

IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF THE MEETING OF IRTHLINGBOROUGH TOWN COUNCIL HELD ON TUESDAY 11th APRIL 2023 AT 7.30PM (FOLLOWING PLANNING) AT THE COMMUNITY CENTRE, FETTLINEDINE ROAD, NN9 5XF

PRESENT: Councillors P Boyer, S Boyer, C Cross, J Farrar, J Gray, E Hopkinson, R Powell and D Maxwell

ABSENT: Councillor J Powell

ALSO PRESENT: 1 member of the public

The Mayor welcomed everybody to the Meeting of Irthlingborough Town Council and informed members and the public that the meeting was being recorded for minute taking purposes. He informed them that there was an opportunity for fifteen minutes public speaking with each person having an opportunity to speak for a maximum of three minutes. He asked if anyone wished to address the Council.

PUBLIC PARTICIPATION

No one wished to address the meeting.

AGENDA

130. APOLOGIES - TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Councillor C Kearns-Gray – Ill Health

Councillor T Walton – Ill Health

RESOLVE ITC/04(23)/505 – that Councillor's C Kearns-Gray and T Walton's apologies be accepted

131. 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

No declarations were made.

132. MINUTES

132.1 TO RECEIVE AND APPROVE FOR SIGNATURE THE MINUTES OF THE TOWN COUNCIL MEETING

Mayor:

Date:

HELD ON TUESDAY 14TH MARCH 2023.

RESOLVE ITC/04(23)/506- that the minutes of the Full Town Council Meeting held on 14th March 2023 be approved and signed as a correct record of proceedings.

133. MATTERS ARISING

133.1 TO NOTE ANY MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY 14TH MARCH 2023 NOT INCLUDED ON THIS AGENDA, FOR REPORT ONLY

Page 154 Item 123 Town Clerk's Report -Councillor C Cross asked for an update on the replacement of the missing toilet roll holder in the Ladies Public Conveniences.

The Clerk stated she had spoken to the Ad Hoc Maintenance Contractor about replacing it.

Page 164 Item 128 North Northamptonshire Unitary Council Matters. **RESOLVE ITC/03(23)/499** – that Councillor D Maxwell Chases Sarah Barnwell Irthlingborough's Highways Community Liaison Officer in regard to the repainting of the zebra crossings in the High Street which had been promised prior to the end of the financial year on behalf of the Town Council.

The Clerk said she had been informed they had not been painted due to the recent bad weather.

Councillor D Maxwell also indicated the work hadn't been done because of the bad weather Unfortunately, ours was not the only job which had been affected in this way and needed to be rescheduled.

Councillor C Cross considered the current condition of the zebra crossing to be a health and safety concern and requested their painting continued to be chased as a matter of urgency.

Councillor J Gray had recently witnessed an incident on a zebra crossing where a van had knocked over an elderly gentleman – the van failed to stop. A car stopped but then the stopped car was overtaken by another car who narrowly missed the elderly gentleman.

134. TOWN CLERK'S REPORT

TO RECEIVE AND NOTE THE ACTIONS TAKEN AGAINST COUNCIL RESOLUTIONS UP TO 4TH APRIL 2023

Page 39 item 115.6 TO RE-CONSIDER QUOTATIONS FOR THE INSTALLATION OF A DEFIBRILLATOR AT THE COMMUNITY CENTRE FOLLOWING **RESOLVE ITC/12(22)/370** DUE TO NON-SUITABILITY OF SELECTED DEVICE

RESOLVE ITC/02(23)/436- that the quotation at a cost of £2285 + £25 delivery for the provision of a defibrillator to be installed at the Community Centre be accepted.

Councillor C Cross asked for an update

The Assistant Clerk stated that the defibrillator had been ordered but there was no delivery or installation date available yet.

Page 44 127.5 TO CONSIDER A REQUEST FROM THE 1ST IRTHLINGBOROUGH BEAVERS TO PLANT SOME SEEDS AND BULBS TO COMPLETE THEIR GARDENING BADGE AND AGREE A LOCATION

Mayor:

Date:

RESOLVE ITC/03(23)/494 – that permission is given for the 1st Irthlingborough Beavers to plant some seeds and bulbs to complete their gardening badge in the Rest Gardens.

