

**MINUTES OF THE MEETING OF BURTON LATIMER TOWN
COUNCIL HELD AT BURTON LATIMER COUNCIL OFFICES ON
4th NOVEMBER 2008**

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

County Councillor: C.C. Lamb

Police: Pc N. Bull

11/08/2338 Apologies

Town Councillors: H. Fry (absence), M. Evans (lateness)

11/08/2339 Members' Declarations of Interest

None

11/08/2340 Declarations of Changes to Members' Register of Interests

None

11/08/2341 Minutes of the Meeting held on 7th October 2008

The Minutes of the Town Council meeting on the above date were unanimously approved as a true record of the meeting subject to the following amendments:

pp 2608 Minute 10/08/2330: add Cllr Macdonald to 'Cllrs present'

pp 2610 Minute 10/08/2330.22: change 'Palmino' to 'Palmiro'

pp 2614 Minute 10/08/2335.1 : delete (duplication)

11/08/2342 Matters Arising

2342.1 Minute 10/08/2325.1 Mayor/Deputy Mayor Electoral Protocol

Agreed Members to feedback any suggested amendments to the Working Party's report to Councillor Walden for referral back to the Working Party for consideration.

2342.2 Minute 10/08/2325.4 Raising Standards Locally – A Model Compact

The Clerk confirmed that Jonathan Eatough (KBC) and Danny Moody (NCALC) have been advised that Town Councillors Maureen Jerram and Jan Smith have agreed to 'job share' this role.

2342.3 Minute 10/08/2328.2 153 High Street Development - Street Naming

Councillor Zanger proposed 'Poppy Court'. The proposal was seconded by Councillor Smith and unanimously **agreed** by the Town Council.

2342.4 Minute 10/08/2330.5 Highways Matters – Letter to NCC re: Bus Service

Deferred until the 'Highways' section of the agenda.

2342.5 Town Entry Sign Planters Repairs – Insurance Claims Update

Claim forms have been submitted for repairs to Kettering Road and Higham Road planters. Zurich Insurance has confirmed that repairs can be carried out (invoices to be paid and sent to Zurich for reimbursement (less £100 excess per claim). Zurich still requesting crime reference number and date for Higham Road incident. Clerk has requested the information from the police, but to no avail to date.

2342.6 Minute 09/08/2308.1 St Mary's School Development

Agreed that a letter be sent to Mr Collins, Headteacher, to progress this matter.

2342.7 Minute 09/08/2328.5 Pytchley Parish Council– Waste Management Site (A14)

Councillor Zanger advised that he had, so far, been unsuccessful in trying to contact Councillor Crane on this matter.

2342.8 Minute 10/08/2328.6 KBC- Improving Public Involvement in the Planning Process

The outcomes from the Task & Finish Group meeting held on 9 October at Geddington Village Hall to be referred to Planning Committee for consideration.

2342.9 Minute 10/08/2328.12 Rothwell Town Council – Request For Information.

The Clerk confirmed that he had responded to Rothwell Town Council's request for information.

2342.10 Minute 10/08/2329 Public Participation

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Councillor Macdonald advised that he was still awaiting a response from NCC re: 'Seasons footpath'

11/08/2343 Burton Latimer Preservation Area

Alan Davies (Assistant Planner, KBC) gave a presentation on the above. A 'drop in session' was to be held at the John Yeoman Hall, BL, at 6-8 pm on 18th November, 2008, to gather as much information from, and the views of, members of the public on BL's conservation area (leaflets were handed out). The publicising of the event was discussed, including the Heritage Society website, BLTC's website, KBC's website and the Evening Telegraph. It was **agreed** that Councillor Jerram would liaise with Mr Davies with regard to including a few questions on this subject in the Council's forthcoming survey on BL Town Centre. Mr Davies advised the Council that the outcomes from the consultation process would be consulted upon and they will shape planning policy in the future.

11/08/2344 Police Matters

Items discussed: monthly crime statistics, spate of walk-in burglaries and thefts from motor vehicles, antisocial behaviour (Churchill Way area) and the level of robberies.

