

**MINUTES OF THE MEETING OF BURTON LATIMER TOWN
COUNCIL HELD IN THE COUNCIL OFFICES BURTON LATIMER
ON 2 FEBRUARY 2010**

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

Police: None

Public Forum: No matters were raised by members of the public (3 present)

02/10/2590 Apologies

Town Cllrs: Apologies for absence were received from Cllr H. Fry (work commitment); Cllr Evans proposed that the apology be approved, seconded by Zanger. Cllr J. Garnett (on holiday) Cllr R. Groome proposed that the apology be approved, seconded by D. Gunn.

Resolved : that all absences be approved.

Police: Apologies for absence were received from Sergeant Wayne Preece (manpower shortage)

02/10/2591 Declarations of Interests

None

02/10/2592 Minutes of the meeting of the Town Council held on 5 January 2010

Cllr Smith proposed that the Minutes be approved, seconded by Cllr Walden, subject to the following amendments:

pp 270 Minute 01/09/2756.4 - Blackbridge Farm Liaison Group – replace reference to “Cllr Macdonald” with “Cllr Smith to contact the Environmental Agency with regards to having a meeting of the Liaison Group.

pp 2773 Minute 01/09/2582- Newsletter add: “It was agreed that Cllr Macdonald would endeavour to seek sponsorship for the next two editions at a rate of approximately £200 an issue”

Resolved: that the proposal be approved.

02/10/2593 Matters Arising

pp 2770 – Minute 12/09/2564.36 – Planning Matters - s. 106 letter to KBC –the Clerk advised that the follow-up letter had been sent and a response received. Cllr Chris Groome would take the matter of Whitelodge Farm s.106 agreement back to Monitoring & Audit (KBC) and the Overview & Scrutiny Committee (NCC).

BLTC Minutes 2 February 2010

pp 2771 Minute 12/09/2568.1- NCC Weight Restriction Boards. Cllr Macdonald advised that the boards will be delivered on Thursday 4 February.

pp 2771 Minute 01/10/2581.3 – NCC Parish Satisfaction Survey. Cllr Macdonald confirmed that the survey will be forwarded to BLTC for approval before it is posted back to NCC.

pp 2776 Minute 01/10/2568.1 – KBC – Removal of Bus Shelter (Polwell Lane) – Cllr Macdonald confirmed that the bus shelter has been removed.

pp 2776 Minute 01/10/2584 – KGVth Recreation Ground – Skateboarding Pipes – Cllr Macdonald advised that Pia Bellamy had confirmed that KBC potentially had £10,000 for such a scheme and that she now required BLTC's Consultation Plan. Referred to F&GP Committee for the development of a Consultation Plan.

pp 2772 Minute 01/10/2582.1 – Request for information from BL Chamber of Trade & Commerce. As no response had been received from the Cot it was agreed that an FOI request would be made for the information required. Clerk to check out the status of the CoT in relation to FOI requests.

pp 2775 Minute 01/10/2582.6 – Highways Report. Cllr Macdonald confirmed that the final adoption of the Harvest Close play area was still ongoing.

pp 2772 Minute 01/10/2582.1 – Outstanding Invoice from KBC for pruning trees in BL cemetery. The Clerk advised that he had received a credit note for the full invoiced amount and that this matter was now resolved.

02/10/2594 Police Matters

No police presence.

02/10/2595 Town Mayor's Report

Included attending the following meetings/events: St Marys School(launch of Credit Union), F7Gp Committee, Planning Committee and the BL Civic Centre consultation meeting and the KBC Holocaust Memorial Service.

01/10/2596 Correspondence

2596.1 B.C. of Wellingborough – Public Realm Design - Consultation

Cllrs made no comments.

2596.2 East Midlands Trains – May 2010 Timetable - Consultation

Cllr Chris Groome to draft a letter under the 3 day rule.

2596.3 NALC National Training Strategy Review - Survey

Cllrs to forward their comments to the Clerk by 12 February. Clerk to collate the responses and email the survey to Members for approval.

2596.4 NHS Questionnaire – Dentistry in Northamptonshire

This item is also on the agenda for the next A6 Town's Forum. Cllr Gunn stated that at the last meeting he had attended it was said that anyone being more than 10 minutes from a dental surgery was unsatisfactory. As this was not in the A6TF's Minutes it was agreed that Town Cllrs attending the next meeting would raise this omission

2596.5 Parish Partnerships – the Northamptonshire Council's Charter

Cllr Jerram to collate responses from Cllrs by 12 February and then submit the completed survey.

2596.6 Schools Admission Policy – Southfield School for Girls

Cllr Chris Groome to contact Sarah Cook (Schools Admission Manager, NCC) to ascertain whether a further letter to the Schools Admission Board is required.

2596.7 NPRE Northamptonshire News – 'Outlook' Magazine

The above was placed in the Council Chamber for Members' reference. Also CPRE Northamptonshire Annual Meeting on 22 April, 6.00 pm Parsons Memorial Hall, Leys lane, Gt Houghton.

