

IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF THE MEETING OF IRTHLINGBOROUGH TOWN COUNCIL HELD ON TUESDAY 14TH
FEBRUARY 2023 AT 7.42PM (FOLLOWING PLANNING) AT THE COMMUNITY CENTRE, FETTLINEDINE
ROAD, NN9 5XF

PRESENT: Councillors C Cross, J Farrar, E Hopkinson, D Maxwell, and T Walton

ALSO PRESENT: 11 members 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

107. APOLOGIES - TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Councillor P Boyer – Prior Commitment
Councillor S Boyer – Prior Commitment
Councillor J Gray – Illness
Councillor C Kearns – Gray – Prior Commitment

RESOLVE ITC/02(23)/402 – that Councillor's P Boyer, S Boyer, J Gray and C Kearns-Gray's apologies be accepted

108. 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.

Mayor:

Date:

109. MINUTES

109.1 TO RECEIVE AND APPROVE FOR SIGNATURE THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY 13TH DECEMBER 2022

RESOLVE ITC/02(23)/403- that the minutes of the Full Town Council Meeting held on 13th December 2022 be approved and signed as a correct record of proceedings.

109.2 TO RECEIVE AND APPROVE FOR SIGNATURE THE MINUTES OF THE EXTRAORDINARY TOWN COUNCIL MEETING HELD ON TUESDAY 24TH JANUARY 2023

Page 131 Item 106.1 TO CONSIDER A QUOTATION FOR A FURTHER PROGRAMME OF ARCHAEOLOGICAL EXCAVATION WORKS TO PROGRESS THE NEXT STEPS FOR PROPOSED DRAINAGE AND RESURFACING OF THE CAR PARK - Councillor C Cross asked for her enquiry about funding to be included in the minutes.

The text in italics was added to the minutes

Councillor C Cross asked if any funding/grants could be accessed towards this project.

The Clerk advised funding/grants were not available for capital projects.

RESOLVE ITC/02(23)/404- that the amended minutes of the Extraordinary Full Town Council Meeting held on 24th January 2023 be approved and signed as a correct record of proceedings

110. MATTERS ARISING

110.1 TO NOTE ANY MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY 13TH DECEMBER 2022 NOT INCLUDED ON THIS AGENDA

Page 124 - 99.1 TO RECEIVE AND CONSIDER A RESPONSE TO A CONSULTATION FROM NNC ENTITLED WARD BOUNDARIES FOR NORTH NORTHAMPTONSHIRE, CLOSING DATE 6TH FEBRUARY 2023 – Councillor C Cross asked Unitary Councillor D Maxwell if it was known yet if the proposed reduction in Unitary Councillors would affect Irthlingborough.

Unitary Councillor D Maxwell indicated it was still unclear as to where the reductions were proposed to be made.

110.2 TO NOTE ANY MATTERS ARISING FROM THE MINUTES OF THE EXTRAORDINARY TOWN COUNCIL MEETING HELD ON TUESDAY 24TH JANUARY 2023 NOT INCLUDED ON THIS AGENDA

Nothing was raised.

111. TOWN CLERK'S REPORT

TO RECEIVE AND NOTE THE ACTIONS TAKEN AGAINST COUNCIL RESOLUTIONS UP TO 7TH FEBRUARY 2023

Nothing was raised.

RESOLVE ITC/02(23)/405 – that the Town Clerk's report up to the 7th February 2023 is received and noted

Mayor:

Date:

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

112.1 THE PLANNING COMMITTEE MEETING HELD ON 13TH DECEMBER 2022 – CLLR D MAXWELL

Councillor D Maxwell brought members attention to the fact the Planning Inspectorate had approved Planning Application NE/21/01725/FUL for 16 flats above the old Select and Save building in the 13 – 19 High Street and had awarded costs which amount to a very significant amount against North Northants Council who had refused the application.

Councillor D Maxwell invited any questions in regard to the minutes.

Nothing was raised

RESOLVE ITC/02(23)/406 - that the minutes of the Planning Committee meeting held on Tuesday 13th December 2022 were noted.

112.2 THE PLANNING COMMITTEE MEETING HELD ON 10TH JANUARY 2023 – CLLR D MAXWELL

Councillor D Maxwell invited any questions.

Nothing was raised.

RESOLVE ITC/02(23)/407 - that the minutes of the Planning Committee meeting held on Tuesday 10th January 2023 were noted.

112.3 THE POLICY AND RESOURCES COMMITTEE MEETING HELD ON 17TH JANUARY 2023 – CLLR S BOYER

In Councillor S Boyers absence, Councillor E Hopkinson invited any questions.

