

# IRTHLINGBOROUGH TOWN COUNCIL

Council Offices, Station Road  
IRTHLINGBOROUGH NN9 5SN



NOTE: Standing Orders state:

“Meetings: 3W – Meetings shall not exceed a period of 2 hours unless a resolution to extend the meeting is passed”

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Clerk to the Council

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4<sup>th</sup> March 2025

A Meeting of Irthlingborough Town Council will take place on **TUESDAY 11<sup>th</sup> MARCH 2025** at 7:30pm at the Community Centre, Fettleline Road, Irthlingborough. NN9 5XF

## AGENDA

A total period of 15 minutes public speaking time will be allowed at the start of the meeting with a maximum of 3 minutes per person, should anyone wish to address the Council on any item on the agenda

### 115. APOLOGIES

To receive and accept apologies for absence

### 116. DECLARATIONS OF INTEREST

To receive declarations of Disclosable Pecuniary Interest and other interests and the nature of those interests relating to items on the Agenda

### 117. MINUTES

117.1 To receive and approve for signature the minutes of the Town Council Meeting held on Tuesday 11<sup>th</sup> February 2025

### 118. MATTERS ARISING

118.1 To note any matters arising from the Minutes of the Town Council Meeting held on Tuesday 11<sup>th</sup> February 2025 not included on this agenda, for report only

### 119. TOWN CLERK'S REPORT

To receive and note the actions taken against Council resolutions up to 3<sup>rd</sup> March 2025

### 120. COMMITTEES and WORKING PARTIES

To note the minutes of the following Committees:

120.1 The Planning Committee meeting held on 11<sup>th</sup> February 2025 – Cllr R Powell

120.2 The Planning Committee meeting held on 25<sup>th</sup> February 2025 – Cllr R Powell

### 121. FINANCE MATTERS

121.1 To approve the Accounts for payment for February 2025

121.2 To approve the Bank Account Reconciliations up to 28<sup>th</sup> February 2025

121.3 To approve the Statement of Income and Expenditure up to 28<sup>th</sup> February 2025

121.4 To approve the Earmarked Reserves for 2024/25

121.5 To receive and note the Internal Control Audit reports dated November & December 2024, January & February 2025 – (to follow)

121.6 To consider a request for a donation to the Salvation Army of £547.50 to aid with the repairs to the Community Hall

121.7 To consider a request for a donation to the RSPCA Northamptonshire Branch of £85.00

121.8 To consider a request for a donation of £85.00 to the Irthlingborough Youth Club c/o Irthlingborough Methodist Church for the provision of youth equipment

## **122. AGENDA ITEMS**

122.1 Grounds Maintenance contract from 1<sup>st</sup> April 2025:

- i) To agree that during the contract procurement period for the Rushden, Higham Ferrers and Irthlingborough Town Council consortium, the current contractor's proposed price be accepted and services appointed for grounds maintenance from 1st April 2025
- ii) To resolve that given the extenuating circumstances council waive Financial Regulations relating to contracts to enable this negotiated price without competition as per regulation clause 11.1 (d), with the reasons for acceptance as negotiated and without competition based on:
  - The need to ensure continuity of grounds maintenance services by 1st April 2025
  - Use of a known and proven contractor to the council who is familiar with and already working for the council with existing knowledge of the sites and schedules
  - Requirement for sufficient time for a new procurement to be undertaken

122.2 To consider and agree a quote for the provision of the Rialtas Year End closedown service

122.3 To consider Northamptonshire Highways offer regarding the urban highway grass mowing contract for 2025

122.4 Following **RESOLVE ITC/11(24)/264** – that the report on the Council Office following a Structural Inspection be passed to the Insurance Company. To receive an update letter and damage report – for info.

122.5 Following **RESOLVE ITC/02(25)/348** – that the Council proceed with the transfer of the section of Irthlingborough Town Car Park currently owned by North Northants Council to Irthlingborough Town Council at a total cost of £1000 – to consider and agree quotations for legal service in relation to the transfer

122.6 To consider a contribution towards a table tennis table at Crow Hill Recreation ground – Cllr D Maxwell

122.7 To consider the distribution of market flyers – Cllr C Cross

122.8 To consider and agree a quotation for the watering of the spring planting following **RESOLVES ITC/12(24)/324 and ITC/12(24)/325**

## **123. CORRESPONDENCE & REQUESTS**

123.1 To receive an email response from Northants Highways regarding the issues surrounding parking outside the schools and consider the following:

- i) To agree the suggested meeting date with Highways, the School and the Town Council of Thursday 27<sup>th</sup> March, time TBA
- ii) To consider the provision of traffic enforcement officers, agree requirement and a 4 week trial period in agreement with the schools

123.2 To receive an email from Innova re: Planning Application NE/24/01235/F – Solar Farm inviting members to discuss both the project and the community benefit fund following the response to the planning application

## **124. NORTH NORTHAMPTONSHIRE UNITARY COUNCIL MATTERS**

124.1 To receive and note reports from Councillor's K Harrison, D Maxwell and R Powell

124.2 To receive the "Leaders Update" newsletters dated 21<sup>st</sup> February 2025

## **125. POLICE/PUBLIC ORDER MATTERS**

125.1 To receive the latest Crime Figures from [www.streetcheck.co.uk](http://www.streetcheck.co.uk) and [www.police.uk](http://www.police.uk)

125.2 To receive the CCTV reports from CrimeSecure for January 2024

125.3 To receive the Northamptonshire PFCC February 2025 Newsletter

**Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, because of the confidential nature of the business to be transacted, the public and press leave the room during consideration of the following item:**

## **126. STAFF MATTERS**

126.1 To agree the following in regards to the fixed term Administrative Assistant post:

- i) Terms and Conditions as per the Job Advertisement
- ii) The job description and person specification (to follow)
- iii) The interview panel and date of the interview
- iv) The agreed date of appointment

**Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, following the transaction of the above business the meeting is opened to the press and public.**