11/08/2345 Remembrance Day Poppy Appeal

Mr Peck finalised the arrangements for the poppy appeal and thanked the Town Council for its continued support. Councillor Macdonald was also thanked for the work done to BL War Memorial

11/08/2346 Public Participation

Councillor Zanger informed members of the public of the Public Participation rules (15 minutes available) and asked them to agree a spokesperson if more than one person wished to speak on the same subject.

Hawthorne Road/Hillcrest Avenue Development

Points made by members of the public – above planning application at appeal stage, issues raised included existing traffic difficulties (eg emergency services and refuse vehicles), field prone to flooding, schools not large enough and local wildlife.

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Additionally, Mr S. Thomas stated that there were 5 significant areas for the initial refusal and these need revisited by BLTC Planning Committee and restated. Cllr Chris Groome added that the appeal would be considered against these 5 points and advised the public to submit to KBC any supporting evidence against the application (including photographs) that was available.

Mr Pinckney - Morrisons Development (2004)

Mr Pinckney raised concerns about HGV weight restrictions (Station Road, Finedon Road) and 20 MPH (High Street). Councillor Macdonald advised that the 20 MPH speed limit in High Street was likely to come into effect in Jan/Feb 2009 and with regard to enforcing the weight restrictions (signs in place) the Town Council, on an ongoing basis, is in regular contact with the police and NCC on this issue.

Mrs Pinckney – Parking Ticket (High Street)

Mrs Pinckney expressed concern at receiving a parking ticket in High Street and the adverse implications for shops in the area of 20 minutes restricted parking (“should be at least an hour”). Additionally, in Mrs Pinckney’s view the yellow lines were illegal and, consequently the enforcement of the parking restriction was also illegal. Councillor Zanger advised Mrs Pinckney that she had a right of appeal against the parking ticket and Councillor Macdonald undertook to liaise with her on this matter.

Mrs Greening – Bus Service

Councillor Zanger informed Mrs Greening that she had the support of the Council on this matter and that it was high on the Council’s agenda.

Other Matters

Concerns were also expressed about the Bridle Road/Churchill Way ‘rat run’ Councillor Macdonald advised that he was dealing with this issue.

11/08/2347 Town Mayor’s Report

Councillor Zanger’s report included attendance at the following meetings: BL residents meeting, KBC’s Task & Finish Group (planning) St Mary’s School, BLAST, F&GP Committee, Planning Committee, and BL Civic Service.

11/08/2348 Correspondence

2348.1 Monthly Parish Crime Reports

Discussed under ‘Police Matters’

2348.2 Police – Rural East Sponsorship Request and ‘Street - a- Week’ Results

Members acknowledged receipt of the above and referred the sponsorship request to F&GP Committee.

2348.3 East Midlands Regional Plan : Partial Review

Members acknowledged receipt of the above, closing date 12 December 2008. It was agreed that Clerk submit the associated disc to Councillor Macdonald for information.

2348.4 LOROS – Display of Posters

It was acknowledged that the above request was ‘out of time’.

2348.5 Burton Wold Wind Farm/KBC Energy Efficiency Measures Agreement

Agreed that the Clerk would invite Chris Stopford (KBC) to the next F&GP Committee meeting to advise the Council on BL resident’s options re: energy saving initiatives and to update/clarify expenditure and current balances re: the Windfarm Community Fund. It was also agreed, subject to the above information being received, that the Community Fund should be placed on the Council’s website.

2348.6 Borough Council of Wellingborough – BT Payphones

Members acknowledged receipt of the above information from the BC of Wellingborough re: BT seeking to remove Payphones. The Town Council made no comments on this matter.

2348.7 NCC Rep’s Review (September 2008)

The above was distributed for Members’ information.

2348.8 CPRE ‘Outlook’ - Northamptonshire News

For Members’ information.

2348.9 Communities & local Government – Codes of conduct for Local Authority Members and Employees – A Consultation

Comments by 24 December 2008. It was agreed that Councillor Jerram would give a 10 minute presentation on this subject at the December meeting of the Town Council.

2348.10 NCC – Proposed Limited Waiting & Disabled Parking Space High Street BL

Agreed that Councillor Macdonald would liaise with NCC/KBC on this matter and report back to Full Council for discussion before any further action is taken.

11/08/2349 Policies & Priorities

2349.1 Finance & General Purposes Committee Report

Councillor Walden presented the following Minutes of the F&GP Committee:

BURTON LATIMER TOWN COUNCIL
FINANCE & GENERAL PURPOSES COMMITTEE
16TH OCTOBER 2008

Present:- Cllrs. S Walden, C Groome, F MacDonald, M Jerram, D Gunn, J Smith, D Zanger

Apologies:- Cllr. H Fry

BLAG

Further to the request for funding, it was agreed that a Community Grant form should be completed for £250.00, which was the amount agreed. Cllr MacDonald will arrange to forward the form to them.

WIND FARM GRANTS

It was agreed to ask the clerk for a copy of the original agreement in order that we could check the facts. We can then arrange a meeting with Chris Stopford's superior in order to ascertain exactly what Burton Latimer residents are entitled to in the way of grants, and this information can then be publicised on the web-site.

POCKET PARK

It was agreed to purchase a new tractor and a petrol Flymo. We have been notified that we have received a grant to re-plant a hedge, but this is for materials only we will have to provide the labour. A company in Sywell is being contacted for a quote regarding the new notice board.

SPORTS & LEISURE

The re-furbished play area at King George Vth still has areas of tarmac to be completed. Also it was agreed that Pia Bellamy at KBC be asked for a complete breakdown of the costings for this project.

The sports and leisure survey will be finished by the end of next week, and the results will be included in KBC's survey.

NEWSLETTER

It was agreed that this would go out in January 2009, could all councillors let Cllr. Jerram have any items to be included asap.

QUALITY COUNCIL & PARISH PLAN

It was agreed to invite Raunds TC to the January F&GP meeting as they have already achieved this status. A group, including residents, needs to be set up.

Items discussed by the Town Council:

Budget 2009/10

The draft Precept budget for 2009/10 was referred back to F&GP Committee for the consideration of the 'BLAST' and police requests for grants. It was also **agreed** that the Clerk would provide Members with an update on the current year's expenditure against budget before the F&GP Committee next meets.

Sports & Leisure

Still awaiting response re: costings from Pia Bellamy (KBC)

Newsletter

It was **agreed** that Councillors would submit items for inclusion to Councillor Jerram at the earliest possible date.

Shops Survey

Agreed that Councillor Jerram would circulate the draft questionnaire to Councillors for comments.

2349.2 Town Council Website

Minutes of Website Meeting 16th October 2008

Present: Cllrs M. Jerram, F. Macdonald, D. Gunn, J. Smith, S. Walden & Dr W. Hunt

- The shop's questionnaire to be approved by Full Council.
- BLAST survey results, a summary of Q&A's to be done in approximately 2 weeks.
- News Items –these need to be emailed to Warwick Hunt.
- Each Councillor to have own mail-box which Warwick Hunt will set up.
- Planning report to be on website.
- Crime statistics also to be on website

- sponsorship – It was agreed that local firms and shops should be approached to see if there was any interest.

2349.3 External Audit of Town Council Accounts 2007/8

The Town Council Accounts for 2007/8 have been audited by the External Auditors BDO Stoy Hayward LLP. All of the papers received back from the Auditors, including the Annual Return, had been distributed to Members for their information. The Accounts have been signed off on the Annual Return along with the significant comment “There were no matters which came to our attention which required the issuing of a separate additional issues arising report”.

The Clerk was in discussion with external auditors during the audit and a minor query resulted in a slight adjustment/amendment to the Annual Return. The Clerk updated the Council on this matter at the October meeting of the Council and this was reiterated at the November meeting.

Councillor Zanger proposed that the Audited Town Council Accounts for 2007/8 be approved and adopted by the Council. The proposal was seconded by Councillor Macdonald and unanimously **agreed** by the Town Council.

2349.4 Planning Matters

2349.41 Planning Applications Approved by the Town Council

KET/2008/0795 Mr Whitmee 38 Whitney Road, BL

Retrospective single storey extension.

KET/2008/0737 Mr Fry 16 Wold Road, BL

Outlined planning application for 4 new detached dwellings & associated private drive to the rear of 16 Wold Road

KET/2008/0856 Mr & Mrs Lewis White Lodge Higham Rd, BL

Garage with storage in the roofspace.

2349.42 Planning Applications Objected to by the Town Council

KET/2008/0774 Morris – Cook Developments 94 –95 Finedon Road, BL

Demolition of dwelling and commercial building. Construction of 12 apartments including vehicular access, parking and amenity areas.

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All previous objections in statement October 2007 – KET/2007/0950 still stand.

Plus the following comments:

The applicant states that the detached bungalow is now a commercial premise, has a change of use been sought for this to be classed and used as a commercial premise?

The increase of Velux windows in the roof makes this even more out of keeping with the street scene. Lowering the roofline slightly does not detract from this structure still being huge and overbearing to neighbouring residents on both sides of Finedon Street. This will cause an increase in parking in an already overcrowded street, which is unacceptable.

The access to this development is inappropriate and unacceptable as this will cause a danger on an already over-crowded street, which is a designated “SAFE” walk route to school. Refuse bin storage for collection days will prove extremely hazardous as not enough room on the paths to safely place residents’ bins so that pedestrians can pass without walking in the road and forcing parents and children to walk between cars onto the road. This is unacceptable and a material planning consideration. Once again BLTC strongly recommends that this goes to committee

2349.43 Planning Approvals Received from Kettering Borough Council

KET/2008/0690 Mr L Galletta 98 High Street, BL

Change of use fro Estate Agents (A2) to Restaurant (A3)

2349.44 Planning Refusals Received from Kettering Borough Council

None.

2349.45 Planning Withdrawals Received from Kettering Borough Council

KET/2008/0687 Mr Lawson Manor House Church St, BL

Full application for 2 detached dwellings

KET 2008/0777 Mr Palmiro Palmichael 12 Pioneer Avenue, BL

S73A – Retrospective application: Change of use from domestic garden to off road parking for 8 customer vehicles in connection with No. 1 Kettering Road, including site levelling and surfacing and provision for boundary walls.

2349.46 Planning Appeals Received from Kettering Borough Council

None.

2349.5 Town Council Chamber and Facilities

Feasibility of enlarging the Council Chamber - Councillor Macdonald advised that a trial hole had been drilled out in the Chamber wall and that KBC would be arranging for a structural engineer's report.

2349.6 Public Transport

See 'Highways Matters'.

2349.7 Highways Matters

Councillor Macdonald presented the following report:

- Phillip Hollobone (MP) has agreed to chair a meeting in respect of the transport problems in Burton Latimer –Bob Seery and Zafran Khan to attend: date to be determined. This will not be a public meeting – to be called at a future date, if appropriate. Unanimously **agreed** that the meeting should take place.
- Lock on shutter door to be changed in the very near future
- Awaiting report on the proposed removal of the Council Chamber wall
- Gap at the side of the building will not be filled due to cost
- First floor (old Chamber) now completely cleared of Council property
- Priority highways/footpaths maintenance list submitted to Zafran Khan (15 items)
- Awaiting finalisation of list for minor repairs and time frames from Ian Smith of MGWSP
- Bollards in Pioneer Avenue now replaced
- Footpath in Finedon Rd. now cleared
- Hole in footpath UA7 now repaired
- Graffiti on Polwell Lane sign cleaned off
- Meeting on 3/11 to discuss Duck Signs on Polwell Lane
- Report on KBC walk-about due by 4/11
- Spinney wood will be cleared of rubbish in the near future - the Spinney is KBC property
- Bosworths have now planted Finedon Road and Station Road planters
- Harvest Close - stream has now been cleared by the Environment Agency
- Taylor-Wimpy maintenance works to be completed by 1st December
- Sainsurys car parking notices now in place
-

Councillor Jerram advised the Council that Zafar Khan (NCC) will be addressing NALC's 'Small Council's meeting' (7.00 pm 12th November, Towcester Town Hall) and this was an opportunity for other Councillors to attend to do some networking.

