

Meeting of BLTC 06 March 2018

Cllrs' Written Reports to BLTC

Borough Council Matters of Interest Written Reports

Cllr R. Groome

Members' Information 5th February – Enforcement

This was a summary of what is being done across the Borough- Environmental Health – pollution, noise, anti social behaviour, public space protection orders, food businesses including home caterers, abandoned vehicles and community behaviour orders. Housing – private sector enforcement, when property is being let to too many tenants and unsafe, Keyways tenancy fraud, property closure orders (when there has been illegal activity, for example drug dealing.) Planning enforcement where there have been breaches of planning control. Building Control - Structures that become unsafe are an enforcement issue.

Members' Information 19th February– Hanwood Park – East Kettering Update

Not all of it was relevant to Burton Latimer, of course, although some of our town's children attend the school. The school is now linked to the sewer system and the school has internet access. Plans for the Wicksteed Park/Windmill Road junction and the Barton Road/London Pytchley Road junction will be presented at the East Kettering meeting on March 22nd. There have been some changes in legislation. 'Lifetime homes' were required across the development. This has now been replaced by Building Regulations but there is no reduction in standards.

Members' Information 26th February– Symmetry Park

This is the industrial development proposed between the A14 junction 9 and Isham. A planning application was first submitted in August 2016. I challenged the Symmetry staff about dust while earth was being moved in view of all the problems at Roxhill, adequate staff parking to avoid congestion in nearby roads and light pollution in view of the 'orange glow' we always get from Morrisons. I also asked about vehicles travelling down Station Road, Burton Latimer. The Railway Bridge between Burton Latimer and Isham would make it difficult for heavy lorries, but there is the issue of staff cars. The Symmetry staff were also asked about the amount of jobs available for local people and the capacity of the road through Isham which cannot be widened. They intend to improve junctions and dual the road between the junction 9 on the A15 and Isham.

Borough Council meeting 28th February – Budget approved. There is no increase in Council Tax. However, the budget is partly sustained by use of the New Homes Bonus which is supposed to be used for infrastructure.

Cllr Smith

I attended full council and passed the balanced budget with no increase in Council Tax for KBC following weeks of consultation on the various attributes of the budget.

I have also attended to various planning and planning policy matters and have spoken to a number of residents concerning planning applications.

Additionally I have consulted on matters concerning youth within our town and the provision for our older residents.

Cllr Currall

- I attended the full council meeting. This years budget was approved and for the 8th year council tax has been kept at the same level.
- I have replied to various emails regarding Gritting and pot holes

County Council Matters of Interest Written Report (Cllr Smith-Haynes)

As you may all guess, much of my time this month has been spent on the budget, with additional scrutiny, briefings and deliberations. The advisory notice from KPMG meant that we could not retain much of the discretionary services we had hoped, including having to choose option 2 on the libraries when we wanted to go with option 1. The section 114 Notice remains in place, and we can only wait until the inspectors report is published on 16 March, to know how the council will move forward. Whilst I understand the desire to speculate, it would not be appropriate for me to do so.

I attended the Church St traffic meeting, but have not had time to chase up on ideas put forward, due to the budget work.

I was involved in the interviews for Meadowside headteacher, and a very experienced head has been recruited, commencing after Easter.

This morning I attended NHFT Governors meeting, where the new STP and Intermediate Care were discussed.

Other Town Cllrs' Reports

Cllr C. Groome

It has been a busy month with NCC struggling to produce a plausible and legal budget and East Midlands Trains any semblance of a useful timetable from Kettering or Wellingborough.

NCC -I read the NCC draft budget papers and attended the first Cabinet meeting and both Full Council meetings. My interest was two-fold: I wanted to know what would affect Burton Latimer and I wanted to judge whether NCC was likely to last beyond the next few months, both of which are highly relevant to the future role of BLTC. Everyone has focused on the library's survival because that is identifiable with Burton Latimer. However Children's Services, Adult Social Services, Highways, Buses, Trading Standards and Public Health all affect Burton Latimer residents and are at risk of not being delivered because NCC has no reserves whatsoever. The issue of legality arises because NCC has to set and deliver a balanced budget. It is my judgement that they do not have any chance of doing so without a substantial infusion of additional Government money, as we were promised when the South East Midlands growth area was established. The immediate cause of NCC running out of money is its inability to raise the Council Tax because that has been capped.

