

**MINUTES OF THE MEETING OF BURTON LATIMER TOWN COUNCIL
HELD AT BURTON LATIMER CIVIC CENTRE ON 08 JANUARY 2019**

Present: Town Councillors: F. Macdonald (Chair), J. Davies (Deputy Chair), J. Currall, L. Gregory, D. Miles-Zanger, C. Groome, R. Groome, N. Padget, M. Sinclair

County Councillor: Not present

Members of the Public: 5 no.

Cllr Macdonald welcomed Cllr Michael Sinclair to his first Town Council meeting, also the new Clerk to the Council, Helen Denton -Stacey, who will be joining the Council on 21 January. Helen is attending this meeting in an observer capacity.

Those present were also informed that this was the last meeting that the current Clerk, George Sneddon, would attend – he will be leaving the Council on 31 January after 18 years service to BLTC.

Public Forum:

Mr Keech – matters raised included (i) vehicles with engines running parking near schools (ii) the Clean Air Act (iii) defibrillators (iv) vehicle charging points. Mr Keech also tabled notes of his comments and a newspaper article on toxic air affecting children at their schools.

Cllr Macdonald's Response: (i) it is not an offence for a vehicle's engine to be running provided the vehicle is occupied – the council will pursue this matter (ii) this is a matter for Kettering Borough Council to decide (iii) there are a number of defibrillators in BL and their locations will be shown on the Council's website (iv) vehicle charging points will be incorporated in the new Churchill Way car park.

J. Baynham – matters raised included (i) the lack of infrastructure in BL despite the scale of housing development in the town and questioned what will be done about this when Unitary Authorities are in place in Northamptonshire (ii) the locations of defibrillators in BL need to be placed on notice boards

Cllr Macdonald's Response – the Council is waiting for information on the implications of Unitary Authorities.

Additionally, in response to a question by Cllr Padget in relation to the A6 Towns Forum, Cllr Currall (Chair of the A6TF) stated that the lack of infrastructure could be placed on the A6TF's Agenda.

01/19/01 Apologies (absence)

Cllr Watts (attending business meeting) - Cllr Macdonald proposed that the absence be approved, seconded by Cllr Currall. **Resolved:** unanimously that the proposal be approved

Cllr Jerram (illness) - Cllr C. Groome proposed that the absence be approved, seconded by Cllr Miles-Zanger. **Resolved:** unanimously that the proposal be approved

01/19/02 Declarations of Interest

Cllr R. Groome (employee of BL Public Library) – Item 10.6 ‘Burton Latimer Public Library’

01/19/03 Resolution: Approval of Minutes of the Town Council Meeting of 04 December 2018

Cllr C. Groome proposed that the above Resolution be approved, seconded by Cllr Davies. **Resolved:** unanimously that the proposal be approved. The Action Tracker was also updated.

01/19/04 Police Matters

No police presence. Cllr Currall thanked the police for checking parking in BL and particularly at St Mary’s School.

01/19/05 Town Mayor’s Report (Cllr Macdonald)

Report noted and included in the ‘Reports to Council’.

01/19/06 Borough Council Matters of Interest

Reports noted and included in the ‘Reports to Council’.

01/19/07 County Council Matters of Interest Report (Cllr C. Smith-Haynes)

Report noted and included in the ‘Reports to Council’.

01/19/08 Town Councillor Reports

Reports noted and included in the ‘Reports to Council’.

01/19/09 Reports from Representatives on Outside Bodies

None.

01/19/10 Policies & Priorities

10.1 Consideration of Planning Applications Received from KBC

KET/2018/0919 Mr Hull 'Fernbank' Church Street, BL
Full Application: Demolish outbuildings and removal of castellation to front, single storey side extension, erection of stone wall to front and side with repositioning of vehicular access.

Cllr Macdonald proposed that the Town Council has no objections to the above planning application, seconded by Cllr Currall. Resolved: unanimously that the proposal be approved.

KET/2018/0904 Ms Martin 16 Bridle Road, BL
Full Application: Single storey side and rear extension.

Cllr Macdonald proposed that the Town Council has no objections to the above planning application, seconded by Cllr C. Groome. Resolved: unanimously that the proposal be approved.

KET/2018/0931 Ms Hadley 15 Hillcrest Avenue, BL
Full Application: Single storey rear extension.

Cllr Macdonald proposed that the Town Council has no objections to the above planning application, seconded by Cllr Padget. Resolved: unanimously that the proposal be approved.

KET/2018/0915 - Mr Finn 7 Oathill Rise, BL, Full Application: Detached pavilion to rear.

Cllr Macdonald proposed that the Town Council has no objections to the above planning application, seconded by Cllr Currall. Resolved: unanimously that the proposal be approved.

Planning Applications Approved by Kettering Borough Council

KET/2018/0836 Mr S. Welch 51 Church Street, BL

Refurbish bathroom including boxing in part of ceiling. Installation of secondary Glazing to 3 no. windows to rear.

KET/2018/0746 Mr & Mrs M. Brooks 1 Glebe Road, BL

Single storey side extension.

KET/2018/0871 Ms Downing-Jones 24 Kettering Road, BL

Replace windows and doors and a porch with a canopy

Planning Applications Refused by Kettering Borough Council

KET/2018/0810 Best Assetts Ltd Miss S. Scripps 92-96 Finedon Street, BL

Alterations to existing dwelling. Demolition of commercial buildings and erection of 6 no. flats.

Planning Applications Withdrawn

None.

Planning Application Appeals

None.

Matters of Urgency (applications received after Agenda published)

KET/2018/0833 Mr Haines 58 Finedon Road (land to rear of), BL
Full Application: Single storey dwelling.

Noted that the above will be put to KBC's Planning Committee for a decision on 15 January.

Private & Confidential Items.

None.

10.2 Resolution: Approval of Civic Centre Management Board Report

Cllr Currall proposed that the above Resolution be approved, seconded by Cllr R. Groome. **Resolved:** unanimously that the proposal be approved.

Item for BLTC approval: replacing CC exterior door locks – cost £468.00 plus VAT. Above proposed by Cllr Macdonald, seconded by Cllr Gregory. **Resolved:** unanimously that the proposal be approved.

10.3 Resolution: Approval of Pocket Park Management Board Report

No meeting held. Cllr Macdonald stated that new members were required on the PPMB and proposed that Cllrs Currall, Davies and Sinclair join the PPMB, seconded by Cllr Miles-Zanger. **Resolved:** unanimously that the proposal be approved.

10.4 Development of BL Website – Update

Cllr Macdonald referred to Warwick Hunt's recent email advising Cllrs that the revamped BL website was now up and running, with one or two loose ends to tie up.

The Town Council thanked Warwick for all of his hard work and commitment in developing the new website.

10.5 Budget & Precept Setting 2019/2020

Cllr Macdonald referred to the Draft Budget for 2019/20 distributed in Cllrs' bundles and advised Cllrs that work on the payments and receipts involved in running BL's library was ongoing. Cllr Macdonald proposed that Cllrs agree the tabled Draft Budget (which excluding reference to BL library) and the consequential Precept figure of £25,500, seconded by Cllr Davies. **Resolved:** unanimously that the proposal be approved. The Clerk advised Cllrs that the External Auditor, when receiving the BLTC's Annual Accounts, require a breakdown of approved Reserves if the total Reserves figure is more than an twice the level of the Precept.

Cllr Macdonald added that, once the library figures had been obtained from NCC and due diligence has been carried out, the repayments and receipts involved in running the library (including receipts from any other sources e.g. grants) would be added to the 2019/20 Draft Budget and a new Precept figure calculated and submitted to BLTC for discussion and approval.

Prior to submitting the Precept figure to KBC, the Council will hold two public consultation meetings in BL to obtain feedback/public opinion on the level of Precept required for BLTC to fund the operating of BL library. Cllr Macdonald is currently having discussions with KBC on delaying the submission of the Precept figure (at the moment the Precept figure has to be submitted to KBC no later than 25 January).