11/08/2350 Borough Council Matters of Interest

Councillor Ruth Groome

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Councillor Groome offered a lift to Councillors to the A6 Towns Forum and made reference to the need for a dog bin in Finedon Road – Councillor Macdonald to endeavour to get this done, and the need for KBC's Dog Warden to visit the Recreation Ground more often – Councillor Macdonald to liaise with KBC on this.

Councillor Chris Groome

Councillor Groome informed Councillors that he had been concentrating on the proposed changes to the rail service to/from Kettering and that he was keeping up the pressure.

11/08/2351 County Council Matters of Interest

Councillor Lamb updated the council on the following: Empowering Council's Scheme - VAS sign application being submitted to NCC tomorrow, he will be commenting on the proposed parking restrictions in High Street – the Scheme should be accepted as it stands to get things moving, (to liaise with Councillor Macdonald on this). Zafran Khan (NCC Highways) busy considering authority's '10 highways priority' lists.

Councillor Ruth Groome pointed out that there were two important items on the A6 Towns Forum agenda, namely the Police Strategy update and the Health Service update.

11/08/2352 Reports of Representatives on Outside Bodies.

BLAST

Councillor Jerram advised that the AGM takes place next Tuesday and everyone was welcome.

Pocket Park

Councillor Jerram advised that funding had been received from NCC to replant the middle hedge – conservation, not destroying the hedge, volunteers were required.. Notices will be displayed when work underway and Councillor Jerram to do a press release. Councillor Macdonald to contact David Lane (KBC) to enlist the help of probationists.

Other

Councillor Chris Groome advised that he had attended the last meeting of CPRE and he will be attending the next meeting. He advised that it was useful to keep in touch particularly with regard to the Kettering East proposals.

11/08/2353 Accounts for Payment

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The Council unanimously approved the following payments:

		£
Cheque No 101294	G. Sneddon (Clerk's salary Nov 08)	421.96
Cheque No 101295	G. Sneddon (Reimb. 'phone & postage) (July - Sept 08)	58.45
Cheque No 101296	Inland Revenue (Tax & NI Nov 08)	285.71
Cheque No 101297	BDO Stoy Hayward LLP (external audit of 2007/8 Accounts)	364.25

11/08/2354 Any Other Relevant Items of Business

2354.1 The Spinney

Councillor Macdonald advised that the above was owned by KBC and they were about to commence clearing/tidying it up. The Council unanimously approved the suggestion that the Spinney achieves Pocket Park status – Councillor Macdonald to initiate discussions with KBC to see if this was a viable idea. It was also agreed that Councillor Macdonald approach Phillip Harpur re: use of the footpath along the edge of his field. (not a public right-of-way).

2354.2 New Recycling Site

Agreed that the above be referred to Planning Committee as a matter of urgency.

2354.3 Remembrance Day – Two Minute Silence -Sounding of Air Horns

It was agreed that the above would take place at 11.00 am On 11th November at BL War Memorial.

2354.4 KBC Ward Walkabout Action Plan

Agreed the above to be followed up by Councillor Macdonald.

2354.5 Stunt Flying Over BL

Councillor Zanger undertook to find out more about this in response to Councillor Ruth Groome's concerns.

2354.6 Loan of Gazebo

Agreed that Phillip Harpur could borrow the gazebo on 28th November.

2354.7 Parish Church - Christmas Tree

Councillors Maureen Jerram and Sheila Walden volunteered for this activity. Councillor advised that he had a tree and would also give a £5 donation from

his fund. Councillor Gunn suggested that the completed tree be photographed and these be placed on the Town Council's website.

2354.8 Councillor's Responses to Members of the Public

Councillor Zanger made reference to a comment received via KBC's Customer Services Unit and reminded Councillors of the need to be courteous at all times when dealing with members of the public.

2354.9 Customer Services Unit – BL Public Library

In response to councillor Walden's query, Councillor Zanger undertook to ascertain from KBC whether the above is now only open on Wednesday and Thursday each week.

2354.10 Councillor Bettles

Councillor Zanger read out a letter from Councillor Peter Bettles in which he thanked the Town Councillors for their support and kindness during his recent bereavement. The Council was also advised that £560 had been donated to the Air Ambulance Service.

11/08/2355 Press Release

There were no additional items for press release

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.