

IRTHLINGBOROUGH TOWN COUNCIL

Council Offices, Station Road
IRTHLINGBOROUGH NN9 5SN



Clerk to the Council
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6th September 2022

NOTE: Standing Orders state:

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

A Meeting of Irthlingborough Town Council will take place on **TUESDAY 13th SEPTEMBER 2022** 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

54. APOLOGIES

To receive and accept apologies for absence

55. 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

56. MINUTES

56.1 To receive and approve for signature the minutes of the Town Council Meeting held on Tuesday 12th July 2022

57. MATTERS ARISING

57.1 To note any matters arising from the Minutes of the Town Council Meeting held on Tuesday 12th July 2022 not included on this agenda, for report only

58. TOWN CLERK'S REPORT

To receive and note the actions taken against Council resolutions up to 5th September 2022 (copy herewith)

59. COMMITTEES and WORKING PARTIES

To note the minutes of the following Committees:

- 59.1 The Policy and Resources Committee meeting held on 5th July 2022 – Cllr S Boyer
- 59.2 The Planning Committee meeting held on 12th July 2022 – Cllr S Boyer
- 59.3 The Planning Committee meeting held on 26th July 2022 – Cllr D Maxwell
- 59.4 The Property and Services Committee meeting held on 26th July 2022 – Cllr T Walton
- 59.5 The Planning Committee meeting held on 30th August 2022 – Cllr D Maxwell

60. FINANCE MATTERS

- 60.1 To approve the Accounts for payment for July and August 2022
- 60.2 To approve the Bank Account Reconciliations up to 31st August 2022
- 60.3 To approve the Statement of Income and Expenditure up to 31st August 2022
- 60.4 To receive the Earmarked Reserves for 2022/23
- 60.5 To receive and note the Internal Control Audit reports dated July 2022
- 60.6 To consider a request for a donation of £1000-£1500 towards the iGrow Christmas Fest event being held on Saturday 3rd December 2022
- 60.7 To consider a request for a donation to the Irthlingborough Historical Society towards the cost of reprinting the “Discover Irthlingborough” leaflets

61. AGENDA ITEMS

- 61.1 To receive an update regarding the Post Office
- 61.2 Town Centre Car Park:
- i) As per **RESOLVE ITC/06(22)/99** – to consider quotations for an Archaeological survey to be carried out within the newly purchased area of the car park
 - ii) To receive the response from NNC to **RESOLVE ITC/07(22)/143** – requesting remedial work and sale price of the car park
 - iii) To receive the response from St. Peter's Church in relation to **RESOLVE ITC/07(22)/146** following email correspondence relating to the sale of their land
- 61.3 To agree the requirement for Christmas Trees and delegate authority to the Town Clerk to purchase up to an agreed financial limit
- i) To receive a letter from a resident requesting that the Council look at alternative ideas when considering the procurement of Christmas Trees
- 61.4 As per **RESOLVE ITC/07(22)/145** – To form a Working Party entitled Environmental Projects and agree membership and Terms of Reference
- 61.5 To consider advertising Councillor details in the bus shelter noticeboards – Cllr D Maxwell
- 61.6 To receive a suggestion regarding the St Peter's Church noticeboard installed on the outer wall of the public conveniences – Cllr D Maxwell
- 61.7 To receive an update to **RESOLVE ITC/06(22)/127** – that an advertising blimp balloon sponsored by Marsh Industries be obtained
- 61.8 To receive a progress update on the Grounds Maintenance Consortium contract
- 61.9 To consider introducing a Public Space Protection Order (PSPO) – Cllr D Maxwell
- 61.10 Irthlingborough Neighbourhood Plan:
To receive the following meeting notes:
- i) Notes of meeting held on 28th June 2022 – Cllr C Cross
 - ii) To receive a meeting note from the meeting held on 8th July 2022 with North Northants Council – Cllr J Farrar
- 61.11 To agree to remain opted in to the Smaller Authorities' Audit Appointments (SAAA) External Auditor Appointment
- 61.12 To nominate two delegates to attend the 75^h Northants CALC Annual Conference being held on Saturday 1st October at the Kettering Conference Centre from 10:00 until 3:30pm
- 61.13 To consider offering a "Warm Bank" facility at the Community Centre through the winter months to provide support to residents to assist with the energy crisis
- 61.14 To consider formulating the town projects into a priority order list – Cllr J Farrar

62. CORRESPONDENCE & REQUESTS

- 62.1 To receive and consider a revised offer from the land agents acting on behalf of Anglian Water to purchase three trees and replace the fence at Presland Way as per **RESOLVE ITC/07(22)/156**
- 62.2 To consider comments regarding the "flower" lights and consider positioning of the Christmas Lights on the Christmas lights to be installed in November
- 62.3 To receive an update to **RESOLVE ITC/07(22)/151** – To delegate authority to the Town Clerk to purchase Winter flowers for the Victoria Street flowerbed, with underlying Spring bulbs up to an agreed financial limit
- 62.4 To nominate Councillors to attend the Asset Mapping Project (AMP) listening event to be held via Zoom on Tuesday 27th September from 7 – 9pm
- 62.5 To receive a letter of thanks from "Streetwise Gym" following the Town Council's donation
- 62.6 To receive an email from a resident regarding the condition of the land around Marsh Lane

63. NORTH NORTHAMPTONSHIRE UNITARY COUNCIL MATTERS

- 63.1 To receive and note reports from Councillor's K Harrison, D Maxwell and R Powell
- 63.2 To receive the "Leaders Update" July and August newsletters
- 63.3 To receive an update from Cllr Maxwell in relation to **RESOLVE ITC/04(22)/463** – to request the replacement of missing bollards and repairs to damaged bollards in the High Street deferred from July Meeting

64. POLICE/PUBLIC ORDER MATTERS

- 64.1 JAG:
- i) To receive a verbal report from the JAG representative following a JAG meeting held on 10th August 2022 – Cllr J Gray
 - ii) To receive an email from Sergeant Goodwin re: issues raised at JAG
- 64.2 To receive the latest Crime Figures from www.streetcheck.co.uk and www.police.uk

- 64.3 To receive the Crime and Policing updates (copy herewith)
- 64.4 To receive the Northamptonshire PFCC August 2022 Newsletter
- 64.5 To receive the East Northants Neighbourhood Team Locally Identified Priorities Survey Outcome April – July 2022

65. CONCLUSION OF THE EXTERNAL AUDIT FOR FINANCIAL YEAR 2021/22

- 65.1 To receive the external audit for Financial Year 2021/22 returned from PKF Littlejohn LLP and note that the notice of conclusion of audit has been displayed on the noticeboards and website as required

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:

66. AGENDA ITEMS

66.1 STAFF MATTERS

- 66.1 To receive a report regarding continued home-working and latest COVID advice and consider future working practice

66.2 DISPENSATION REQUEST

- 66.2 To consider a request for dispensation for non-attendance at both Full Council and Committee Meetings for a period of six months for Councillor J Powell

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.