RESOLVE ITC/03(23)/495 – that the Council write to the 1st Irthlingborough Beavers notifying them that permission has been granted for them to plant some seeds and bulbs to complete their gardening badge in the Rest Gardens. If they let the Council know in advance the time and date the planting is to take place they will try and arrange for a councillor/councillors to be present.

Councillor C Cross asked if letter had been sent yet and if so, had a date for the planting been advised.

The Assistant Clerk said the letter had been sent, but she had not been notified of the date they expected to do the planting yet.

RESOLVE ITC/04(23)/507 – that the Town Clerk's report up to the 4th April 2023 is received and noted

135. COMMITTEES AND WORKING PARTIES - TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEES:

135.1 THE EVENTS COMMITTEE HELD ON 8TH MARCH 2023 – CLLR C CROSS

Councillor C Cross invited any questions.

Councillor J Farrar asked if permission had been obtained from the Cricket Club to use a section of their land.

It was confirmed permission had been granted.

Councillor E Hopkinson was to liaise with the Cricket Club to obtain a key so the route could be walked and measured accurately.

RESOLVE ITC/04(23)/508 - that the minutes of the Events Committee meeting held on Wednesday 8th March 2023 were noted.

135.2 THE PLANNING COMMITTEE HELD ON 14TH MARCH 2023 – CLLR D MAXWELL

Councillor D Maxwell invited any questions.

Nothing was raised.

RESOLVE ITC/04(23)/509 - that the minutes of the Planning Committee meeting held on Tuesday 14th March 2023 were noted.

135.3 THE PLANNING COMMITTEE HELD ON 28TH MARCH 2023 – CLLR T WALTON

In Councillor T Walton's absence Councillor J Farrar invited any questions.

Nothing was raised.

Mayor:

Date:

RESOLVE ITC/04(23)/510 - that the minutes of the Planning Committee meeting held on Tuesday 28th March 2023 were noted.

136. FINANCE MATTERS



IRTLINGBOROUGH TOWN COUNCIL

Cashbook Payments

March 2023

Bank No.	Supplier	Description	Total
			£
378	Bethany Farrant	CC Refund of cancellation	125.00
			£
379	Cllr J Farrar	Chairmans Allowance - 4 of 4	255.00
			£
380	Turneys	Clear Green waste Cemetery	420.00
			£
381	Worknest Insurance	Insurance Year 2	3,799.00
			£
382	Pre-Develop Archaeology	Archaeological Excavation Car Park	23,605.70
			£
383	Flagmakers	Coronation Flag & Bunting	163.95
			£
384	Malcolm Thomas	Remote maintenance of network	150.00
			£
385	Angie Daly	Specsavers	129.00
			£
386	Microshade	Hosting Rialtas & Pear mapping	80.40
			£
387	N-Power	Unmetered supplies February	490.55
			£
388	Hayley Hinds	CC Refund of Inv 6329	50.00
			£
389	Onyx	Office Annual Alarm system coverage	432.00
			£
390	Webb House	Monthly Payroll Services	27.11
			£
391-6	Staff Wages	Monthly Salaries	9,965.56
			£
397	HMRC	P32 PAYE & NI contributions	3,322.97
			£
398	NCC Pensions Account	Pension Contributions	4,099.21
			£
399	Clean4Shaw	Cleaning of public toilets	879.60