2596.8 Alzheimer's Society – Poster

Request from the 'AS' for BLTC to display their poster. Poster to be referred on to the BL Health Centre by Cllr Jerram.

02/10/2597 Policies and priorities

2597.1 Finance & General Purposes Committee - 14 January 2010

Present: Cllrs S Walden, M Jerram, H Fry, J Smith, P Bettles, D Gunn, F Madonald

1. Apologies: None
2. Declarations of Interest:- None
3. Matters Arising:- None
4. Newsletter: It was agreed that the date for articles for the newsletter need to be brought forward by a week from the proposed date of 16th March 2010, as it needs to be delivered by 31st March 2010.

5. *BLTC Minutes 2 February 2010*

6.

7. Civic Centre: We have been told that the former suppliers of the utilities were Anglian Water, Total – gas supplier and Southern Electric. It was agreed that it would make more sense for the gas and electric suppliers to be the same. It was agreed that this avenue be pursued.

8. Matters Referred from Town Council Meeting – None

2597.2 Town Council Website Meeting

No meeting in January (alternate months)

2597.3 BL Civic Centre Expenditure – 3 Quotes Rule

Cllr Walden proposed that a materials budget of £1,500 be set for the Civic Centre, seconded by Cllr Macdonald. **Resolved**: that the proposal be approved.

Cllr Chris Groome proposed that 3 quote are not required for transactions of up to £100, seconded by Cllr Ruth Groome. **Resolved**: that the proposal be approved.

Cllr Bettles proposed that all expenditure requires the approval of a minimum of 3 of the 5 members of the Project Management Group (previously known as the Project Planning Group - Cllrs Evans, Jerram, Smith, Walden and Zanger), seconded by Cllr Ruth Groome. **Resolved** : that the proposal be approved.

Cllr Evans proposed that the £100 trigger point would be reviewed if it was found to be inappropriate, seconded by Cllr Chris Groome. **Resolved** : that the proposal be approved.

The Clerk undertook to email these resolutions to Cllrs for their immediate reference and application.

2587.4 Planning Report (Cllr Gunn)

Planning meeting held at the Council Chambers, Burton Latimer, on Monday January 18th at 7pm.

Apologies from Councillors: Cllr Bettles (Other engagement) Cllr Fry (Illness)

Attending Councillors: Cllrs D Gunn, J Smith & F Macdonald

Attending Public : MD for IVG and one other member of public who came to listen only.

2597.41 Planning Applications Approved by the Town Council

KET/2010/0005 Mr Winebrenner 4A Church Street

Single car garage

KET/2009/0737 Mr Ponnia 39 Cornfield Way

BLTC Minutes 2 February 2010

Full application for a single storey rear extension.

KET/2009/0762 Mr Dawes (Fire Station) Piggotts Lane

Single storey rear extension.

KET/2009/0775 Mr White (IVG White Ltd) Finedon Road

Extension to industrial building to include chill store, loading dock and associates works

KET/2009/0770 Mr Whte (IVG White Ltd) Finedon Road

Extension to industrial building

2597.42 Planning Applications Objected to by the Town Council

None

2597.43 Planning Applications Approved by Kettering Borough Council

None

2597.44 Planning Refusals Received from Kettering Borough Council

None

2597.45 Planning Appeals Received from Kettering Borough Council

None

2597.46 Planning Appeals Withdrawn Received from Kettering Borough Council

None

Cllr Gunn also advised Members that the Hawthorne Road development had been refused by KBC and that he would email Members with the grounds for refusal.

2597.5 Burton Latimer Civic Centre (see also 'Private & Confidential')

2597.51 Signing of the Civic Centre Lease

Cllr Smith (Town Mayor) and Cllr Jerram (Deputy Town Mayor) signed the lease for the new Civic Centre on behalf of the Town Council.

2597.52 Update, including feedback on the Public Consultation meeting held on 22 January.

BLTC Minutes 2 February 2010

Cllr Macdonald advised Cllrs that the rubbish and broken glass had been cleared from the building and all the washhand basins had been disconnected by Cllr Gunn and also been removed. The Probation Service volunteers are currently filling holes, etc, in preparation to commence decoration tomorrow. The skylights have been repaired and the next key decision stage will be the internal layout.

Action Points from the public consultation meeting on 22 January:

- Organise a well-publicised open day for interested parties
- Make floor plans available (including measurements) – these to be available at the next Farmer's Market.

Also the 4 organisations that tabled floor plans with their 'areas of interest' outlined were copied to all Cllrs.

Cllr Evans proposed that the Project Procurement Group (previously known as the Project Management Group – Cllrs Bettles, Fry, Gunn, and Macdonald) should meet with the Project Management Group (previously known as the Project Planning Group – Cllrs Evans, Jerram, Smith, Walden and Zanger) and that the meeting should take place after the next F&GP Committee meeting, seconded by Cllr Zanger. **Resolved:** that the proposal be approved.

