

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”



Mrs A Daly
Clerk to the Council

Tel: 01933 650866
Email: admin@irthlingborough-tc.gov.uk

5th November 2024

A Meeting of Irthlingborough Town Council will take place on **TUESDAY 12th NOVEMBER 2024** 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

79. APOLOGIES

To receive and accept apologies for absence

80. 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

81. MINUTES

81.1 To receive and approve for signature the minutes of the Town Council Meeting held on Tuesday 8th October 2024

82. MATTERS ARISING

82.1 To note any matters arising from the Minutes of the Town Council Meeting held on Tuesday 8th October 2024 not included on this agenda, for report only

83. TO RECEIVE A PRESENTATION FROM MR MICHAEL O’GORMAN REGARDING HIS REQUEST FOR THE HIRE OF THE COMMUNITY CENTRE KITCHEN

84. TOWN CLERK’S REPORT

To receive and note the actions taken against Council resolutions up to 5th November 2024

85. COMMITTEES and WORKING PARTIES

To note the minutes of the following Committees:

85.1 The Cemetery Regulations Working Party meeting held on 1st October 2024 – Cllr J Gray

To **RESOLVE** the following twelve **RECOMMENDS** and approve the associated forms:

- i) **RECOMMENDS: CWP/10(24)/1** through to **CWP/10(24)/12** – not including **CWP/10(24)/10**
- ii) Cemetery Working Party – Terms of Reference (**CWP/10(24)/3**)
- iii) Rules and Regulations – Wellingborough Road Cemetery (**CWP/10(24)/6**)
- iv) Regulations relating to gravestones and Memorials (**CWP/10(24)/8**)
- v) Regulations non-permitted items, Graves and Cremated remains plots – Wellingborough Road Cemetery (**CWP/10(24)/9**)
- vi) Permit to install or add inscription to memorial (**CWP/10(24)/11**)

85.2 To note that the Planning Committee meeting held on 22nd October 2024 was inquorate

85.3 The Policy and Resources Committee meetings held on 29th October 2024 – Cllr S Boyer

86. FINANCE MATTERS

- 86.1 To approve the Accounts for payment for September & October 2024
- 86.2 To approve the Bank Account Reconciliations up to 31st October 2024
- 86.3 To approve the Statement of Income and Expenditure up to 31st October 2024
- 86.4 To approve the Earmarked Reserves for 2024/25
- 86.5 To receive and note the Internal Control Audit report dated August 2024 (to follow)
- 86.6 To consider a donation request from the Old People's Welfare Association towards their Annual Christmas Lunch for their members and volunteers

87. AGENDA ITEMS

- 87.1 To receive a report on the Council Office following the Structural Inspection carried out by the Surveyor and consider options
- 87.2 To agree the Christmas closedown for the Town Council Offices from Thursday 19th December 2024 to Thursday 2nd January 2025 inclusive.
- 87.3 To agree the requirement for Christmas Trees and delegate authority to the Town Clerk to purchase up to an agreed financial limit
- 87.4 To agree to implement the local government pay awards for 2024/25 for all NJC staff backdated to 1st April 2024
- 87.5 To receive notification from NCALC of a consultation regarding the practical implications of allowing remote and hybrid attendance at Council meetings
- 87.6 To receive a progress update following the Neighbourhood Plan meeting held on 28th October 2024 – Cllr J Farrar
- 87.7 To consider a fee proposal for the guidance and review of Non-Designated Heritage Assets evidence to inform the Neighbourhood Plan – Cllr J Farrar
- 87.8 To receive notice that there have been no applicants in relation to the current vacancy within the Waterloo Ward

88. CORRESPONDENCE & REQUESTS

- 88.1 To consider the following requests from BAK UP CIC/ Valley of Hope:
 - i) Permission for free use of the Community Centre on a Monday (10:30am to 1:30pm) and Friday (10:00am to 1:00pm) to provide a Warm Space for families to support the Town Council with their Community Wellbeing partnership
 - ii) Request to hold keys to open the Community Centre on 25th and 31st December to accommodate older adults and socially isolated individuals to provide hot meals and companionship to assist in Community Wellbeing
- 88.2 To agree payment of £20 for the poppy wreath and consider a donation to the Royal British Legion for the poppy appeal 2024
- 88.3 To receive a request from St. Peter's Church to participate in the Display of Christmas Carols and Songs Event being held on the Saturday 7th and Sunday 8th December 2024
- 88.4 To receive a request to put a banner on Parsons Green in December to advertise a Charity Tractor Run which comes through Irthlingborough and supports local Food Banks
- 88.5 To receive a response a response from Whitworths following **RESOLVE ITC/09(24)/180** – HGV traffic on the High Street
- 88.6 Following the presentation received at Item 83 - To consider the offered proposal for the use of the kitchen facilities at the Community Centre

89. NORTH NORTHAMPTONSHIRE UNITARY COUNCIL MATTERS

- 89.1 To receive and note reports from Councillor's K Harrison, D Maxwell and R Powell
- 89.2 To receive the "Leaders Update" newsletter dated 4th October and 1st November 2024

90. POLICE/PUBLIC ORDER MATTERS

- 90.1 To receive the latest Crime Figures from www.streetcheck.co.uk and www.police.uk
- 90.2 To receive the CCTV reports from CrimeSecure for October 2024