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			£
400	North Northants Council	Works Maintenance January	52.12
			£
401	North Northants Council	Grounds Maintenance January	8,571.44
			£
402	North Northants Council	Rent of Land at Crouch Road	72.00
			£
403	Howard David Associates	Insurance Valuations	1,980.00
			£
404	LITE Illuminations	To relocate one flower column	708.00
			£
405	Clarendon	Various R&M	477.00
			£
406	Sach Bhola	CC Refund	50.00
			£
407	Amazon	Butterfly ornaments & grass seeds	162.30
			£
408	Smiths Fire	Fire alarm panel batteries	63.60
			£
409	Wellers Hedleys	Garage Lease professional fees	990.00
	Irthlingborough Cricket		£
410	Club	Coronation Fun Day	1,000.00
			£
411	Rialtas	Annual Support and Maintenance to 31.03.2023	38.52
			£
412	North Northants Council	Grounds Maintenance February	3,847.37
			£
413	North Northants Council	Works Maintenance February	56.88
			£
414	CS Plumbing	The Pavillion Legionella Test 21/03/2022	198.00
			£
415	Pear Technology	Time adding conservation area to map	114.00
			£
416	Clarendon	Transport & Install Street furniture	450.00
			£
417	Kyra Richards	Refund of CC Deposit	35.00
			£
418	E-On Energy Solutions	Quarterly Street Lighting Maintenance to March	162.02
			£
419	David Ogilvie	Wildlife Bench & Butterfly & Bee Seat, Feet	3,564.00
			£
420	Marta Nems	CC Refund	50.00
			£
DD	British Gas	Electric - Offices	648.17
			£
DD	British Gas	Electricity - Pavilion	71.23

Mayor:

Date:

			£
DD	Cheaper Waste	Cemetery 660 litre bin	84.00
			£
DD	Cheaper Waste	CC 660 litre bin	84.00
			£
DD	Gamma	Office Telephone Monthly Charges	67.80
			£
DD	Shire Leasing	Photocopier Lease - 2nd Payment	505.80
			£
DD	O2	Office & CC Mobile Phone	71.76
			£
DD	Pozitive Energy	Gas Community Centre - Previous month	677.27
			£
DD	Nat West	Monthly bank charges for previous month	14.35
			£
DD	Nat West	Monthly Bankline Charges	13.60
			£
DD	NW Business Credit	Various - Postage & Zoom	154.88
		Expenditure	£ 73,030.16
	Available balance		£
Donations	31/03/23	N/C 4295	12.00

136.1 TO APPROVE THE ACCOUNTS FOR PAYMENT FOR MARCH 2023

415 – Pear Technology – Time adding conservation area to map £114.00

Councillor C Cross asked if firm had given any indication of how difficult it was and how long it took.

The Clerk didn't think the invoice specified the time taken.

RESOLVE ITC/04(23)/511- to approve the Accounts for Payment for March 2023

136.2 TO APPROVE THE BANK ACCOUNT RECONCILIATIONS UP TO 31ST MARCH 2023

RESOLVE ITC/04(23)/512 - to approve the Bank Account Reconciliations up to 31st March 2023.

136.3 TO APPROVE THE STATEMENT OF INCOME AND EXPENDITURE UP TO 31ST MARCH 2023

RESOLVE ITC/04(23)/513 - to approve the Statements of Income and Expenditure up to 31st March 2023

136.4 TO RECEIVE THE EARMARKED RESERVES FOR 2022/23

Mayor:

Date:

RESOLVE ITC/04(23)/514 – that the Earmarked Reserves for 2022/23 are received

136.5 TO RECEIVE AND NOTE THE INTERNAL CONTROL AUDIT REPORTS DATED FEBRUARY 2023

RESOLVE ITC/04(23)/515 - that the Internal Control Audit report dated February 2023 is received and noted

136.6 TO CONSIDER A REQUEST FROM IRTHLINGBOROUGH METHODIST CHURCH FOR A DONATION TOWARDS A CORONATION CREAM TEA

Additional information as to the amount they would like £200.00 and what the donation would be used for was tabled at the meeting.

RESOLVE ITC/04(23)/516 – that the Council donate £200 to the Methodist Church towards their Coronation Cream Tea Event on the 8th May 2023 in celebration of the Coronation of King Charles III.

1 Abstention

136.7 TO CONSIDER A REQUEST FROM THE COLLEGE STREET CENTRE FOR A DONATION TOWARDS A CORONATION LUNCH

Councillor J Farrar suggested a donation of £500.

RESOLVE ITC/04(23)/517 – that the Council donate £500 to the College Street Day Centre towards their Coronation Lunch Event on the 9th May 2023 in celebration of the Coronation of King Charles III.