My guess about what will happen is that the Government Inspector will report on 16 March that NCC is not viable and will not be able to deliver essential services in its present form. The Government will then require reorganization of local government in Northamptonshire and will tie any additional

money to reorganization. If other reorganizations are any guide, there will be a once-in-a-lifetime opportunity for town and parish councils to take on delivery of really local services. Because of KBC's debilitating policy towards third tier authorities, it will be harder for councils in KBC's area to do this and we need to get going sooner rather than later.

East Midlands Trains - Burton people use Kettering or Wellingborough stations when they go by train. The draft timetable for from May 2018 is disastrous for services from those stations:

1. Commuters to Bedford and Luton and stations in between in the 3 hour peak period morning and afternoon will have to detrain at Wellingborough and catch a bus for the next 3 years!
2. Off-peak half hourly services to London will become 50 minute and 10 minute services, in effect hourly services with a fall back train if you miss the first one.
- 3.

The reason for this deterioration in services is the introduction of improved Thameslink services. The scheme to reconfigure Bedford station was delayed as too expensive and the functioning of Bedford station as a terminus for Thameslink is not possible with EMT trains stopping there as well in the peak period. The London core was held to 2 lines when it really needed four. Sorting this mess out with all the parties is taking a lot of my time at the moment. Our MP is helping a lot.

Cllr Padget

I attended the full BLTC meeting

I attended the CCMB meeting

I visited the Farmers Market

I performed the weekly fire alarm and monthly fire lighting tests

I undertook the CC asset review and reported to Cllrs

I attended a CC walkabout to review available rooms now Olympus have terminated their lease.

Cllr Currell

I Attended the full council meeting

I Put the banner up for the farmers market

I have put numerous posters in the Towns notice boards

I Attended the civic centre Management Board Meeting

I attended a CC walkabout to review available rooms now Olympus have terminated their lease.

Highways Report (Cllr F. Macdonald)

During the month of February I was involved in the following

- 1) Prepared notes re the speeding signs on Higham Rd
- 2) Prepared notes re the responses to proposed parking restrictions
- 3) Plans for the repair to the "hole" at Polwell Lane put on hold due to NCC shortage of money
- 4) The ditch bordering Polwell Lane has been cleared of rubbish (14 bags)
- 5) Area behind shops in Churchill Way cleared and fly tipped items removed
- 6) All footpaths checked and cleared of litter
- 7) Bridle Rd inspected but necessary action postponed due to NCC financial position
- 8) Inspection planned during week on all roads in Burton to agree action re potholes

Other Reports

NOTES FROM THE PRIDE OF BURTON LATIMER AWARDS MEETING ON 20th FEBRUARY 2018

PROPOSALS FOR DEBATE

Present: Cllrs: Jenny Davies, Ruth Groome and Maureen Jerram

Number of awards: It was agreed that there should be two awards: Junior: under 25yrs and Senior: over 25 yrs initially then review for any learning lessons

Prizes: It was agreed to get two larger trophies which the winners could keep for a year. **MJ** to ask Timpsons if they would sponsor these. We will then give a small trophy which the recipient could keep. In addition we would give book vouchers: £15 for the Junior award and £25 for the Senior award. Could the money for the first year come from the Mayors allowance? {Possibly have up to four runners up who would get a box of chocolates, flowers or similar.

Promotion of the awards: Facebook, website, In Focus and Locals magazine's, in the library, on Radio N'ton and Connect FM Radio, Notice Boards, Schools, clubs, posters in shops, write to businesses and the Carers Centre. **JD** will design a poster. We also thought it would be good to have a specific logo, in addition to the Town Council's badge. Needs to be a B LTC project.

Criteria and judgement panel; Possible headings may be:

- Contribution to the Community
- Service to Others
- Achievement

This needs to be broken down under the headings. Limited to residents of Burton Latimer. Need to get a panel of possibly four independent judges to select under specific criteria to ensure equality.

Timescale: Forms out by May to be received back by July. Presentation in September.

Presentation: In the Civic Centre with a Master of Ceremonies. Also to provide a small buffet and soft drinks (possibly wine). Could the funding possibly come out of either the Mayors Allowance (for this year only) or the Town Centre Grant monies. Maximum expenditure would be £300/400.

Next meeting: Tuesday April 10th 7pm in the Civic Centre.

We envisage that there will be learning lessons from the first event!

MINUTES OF THE CIVIC CENTRE MANAGEMENT BOARD MEETING HELD ON 19TH
FEBRUARY 2018

Present: Cllrs: John Currall, Jenny Davies, Ruth Groome, Maureen Jerram (Note Taker), Fergus Macdonald (Chair), Nigel Padget

Cllr Jan Smith didn't attend.

Apologies: Cllr Mick Roche

Minutes of the meeting held on 15th January 2018: Were approved as a true record pp JD 2nd NP

Action Points Update:

No	Action:	Action Owner	Latest Comments
1.	Plan of Civic Centre	FM Now completed. MJ to get plan plus Hirers conditions to all hirers.	Plan of the building to include fire points, first aid box, extinguishers, blanket and exits to be compiled ASAP and given to the Town Clerk to produce electronically..
2.	Produce a BLTC Safeguarding Policy	MJ	Ongoing
3.	Get quotes for new kitchen flooring	MJ	Possibly laminate or tiles.
4.	Get quotes for cleaning of floor in Committee Room and carpet in Conference Room.	JC Has been cleaned but still some marks. JC to redo.	JC has offered to do these for cost of cleaning fluid (approx £20) Will be completed this week by JC
5.	Covers for radiators	Requested by Inspire	MJ will get costs
6.	Entertainment and Alcohol license	MJ	Money already approved by T/C. Form to be completed

			and sent off.
7.	Yellow lines	FM To be painted on parking place by the ramp.	When NCC next paint lines in B/L
8.	Door closures	FM/Community Pay Back Team. Need loosening as door very hard to open.	ASAP
9.	Spot Light outside lobby.	FM	Cost £174 to be ratified by BLTC

- Cleaners have now vacuumed the Chairs etc. However it was agreed to set up a meeting to discuss other cleaning which needs to be improved – **MJ and FM**
- JC reported that the vacuum cleaner in the cupboard was absolutely full and there were no more bags: **FM** to get new bags. To be discussed at a meeting with the cleaners as it needs to be emptied regularly. Also the wall in the Conference Room needs stains removing.
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Fire Safety Policy and Procedures:

- 3 smoke detectors now in situ.
- Emergency lighting in lobby: was agreed to switch off all the lights and then assess. Subsequently done and all but one agreed it was needed. **Cost will be £85 – to be ratified at the next T/C meeting.**
- **FM** to organise painting of yellow lines on parking place by the ramp
- Door closures urgently need altering as they are too stiff – Community Pay Back Team
- Door handle on door into lobby. Agreed by all but one that we don't need to change this to a fire resistant handle.

NIECE Electrical Report: We presently have an 'Unsafe' report from the recent inspection. It will cost £1800.00/£2000.00 to do the necessary work to meet with new regulations. **MJ** to put in for a Capital Grant from KBC. **Whilst it is very possible we may get this it may be prudent to budget for it just in case. This work must be carried out. BLTC to discuss.**

Roof/Skylights: Scaffolding going up on Friday, work to commence on Monday. All tenants to be informed by GS and MJ. The work shouldn't impact on any bookings.

Maintenance update:

- **Hole in outside cladding:** Now done by Community Pay Back Team.
- **Radiator covers in Community Room:** **MJ** to check prices then CCMB to discuss
- **Other:** All up to date at present

Civic Centre Risk Assessment: MJ to complete after the skylights and roof are completed (clearly the skylights pose a risk at present)

Assets Register Update: NP has completed this. MJ will amalgamate to sent to GS.

