

## IRTHLINGBOROUGH TOWN COUNCIL



MINUTES OF THE MEETING OF IRTHLINGBOROUGH TOWN COUNCIL HELD ON TUESDAY 8TH OCTOBER 2024 AT 7.30PM AT THE COMMUNITY CENTRE, FETTLINEDINE ROAD, NN9 5XF

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PRESENT: Councillors P Boyer, S Boyer, C Cross, J Farrar, H Khandwala, D Maxwell, R Powell and T Walton

IN ATTENDANCE: Clerk A Daly, Deputy Clerk H Soans and Admin Assistant K Simmons

ALSO PRESENT: 1 Representative of I-Grow and 1 representative of Shire Connect

The Mayor welcomed everybody to the Meeting of Irthlingborough Town Council. She 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. She asked if anyone wished to address the Council.

The Mayor took the opportunity to remind members that this years' Service of Remembrance was on the 10<sup>th</sup> November 2024 and said it would be nice to see as many Councillors as possible in attendance.

### PUBLIC PARTICIPATION

Mr Reid a representative from I Grow spoke in support of Agenda Item 72.1 TO RECEIVE AND CONSIDER A REQUEST FOR A DONATION OF £3000-£4000 TO PROVIDE FREE RIDES AND A FREE SANTA'S GROTTO FOR THE CHRISTMAS FEST BEING HELD ON SATURDAY 7<sup>TH</sup> DECEMBER 2024. Members asked some questions in relation to the costings, other sources of donations, fundraising and organisation which Mr Reid answered.

Councillor J Farrar outlined the history and aims of the Christmas Event.

The Mayor thanked Mr Reid and informed him that the Agenda item would be discussed later in the meeting.

### **65. APOLOGIES - TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Councillor J Gray – Family Commitment  
Councillor E Hopkinson – Ill Health

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Councillor C Kearns-Gray – Family Commitment

**RESOLVE ITC/10(24)/204** – that Councillors J Gray, E Hopkinson and C Kearns-Gray’s apologies be accepted.

**66. 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.

**67. MINUTES**

67.1 TO RECEIVE AND APPROVE FOR SIGNATURE THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY 10<sup>TH</sup> SEPTEMBER 2024

**RESOLVE ITC/10(24)/205** - that the minutes of the Full Town Council Meeting held on the 10<sup>th</sup> September 2024 be approved and signed as a correct record of proceedings.

**68. MATTERS ARISING**

68.1 TO NOTE ANY MATTERS ARISING FROM THE MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY 10<sup>TH</sup> SEPTEMBER 2024 NOT INCLUDED ON THIS AGENDA, FOR REPORT ONLY

Page 52 Finance Matters Item 72.1 – payment 111 – PRS/PPL – Councillor C Cross asked what this was

The Clerk said it was the annual music licence.

Page 52 Finance Matters Item 72.1 payment 180 – Clean4shaw – Councillor D Maxwell asked if that the monthly cost.

The Clerk advised that this was the monthly cost and also included a one off deep clean of the Pavilion and some non-routine cleaning at the Community Centre

Page 53 Finance Matters Item 72.1 payment 112 – Colemans – Councillor D Maxwell asked if this was a monthly cost.

The Clerk informed members that stationery was ordered on an as needed basis not a regular basis.

Page 55 Finance Matters Item 72.1 – payment 155 – SLCC – Councillor D Maxwell asked what SLCC was and what cost covered.

The Clerk explained that SLCC was the Society of Local Councils Clerks and that the payment was for training courses.

Page 56 Finance Matters Item 72.1 - Public Toilets – Councillor C Cross reported that one of the two cubicles in the ladies toilets was still out of order, on Saturday during the market there had been no toilet paper available in the working ladies toilet and that the lock on the cubicle in the gentleman’s toilet was still not working.

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The Clerk referred to the recent decision to terminate the Ad Hoc Maintenance Contract and that the Council are currently seeking to make alternative arrangements for maintenance work to be carried out.

She explained the toilet rolls she were checked three times a day in the morning at lunchtime and in the evening.

Councillor D Maxwell felt that the Council had an obligation to ensure there was always sufficient toilet roll in the public conveniences and suggested that larger capacity holders were installed.

The Clerk advised that larger toilet roll dispensers had been used in the past but had been regularly vandalised and the toilet paper stolen or misused which had led to the current arrangements being put in place.

Page 61 RESOLVE 184 – Councillor R Powell reported that he had made enquiries at NNC about devolved services. He had been told they were considering devolving some services but no details were currently available and it was expected that devolving services would be offered but not insisted upon. A report on devolution is expected sometime in the future.