1 Abstention

137. AGENDA ITEMS

137.1 TO RECEIVE AN UPDATE REGARDING THE POST OFFICE

The Clerk informed members there had been no change since the March meeting, the Post Office were still awaiting the final documents from the applicant.

Councillor S Boyer asked what happened if the applicant doesn't fill in and submit the remaining documents. Does the application cease. Surely, the Post Office cannot force someone to open a Post Office.

The Clerk stated the Post Office cannot force someone to open a Post Office and if the remaining documents aren't received the application will be closed.

The Clerk believes the Post Office are keen to establish a new Post Office in Irthlingborough and are in regular contact with the applicant regarding the outstanding documents.

Councillor J Farrar felt it was very important that Irthlingborough had a Post Office. He proposed the Council writes to the Post Office again to stress how important it was that Irthlingborough had a Post Office.

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He also proposed the Council should contact Tom Pursglove MP again to update him on the situation and seek his assistance in pushing for a new Post Office in Irthlingborough.

RESOLVE ITC/04(23)/518 - that the update in regard to the Post Office is received.

RESOLVE ITC/04(23)/519 – that the Council write to the Post Office emphasising how important it is for Irthlingborough to have a Post Office in the town and the stating the Council wants everything possible done to achieve that.

RESOLVE ITC/04(23)/520 - that Unitary Councillor D Maxwell writes to Tom Pursglove MP updating him on the current situation and emphasising how important it is for Irthlingborough to have a Post Office in the town and to ask for his support to achieve that.

137.2 TO RECEIVE THE INSURANCE VALUATION REPORT FOR ALL COUNCIL OWNED PROPERTIES

The Clerk reminded members that the valuation report had been sought to enable up to date valuations to be submitted to the insurance companies selected to quote for a new 3 insurance policy.

RESOLVE ITC/04(23)/521 - that the insurance valuation report for all the Council owned properties is received and noted.

137.3 TO CONSIDER QUOTATIONS AND AGREE A SUPPLIER TO PROVIDE THE COUNCIL INSURANCE FOR A TERM OF THREE YEARS

Member were informed that quotation A in their pack had been amended and the amended quotation was tabled at the meeting along with quotation B

Amended Quotation A - set price £5172.75

Quotation B – set price £5232.68

A third firm had been approached but they had responded that they couldn't provide a competitive quote.

RESOLVE ITC/04(23)/522 - that amended quotation A at a cost of £5172.75 a year for a term of 3 years is accepted.

137.4 TO CONSIDER A QUOTATION FROM THE LIGHTING SUPPLIER TO REPLACE THE FOLLOWING LIGHTS AT A COST OF £1160:

I) MEETING LANE

II) SCARBOROUGH STREET TO FINEDON ROAD FOOTPATH

III) PARK ROAD TO SPINNEY ROAD FOOTPATH

RESOLVE ITC/04(23)/523 – that the quotation for the replacement of the street lights at the following locations :-

I) Meeting Lane – where road narrows to a footpath

II) Scarborough Street to Finedon Road footpath middle of three along that section of path

III) Park Road to Spinney Road Footpath – middle of three lights along that path nearest to the steps

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at a cost of £1160.00 is accepted.

137.5 TO CONSIDER THE RENEWAL OF THE IRTHLINGBOROUGH TOWN APP LICENCE AT A COST OF £3000 FOR THE NEXT 12 MONTHS

The app was not being used by the businesses in the town and it wasn't considered good value for money to renew the licence.

RESOLVE ITC/04(23)/524 - that the Council do not renew the Irthlingborough Town App licence at a cost of £3000 for the next 12 months.

137.6 TO CONSIDER PURCHASING UP TO 150 LITTER PICKERS TO BE PASSED ON TO THOSE INHABITANTS OF THE TOWN WHO WOULD LIKE TO TAKE ON THE RESPONSIBILITY OF KEEPING THEIR INDIVIDUAL STREETS/AREAS FREE FROM LITTER – CLLR C CROSS

Several issues were raised - from what are the insurance implications, where would people take the bags of rubbish they collected for disposal, to, would high visibility clothing need to be issued.