Page 18 – Item 40 TO RECEIVE A PRESENTATION FROM OUR INSURANCE PROVIDER

Jonathan from Zurich Insurance joined the meeting via Zoom and satisfactorily answered all Councillor questions related to WFH/Lone Working/Risk Assessments. Further details were sought.

Councillor E Hopkinson replied that confirmation was requested that the insurance provided adequate cover in regard to WFH/Lone Working/Risk Assessments, which it was confirmed, it did.

Page 19 - Item 47 REVIEW BURIAL FEES FOR UNDER 18 YEARS

Discussions took place regarding the current arrangements and the new government scheme, the scheme allowed the funeral directors to make a claim with the Government directly and therefore it was decided that the fees in place at present would remain. An explanation was requested as to what Funeral Directors could claim

Councillor E Hopkinson explained that Funeral Directors could, under the new scheme, submit a claim for the payment of all costs and fees incurred in relation to the burial of someone under 18 years so those arranging the burial incurred no costs.

Mayor:

Date:

RESOLVE ITC/02(23)/408 - that the minutes of the Policy and Resources Committee meeting held on Tuesday 17th January 2023 were noted.

Councillor E Hopkinson asked members to consider the recommendation from the meeting.

TO **RESOLVE** THE FOLLOWING **RECOMMEND**:

I) THAT COUNCILLORS WALTON AND HOPKINSON BECOME BANK SIGNATORIES

RESOLVE ITC/02(23)/409 - that it is agreed that Councillors T Walton and E Hopkinson become bank signatories.

112.4 THE PLANNING COMMITTEE MEETING HELD ON 24TH JANUARY 2023 – CLLR D MAXWELL

Councillor D Maxwell invited any questions.

Nothing was raised.

RESOLVE ITC/02(23)/410 - that the minutes of the Planning Committee meeting held on Tuesday 24th January 2023 were noted.

112.5 THE PROPERTY AND SERVICES COMMITTEE HELD ON 24TH JANUARY 2023 – CLLR T WALTON

Councillor T Walton invited any questions.

Page 22 – Item 5 TO RECEIVE AND NOTE ACTIONS TAKEN AGAINST THE PROPERTY AND SERVICES COMMITTEE RESOLUTIONS UP TO 17TH JANUARY 2023.

Page 5 **RESOLVE P&S/07(22)/20** – that the Clerk writes to the Garden Centre to ask if they would consider undertaking the designing and planting of the shrub bed in Drayton Road as a Community engagement/sponsorship project with their contribution being recognised with the installation of a plaque at the site.

Councillor C Cross asked for and update.

The Assistant Clerk informed members that because a decision on Bosworth’s Planning Application for a Garden Centre in Irthlingborough had been delayed, they were not prepared to consider sponsorship of the project in the town at the moment.

Councillor C Cross asked if the Shrub Bed in Drayton Road could be kept on the Property and Services Committee Agendas.

The Clerk said that once a decision was received in respect of the Planning Application this would be brought back to the Property and Services Committee for consideration.

Page 22 - Item 59 COMMUNITY CENTRE - UPDATE ON NEW PROMOTION LEAFLET.

RESOLVE P&S/01(23)/76 - that the list of suggested changes below be emailed to Councillor S Boyer to pass onto the design team to incorporate into a new draft and a printed copy be brought back to the next Property and Services Committee meeting scheduled for 21st March 2023.

Mayor:

Date:

Changes: -

- i) Reduce the width of the green stripes side of pages 1 (front cover) and page 2
- ii) Remove picture of Champagne glass from page 1 (front cover) – replacing it with a picture of the dressed Main Hall
- iii) Include a picture of the empty main hall in the leaflet on page 2 or 3
- iv) Swap the pictures of the exterior of the Community Centre on page 1 (front cover) and page 4 (back cover) over.
- v) Remove the word “fully equipped” from the top section of text page 3
- vi) Remove first line bold print under 2nd picture of Meeting Room page 3 – ‘Having benefitted from National lottery funding, the newly refurbished’
- vii) Remove the words crow-hill from the https address top of page 4 (Back page)
- viii) replace 1st paragraph of text Page 4 (back page) with the two paragraphs below.
For availability or to make a reservation please visit our website where calendars for our Main Hall or Meeting Room can be found:

<https://www.irthlingborough-tc.gov.uk/community-centre.html>

To book – Please complete the Booking Form found on the website and return via email to finance@irthlingborough-tc.gov.uk

- ix) remove the words crow-hill from the website address bottom line page 4 (back page).
- x) to include a photo of the Community centre in use, permission to be sought from the “bingo” users.

It was asked if the new leaflet included a QR code and if the amended copy was available to view yet.