2597.43 Insulating Pipework

Cllr Macdonald's request for approval – Blount's quote of £395 plus VAT for supplying and installing 20 mm rockwool insulation with silver foil to all heating and hot pipework to reduce heat loss. Cllr Macdonald to obtain 2 more quotes under the 3 quotes rule. Also agreed that Cllr Macdonald should also obtain 3 quotes for (i) replacing the present control panel which will be very expensive to replace if it malfunctions, with a cheaper model and (ii) an annual maintenance agreement.

2597.6 Highways Update (Cllr Macdonald)

- 1) Confirmation from NCC that a light will be supplied at the end of Diana Way
- 2) NCC have agreed to provide a footpath in Alice Drive
- 3) Our request to extend the 30 mph zone to Morrison's roundabout has been Agreed to
- 4) A meeting has been held with senior members of NCC re the Council's outstanding list of actions and I will report more fully on this at the March meeting when I will have their action plan
- 5) The provision of additional salt bins and the reclassification of certain roads in NCC's gritting plan are included in 4 above

- 6) The toilet block has been painted and thoroughly clean.

2597.7 Kettering East Alliance Update

Cllr Chris Groome advised that key issues will now be dealt with by a Working Group (including key stakeholders). Cllr R Groome proposed that Cllr Macdonald be the Town Council's representative on that group, seconded by Cllr Gunn. **Resolved:** that the proposal be approved. Also the Kettering Alliance Forum is expected to meet in the near future.

02/10/2598 Borough Council Matters of Interest

Cllr Zanger – Nothing to add.

Cllr Ruth Groome – Made reference to Tomorrow's A6 Town Forum meeting agenda.

Cllr Chris Groome – Involved with KBC's Standards Committee; new developments on standards to follow. Also involved with KBC's Monitoring & Audit Committee (meeting on 10 Feb) – budget proposal to increase Council Tax by 4.75% - any Cllrs wishing Cllr Groome to make any points on their behalf to let him know.

02/10/2599 County Council Matters of Interest

Cllr Chris Groome – NCC currently going through the budget process- very thorough and effective process. Recommendations will go to Scrutiny Committee - biggest issues are Social Services and care for the elderly. Recent BL meeting with David Farquar (NCC Head of Highways) Cllr Groome and Cllr Macdonald; discussions included the way NCC responds to BL needs – very constructive meeting which is already showing benefits.

02/10/2600 Reports of Representatives on Outside Bodies.

Cllr Ruth Groome attended a recent meeting of the Ancient Parish Charity

02/10/2601 Urgent Matters (to be agreed by the Chair)

2601.1 Burton Latimer Christmas Lights

Letter and invoice from Ian Griffiths indicating that the Christmas lights actually cost £3862.00 this year. However Mr Griffiths is only charging the Council £3,234.00 (value of KBC grant), the difference to be a contribution to the Council as sponsorship. Mr Griffiths also advises that a budget of £5,000 would be prudent for 2010/11. Cllr Zanger stated that the budget was already set for next year and he proposed that the Town Council should raise more funds through having fund raising events at the Farmer's Market over next year, seconded by Cllr Bettles. **Resolved:** that the proposal be approved.

2601.2 Christmas Lights Switch on Event

The Clerk advised the Council that a £300 surplus was achieved in organising the above event. Cllr Zanger proposed that this sum be carried forward to help fund the event next year, seconded by Cllr Smith. **Resolved:** that the proposal be approved.

2601.3 Community Fund Projects – Application for Funding – BL Community Association

Cllr Walden declared an interest in this item

Cllr Chris Groome proposed that KBC be advised that the Town Council supports this application, seconded by Cllr Smith. **Resolved:** that the proposal be approved.

02/10/2602 Accounts for Payment

Cllr Chris Groome proposed that the following accounts for payment be approved, seconded by Cllr Ruth Groome. **Resolved:** that the proposal be approved.

		£
Cheque No: 101452	G. Sneddon (Clerk's salary Feb 2010)	680.49*
Cheque No: 101453	Inland Revenue (Tax & NI Feb 2010)	155.46*
Cheque No: 101454	BL Community Centre (room Hire)	43.75**
Cheque No: 101455	Cllr F Macdonald (Reimb. –keys to C.Centre)	24.75***
Cheque No: 101456	Cllr D. Gunn (Reimb. Skip Hire – C. Centre)	100.00***
Cheque No: 101457	I Griffiths (Erecting, etc, Christmas Lights)	3,799.95**
Cheque No: 101458	Cancelled	
Cheque No: 101459	Sheila Walden (Civic Centre - reimb. of cost of decorating materials)	164.45***
Cheque No: 101460	Latimer Equipment Services Ltd (Civic Centre -Hire of industrial vacuum Cleaner)	29.61***

Expenditure Powers: *LGA 1972 s.111, **LGA 1972 s.144, ***LGA 1972 s.137

02/10/2603 Press Release

Hawthorne Road development (Cllr Gunn)

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.