Councillor D Maxwell stated that North Northants Council employed street cleansers if people had a complaint they should report it to North Northants Council. She also believed that litter picking equipment was available through North Northants Council at the library.

Councillor S Boyer felt it was about giving people the opportunity to take control of their town. If people want to litter pick to keep their area of the town or the town tidy who are we to stop them.

RESOLVE ITC/04(23)/525 – that advice is sought in regard to the insurance implications of purchasing litter pickers to distribute to local residents who would like to take on the responsibility of keeping their individual streets/areas free from litter, and the information is brought back to the next Full Town Council meeting.

1 Abstention

138. CORRESPONDENCE & REQUESTS

138.1 TO RECEIVE AN UPDATE OF A REQUEST FROM HUXLOW SCIENCE COLLEGE FOR A LITTER BIN TO BE PLACED OUTSIDE THE MAIN SCHOOL ENTRANCE – CLLR D MAXWELL

Councillor D Maxwell had been in touch with the caretaker at Huxlow Science College. She had agreed to fund the bin and its installation from her Unitary Councillor Empowerment Fund. The students participating in the Duke of Edinburgh award scheme at the school would empty it.

RESOLVE ITC/04(23)/526 - that an update from Councillor D Maxwell in regard to a request from Huxlow Science College for a litter bin to be placed outside the main school entrance is received and noted.

138.2 TO CONSIDER THE PROPOSED EXTINGUISHMENT OF HIGHWAY RIGHTS - GULLIVER ROAD

The Clerk indicated that this was a short section of path that didn't go anywhere or connect to

Mayor:

Date:

another path.

RESOLVE ITC/04(23)/527 - that Irthlingborough Town Council agree to the proposed Extinguishment of Highway Rights on the short section of path going off the footpath from Finedon Road to Gulliver Road at the corner of the footpath near 19 Gulliver Road.

138.3 TO CONSIDER A CONSULTATION OF EXISTING PUBLIC SPACE PROTECTION ORDERS IN IRTHLINGBOROUGH AT THE CEMETERY WELLINGBOROUGH ROAD AND ST PETERS CHURCHYARD – RESPONSE BY 20TH APRIL 2023.

It also asks to consider existing public space protection orders on any play area that is fenced and that has a gate will be dogs existing exclusion zone – Irthlingborough has two sites currently sections of play areas at the Central Recreation Ground and Les Odell Park.

There is currently no existing exclusion zone at the Crow Hill Recreation Ground.

Members wished to see all the current public space protection orders remain in place.

A few areas where it was felt there was currently issue with dog fouling were put forward – footpaths Central Recreation Ground and College Street near the Nursery, Infant and Junior Schools, Parsons' Green, High Street and Lakes and Meadows.

RESOLVE ITC/04(23)/528 – that the Clerk submits a respond to the questionnaire prior to the response date of the 20th April 2023.

138.4 TO CONSIDER A REQUEST FROM A COMPANY WISHING TO INSTALL A REVOLUTIONARY LAUNDRY SYSTEM ON COUNCIL OWNED LAND

Some members thought it was a good idea but wished to know more about it.

One member was against it preferring to see a launderette established in one of the empty shops.

The Clerk highlighted the fact that the letter stated there would be no cost to the Council – whilst the presentation mentioned costs. This needed to be clarified.

RESOLVE ITC/04(23)/529 – that the person promoting the installation of the revolutionary laundry system is invited to a future Full Town Council Meeting to discuss the product and to clarify the costs.

1 Against

138.5 TO RECEIVE A REQUEST FROM WELLINGBOROUGH TOWN COUNCIL REQUESTING ACCESS TO IRTHLINGBOROUGH TOWN COUNCIL OWNED LAND FOR THE WAENDEL WALK TAKING PLACE ON 13TH AND 14TH MAY 2023

RESOLVE ITC/04(23)/530 - that permission is granted for access to Irthlingborough Town Council owned land for the Waendel Walk taking place on the 13th and 14th May 2023

Mayor:

Date:

139. NORTH NORTHAMPTONSHIRE UNITARY COUNCIL MATTERS

139.1 TO RECEIVE AND NOTE REPORTS FROM COUNCILLOR'S K HARRISON, D MAXWELL AND R POWELL

Unitary Councillor K Harrison was not present, no report had been received.