The Clerk stated that a QR code was included on the leaflet and the amendments hadn't been actioned yet.

Page 23 – Item 60 TO RECEIVE THE REPORT AS PER **RESOLVE P&S/10(22)/54** – THAT A REPORT IS REQUESTED FROM THE AD-HOC MAINTENANCE CONTRACTOR DETAILING THE CURRENT STATE OF REPAIR WORKS.

Councillor C Cross noted that some of the recommendations relating to unacceptable risk/high risk items were shown as action not completed.

The Clerk advised that whilst some items had already been removed/repaired other end of life/limited life items would remain until they were replaced by other equipment.

Clarification that the End of Life/Limited Life equipment would be taken out immediately rather than waiting until replacement equipment was installed if the items became dangerous was requested.

The Clerk confirmed if the equipment became unsafe it would be removed straight away.

RESOLVE ITC/02(23)/411 - that the minutes of the Property and Services Committee meeting held on Tuesday 24th January 2023 were noted.

RESOLVE ITC/02(23)/412 – that the Shrub bed at Drayton Road is brought back to the Property and Services Committee Agenda once the Planning Application has been decided.

Mayor:

Date:

112.6 THE EVENTS COMMITTEE MEETINGS HELD ON 31ST JANUARY 2023 – CLLR C CROSS

Councillor C Cross invited any questions.

Nothing was raised.

RESOLVE ITC/02(23)/413 - that the minutes of the Events Committee meeting held on Tuesday 31st January 2023 were noted.

Councillor C Cross asked members to consider the recommendations from the meeting.

TO RESOLVE THE FOLLOWING RECOMMEND(S):

I) THAT ANY MONEY RAISED FROM THE 5K FAMILY RUN EVENT BE DONATED TO THE IRTHLINGBOROUGH CARNIVAL COMMITTEE

RESOLVE ITC/02(23)/414- that it is agreed that any money raised from the 5K family Run event be donated to the Irthlingborough Carnival Committee.

II) THAT AN OFFER OF A £500 DONATION FROM MARSH INDUSTRIES TOWARDS THE COST OF RUNNING THE 2K AND 5K FAMILY FUN RUN EVENT BE ACCEPTED

RESOLVE ITC/02(23)/415- that an offer of a £500 donation from Marsh Industries towards the cost of running the 2K and 5K family fun run events be accepted

II) THAT THE COUNCIL PURCHASES FOUR COMMEMORATIVE STONES TO COMMEMORATE THE CORONATION OF KING CHARLES III, TO BE PLACED IN THE GROUNDS OF THE IRTHLINGBOROUGH NURSERY AND INFANT SCHOOL, IRTHLINGBOROUGH JUNIOR SCHOOL, HUXLOW ACADEMY AND IRTHLINGBOROUGH TOWN CENTRE

A photograph of the proposed Commemorative Stones had been tabled at the meeting.

The Clerk informed members that the cost of each stone would be £112.49 + VAT with a shipping charge of £29.

The majority of members felt the historic occasion of King Charles III Coronation should be marked and the stones would be a good way of doing that.

RESOLVE ITC/02(23)/416 - that the Council purchases four commemorative stones to commemorate the Coronation of King Charles III, to be placed in the grounds of the Irthlingborough Nursery and Infant School, Irthlingborough Junior School, Huxlow Academy and Irthlingborough town centre at a cost of £474.95 + VAT

Councillor C Cross asked that an item be put onto the next Full Town Council Agenda.

Mayor:

Date:

RESOLVE ITC/02(23)/417 – that an item to consider the Council working with The Wildlife Trust for Bedfordshire, Cambridgeshire and Northamptonshire at the Lakes and Meadows as part of King Charles III Coronation Weekend Big Help Out Event is put on to the March Full Town Council Agenda.
IV) THAT THE COUNCIL DO NOT PROCEED WITH AN IRTHLINGBOROUGH ON SEA EVENT AT THE CENTRAL RECREATION GROUND IN SUMMER 2023

Councillor J Farrar was disappointed the Committee were not proceeding with this event.

RESOLVE ITC/02(23)/418 - that that the Council do not proceed with an Irthlingborough on Sea event at the Central Recreation Ground in summer 2023

113. FINANCE MATTERS



IRTHLINGBOROUGH TOWN COUNCIL

Cashbook Payments

December 2022

Bank No.	Supplier	Description	Total
265	Sports Events	Town Run	303.84
			£
276	SLCC Enterprises Ltd	Civility & Respect Course HS	36.00
			£
277	Webb House	Monthly Payroll Services	27.11
			£
278	Cllr J Farrar	Chairmans Allowance	255.00
			£
279	Clarendon	Various Town R&M	523.50
			£
280	Ncalc	VAT invoice	247.60
			£
281-6	Staff Wages	Monthly Salaries	13,759.40
			£
287	HMRC	P32 PAYE & NI contributions	5,742.94
			£
288	NCC Pensions Account	Pension Contributions	5,913.44
			£
289	Raunds Temperance Band	Irthlingborough Christmas Market	400.00
			£
290	North Northants Council	Grounds Maintenance July	7,965.55
			£
291	North Northants Council	Grounds Maintenance August	6,666.60
			£
292	North Northants Council	Grounds Maintenance September	6,693.19

Mayor:

Date:

			£
293	North Northants Council	Works Maintenance Valuation July to Sept	142.09
			£
294	North Northants Council	Grounds Maintenance October	7,686.36
			£
295	North Northants Council	Works Maintenance October	256.61
			£
296	Colemans	Stationery	198.51
			£
297	Rubicon	Talent Pathway	1,104.00
			£
298	Clean4Shaw	Cleaning of public toilets	879.60
			£
299	Amazon	Neoprene wellies - Park Keeper	64.98
			£
300	Microshade	Hosting Rialtas & Pear mapping	80.40
			£
301	Malcolm Thomas	Remote maintenance of network	150.00
			£
302	N-Power	Unmetered Supplies	506.52
			£
303	Knights & Hyde	Stationery	5.70
			£
304	Rosie Grainger	Refund of Deposit Invoice	50.00
			£
305	Diane Boyd	Refund of Deposit Invoice	50.00
			£
306	N-Power	Unmetered Supplies	506.52
			£
307	Rebecca Bick	CC Refund Invoice 6189	50.00
			£
308	Thahira Khanum	CC Refund Invoice 6196	50.00
			£
309	Oyindamola Osinaike	CC Refund Invoice 6135	50.00
			£
310	Sheetal Kharag	CC Refund Invoice 6263	50.00
			£
311	DLP Planning	NP Professional Fees	2,999.28
			£
DD	British Gas	Electricity - Offices	387.08
			£
DD	British Gas	Electricity - Pavilion	54.41
			£
DD	British Gas	Electricity - Toilets	661.88
			£
DD	Cheaper Waste	Cemetery 660 litre bin + Service Charge	120.00

Mayor:

Date:

			£
DD	Cheaper Waste	CC 660 litre bin + Service Charge	120.00
			£
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	447.89
			£
DD	Nat West	Monthly bank charges for previous month	19.95
			£
DD	Nat West	Monthly Bankline Charges	15.20
			£
DD	NW Business Credit	Various - Postage & Zoom	139.77
		Expenditure	£ 66,026.28
			£
Donations	Available Balance 31/12/22	N/C 4295	12.00
			<hr/>
			<hr/>



IRTLINGBOROUGH TOWN COUNCIL

Cashbook Payments

January 2023

Bank No.	Supplier	Description	Total
			£
312	Clean4Shaw	Cleaning of public toilets	879.60
			£
313	Glasdon	Lowther Seat	880.25
			£
314	Zephyr	New Town Flag	444.00
			£
315	E-On Energy Solutions	Street Lighting Maintenance	162.02
			£
316	Webb House	Monthly Payroll Services	27.11
			£
317	Wilby Tree Surgeons	Tree work at St Peters Church	7,463.40
			£
318	Lite Ltd	Christmas Falling star - Install & Remove	5,574.00

Mayor:

Date:

319	Smiths Fire	Annual Fire Alarm & Emergency Lighting Service	£ 564.00
320	SLCC	Membership fee AD/HS	£ 628.00
321	Microshade	Hosting Rialtas & Pear mapping	£ 80.40
322	Malcolm Thomas	Remote maintenance of network	£ 150.00
323	N-Power	Unmetered supplies December	£ 71.51
324	Northants Testing	Electrical PAT Testing	£ 108.00
325	Crime Secure	CCTV monitoring Feb to April	£ 4,440.00
326	Tammie Read	Refund of Deposit Invoice 6280 06.01.23	£ 50.00
327	Vanessa Woolls	Refund of Deposit Invoice 6276 07.01.23	£ 50.00
328	Lauren Reeves	Refund of Deposit Invoice 6012 08.01.23	£ 50.00
329	Laugh Out Loud Theatre	Refund of Deposit Invoice 6282 20.12.22	£ 50.00
330	Clarendon	Christmas Trees, Cemetery works	£ 2,215.20
331-6	Staff Wages	Monthly Salaries	£ 9,871.74
337	HMRC	P32 PAYE & NI contributions	£ 3,303.20
338	NCC Pensions Account	Pension Contributions	£ 4,062.00
339	North Northants Council	Works Maintenance November	£ 90.10
340	North Northants Council	Grounds Maintenance November	£ 5,367.68
341	Amazon	Various	£ 293.94
342	BT	Quarterly telephone	£ 713.29
343	Lite Ltd	Re-Hang maxi column displays	£ 1,080.00
344	Skye Thornton	Refund of CC Deposit Inv 6311 22.01.23	£ 50.00
DD	British Gas	Electricity - Pavilion	£ 106.55
DD	Cheaper Waste	Cemetery 660 litre bin + Service Charge	£ 84.00

Mayor:

Date:

			£
DD	Cheaper Waste	CC 660 litre bin + Service Charge	48.00
			£
DD	Gamma	Office Telephone Monthly Charges	67.80
			£
DD	O2	Office & CC Mobile Phone	71.76
			£
DD	Pozitive Energy	Gas Community Centre - Previous month	925.56
			£
DD	SSE	CC Quarterly Electricity	1,090.90
			£
DD	Nat West	Monthly Bankline charges for previous month	14.80
			£
DD	Nat West	Monthly Bankline Charges	11.55
			£
DD	NW Business Credit	Various - Postage & Zoom	41.13
		Expenditure	£ 51,181.49
			£
Donations	Available balance 31/01/23	N/C 4295	12.00

113.1 TO APPROVE THE ACCOUNTS FOR PAYMENT FOR DECEMBER 2022 AND JANUARY 2023

Councillor D Maxwell asked what item 309 was.

The Clerk stated it was a security deposit refund following the hire of the Community Centre.

RESOLVE ITC/02(23)/419- to approve the Accounts for Payment for December 2022 and January 2023

113.2 TO APPROVE THE BANK ACCOUNT RECONCILIATIONS UP TO 31ST JANUARY 2023

RESOLVE ITC/02(23)/420 - to approve the Bank Account Reconciliations up to 31st January 2023.

113.3 TO APPROVE THE STATEMENT OF INCOME AND EXPENDITURE UP TO 31ST JANUARY 2023

RESOLVE ITC/02(23)/421 - to approve the Statements of Income and Expenditure up to 31st January 2023

113.4 TO RECEIVE THE EARMARKED RESERVES FOR 2022/23

Councillor D Maxwell asked if the Council could use Account 361 to fund a PCSO.

The Clerk indicated the amount in the fund was not sufficient for a PCSO, also there is a shortage of PCSO's.

Mayor:

Date:

RESOLVE ITC/02(23)/422 – that the Earmarked Reserves for 2022/23 are received.

113.5 TO RECEIVE AND NOTE THE INTERNAL CONTROL AUDIT REPORTS DATED APRIL, MAY, JUNE, NOVEMBER AND DECEMBER 2022

RESOLVE ITC/02(23)/423 - that the Internal Control Audit reports dated April, May, June, November and December 2022 are received and noted

114. NCALC INTERIM INTERNAL AUDIT REPORT

114.1 TO RECEIVE AND APPROVE THE NCALC INTERIM INTERNAL AUDIT REPORT FOR 2022/23

RESOLVE ITC/02(23)/424 - that the NCALC Interim Internal Audit Report for 2022/23 is received and approved.

115. AGENDA ITEMS

115.1 TO RECEIVE AN UPDATE REGARDING THE POST OFFICE

The Post Office were still waiting for some paperwork relating to the applicant’s business plan, they were in regular contact with the applicant.

An extension to the funding deadline had been given until the end of June, but the timescale is still very tight.

There will be a six months moratorium following the funding deadline, no further Post Office branches will be opened as the Post Office are upgrading systems.

Councillor D Maxwell stated she had been in contact with Tom Pursglove MP in connection with the lack of Post Office provision in Irthlingborough.

The Clerk indicated the main problem is finding suitable premises, she would continue to liaise with the Post Office for updates.

RESOLVE ITC/02(23)/425 - that the update in regard to the Post Office is received.

115.2 TO RECEIVE AN UPDATE FOLLOWING A MEETING WITH A RESIDENT REGARDING PRESLAND WAY CONCERNS – COUNCILLOR E HOPKINSON

The resident, who was present at the meeting clarified that the hedge referred to was not at the Presland Way /Wellingborough Road junction but, on the first left hand bend of the development. The hedge obscured the view of traffic approaching the bend from both directions.

In light of this clarification the Clerk was able to inform members that the hedge in question was owned by Anglian Water.

It was also established that the “communal areas on site” referred to the areas of Green Belt land bordering the development site not the sites open spaces.

Mayor:

Date:

RESOLVE ITC/02(23)/426 - that the update following a meeting with a resident regarding Presland Way concerns from Councillor E Hopkinson is received and noted.

Four recommendations had been made in the report three of which were agreed. Following clarification, it was recommended that the amended recommendations were resolved.

RESOLVE ITC/02(23)/427 - that the Council contacts The Greenbelt Group to confirm that they are responsible for the upkeep of communal areas bordering the site and ask them to outline their scheme of maintenance for the coming year.

RESOLVE ITC/02(23)/428 -that the Council asks Anglian Water if they would consider trimming the hedge on their section of land to a lower height to allow a better view of the oncoming traffic on the first left hand bend in Presland Way.

RESOLVE ITC/02(23)/429 - that the Council writes to Northamptonshire Police outlining residents concerns surrounding the speed that traffic approaches the roundabout and reported instances of traffic failing to stop at the roundabout and ask them to consider what action they can take.

115.3 TO RECEIVE AN UPDATE FOLLOWING THE FINAL AMP LISTENING EVENT BEING HELD AT CORBY CUBE ON TUESDAY 15TH NOVEMBER 2022 AS PER **RESOLVE ITC/12(22)/368** – CLLR D MAXWELL

Councillor D Maxwell informed members she had been unable to attend the meeting so was unable to provide an update.

The Clerk asked that in future if a Councillor who was representing the Council at a meeting was unable to attend they let her know so she could try to arrange for another member to attend.

115.4 TO AGREE THE FOLLOWING IN REGARDS TO THE AD-HOC MAINTENANCE CONTRACT:
I)THE CONTRACT REQUIREMENT

RESOLVE ITC/02(23)/430 - that it is agreed the Minor Ad Hoc Works Terms and Conditions of Contract and the Site Plans for Maintenance Contract documents outline the Ad Hoc Maintenance Contract requirements.

II)THE PERIOD OF THE CONTRACT

RESOLVE ITC/02(23)/431 - that a Contract period of one year is agreed with an option to extend for 2 years.

III)ADVERTISING REQUIREMENT

RESOLVE ITC/02(23)/432 - that the Ad Hoc Maintenance Contract will be advertised through Contract Finder – GOV.UK

IV)CLOSING DATES

RESOLVE ITC/02(23)/433- that a closing date of 4 weeks from the date of placing the advertisement for applications for the Ad Hoc Maintenance Contract on contract finder – GOV UK is agreed.

Mayor:

Date:

V)PROCESS OF AWARD OF CONTRACT

That a group of Councillors are nominated to open and consider the tenders.

RESOLVE ITC/02(23)/434- it is agreed that Councillors J Farrar, E Hopkinson and D Maxwell are nominated to open and consider the tenders with a view to inviting potential firms to interview.

115.5 TO AGREE THE PURCHASE OF A SECTION 50 LICENCE AT A COST OF £321 TO SITE THE VAS CAMERAS

Sixteen sites had been identified as viable locations for the VAS cameras.

RESOLVE ITC/02(23)/435 - that the purchase of a Section 50 Licence to site the VAS Cameras at a cost of £321 is agreed.

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

The device chosen required an electrical feed to keep the cabinet warm. It was felt that a device which didn't require an electrical supply would be more economical.

Quotations for devices that did not require an electrical supply had been sought.

One quotation had been received - £2285 + £25 delivery

The Clerk advised that it was proving very difficult to get more quotes. The cost was under the Councils £3000 threshold.

Members felt they should move forward and accept the quotation.

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.

The Clerk informed members there was also an option for a training course for up to 50 people at a cost of £175.

The meeting was advised that First Responders provided free training.

RESOLVE ITC/02(23)/437- that the Clerk investigates what training courses on the use of a defibrillator are available free of charge from First Responders.

115.7 TO CONSIDER A QUOTATION TO PROVIDE A VALUATION REPORT FOR INSURANCE PURPOSES OF ALL COUNCIL OWNED BUILDINGS

Quotations had been sought but only one company had expressed an interest in quoting. This quotation of £1650 + VAT was considered.

Mayor:

Date:

The Clerk explained that the Councils current insurance contract was coming to an end and current valuations would be required when seeking a new contract.

RESOLVE ITC/02(23)/438 -that the quotation to provide a valuation report for insurance purposes of all Council owned buildings at a cost of £1650 + VAT is accepted.

115.8 TO CONSIDER PUTTING TOGETHER A TIME CAPSULE TO COINCIDE WITH THE CORONATION OF KING CHARLES III

Councillor C Cross had made several suggestions for items to be included in her agenda item request. Other suggestions included postcards with a message from each Councillor and one of the bollard toppers the WI were making to celebrate the Coronation.

RESOLVE ITC/02(23)/439 - that the Council put together a time capsule to coincide with the Coronation of King Charles III on the 6th May 2023 the contents of which is to be agreed at a later date.

RESOLVE ITC/02(23)/440 – that Councillors bring further ideas for items to be included in the time capsule to the March Full Town Council meeting on 14th March 2023.

115.9 TO RECEIVE A PROGRESS REPORT IN REGARDS TO THE ARCHAEOLOGY WORK AT THE CAR PARK AND AGREE THE REQUIREMENT FOR THE NEXT STEPS

Paperwork was tabled at the meeting.

RESOLVE ITC/02(23)/441- that the progress report in regards to the Archaeology work at the car park is received.

The Council had been asked to advise what their requirements were in relation to various items.

Earth Bank to the Northeast of the Site

Options

Remove completely and tarmac to wall.

OR

Reduce earth bank and make into planted area.

RESOLVE ITC/02(23)/442 – that the earth bank to the Northeast of the site is reduced and made into a planted area.

NNC car park wall and hedge

Suggestion

Contact NNC and inform them of intention to resurface the car park and ask them to repair and maintain the boundary wall and hedge.

RESOLVE ITC/02(23)/443 – that the Council contact NNC and inform them of their intention to resurface the car park and ask them to repair and maintain their boundary wall and hedge.

Existing Car Park Tarmac Surface and Hardcore substrate

Mayor:

Date:

Suggestion

The depth of modern substrate and surfacing and earth bank along the existing wall could provide reasonable depth for placement of any electrical surfaces placed into the current proposals. This would avoid further truncation of archaeology and negate further archaeological intervention.

RESOLVE ITC/02(23)/444 – that the Council utilise the depth of the modern substrate and surfacing and earth bank along the existing wall for the placement of any electrical surfaces placed into the current proposals – avoiding the need for further truncation of archaeology and negate further archaeological intervention.

Existing Boundary Limestone Walls

Options

Incorporate into the current scope of works

OR

Leave as a recommendation to be revisited after completion of current proposals

RESOLVE ITC/02(23)/445 – that the Council leave the existing Boundary Limestone Walls as they are at the moment and revisit their options after completion of current proposals.

Progress of Archaeological Excavation

RESOLVE ITC/02(23)/446 – that a larger, 13-Ton Excavator is hired to begin to excavate to the depth of the proposed crate system under archaeological supervision. Once down to natural substrate, a final check for archaeology will allow complete excavation of the proposed footprint of the crate system.

RESOLVE ITC/02(23)/447 – that the Council notify Liz Mordue, NNC Senior Planning Archaeologist of their proposed course of action

RESOLVE ITC/02(23)/448- that the additional costs to cover the cost of a 13 ton machine, operator and fuel, to continue to excavate the area to maximum dig levels of the proposed crate drainage system and to load lorry for muck-a way. Muck away to removal of an estimated 8 loads, at an total estimated cost £5060 = VAT is approved.

RESOLVE ITC/02(23)/449 – that the machine hire and muck away costs are funded from Earmarked Reserve car parks account 359

116. CORRESPONDENCE & REQUESTS

116.1 TO RECEIVE A LETTER FROM A RESIDENT REGARDING A REQUEST FOR THE YELLOW LINES TO BE EXTENDED AT THE JUNCTION OF HIGH STREET INTO BAKER STREET DUE TO SAFETY CONCERNS

Lengthy discussions took place with members having differing opinions as to the pros and cons of extending the double yellow lines

A proposal was made to support the application.

3 for 0 against 2 abstentions – the vote was passed

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RESOLVE ITC/02(23)/450 – that the Council supports the resident’s application for double yellow lines to be extended at the junction of High Street into Baker Street.

116.2 NORTH NORTHAMPTONSHIRE BOUNDARY REVIEW EXTENSION TO CONSULTATION DATE TO 6TH MARCH, TO CONSIDER THE AMENDMENTS MADE TO THE ELECTORATE FORECASTS AFFECTING POLLING DISTRICTS CFR & CRK (CORBY) AND EBL (WELLINGBOROUGH)
[HTTPS://WWW.LGBCE.ORG.UK/ALLREVIEWS/EASTMIDLANDS/NORTHAMPTONSHIRE/NORTHNORTHAMPTONSHIRE](https://www.lgbce.org.uk/allreviews/eastmidlands/northamptonshire/northnorthamptonshire)

Members felt that there was insufficient information available. Several people had looked for further details of the amendments with no success.