Room Bookings:

- **Review of rent (report from JD re costs at other venues):** To be discussed at the next meeting.
- **Talking Books:** New contract to start on 1st April
- **Doggies Day Out/Olympus:** All rooms now vacant
- **Flower Arranging:** Ongoing. New group may start in September. The current group are happy with this
- **Publicity:** To be looked at after roof, skylights and alcohol./entertainment licence are completed
- **Other:** It was agreed initially to place an advert on the web and on Facebook pages regarding the vacated rooms.. If no progress made to discuss again at next CCMB meeting. It was agreed to meet on 2nd March and to invite all Councillors to look at the vacated rooms to assess any work that needs doing
- Discussion around Conference Room and access to kitchen and toilets. There is a possibility that a doorway could be made from the Conference Room to the kitchen – to be looked at at the meeting on 2nd March

New Tenant Application Form: MJ produced this for discussion. Subject to a couple of alterations this was agreed by the CCMB. To be used for tenants not casual hirers.

Any other business:

- **Requests for reduction in rent:** We have received two requests for a reduction in rent:
 1. Christopher Groome: due to leaking skylight and WiFi not working for a short period. It was agreed to pay £51.45 without prejudice **BLTC to ratify.**
 2. Sam Watts: due to leaking skylight and problems accessing the building for two days when the ramp was being built. It was agreed to pay 50% of the weekly rental for three weeks without prejudice. **BLTC to ratify.**
- **Lease with KBC:** As the group formed to discuss this is no longer functioning it was agreed to put it on future CCMB Agendas to discuss
- **Other:** Red mats left in Conference Room. MJ to ask Nottingham Housing if they are theirs and if so to remove them
- **MJ** To laminate names for the meeting rooms

Date of Next Meeting: Monday 12th March, 7.30 at the Civic Centre.

MINUTES OF THE POCKET PARK MEETING HELD ON MONDAY 26th FEBRUARY 2018

Present: Christopher Groome, Ruth Groome (Chair), Maureen Jerram (Note Taker), John Lowery, Fergus Macdonald, Terry Yates

Apologies: Mick Roche

Minutes of the last meeting 16th Oct 2017: Were agreed as a true record ppTY 2nd RG

Matters arising (not on the Agenda):

- John Woods (a photographer) has sent a collage of photos taken. **JL** to send to MJ to laminate and put in the notice boards. He will start taking more photo's May time
- It was decided to ask Warwick for a separate page on the website for the PP to enable us to put more things on it and publicise it more
- Lights in portacabins: **JL** has bought two batteries and will put them in the lights ASAP
- **MJ** to put in for grants for a second hand portacabin and electrics. **FM** to sent MJ quotes
- Location Map: **MJ** to send JL map of PP so he can do it and show all the entrances etc
- :Environment Agency (reeds etc): **MJ** to speak to them again end of March
- **JL** to get two new notice boards for entrances without one. We will need to buy 3 bags of postcrete and possibly posts (**£50 to be ratified by the T/C**) There are two posts in the portacabin

Maintenance report/Equipment update:

- Lifebuoys: It is our responsibility to get this (e-mail from Environment Agency). Quote received for £134 however suggested we get one from the web at around £45 (**ratification needed from the T/C**) **JL or MJ** to order
- Tractors: It is felt there is no need to get them serviced this year – they had a major service last year. However the large mower needs a part at the back as the support brackets are different making it unsafe. The Lawnmower Shop or a precision engineering shop will do this. Cost a maximum of £200 (**needs ratifying by the T/C**)
- Ranjit (Community Pay Back Team) would like training on the use of the tractors. **FM** to arrange with the Tractor repair firm
- Strimmers: Are all in good working order
- Other: Considerable damage to the paths caused by moles. Can no longer get mothballs (which act as a deterrent) due to EU regulations. However can now get an anti mole solution which you dilute. This won't kill the moles but will persuade them to go elsewhere and is not harmful to dogs. **FM** will buy two lots at £6.50 each (**needs ratifying by the T/C**) for the Community Payback team to spray on.
- Agreed to put hedgehog boxes on the next Agenda. **RG** to obtain prices
- Paths: Sam Bosworth has inspected the paths. The paths that slope are in a bad way due to Mr Mole, the very wet weather and more people visiting the PP. It was agreed to repair them section by section – some with gravel and some with grass crete, starting with the path to Teal Close and past the electricity box, plus a kissing gate cost £275 to include 3 bags of post crete (**to be ratified by T/C**) for the bottom entrance. **JL, FM, TY and CG** to arrange to measure and cost the paths for the next meeting. **MJ** to ask Dave the tractor man if he can access a JCB digger with a narrow (half meter) bucket
- It was agreed to order a new picnic bench – cost including concrete base a maximum of £600 (**to be ratified by T/C**)
- **MJ** to cost out a new Notice Board to go near the chicane for the next meeting
- The drain appears to be fractured near the old balancing pond. **FM** to sort this out with Taylor Wimpey