The Clerk informed Cllrs that the current cost to BL Council Tax payers is £0.34 per £1000 of Precept raised and that the annual cost of the current Precept level (£31,750) in 2018/19 is £10.80 on a Council Tax Band 'D' property. On a Precept of £25.500 this would be £8.67 pa.

10.6 Burton Latimer Public Library

(see Item 10.5)

10.7 Cash Book & Bank Statements Reconciliation (01/04/18 – 30/11/18)

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

10.8 Appointment of New Clerk to BLTC

Helen Denton-Stacey will commence employment with BLTC on 21 January 2019.

Cllr Macdonald proposed that the Council fund a pc and appropriate software for Helen (to remain the property of the Council) to the value of £450 (max.), seconded by Cllr Gregory. **Resolved:** unanimously that the proposal be approved.

01/19/11. Correspondence

11.1 KBC – Statutory Review of Polling Places & Polling Districts

Agreed that the Clerk will complete and return KBC’s questionnaire.

01/19/12 Highways Report (Cllr Macdonald)

Report noted and included in the ‘Reports to Council’.

Added: (i) Cllr Padget to arrange for the installation of the ‘No Ball Games’ sign in the Millennium Gardens (ii) Cllr Currall pointed out that the sign at the entrance to Bridle Road needed re-fixing to its post (iii) temporary closure of Station Road rail bridge - Cllr Macdonald to raise with NCC the temporary banning of parking on the narrower stretch of High Street (outside the bank).

01/19/13. Urgent Matters (to be agreed by the Chair)

None.

01/19/14 **Resolution:** Approval of Accounts for Payment

Cllr R. Groome proposed that the following payments be approved, seconded by Cllr Padget. **Resolved:** unanimously that the proposal be approved.

	£
Cheque No. 102739 G.Sneddon (Clerk’s salary Jan 2019)	1013.94
Cheque No. 102740 HMRC (Tax & NI Jan 2019)	331.42
Cheque No. 102741 G.Sneddon (reimb. recruitment postage)	39.11
Cheque No. 102742 Interview expenses (H. Denton-Stacey)	25.47
Cheque No. 102743 LITE (Xmas lighting instal/remove/store)	8760.00
Cheque No. 102744 KBC (trade refuse collection)	106.61
Cheque No. 102745 Cllr Jerram (reimb. carol licence)	21.00
Cheque No. 102746 G. Sneddon (copy paper)	11.00
Cheque No. 102747 J. Parker (Rem. Day Band)	100.00
Cheque No. 102748 Northants Testing (water extinguisher)	78.00
Cheque No. 102749 Interlynx Security (Em. Lighting/fire alarm maint)	168.00

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		£
Cheque No. 102750	GM Mech. Services (new radiator)	148.80
Cheque No. 102751	G. Sneddon (postage Oct-Jan)	43.78
Cheque No. 102752	Commutaports (bus shelter)	2355.60
Cheque No. 102753	S.E. Gunn (cc cleaning December)	133.00
Cheque No. 102754	The Sign Shed (sign)	41.88
Cheque No. 102755	Henry Burke Building Ltd (CC floor tiling)	360.00
Cheque No. 102756	Cllr Macdonald (postage War Mem. correspondence)	6.96
Cheque No. 102757	R. Sims (painting CC door)	140.40

01/19/15. Media Releases – Press/Website/Facebook/Twitter

New Clerk, old Clerk, new Cllr, Christmas Lights Switch On ‘profit’, drop kerbs, bus shelter.

01/19/16. Private and Confidential Items (Public & Press will be excluded)

Members of the public were excluded from the ‘Private & Confidential’ business of the meeting on the grounds that it involves items of business which include the likely disclosure of exempt information as defined by Paragraphs 1-7 of the Local Government (Access to Information) (Variation) Order 2006 in respect of Schedule 12A to the Local Government Act 1972.

