

# IRTHLINGBOROUGH TOWN COUNCIL

Council Offices, Station Road  
IRTHLINGBOROUGH NN9 5SN

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16<sup>th</sup> June 2020

NOTE: Standing Orders state:

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



A Meeting of Irtlingborough Town Council will take place on TUESDAY 23<sup>rd</sup> JUNE 2020.  
The meeting will be held virtually using zoom video conferencing for the purpose of transacting the following business:

The meeting will be open to members of the public unless the Council otherwise direct.  
To either speak at the meeting or attend virtually: email [clerk@irthlingborough-tc.gov.uk](mailto:clerk@irthlingborough-tc.gov.uk) for the zoom link by midday on the day of the meeting.

## 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

### 26. APOLOGIES

To receive and accept apologies for absence

### 27. 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

### 28. MINUTES

28.1 To receive and approve for signature the minutes of the Annual Meeting held on Tuesday 26<sup>th</sup> May 2020

28.2 To receive and approve for signature the minutes of the Town Council Meeting held on Tuesday 26<sup>th</sup> May 2020

### 29. MATTERS ARISING

29.1 To note any matters arising from the Minutes of the Annual Meeting held on Tuesday 26<sup>th</sup> May 2020 not included on this agenda, for report only

29.2 To note any matters arising from the Minutes of the Town Council Meeting held on Tuesday 26<sup>th</sup> May 2020 not included on this agenda, for report only

### 30. POLICE/PUBLIC ORDER MATTERS

30.1 Crime Figures from [www.streetcheck.co.uk](http://www.streetcheck.co.uk) and [www.police.uk](http://www.police.uk) (copy herewith)

30.2 To receive the CCTV Report from CrimeSecure for May 2020 (copy herewith)

30.3 To receive the Crime and Policing updates (copy herewith)

### 31. COUNTY COUNCILLOR'S REPORT

31.1 To receive and note report from County Councillor S Hughes

### 32. DISTRICT COUNCIL MATTERS

32.1 To receive and note verbal/written reports from District Councillor's J Farrar, S Hobbs, R Powell and L Wilkes

### 33. COMMITTEES and WORKING PARTIES

To note the minutes of the following Committees:

33.1 Neighbourhood Plan – To receive a verbal update regarding the funding application as per **RESOLVE ITC/05(20)/29** – Cllr C Cross

### 34. TOWN CLERK'S REPORT

To receive and note the actions taken against Council resolutions up to 11<sup>th</sup> June 2020 (copy herewith)

### **35. AGENDA ITEMS**

- 35.1 To agree to continue to hold future Town Council meetings virtually using Zoom as per the Government guidelines regarding COVID-19 social distancing regulations and agree a review date
- 35.2 To consider holding Committee meetings virtually and agree a review date
- 35.3 To discuss the re-opening of the Public Conveniences
  - i) To receive an email from the cleaning contractors with a response to the Town Councils complaint
  - ii) To consider quotations for “fogging” and agree any additional cleaning requirements
  - iii) To receive a reply to the invoicing query and agree a response
  - iv) To agree whether to open the public conveniences or set a date to review
- 35.4 To agree a date to review the opening of the Community Centre and Pavilion
- 35.5 To agree a quotation to provide the electrical installation for the CCTV provision at Les Odell Park
- 35.6 To receive the results of the preferred site following the public consultation regarding supporting a Community Orchard and agreement of the next steps
- 35.7 To consider the tree survey for Finedon Road POS and agree a quote for the high priority tree works recommended
- 35.8 To receive quotations to carry out the annual playground inspections and agree a provider
- 35.9 To receive correspondence from the Head of Economic and Commercial Development at East Northants Council relating to the re-opening of the High Street detailing COVID-19 arrangements
- 35.10 To receive a verbal report following attendance at the Interactive Community Workshop – Land to the West of Rushden Lakes – Thursday 11<sup>th</sup> June 2020 – Cllr A Short
- 35.11 To consider the following public consultations from Northamptonshire County Council – closing date 3<sup>rd</sup> July 2020
  - i) Residential Short Breaks for Carers of Disabled Children
  - ii) Services to support young people that are not or are at risk of not being in education, training or employment (NEET)
  - iii) Targeted Safeguarding Intervention Services

### **36. CORRESPONDENCE & REQUESTS**

- 36.1 To consider an email from a resident regarding the Litter in Rest Gardens
- 36.2 To receive an email from a supplier offering holiday clubs for children and agree a response
- 36.3 To receive an email from a resident regarding inadequate signage/road markings for the High Street disabled parking bay
- 36.4 To receive the CPRE Northamptonshire Newsletter and Proxy Voting Form
- 36.5 To receive a letter from the Royal British Legion requesting the Town Council assumes ‘Event Organiser’ Status for memorial events - organising road closures and insurance cover
- 36.6 To consider an email requesting an environmentally friendly grass cutting schedule
- 36.7 To receive an email of complaint from a resident following the decision of the Town Council not to reinstate the benches at the Cemetery **RESOLVE ITC/02(20)/351**

### **37. NCALC INTERNAL AUDIT REPORT**

- 37.1 To receive and approve the NCALC Internal Audit Report for 2019/20 (copy herewith)

### **38. ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2019/20 and ADDENDUM – CORONAVIRUS EMERGENCY REGULATION CHANGES**

- 38.1 To receive the attached documentation and to Resolve:
  - i. That this Council formally notes its consideration and confirmation that it has maintained an adequate system of internal control throughout the year in accordance with Assertions 2 and 6 of the Governance Statement contained in Section 1 of the Annual Governance Return
  - ii. That Section 1 of the Annual Governance Statement for 2019/20 be approved and signed (copy herewith)
  - iii. That Section 2 of the Accounting statements for 2019/20 be approved and signed (copy herewith)
  - iv. That following consideration of all the above documents, approval be given for the Annual Governance and Accountability Return to be signed by the Town Mayor, Town Clerk & Responsible Financial Officer (copy herewith)

### **39. FINANCE MATTERS**

- 39.1 To approve the Accounts for payment up to 31<sup>st</sup> May 2020
- 39.2 To approve the Bank Account Reconciliations up to 31<sup>st</sup> May 2020
- 39.3 To approve the Statement of Income and Expenditure up to 31<sup>st</sup> May 2020
- 39.4 To agree to pay the East Northants Council business rates by Direct Debit going forwards

### **40. PLANNING**

- 40.1 To receive the spreadsheet detailing the RESOLVES taken by the Planning Committee from 4<sup>th</sup> May to 15<sup>th</sup> June 2020