Councillor D Maxwell notified members that North Northants Council (NNC) had agreed to allocate 1.3 million to roads, a further 1.2 million was to be provided by the government.

Councillor S Boyer asked how NNC were going to prioritise who was allocated the money for pothole repairs.

Potholes that had been reported and found to meet the Councils criteria would be prioritised.

Councillor E Hopkinson asked if the potholes on the town's roads weren't listed how could people report them?

Councillor D Maxwell said people should report potholes via NNC's reporting system Fix my Street.

Councillor S Boyer felt that if the Council carried out proper repairs in the first instance instead of temporary fixes the repairs would last a lot longer and it would be more cost effective.

Some concerns had been raised at NNC about a property along Addington Road. Questions about its use and registration had been raised following the erection of an office in the garden without planning permission. Enquiries were ongoing.

Councillor D Maxwell also mentioned a wall in Victoria Street at the rear of a Scarborough Street property the condition of which is of some concern.

A resident had approached her regarding the opening hours of the Town Council Offices. She asked if it would be possible for a sign to be put up on or near the wall adjoining the footpath showing the office opening hours.

The Clerk stated the opening hours are 9am to 1pm Monday to Friday. Because the building is a listed building permission for the existing sign had had to be sought. She would look into the possibility of the opening times being added to the existing sign.

Councillor R Powell had attended a number of NNC meetings.

He had been disappointed NNC had granted permission for the application to convert 37 High Street into 4 flats. He had voted against.

He felt that the application resubmission for 6 apartments off St Peters Way on the land to the rear of the old select and save building was much more sensible than the original application but again no amenity space provided.

He is looking into an Amenity Space Policy for these types of developments.

Mayor:

Date:

He brought members attention to the fact NNC are going to trial two area committees rather than the current 4 area committees. The number of applications brought to the area committees will be reduced more decisions to be made using a peer assessment report. It has not been decided where the two area committees will be held yet.

There are problems in the Planning Department, some Officers were indicating the problems were the fault of the Town and Parish Councils. Councillor R Powell disagreed with this and had written a report to that effect. He believed the problems were being caused by the lack of Planning Officers and the employment of agency staff who were not familiar with/did not know the area. There are a very large number of unprocessed applications.

Councillor S Boyer felt the fact Planning Officers still regularly work from home was contributing to the problems the department was experiencing.

RESOLVE ITC/04(23)/531 - that Unitary Councillors D Maxwell and R Powell's reports is received and noted.

139.2 TO RECEIVE THE "LEADERS UPDATE" MARCH 2023 NEWSLETTERS

Two reports dated the 10th March 2023 and the 24th March 2023 had been received.

RESOLVE ITC/04(23)/532 - that the "Leaders Update" Newsletters dated 10th March and the 24th March 2023 are received and noted

140. POLICE/PUBLIC ORDER MATTERS

140.1 TO RECEIVE THE LATEST CRIME FIGURES FROM WWW.STREETCHECK.CO.UK AND WWW.POLICE.UK

Members were glad to see some of the incidents were awaiting a court outcome.

RESOLVE ITC/04(23)/533 - that the crime figures for February 2023 sourced from the Streetcheck and Police UK websites are received and noted.

140.2 TO RECEIVE THE CRIME AND POLICING UPDATES

RESOLVE ITC/04(23)/534 – that the crime and policing updates were received and noted.

140.3 TO RECEIVE THE CCTV REPORTS FROM CRIMESECURE FOR MARCH 2023

The report was tabled at the meeting.

RESOLVE ITC/04(23)/535 - that the CCTV report for March 2023 is received and noted.

Date of the next meeting is 9th May 2023 following the Annual Town Assembly and Annual Meetings at the Community Centre, Fettleline Road, NN9 5XF

There being no further business the meeting closed at 8.59pm.

Mayor:

Date: