies and priorities**

**2582.1 F&GP Minutes – Meeting 12 November 2009 (Clerk)**

Present: Cllrs S Walden, M Jerram, H Fry, J Smith,( Left at 8 p.m) P Bettles; G Sneddon (Clerk)

1. Apologies: Cllrs D Zanger – Away, D. Gunn – Hospital, F Macdonald – Previous Engagement.
2. Declarations of Interest:- None
3. Matters Arising:- None
4. Newsletter: Copies were provided for councillors for approval. It was agreed that certain articles needed to be re-vamped and additional content added. The newsletter will be sent to KBC early next week for formatting. Cllr Jerram advised she had obtained a more competitive price for delivery, it was agreed to go ahead with this.
5. Christmas Lights Event: There was no further update on the evening. It was agreed that a letter be sent to the Chamber of Trade asking for a copy of their latest audited accounts and also a list of paid up members. We have had no reply to our previous requests for evidence that they own the lights.
6. Preliminary Budget: The clerk provided an projected up to date income & expenditure sheet. This included estimated costs for the new building. After much discussion it was agreed that the precept this year should be £15,000. This would allow the council to do the necessary work to make the building habitable and still leave some money in the reserves. Even without the new building there would be a shortfall between that grant from KBC and the income needed to run the council of over 6k. It was agreed that we needed to see a copy of the Heads of Agreement so we are in full possession of all the facts and costs relating to the new building.

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7. Matters Referred from Town Council Meeting – 1<sup>st</sup> December 2009:  
Invoice received from KBC re cutting of trees in cemetery. Cllr Zanger to liaise with KBC as this was not a Town Council matter.
8. Matters of Urgency: None
9. Private & Confidential: None

Discussed by BLTC:

Newsletter: Concerns expressed about the December newsletter being rushed in the final stages and general agreement that the current system is not working effectively. Also acknowledged that it was a thankless and problematic task for the single Cllr charged with pulling the newsletter together and getting it printed by KBC. Cllr Jerram proposed that Cllrs Smith and Zanger take over the next edition of the newsletter, seconded by Cllr Gunn. **Resolved:** that the proposal be approved. Proposed by Cllr Macdonald that the Town Council's website be featured in every issue of the newsletter, seconded by Cllr Gunn. **Resolved:** that the proposal be approved. Cllr Zanger to advise Cllrs of the deadlines for the next publication. Also agreed that the next issue would be A4 size.

BL Chamber of Trade & Commerce: Information requested from the CoT had not been received. Agreed that a letter be sent requesting (i) a list of the current paid up members of the CoT (ii) a copy of the CoT's Constitution (iii) a copy of the most recent audited accounts (iv) the grounds/supporting evidence for the CoT's belief that they "had always owned the town's Christmas lights"

**2582.2 Town Council Website Meeting 10 December 2009**

Present: Cllrs: S Walden, M Jerram, J Smith and Mr W. Hunt

- Visitors are still around 60-80 a month
- Sponsorship is still something we need to evaluate. The preferred option is to have possible three main advertisers from the largest businesses in the town. It was suggested that we contact them after Christmas. It was agreed that Cllr Macdonald would endeavour to seek sponsorship for the next 2 editions at a rate of approximately £200 an issue
- Warwick has made a business card to give out with details of the web-site. It was agreed he will e-mail a copy to us.

**2582.3 Planning Report December 2009**

The Planning Committee meeting scheduled to be held on Monday December 21<sup>st</sup> was cancelled due to no applications being received by the Town Council.

**2582.33 Planning Applications Approved by Kettering Borough Council**

KET/2008/0688 Mr Moore Westleigh Development 54 Pioneer Avenue

Redevelopment to create 16 new houses and 21 new flats.

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KET/2009/0493      Frances Jackson Homes      White Lodge Higham Road

Erection of 14 new dwellings and associated parking.

KET/2009/0465      Mr Shaw 78 Pioneer Avenue

Single storey rear extension

KET/2009/0587      Mr Watkins Thamesway Properties 51 Finedon Road

Residential development of 21 new dwellings.

KET/2009/0583      Mr G Clevery 16 Elm Road

Conservatory to the rear

**2582.34      Planning Refusals Received from Kettering Borough Council**

None

**2582.35      Planning Appeals Received from Kettering Borough Council**

None

**2582.36      Planning Appeals Withdrawn Received from Kettering Borough Council**

None

**2582.4      New Civic Centre (see Private & Confidential Items)**

**2582.5      Setting of 2010/11 Budget and Precept**

Membership of NCALC: the Clerk reported back on the meeting with Danny Moody (Chief Executive, NCALC) and the Chairs and Clerks of BLTC, Desborough TC and Rothwell TC re: joining NCALC. The preferential one-off 10% reduction in membership fee to BLTC for one year wef 1 April 2010 would be £960. Cllr Evans proposed that BLTC join NCALC, seconded by Cllr R. Groome. **Resolved:** that proposal be approved.

Setting of Budget for 2010/11- Members discussed the draft budget submitted by the Clerk. Cllr Macdonald proposed that the draft budget be approved, seconded by Cllr Evans. **Resolved** : that the draft budget be approved.

Setting of Precept for 2010/11 – Members discussed the options re: funding being met from a mix of General Reserves and Precept. Cllr Evans proposed that a Precept of £15,000 be set for 2010/11 (as stated in the F&GP Minutes for December 2009), seconded by Cllr Smith. **Resolved:** that the proposal to set a precept of £15,000 for 2010/11 be approved. Also agreed that the Clerk would check the implications re: the impact on the Council's General Reserves (ref to the External Auditor's General Reserves Guidelines)

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with the Council's External Auditor BDO Stoy Hayward.

Cllr C. Groome indicated that he intended to make a contribution to the funding of the new BL Civic Centre from his County Cllr Discretionary Empowerment Fund, subject to him being provided with specific elements of costs (invoices).

#### **2582.6 Highways Update (Cllr Macdonald)**

1. A reassessment of NCC's response to the request for a footpath in Alice Drive has taken place and it was agreed that it was entirely feasible and that the previous engineering visit had been made to the wrong street
2. The signage off the A6 for heavy goods vehicles has been examined and the NCC representative agreed to get this re examined by one of their experts
3. The toilet block in the car park is undergoing extensive redecoration
4. A colour coded plan of the planned parking requirements in the High St. has been sent to NCC
5. The final adoption of the Harvest Close play area is only awaiting a final response from KBC
6. KBC have given their formal approval for the extension of footpath UA10
7. The proposed diversion of footpath UA7 will be delayed due to (A) a backlog of 2years work and (B) the likelihood that the road will be adopted which then brings into play a different set of circumstances
8. The "Duck Signs" in Polwell Lane have now been erected
9. A number of other issues are being chased through the NCC machine

#### **2582.7 Christmas Lights & Entertainment Event 2009 Financial Update**

Cllr Zanger presented the 'balance sheet' for the above event. Agreed that a copy of the invoice for the Christmas Tree Lights be emailed to Cllrs Ruth and Christopher Groome in order that they could process the funding of same from their respective KBC Ward Initiative Funds. A 'profit' in the order of £320 (yet to be finalised) was predicted from what was generally agreed to be a highly successful event. Cllr Evans, on behalf of the Town Council, thanked those Cllrs closely involved in organising the event.

#### **2582.8 Kettering East Alliance Update**

No further update.

**01/10/2583 Borough Council Matters of Interest**

Cllr C. Groome: Reference to proposed changes to Kettering Centre, some KBC Cllrs are unhappy with elements of the changes e.g. the level of parking provision and these are to be looked at.

Cllr R.Groome: Reference to Rifleman Aiden Howell's funeral on 15 January at St Gile's Church, Desborough; KBC's flag and BL's flag to be flown at half-mast. Also reference to Holocaust Memorial Service at KBC's offices on 2th January.

Cllr Zanger: None

**01/10/2584 County Council Matters of Interest**

Cllr C. Groome: Reference to gritting problems and lack of salt bins in BL. MGWSP contract is not been properly carried out and this is being followed up. Sites identified for new salt bins include the bottom of Pioneer Avenue, Church Street/Meeting Lane, Ise Bridge junction. Cllrs were asked to submit any further suggestions to Cllr Macdonald.

**01/10/2585 Reports of Representatives on Outside Bodies.**

None.

**01/10/2586 Urgent Matters (to be agreed by the Chair)**

**2586.1 KBC – Removal of Bus Shelter (Polwell Lane)**

KBC requested BLTC's view on the removal of the above unsightly and unused bus shelter. Cllr Macdonald to consult with Alumasc.

**2586.2 KBC – Improvements to Market Street & Sheep Street, Kettering**

Cllr Groome to draft a letter (3 day rule) to BC to raise concerns about elements of the proposed improvements.

**2586.3 KGVth Recreation Ground –Skateboarding Pipes**

Cllr Macdonald reported on a meeting with Pia Bellamy re: the above. PB had followed through with sketches of what facilities were potentially viable. Required public consultation (by BLTC) but not to be carried out until PB had checked out the funding aspects.

**01/10/2587 Accounts for Payment**

Resolution: Approval of Accounts for Payment

Cheque No: 101444 G. Sneddon (Clerk's salary Jan 2010)	£ 679.29*
Cheque No: 101445 G. Sneddon (Reimb. of 'phone & postage Oct – Dec 2009)	52.26*

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Cheque No: 101446	G. Sneddon (Reimb. of locksmith charges re: gaining entry/new lock & keys - old Health Centre)	90.00*
Cheque No: 101447	Inland Revenue (Tax & NI Jan 2010)	198.39*
Cheque No: 101448	Bosworth's Nurseries & Garden Centre (supplying lights for town's Christmas tree)	129.38**
ChequeNo:101449	Cllr F. Macdonald (cost of engraving Mayoral Plaque)	16.00*
Cheque No: 101450	P. Tideswell (Repairs to planter in Station Rd)	49.00*
Cheque No: 101451	Tristian Cortis (delivering Dec Newsletter)	175.00*

*Expenditure powers:*                    \*LGA 1972 s. 111  
   \*\*LGA 1972 s. 144

Cllr Zanger raised the issue that the payment for the repairs to the planter had not received prior approval of the Town Council. Agreed that this was a genuine misunderstanding and that the payment should be approved. **Reiterated that all expenditure incurred by BLTC had to have approval of the Town Council prior to the expenditure being incurred. Resolved:** that all of the above payments be approved.

**01/10/2588                    Press Release**

None

*The Clerk then moved that the public be excluded for the remainder of the proceedings of the meeting on the grounds that the publicity would be prejudicial to the public interest having regard to the confidentiality of the nature of the business to be transacted.*

