

**MINUTES OF THE MEETING OF BURTON LATIMER TOWN
COUNCIL HELD AT BURTON LATIMER COUNCIL OFFICES ON
6TH APRIL 2010**

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

Police: PCSs D. Fenner, A. Wood

Prior to the meeting commencing, the Town Council held a minutes silence in memory of David Davies, who served as a Town Councillor.

Public Forum (6 members of the public present)

Matters raised:

Mr A. Westley (Poplar Road) – (i) cars driving the wrong way down a one-way street – a danger to children. Mr Westley has compiled a lot of data (vehicle registration numbers, etc) and submitted it to the police; problem still ongoing. Generally agreed that this was a police problem and that the same problem exists in Bridle Road; police were asked to report back to the May meeting of the Council to advise what action had been taken. (ii) poor state of the road- Advised that the road repairs were a Council priority and NCC were aware of this and would be reporting back to Cllr Macdonald next week.

Mr Bodsworth (Churden Residents Association) – requested update on the Churchill Way shops parking area (disability/delivery areas). Cllr Macdonald advised that the work has been delayed due to NCC's yellow lining computer programme being out of action.

Mrs K. Bryce – (i) expressed concern that BL's Sports and Leisure Hall had been put on hold and concerns that Morrisons' s. 106 payment was time-limited. Advised by Cllr Jerram that the Sports and Leisure Hall had been put on the 'back burner' and that she would chase KBC re: the s. 106 monies (ii) requested update on BL town centre development (Urban Design Framework). Advised by Cllr Zanger that the UDF was dependent on s. 106 receipts from housing development in BL and Cllr C. Groome advised that planning guidelines had been put in place and the new Civic Centre was a good building block for the scheme, however the current state of the economy had an impact on the rate of progress.

04/10/01 Apologies

Apologies were received from: Cllr D. Gunn (holiday) – Cllr Smith proposed that the apology be approved, seconded by Cllr Jerram.; Cllr S. Walden (illness) – Cllr R.

Groome proposed that the apology be approved, seconded by Cllr Jerram. **Resolved**: that all of the apologies be approved.

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04/10/02 Members' Declarations of Interest

None.

04/10/03 Resolution - Approval of the Town Council Minutes of Ordinary Meeting Held on 02 March 2010

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

04/10/04 Resolution - Approval of the Town Council Minutes of Extraordinary Meeting Held on 17 March 2010

Cllr C. Groome proposed that the Minutes be approved, subject to pp 2790- Public Forum- BLAST – the word 'charitable' to be deleted, seconded by Cllr Evans. **Resolved**: that the proposal be approved.

04/10/05 Matters Arising

Minutes 02 March 2010

pp 2781 Minute 03/10/2611.3 Burton Park Wanderers – to go before next F&GP Committee.

pp 2781 Minute 01/09/2582 – Newsletter sponsorship – Cllr Zanger proposed that sponsor should send in a letter confirming the sponsorship and enclosing their contribution; seconded by Cllr Evans. **Resolved**: that the proposal be approved.

04/10/06 Police Matters

Included: March crime statistics update, vehicles parking on the grass area in front of the council offices, alcohol consumption at rear of Churchill Way shops (alcohol free zone). Town Council to write to shop's managing agent to make them aware of the problem and to request the reinstatement of side access gate.

04/10/07 Town Mayor's Report

Included attending the following meetings/events: F&GP Committee, Flood Warden (environment Agency) meeting, - Cllr Evans proposed that Cllr Smith be appointed the Council's Flood Warden, seconded by Cllr Zanger. **Resolved**: that the proposal be approved.

04/10/08 Correspondence

08.1 NCC/Milton Keynes – ‘Project Reduce’

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Joint project to find cleaner and more economical ways of dealing with ‘black bag’ waste. Agreed that the information be placed on the council’s website.

08.2 East Midlands Trains – Stakeholder Conference – Derby Friday 18 April

Cllr C. Groome hopes to attend.

08.3 Local Councils Conference Towcester Racecourse 16 June

Noted by Members.

08.4 BL Ancient Charity – Town Council Representation

Deferred to the Council’s Annual Meeting

08.5 Northamptonshire Council’s Charter – ‘A Consultation’

Agreed that the Clerk would respond stating that ‘whilst the Town Council considered that the Charter had some good points it required further development over time’.

08.6 Highways Agency – Planned Roadworks March-May 2010

Noted by Members.

08.7 CPRE Membership – Annual Fees

Agreed that the membership will continue.

08.8 Stockburn Memorial Trust Fund

Notification of the Trust Fund’s ‘availability to consider giving grants to people who are both sick and poor (in receipt of benefits) and who reside within the Borough of Kettering’ Agreed that the information would be placed on the council’s website.

08.10 NCC – Northamptonshire Household Waste Recycling Centre Contract – Changes to Service

Cllr Zanger to raise the following points with KBC: (i) where do people go in the interim to purchase reusable items? (ii) sign required to inform the public about the changes (opening hours, etc).

08.11 KBC –‘Voice’ Community News Booklet – Spring 2010 Edition

Place in Council Chamber for Members’ reference.

04/10/09 Policies and Priorities

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09.1 Finance & General Purposes Committee Minutes – 11 March 2010

Present : Cllrs H Fry, D Zanger, F Macdonald, D Gunn

Apologies: P Bettles (holiday) Cllr Macdonald proposed apology be approved, seconded by Gunn. Cllr M Jerram (sickness) Approved Zanger, seconded Macdonald and Cllr S Walden (sickness) approved Fry, seconded by Gunn.

Resolved; that all absences be approved.

Declarations of Interest : None

Matters Arising: None

Newsletter: Sponsorship had been sought for this newsletter and it would be Griffiths. Next sponsor would be advised in due course. Newsletter was ready to go to KBC for printing.

Civic Centre: Stud wall erected, materials all delivered so would be completed by Wednesday. A volunteer joiner had agreed to repair the slats on the boiler house and re site the roller shutter. The Probation service has been outstanding in the amount of work they have undertaken and the members present agreed BLTC should acknowledge the efforts of the organiser Ranjit by purchasing necessary tools for the probation services retention, as a gesture of thanks and goodwill.

An estimate of £1400 had been received for cord carpet and an indicative price of £900 for blinds. Both would go out for quotes in due course. There was a need for fibre fill and nails Cllr Smith suggested an email to inform full Council of the necessary purchase, but that the materials could be bought as they were necessary to complete a job by the probation Service.

Cllrs agreed that quotes should be sought for the atrium windows on four counts,

All laminate

All toughened

14 laminate

14 toughened

Heritage Society attended the meeting and were informed of the rent required to take up the rooms they have requested. They were now going to discuss matters with their approving body, and come back to Council.

Pocket Park: Noted Duck Race would be 20 June 2010

Matters Referred from Town Council Meeting : None

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Private and Confidential: None

Date of next meeting: 15/04/2010 commencing at 7pm, with a Website meeting.

09.2 Town Council Website Report

None

09.3 Certificate in Local Council Administration (CiLCA)

The Clerk has been successful in achieving the above qualification. A copy of the certificate and associated papers have been distributed to Members for information. The Council congratulated the Clerk on his achievement. (Note: the CiLCA qualification is an essential requirement in regard to the Council attaining Quality Council status)

09.4 Resolution – To Adopt the New Model Standing Orders

Draft new Standing Orders, as approved by the Council's Financial Review Steering Group, had been distributed to Members. Also agreed that A5 booklet format to be used for both the new Standing Orders and new Financial Regulations.

09.5 New Reference Numbering for Town Council's Minutes

In July 2009 the Council approved a new system of referencing Minutes to come into effect from April 2010 (Minute Ref: 07/09/24910). The numbering will commence at 1. And increase sequentially through 2010/11 financial year, reverting to 1. again in April 2011. Members noted the change.

09.6 KBC Standards Committee – Granting Dispensations Under New Regulations

Guidance notes, criteria for granting dispensations and application for received from KBC. Agreed that the circumstances would not occur where prejudicial interest would apply, therefore it was not necessary for Town Councillors to apply for dispensations.

09.7 Annual Meeting (11 May) – Election Procedures for Mayor and Deputy Mayor

Submissions from Cllrs David Gunn, Maureen Jerram and Fergus Macdonald had been distributed to Members for consideration. Also reaffirmed that the 2010 Annual Meeting of the Town Council will be held on the second Tuesday in May (11 May) and with effect from 2011 on the first Tuesday in May in non-election years (see new Standing Orders)

09.8 Planning Report – 15 March 2010

Councillors Present: Cllrs D Gunn, J Smith, F Macdonald, P Bettles

Apologies from Councillors: Cllr Fry. Cllr Smith arriving late

Attending Public : Mrs Lawson Mr Baynham plus 2 associates for DLP Development

09.81 Planning Applications Approved by the Town council

KET/2010/0141 Mrs Lill 5 The Crescent

Full application for a single storey rear extension and detached double garage.

KET/2010/0165 Mr Leak 3 Lansom Close

s.73 Application: Variation of condition 3 of KE/87/2030, conversion of garage to habitable room

KET/2010/0163 Mr Leak 3 Lansom Court

Full application for detached garage

09.82 Planning Applications Objected to by the Town Council

KET/2010/0113 Mr Turner 60 Finedon Road

Construction of 4 new detached dwellings 3 with garages, all with allocated parking spaces.

1/ Sewerage will not sustain another development over and above the all ready 21 new dwelling site opposite.

2/ New road junction will be a further hazard to the existing problems associated with Finedon Road.

3/ Further rainwater run-off will add to the flooding of fields opposite.

4/ The quota set for Burton Latimer by Government to build 700 new dwellings by the year 2021 has now been surpassed by 168 new builds bringing this total now to 868 built or to be built.

5/ Further car parking hazard to an existing problem associated with Finedon Road

KET/2010/0070 Mr Lawson Manor House Church St

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Erection of 2 new dwellings, alterations to existing access and associated works. (3 page document of objections available upon request)

09.83 Planning Applications Approved by Kettering Borough Council

KET/2010/0014 Danegrove Development 6 Kettering Road

Redevelopment of 2 dwellings

KET/2010/0005 Mr Winebrenner 4a Church Street

New Garage

09.84 Planning Refusals Received from Kettering Borough Council

None

09.85 Planning Appeals Received from Kettering Borough Council

None

09.86 Planning Appeals Withdrawn Received from Kettering Borough Council

None

09.9 Civic Centre Update (Cllr Macdonald)

Agreed a letter of thanks be sent to the volunteer carpenter. New volunteer decorator to start on Thursday and new volunteer plasterer now on site; good progress being made.

09.10 Highways Update (Cllr Macdonald)

KBC have finally taken over the Harvest Close play area and Anglia Water have adopted the sewers; only remains for the adoption of the roads – expected by end of October.

Work to corner of Altendiez Way and Polwell Lane has been completed

Footpath in Alice Drive has been completed

Cllr Macdonald undertook to become the Council's Parish Path Warden and Tree Warden, in addition to being the Council's Highways Representative.

09.11 Kettering East Alliance Update

None

09.12 NCALC Training Calendar 2010

Noted by Members. Agreed (i) will be placed on the Annual Meeting agenda (e.g. Chairmanship training event in July). Also referred to F&GP re: costs (including Members' travel expenses)

04/10/10 Borough Council Matters of Interest

Cllr R. Groome

Received thank you letter from parents of Private Howell for the organizations who flew their flags at half –mast. Mayoral event at Rushton Hall on 2 May – live music and wine tasting – tickets £20.

Cllr C. Groome

Mostly involved on group looking at education – involved interviewing a number of employees, students and Head Teachers. Discrepancy between what is needed and what is currently being provided – this will be at the heart of the forthcoming report.

Development of land off Polwell Lane – what the developers were initially proposing has changed; their approach has been transformed largely due to new leadership. Barton Seagrave Cllrs are now much happier with their approach.

Cllr D. Zanger

Most of month spent on BLTC business

04/10/11 County Council Matters of Interest

Cllr C. Groome

Fairly quiet month; meetings start in earnest again this week. Attended first Standards Board meeting involving a complaint against a Member of NCC.

04/10/12 Reports from Representatives on Outside Bodies

None.

04/10/13 Urgent Matters (to be agreed by the Chair)

13.1 St Mary's School – Use as Polling Station

Alternative - use of Civic Centre. Cllr Macdonald advised that KBC were impressed at the work done at the Civic Centre but were unsure as to whether all of the polling booths, etc, could be

positioned in there and were coming back tomorrow with a decision. Cllr C. Groome felt very strongly that school children should not be deprived of a day at school because of elections. Agreed that Cllr Macdonald would liaise with the Town Cllrs if KBC decision was not to use the Civic Centre, in order that the Borough Cllrs could make the Council's views on this matter to KBC.

13.2 Village/Churchyard of the Year Competition

Agreed that the Town council would not enter these competitions.

13.3 Cllr Jonathan Garnett's Resignation with effect from 21 March 2010

Members were updated on the above. Clerk awaiting information from KBC as to whether (and when) a bye election will be held to fill the vacant seat.

13.4 'ABLE' Use of Council Chamber for Art/Craft Exhibition (4 – 11 Sep)

Agreed that Cllr Smith will advise 'ABLE' that , if they wished to use the current Council building they should raise it with KBC. If they wished to use the Civic Centre then they would have to go through the Council's booking procedure.

04/10/14 Resolution – Approval of Accounts for Payment

Cllr C. Groome proposed that the following payments be approved, seconded by CllrSmith. **Resolved :** that the proposal be approved

		£
Cheque No: 101479	G. Sneddon (Clerk's ***salary April 2010)	827.39*
Cheque No: 101480	Inland Revenue (Tax & NI April 2010)	311.29*
Cheque No. 101481	Cllr Macdonald (Civic Centre- Reimb. for Decorating materials)	83.99**
Cheque No. 101482	Griffiths Electrical Contractors (Civic Centre - Replacing central heating header tank, etc)	182.12**
Cheque No: 101483	Cllr S. Walden (Reimb. Civic Centre decorating materials)	102.38**
Cheque No: 101484	T. Cortis (delivering newsletter)	175.00*

*** Clerk's reflects moving to top of salary grade (scp 29) at 1st April (normal annual incremental progression through the grade) and an additional scp (scp 30) in recognition of attaining the CiLCA qualification; scp 30 to become the ongoing grade maximum. Note: The additional increment was part of the Financial Review Steering Group's 'Review of Clerk's Terms and Conditions' report approved by the Council on 5 January 2010 (Minute 01/10/2589) and is budgeted for.

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*Expenditure Powers: * LGA 1972 s.111, **Civic Centre LGA 1972 s.111/s.133/LG (Misc. Provisions) Act 1976 s.19*

Additionally, Cllr Macdonald sought approval for expenditure of c. £150 for decorating/building materials for the Civic Centre. Cllr Evans proposed that the expenditure be approved, seconded

by Cllr Fry. **Resolved**: that the proposal be approved

04/10/15 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.