Finance: We have £5837.00 in the funds. However we now need to spend money to bring the PP up to standard. **MJ** to keep the balance sheet up to date from now on.

We looked at the business plan and there are only a few more things we need to do/get in this year's budget. One of them is a brochure for the PP which **MJ** will look at.

Walk around 19th Nov 2017: Walk round completed by MJ, JL and RG. The following list of tasks was given to the appropriate people

POCKET PARK LIST OF JOBS MARCH 2018

Walk a Round: Maureen Jerram, John Lowery and Ruth Groome

1. Mark Disability Parking bay on right hand side of main entrance
2. Furniture, fences etc to be painted, including round pylons
3. Gravel on slippery areas of paths, plus even out paths where needed (**Do NOT make them any wider**)
4. Area next to top pond to be cleared of nettles and brambles (proposed picnic area and mowed)
5. Metal wire to be cleared (left hand side of path just down from main entrance)

6. Gulley ways near new balancing pond and in the marshy area at the bottom need carefully clearing (not burning) to encourage wildlife
7. Investigate the barbed wire at far end of PP – probably put there because of horses but we are uneasy because of H and S. Does the wire fence need replacing?
8. Strim round edges of benches etc
9. Marion's bench needs painting plus Sheila's bench
10. Sign at front main entrance needs repairing
11. **Do NOT mow or clear any of the large natural areas without consulting with the PP Group first as they are for conservation**

Maureen:

1. See if we can get snowdrops and bluebells from Wild Life Trust
2. Put PP posters in Notice Board plus clean it
3. Speak to Wildlife Trust re balancing ponds (conflict of info: should they be empty or should they have water in them)
4. River could do with 'dredging' – ask the Environment Agency
5. Weir needs tidying – some of the stones have spread downstream – ask the Environment Agency
6. Reeds in river need clearing
7. Linden Homes need to finish all the promised work ASAP
8. New trees needed for around the electricity pylon – some of the new ones have disappeared

John Lowery:

1. 'No removing fish' signs at each entrance to include litter and dog fouling
2. Map of PP to be completed, laminated and either put in Notice Boards or attached to Portacabin
3. Lifebuoys near river seem to have disappeared – new one needed

Duck Race: This will now be on July 1st. MJ already has some stalls booked and is currently sorting out the ducks in to 100's and cleaning them. Is also in the process of finishing the Duck Tickets. **JL** to book Sainsbury for 4 slots to sell tickets and also to sort out the real ale and entertainment. It was

agreed to pay a firm £100 to deliver the flyers this year. It was agreed we should have 4 toilets instead of two this year.

Health and Safety: No known issues. Risk Assessment ongoing

Grants: MJ to put in for a grant for a second hand Portacabin and electricity.

Volunteers/helpers/dog walkers:

- JL to invite Angie (dog walker) to the next meeting
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Any other business:

- Community Pay Back Team: We are grateful for all the work they have been doing in the PP Ranjit now has the list of identified jobs
- WILDside Project: It was agreed in essence to join in this scheme
- Electricity lines and cables: Some of the electricity cables will be put underground later in the year. Western Power will insure the ground is returned to it's usual state and agree a date with us nearer the time
- Arien Designs: Booklet with the price of Notice Boards, benches etc:
- Filming at the PP: MJ informed the group that the PP had been used to film for a T/V documentary
- As agreed by the T/C we need a donation from the Party in the Park if it goes ahead this year

Date of next meeting: Monday 26th March, 7pm at the Civic Centre (please note change of date!!)