Page 63 RESOLVE 194 – Councillor C Cross – informed members that Irthlingborough had more knives put into its amnesty box than anywhere else in the County. However, the towns amnesty box is not big enough to deposit larger knives, machetes etc. She felt a larger box would enable some of these larger items to be surrendered too, making the Town's streets safer.

Page 64 – RESOLVE 202 – Councillor S Boyer asked if a response had been received from the Allotment Association.

The Clerk had not received a response to date.

#### **69. SHIRE COMMUNITY TRANSPORT SCHEME – MR JON EKINS**

TO WELCOME MR. JON EKINS AND PROVIDE MEMBERS THE OPPORTUNITY TO ASK QUESTIONS REGARDING THE PREVIOUSLY PROVIDED PRESENTATION.

Since Mr Ekins presentation in November 2023 and his previous costed proposal a change had been made to the scheme. He handed out a new proposal with revised costings for a three year period at the meeting.

He reminded members that they were a not for profit charity who provided community transport and medical transfers. All their buses are 16 seaters and all are fully accessible. He said the charity was constantly evolving and they gauged their services by the social value gained from them. He explained the changes to the company name, the services offered and the changes to the way the scheme was costed and rebates were made.

He invited questions.

Members asked a wide range of questions on various topics including: -  
how the costings for each town were worked out,

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whether their service impacted on the supply of Stagecoach services,  
what the membership of the charity was for Northamptonshire as a whole and currently for the  
Rushden and Higham Ferrers service.

If there is a set timetable and how many days a week does the service operate

What the average occupancy on a bus where the service has been established

Do they offer a collect from and return to door service.

Do customers have to register as a member and is there a membership fee.

Councillor J Farrar felt it would provide extra facilities for the town's residents and would promote  
social value.

**RESOLVE ITC/10(24)/206** – that the Council thank Mr Jon Ekins for providing a newly costed  
proposal and giving members the opportunity to ask questions about the proposal to provide  
a Community Transport Service in Irthlingborough.

Mr Ekins left the meeting.

#### **70. TOWN CLERK'S REPORT**

TO RECEIVE AND NOTE THE ACTIONS TAKEN AGAINST COUNCIL RESOLUTIONS UP TO 1<sup>ST</sup> OCTOBER  
2024

Page 1 first RESOLVE – Councillor C Cross asked for an update.

The Clerk was unsure of the current situation and said she would look into it.

Page 20 RESOLVE 163 – How much was being quoted to demolish the Chapel.

The Clerk said the quotation/s would be being taken to the next Property and Services Committee  
meeting for consideration.

Page 22 Resolve 180 – it was stated that now Ditchford Lane was shut again for an estimated year the  
situation for lorries going to and from Whitworths could get worse.

**RESOLVE ITC/10(24)/207**– that the Town Clerk's report up to the 1<sup>st</sup> October 2024 is received and  
noted

#### **71. COMMITTEES AND WORKING PARTIES**

TO NOTE THE MINUTES OF THE FOLLOWING COMMITTEES:

71.1 THE PLANNING COMMITTEE MEETING HELD ON 10<sup>TH</sup> SEPTEMBER 2024 – CLLR R POWELL

Councillor R Powell advised there had been 4 resolves made in relation to the proposed reforms to  
the National Planning Policy Framework at the meeting and invited any questions.

Nothing was raised.

**RESOLVE ITC/10(24)/208** - that the minutes of the Planning Committee meeting held on Tuesday 10<sup>th</sup>  
September 2024 were noted.

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## 71.2 THE EVENTS COMMITTEE MEETING HELD ON 17<sup>TH</sup> SEPTEMBER 2024 – CLLR C CROSS

Councillor C Cross said the arrangements for the St Crispin Day events had been finalised at the meeting. She hoped to see all Councillors at the events.

She thanked Councillor E Hopkinson for all his hard work and also thanked the Officers for their input.

She thanked Marsh Industries for their sponsorship of the Order of Service.

Councillor C Cross invited questions - Councillor P Boyer asked for confirmation that the final draft of the Order of Service hadn't been issued yet and for a predicted timescale for it to be available.

The Deputy Clerk said she had been waiting to hear back from Huxlow Academy as to whether the Head student would be available to read one of the Prayers of Intercession. No response had been received to date so it was agreed that Councillor S Boyer would read the third Prayer of Intercession, the Order of Service would be updated and the final draft sent out for printing the next day.

**RESOLVE ITC/10(24)/209** - that the minutes of the Events Committee meeting held on Tuesday 17<sup>th</sup> September 2024 were noted.

## 71.3 THE PROPERTY AND SERVICES COMMITTEE MEETINGS HELD ON 24<sup>TH</sup> SEPTEMBER 2024 – CLLR T WALTON

Councillor T Walton indicated that the majority of the meeting had been discussing the Annual Playground reports – quotations would be sought for the necessary work to be undertaken.

She invited any questions.

Nothing was raised.

**RESOLVE ITC/10(24)/210**- that the minutes of the Property and Services Committee meeting held on Tuesday 24<sup>th</sup> September 2024 were noted.

## 72. FINANCE MATTERS

72.1 TO RECEIVE AND CONSIDER A REQUEST FOR A DONATION OF £3000-£4000 TO PROVIDE FREE RIDES AND A FREE SANTA'S GROTTO FOR THE CHRISTMAS FEST BEING HELD ON SATURDAY 7<sup>TH</sup> DECEMBER 2023

**RESOLVE ITC/10(24)/211** - that the request for a donation of £3000-£4000 to provide free rides and a free Santa's grotto for the Christmas Fest being held on Saturday 7<sup>th</sup> December 2024 is received.

I-Grows Constitution, their latest bank statement and a breakdown of costs for the Christmas Fest which the Clerk had requested were tabled at the meeting.

Whilst the majority of the Council supported, I-Grows continued aim to provide free rides and Santas Grotto for all children. It was felt the requested amount was excessive and with income from local businesses falling due to the current economic situation I-Grow should be looking for alternative

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income and ways of trimming costs rather than adding to the cost of the event with an expensive additional item.

Councillor J Farrar stated that last year the Council had made a donation of £1500. The Policy and Resources Committee when working out the budget for 2024/2025 had allocated £2000 which they felt allowed for inflation.

**RESOLVE ITC/10(24)/212** - that the Council make a donation of £2000 to I-Grow towards the Christmas Fest being held on the 7<sup>th</sup> December 2024.

1 Abstention

Mr Reid thanked the Council and left the meeting.

72.2 TO RECEIVE AND NOTE THE FINAL ACCOUNTS FOR THE CIVIC YEAR 2023/24 FROM THE OUTGOING MAYOR, COUNCILLOR E HOPKINSON, CONFIRMING HIS CHARITABLE DONATIONS

Councillor D Maxwell queried the legality of Councillor E Hopkinson naming a charity for which he currently worked as one of his chosen charities.

The Clerk advised that it had been investigated at the beginning of Councillor Hopkinson's Year of Office before his charities were announced and it was perfectly acceptable.

**RESOLVE ITC/10(24)/213** - that the Final Accounts for the Civic Year 2023/2024 from the outgoing Mayor Councillor E Hopkinson, confirming his charitable donations is received and noted.

### **73. CONCLUSION OF THE EXTERNAL AUDIT FOR FINANCIAL YEAR 2023/24**

73.1 TO RECEIVE THE EXTERNAL AUDIT FOR FINANCIAL YEAR 2023/24 RETURNED FROM PKF LITTLEJOHN LLP AND NOTE THAT THE NOTICE OF CONCLUSION OF AUDIT HAS BEEN DISPLAYED ON THE NOTICEBOARDS AND WEBSITE AS REQUIRED

**RESOLVE ITC/10(24)/214** - that the Notice of Conclusion of the Audit for the Financial Year 2023/24 is received and has been displayed on the noticeboards and websites as required.

Members thanked all concerned for their work, especially the Finance Officer.

### **74. AGENDA ITEMS**

74.1 TO RECEIVE A RESPONSE IN RELATION TO **RESOLVE ITC/09(24)/171** AND AGREE TO HIRE A MARQUEE, TABLE AND CHAIRS TO BE PLACED ON THE CAR PARK FOR THE VE DAY CELEBRATIONS AT A COST OF £2387.50

**RESOLVE ITC/10(24)/215** - that the response in relation to RESOLVE ITC/09(24)/171 is received and noted.

**RESOLVE ITC/10(24)/216** - that the quotation to hire a marquee, tables and chairs to be placed on the car park for the VE Day 8- celebrations at a cost of £2387.50 is accepted.

74.2 AS PER **RESOLVE ITC/07(24)/91** – TO CONSIDER SUGGESTIONS ON WAYS TO CHANGE THE

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PERCEPTION AND REPUTATION OF THE REST GARDENS – CLLR C CROSS

**RESOLVE ITC/10(24)/217** - that Councillor C Cross's verbal report with suggestions of ways to change the perception and reputation of the Rest Gardens was received and noted.

Councillor C Cross had received some feedback from residents who had suggested rearranging the seating could help reduce anti-social behaviour.

**RESOLVE ITC/10(24)/218** - that the Clerk circulates a date for staff and Councillors to carry out a site visit to evaluate the benefits of rearranging the seating in the Rest Gardens.

Additional lighting, painting of the benches and promoting Rest Gardens as a venue for events were also raised for discussion at a later date.

74.3 AS PER **RESOLVE ITC/09(24)/184** – TO CONSIDER NCALC'S SUGGESTION TO IDENTIFY AND MAP OUT ASSETS FOR POTENTIAL DEVOLUTION TO THE TOWN COUNCIL

In the past under East Northants Council the Public Toilets and the CCTV provision had been devolved to the Town Council.

It was noted that North Northants Council owned some land and properties in the town.

The land included a section of the Town Car Park, an area of land currently rented by Huxlow Academy and the allotments in Crouch Road.

The Council had in the past asked NNC about the transfer of the area of the town car park owned by them. An expression of interest form had been sent to the Assets and Environment Department at NNC in September 2022. It has been chased several times since but, it is still awaiting the NNC Strategic Review.

The properties included the library and the schools.

Street lights and High Street bollards were also mentioned.

**RESOLVE ITC/10(24)/219** – that no action was to be taken at this time.

74.4 TO CONSIDER QUOTATIONS TO CARRY OUT TREE WORKS AS IDENTIFIED IN THE RECENT TREE REPORT

Three quotations had been sought only one quotation had been received.

Quote 1 Option 1 (medium priority work) £4220 + VAT

Quote 2 Option 2 (medium priority work) £ 2795 + VAT

Quote 3 (High Priority work) - £1195 + VAT

Members felt that Quotation 1 Option 1 was the better option for the medium work.

**RESOLVE ITC/10(24)/220** – that the Council accept Quote 1 Option 1 at a cost of £4200 + VAT to carry out the medium priority tree works and Quote 3 at a cost of £1195 + VAT to carry out the high priority

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tree work giving a total cost of £5395 + VAT

74.5 TO CONSIDER THE PROVISION OF A COMMUNITY TRANSPORT SERVICE FOLLOWING THE Q&A SESSION FROM THE PROVIDER

Members discussed the proposal alongside the information provided earlier from the presentation and question and answer session.

Councillor J Farrar highlighted it was 9.25pm and proposed the meeting be extended until 10pm

**RESOLVE ITC/10(24)/221** – that the meeting be extended until 10pm in accordance with Standing Orders Meetings 3W.

The majority of the members were interested in expressing an interest in the provision of the service.

**RESOLVE ITC/10(24)/222** – that the Council expresses an interest in the Community Transport Service and requests a Service Level Agreement (SLA) and draft contract be drawn up for them to consider. The terms and length of the contract to be agreed once the SLA is received.

1 Abstention

74.6 TO CONSIDER THE PROVISION OF A WARM SPACE AT THE COMMUNITY CENTRE – CLLR D MAXWELL

Councillor D Maxwell having looked into the existing warm space provision provided free of charge by Bak Up CIC at the Community Centre on Monday and Friday mornings was satisfied the Council were fulfilling their obligation to provide a warm space.

**RESOLVE ITC/10(24)/223** – that the Council take no further action at this time in relation to the provision of a warm space.

## **75. CORRESPONDENCE & REQUESTS**

75.1 TO RECEIVE AN EMAIL OF THANKS FROM THE ROCKINGHAM FOREST TRUST HERITAGE COORDINATOR IN CONNECTION WITH THE B17 MEMORIAL AT STANWICK LAKES

An update from The Rockingham Forest Trust on the installation of the B17 memorial was tabled at the meeting.

**RESOLVE ITC/10(24)/224** – that the email of thanks and the update on the installation of the B17 Memorial at Stanwick Lakes from the Rockingham Trust Heritage Coordinator were received and noted.

75.2 TO RECEIVE NOTIFICATION FROM NORTH NORTHANTS COUNCIL ON THE FINAL PROPOSALS FOR IMPROVING WALKING AND CYCLING ROUTES IN WELLINGBOROUGH, RUSHDEN, HIGHAM FERRERS AND RAUNDS AREAS – FOR INFO

There were four areas that affected Irthlingborough on the final proposals. The proposed revamping of the parking bays on the High Street had been removed.

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**RESOLVE ITC/10(24)/225** – the notification from North Northants Council on the final proposals for improving walking and cycling routes in Wellingborough, Rushden, Higham Ferrers and Raunds areas is received and noted.

**76. NORTH NORTHAMPTONSHIRE UNITARY COUNCIL MATTERS**

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

Councillor K Harrison wasn’t present and hadn’t submitted a report

Councillor R Powell had nothing to report.

Councillor D Maxwell reported that the funding for improvements at Kettering Hospital had been withdrawn.

**RESOLVE ITC/10(24)/226** – that Councillor D Maxwell’s report is received and noted.

**RESOLVE ITC/10(24)/227** – that the Council write a letter to the Chief *Executive* asking what is going to happen to the planned improvement works at Kettering General Hospital now that the funding has been withdrawn.

76.2 AS PER **RESOLVE ITC/07(24)/128** – TO RECEIVE A REPORT FROM CLLR D MAXWELL REGARDING THE TOWN COUNCIL’S REQUEST FOR NNC TO PROVIDE PARKING ENFORCEMENT OFFICERS FOR THE NENE PARK CAR BOOT SALE

Councillor D Maxwell had contacted NNC and had been advised that there was no Traffic Enforcement provision available to attend the Sunday morning car boots.

It was noted that there had been a Police presence at the event for the last 3/4 weeks and that the parking in Station Road had reduced.

**RESOLVE ITC/10(24)/228** – that Councillor D Maxwells verbal report regarding the town Councils request for the North Northants Council to provide parking enforcement Officers for the Nene park Car Boot Sale was received and noted.

76.3 TO RECEIVE THE “LEADERS UPDATE” NEWSLETTER DATED 20<sup>TH</sup> SEPTEMBER 2024

**RESOLVE ITC/10(24)/229** - that the “Leaders Update” newsletter dated the 20<sup>th</sup> September 2024 is received and noted.

**77. POLICE/PUBLIC ORDER MATTERS**

77.1 TO RECEIVE THE LATEST CRIME FIGURES FROM [WWW.STREETCHECK.CO.UK](http://WWW.STREETCHECK.CO.UK) AND [WWW.POLICE.UK](http://WWW.POLICE.UK)

Crime figures for August sourced from Police UK were tabled at the meeting. No crime figures for August had been available from Streetcheck.

**RESOLVE ITC/10(24)/230** - that the crime figures for August 2024 sourced from the Police.UK website

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was received and noted

77.2 TO RECEIVE THE CCTV REPORTS FROM CRIMESECURE FOR SEPTEMBER 2024

The report was tabled at the meeting.

Councillor D Maxwell informed members that the Police Fire and Crime Commissioner had cancelled the Joint Action Group (JAG) meetings that the Councils JAG representative, Clerks, Police and CCTV providers used to attend.

**RESOLVE ITC/10(24)/231** - that the CCTV report for September 2024 is received and noted.

77.3 TO RECEIVE THE NORTHAMPTONSHIRE PFCC SEPTEMBER 2024 NEWSLETTER

**RESOLVE ITC/10(24)/232** - that the Northamptonshire PFCC Newsletter for September 2024 is received and noted.

**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:**

**RESOLVE ITC/10(24)/233** – that the press and public be excluded from the meeting due to the confidential nature of the business to be transacted

## **78. AGENDA ITEMS**

78.1 TO RECEIVE AN UPDATE FROM THE CLERK FOLLOWING **RESOLVE ITC/09(24)/201** - TO MAKE AN OFFER ON BEHALF OF THE TOWN COUNCIL TO PURCHASE A PROPERTY IN THE TOWN

The Clerk informed members that the Councils offer had been refused and that the vendor had indicated what price they were looking to achieve.

**RESOLVE ITC/10(24)/234** – that the update from the Clerk following **RESOLVE ITC/09(24)/201** – to make an offer on behalf of the Town Council to purchase a property in the town is received.

78.2 TO CONSIDER NEXT STEPS FOLLOWING REJECTION OF THE TOWN COUNCIL'S OFFER PRICE – CLLR J FARRAR

Members discussed their options.

It was felt that the offer they made had been fair, given the valuation report obtained.

**RESOLVE ITC/10(24)/235** – that the Council do not proceed any further with the purchase of the property.

**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.**

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**RESOLVE ITC/10(24)/236** – that the meeting is opened as the confidential business has been transacted

Date of the next meeting is 12<sup>th</sup> November 2024 at 7.30pm at the Community Centre, Fettleline Road, NN9 5XF

There being no further business the meeting closed at 9.40pm.

Mayor:

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