RESOLVE ITC/02(23)/451 – that Unitary Councillor D Maxwell finds out more information and circulates it to the Clerk and members.

116.3 TO CONSIDER THE FOLLOWING REQUESTS FROM THE CARNIVAL COMMITTEE:
I) FOR THE USE OF THE RECREATION GROUND AND PAVILION ON 3RD SEPTEMBER 2023

The Clerk advised that the date was 2nd September and not the 3rd.

RESOLVE ITC/02(23)/452 – that permission for the Carnival Committee to use the Recreation Ground and Pavilion on the 2nd September 2023 is granted.

A member of the Carnival committee in attendance at the meeting asked if the permission for use could be extended?

RESOLVE ITC/02(23)/453 – that the Carnival Committee submit a request for additional days use of the Recreation Ground and Pavilion to the Council for consideration at the March Full Town Council Meeting on the 14th March 2023.

II) TO SPONSOR THE PORTABLE TOILETS REQUIRED FOR THE EVENT

No quotations or sponsorship amount had been received from the Carnival Committee.

RESOLVE ITC/02(23)/454 – that this item be deferred to the March Full Town Council Meeting on the 14th March 2023.

117. NORTH NORTHAMPTONSHIRE UNITARY COUNCIL MATTERS

117.1 TO RECEIVE AND NOTE REPORTS FROM COUNCILLOR’S K HARRISON, D MAXWELL AND R POWELL

Unitary Councillor K Harrison had sent his apologies – no report had been received.

Unitary Councillor R Powell had not submitted a report.

Unitary Councillor D Maxwell gave an update on the Fire Services 5% pay offer which had been

Mayor:

Date:

rejected.

She notified members that the Unitary Council element of the Council Tax increase had been agreed and would mean a £5 a month for Band D

North Northants Council had been told they are required to finance Bus Services in the County. This was something she disagreed with and would be flagging up.

Councillor D Maxwell also stated that in her Unitary role she would like to see the Council mark out the area between the two goal posts on the Crow Hill Recreation Ground as a football pitch.

117.2 TO RECEIVE THE "LEADERS UPDATE" JANUARY 2023 NEWSLETTER

Councillor D Maxwell highlighted Page 1 Paragraph 3 "The Council has started work on a new tourism hub at Rushden Lakes which will promote the attractions and highlight the unique offerings in and around the local area."

She felt that people should be signposted to Irthlingborough for the town market and Irthlingborough Lakes and Meadows.

RESOLVE ITC/02(23)/455 - that the "Leaders Update" Newsletter dated 27th January 2023 is received and noted.

RESOLVE ITC/02(23)/456 – that the Clerk contacts the tourism hub at Rushden Lakes to ask that Irthlingborough and the towns markets are promoted.

118. POLICE/PUBLIC ORDER MATTERS

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

Councillor C Cross was pleased to see there had been a few results/actions taken.

Councillor T Walton was pleased that crime in the area had fallen.

Councillor J Farrar indicated the common theory was that the introduction of the boxing club in Higham Ferrers which youths from Irthlingborough attended was attributed to the fall in crime.

It was noted that the figures for violence and sexual offences were still high.

The Clerk informed members that Irthlingborough now had a new dedicated PCSO, Chris Burrows who had started 2 weeks ago. Herself and Councillor J Gray the towns Police Liaison Officer had had a meeting with him last week.

RESOLVE ITC/02(23)/457 - that the crime figures for November and December 2022 sourced from the Streetcheck and Police.UK websites were received and noted.

118.2 TO RECEIVE THE CRIME AND POLICING UPDATES

Mayor:

Date:

RESOLVE ITC/02(23)/458 - that the Crime and Policing updates were received and noted.

118.3 TO RECEIVE THE LOCALLY IDENTIFIED PRIORITIES SURVEY OUTCOME REPORT FROM AUG – NOV 2022

The report gave details of action taken under three locally identified priorities during period August to November 2022

The report also advised the priorities were going to remain the same for another four months

December 2022 – March 2023: -

Road Safety & Traffic Offences,

Burglary

Drug dealing & Drug Misuse

RESOLVE ITC/02(23)/459 - that the locally identified priorities survey outcome report from August to November 2022 is received and noted.

118.4 TO RECEIVE THE CCTV REPORTS FROM CRIMESECURE FOR DECEMBER 2022 & JANUARY 2023

The report for January was tabled at the meeting.

RESOLVE ITC/02(23)/460 - that the CCTV report for December 2022 and January 2023 were received and noted.

Date of the next meeting is 14th March 2023 at 7.30pm at the Community Centre, Fettleline Road, NN9 5XF

There being no further business the meeting closed at 9.13pm.

Mayor:

Date: