

**-MINUTES OF THE MEETING OF BURTON LATIMER TOWN COUNCIL  
HELD AT BURTON LATIMER CIVIC CENTRE ON 06 JUNE 2017**

**Present:** *Town Councillors: M. Jerram (Town Mayor), F. Macdonald (Deputy Town Mayor), M. Brereton, J. Currall, R. Groome, N. Padget, S. Watts*

*County Councillor: C. Smith-Haynes*

*Police: None.*

***Members of the Public: 1***

*The Chair (i) informed those present that the meeting was being audio recorded, to be subsequently accessible on the Town Council's Website (ii) requested all present to switch their mobile phones to silent.*

*Cllr Jerram welcomed Burton Latimer's newly elected County Cllr Chris Smith-Haynes to the meeting and congratulated Town Cllr John Currall on being elected to Kettering Borough Council.*

**Public Forum:**

J. Baynham – matters raised included (i) the continuing development in BL, specifically the land off Higham Road, despite not having a satisfactory infrastructure in place (ii) Health Centre – having to see a Nurse Practitioner before seeing a doctor.

**BLTC Response:**

Cllr Jerram – the Health Centre has now recruited another doctor (took over a year), seeing a Nurse Practitioner as part of the new procedure- doctors still available if needed, outcomes from recent Quality Care inspection not yet known.

Cllr Macdonald – Land off Higham Road – no planning application has yet been submitted to KBC, public exhibition will take place first, if the planap goes forward considerable pressure will be placed on the developer to fund (Section 106 monies) (i) improvements to Colcott Corner - enabling vehicles to use junction 9 (A14), not junction 10 resulting in HGV's not using Finedon Road (ii) additional land at BL Health Centre (iii) additional land for BL allotments.

**06/17/01      Apologies**

Cllr Davies (unwell) – Cllr Macdonald proposed that the absence be approved, seconded by Cllr Groome. **Resolved:** that the proposal be approved.

Cllr C. Groome (family commitments) – Cllr Padget proposed that the absence be approved, seconded by Cllr Macdonald. **Resolved:** that the proposal be approved.

Apologies also received from Cllr Roche (unwell) via Cllr Padget

**06/17/02      Declarations of Interest**

None.

**06/17/03      Resolution: Approval of Annual Council Minutes of 02 May 2017**

Cllr Macdonald proposed that the above Resolution be approved, seconded by Cllr Currall. **Resolved:** that the proposal be approved. The Action Tracker was also updated.

**06/17/04      Police Matters**

No police representative present. Cllrs to raise the following issues with Sergeant Little: Cllr Macdonald- request name of owner of car parked (since Christmas) in the Civic Centre car park. Cllr Currall – concerned about the amount of drugs found at the Recreation Ground, request more police presence. Cllr Groome- complaints re: parking on yellow lines at High Street/Station Road junction.

**06/17/05      Town Mayor's Report**

No report submitted. Cllr Jerram informed Cllrs that she had attended the BL branch of the British Legion's Womens' Section annual event and after the Duck Race she will be finalising her calendar of Mayoral events for the year.

**06/17/06      Borough Council Matters of Interest Report**

Reports from Cllrs R. Groome and Currall were noted and included in the 'Reports to Council'.

*Note: Cllr C. Groome submitted a report under 'Town Councillors' Reports Submitted to BLTC' (not on the Agenda). The report was noted and included in the 'Reports to Council'.*

**06/17/07      County Council Matters of Interest Report (Cllr C. Smith-Haynes)**

Report noted and included in the 'Reports to Council'. Cllr Smith-Haynes added the following: (i) thanked the people of BL for having faith in her and electing her to NCC (ii) encouraged contact on any BL/NCC matters (iii) has been briefed by Cllr Macdonald on a number of highways matters (iv) understands BL's frustration re: lack of infrastructure (v) police will not be attending Council meeting as frequently as in the past.

Cllr Jerram to give Cllr Smith-Haynes the contact number of the new Area Manager of Lloyds Pharmacy. In future, Cllr Smith-Haynes will receive copies of approved BLTC Minutes, Action Tracker and Town Cllrs' reports submitted to BLTC (commencing with May 2017 documents)

**06/17/08 Reports from Representatives on Outside Bodies**

**8.1 Patient's Forum (Cllr Jerram)**

Report noted and included in the 'Reports to Council'.

**8.2 Twinning Association (Cllr Jerram)**

Report noted and included in the 'Reports to Council'.

Cllr Macdonald, on behalf of BLTC, thanked Cllr Jerram for submitting the above reports.

**06/17/09 Policies & Priorities**

**9.1 Resolution: Approval of Planning Committee Minutes 25 May 2017**

Cllr Macdonald proposed that the above Resolution be approved, seconded by Cllr Groome. **Resolved**: that the proposal be approved.

Agreed that the letter referred to (Minute reference PL05/17/11.1) be held pending receipt of a planning application.

**9.2 Resolution: Approval of Civic Centre Management Board Report**

No report submitted.

**9.3 Resolution: Approval of Pocket Park Management Board Report**

No report submitted (meeting cancelled). Cllr Jerram thanked those that had given support to the Duck Race (selling tickets, etc) and tabled DR posters to be displayed.

**9.4 Resolution: Approval of Town Council's 2016/2017 Internal Audit Report**

The Clerk presented the Internal Auditor's report (no issues raised by the Internal Auditor ) which was approved by the Town Council.

**9.5 Resolution: Approval of Town Council's 2016/2017 Accounts and Annual Return**

**9.5.1 Resolution: Approval of 2016/2017 Accounts - Section 1 of Annual Return – Annual Governance Statement**

The Chair asked Cllrs questions 1 – 9 in Section 1 (Annual Governance Statement) of the Annual Return. Cllrs responded ‘Yes’ to questions 1 to 8 in turn and ‘Not Applicable’ to question 9. Cllr Macdonald proposed that the above Resolution be approved, seconded by Cllr Watts. **Resolved:** that the proposal be approved.

**9.5.2 Resolution: Approval Completion of Section 2 of Annual Return – Accounting Statements**

Cllr Macdonald proposed that the above Resolution be approved, seconded by Cllr Watts. **Resolved:** that the proposal be approved.

**9.6 Pride of Burton Latimer Award Update**

Cllr Jerram to set up a meeting of a small group of Cllrs to take this forward.

**9.7 Sports & Leisure Group – Notes of Meeting**

No notes submitted. Cllr Jerram reminded Cllrs that Guy Holloway (KBC) will be attending BLTC’s August meeting to discuss sports & leisure facilities in BL and that Cllrs should email Cllr R. Groome with relevant questions for Guy.

**9.8 Automated External Defibrillator Update**

Agreed that more information required; Cllrs R. Groome and Jerram to submit a report to the Town Council

**9.9 Review of Mayoral Election Procedure**

The following changes were discussed:

- (i) Deputy Town Mayors will automatically become Town Mayors (no election process required)
- (ii) Applications for Deputy Town Mayor submitted after the April deadline will not be considered.
- (iii) The year qualification period to be removed.

Cllr Currall proposed that the above changes to the procedure be implemented, seconded by Cllr Padget. **Resolved:** that the proposal be approved. Clerk to incorporate the changes in the Mayoral Election Procedure.

**9.10 Civic Centre – Youth Group**

*BLTC Minutes 06 June 2017*

Cllr Watts to submit a report to BLTC's July meeting based on the allocation of a time slot for Youth Group activities

**9.11 KBC Town Centre Grant Update**

Agreed Cllrs to email Cllr Jerram with suggestions for projects. TCG to be placed on BLTC's July and August Agendas.

**9.12 East of Kettering Infrastructure**

Cllr Macdonald proposed that a letter be drafted, in consultation with Mr Baynham (under the 3DR) and sent to KBC's Managing Director (c.c. NCC), seconded Cllr Jerram. **Resolved:** that the proposal be approved.

With regard to confusing signage at the roundabouts from the A14 Junction 10 into BL, Cllr Macdonald advised that a letter had been sent to NCC requesting a site meeting to identify and solve the problems. Agreed that when a response was received from NCC Town Cllrs be informed of the date/time and given the opportunity to attend the site meeting.

**06/17/10 Correspondence**

**10.1 NCC – Rights of Way Questionnaire**

Agreed that Cllr Macdonald will complete the questionnaire.

**10.2 BL Heritage Society – Internet Access**

*Cllr Groome declared an interest in this item.*

BLHS has requested access to BLTC's internet router as compensation for denial of access and closure of the museum when the Civic Centre is required as a polling station. Votes for approving the request: 4, Against: 2, Abstentions: 1. **Resolved:** that the request be approved.

**06/17/11. Highways Report (Cllr Macdonald)**

Report noted and included in the 'Reports to Council'. Cllr Macdonald added (i) he would be carrying out a survey of potholes in BL tomorrow, in order that NCC can 'blitz' the repairs (ii) requested volunteers to carry out 'flag duties' – Cllrs Currall, Watts and Brereton volunteered. Cllr Jerram to organise a couple of Town Cllr walkabouts (weeds, etc).

**06/17/12. Urgent Matters (to be agreed by the Chair)**

### 12.1 Nottingham Housing Association's Request for Emergency use of Civic Centre

Cllr Jerram referred to Nottingham Housing Association's request to use the Civic Centre for a short time if there is a dire emergency at their care home and having to evacuate. Agreed Cllr Jerram to obtain more information from NHA before a decision is made by BLTC.

### 12.2 Permission to Erect Banners (etc) in BL

Agreed that people should apply to KBC (Development Services) for permission before erecting banners/signs in BL. Cllr Macdonald, in conjunction with the Clerk to draft a letter to KBC (3DR) advising it of banners/signs in relation to the Duck Race, Christmas Lights Switch on (etc).

### 12.3 Cllr C. Groome – BLTC Representative at LANRAC

Cllr Macdonald proposed the above request be approved, seconded by Cllr Currall. **Resolved:** that the proposal be approved.

### 06/17/13. **Resolution: Approval of Accounts for Payment**

Cllr Macdonald proposed that the following list of accounts for payment be approved, seconded by Cllr Padget. **Resolved:** that the proposal be approved.

	£
Cheque No. 102485 G.Sneddon (Clerk's salary June 2017)	992.01
Cheque No. 102486 HMRC (Tax & NI June 2017)	310.99
Cheque No. 102487 S.E Gunn (cleaning CC May )	158.00
Cheque No. 102488 Anglian Water (water & sewerage)	301.51
Cheque No. 102489 I. Partridge (cleaning CC windows)	30.00
Cheque No. 102490 Cllr Jerram (Town Mayor's allowance 2017/18)	1000.00
Cheque No. 102491 A. Baillie (Hygiene) Ltd (cleaning & toiletry mats.)	88.39
Cheque No. 102492 KBC (printing, Refuse collection)	171.61
Cheque No. 102493 T. Yates (PP – padlock/keyes/petrol/diesel)	28.86
Cheque No. 102494 Cancelled	
Cheque No. 102495 D. Brassington (Duck Race 2nd prize)	75.00
Cheque No. 102496 Duck Race (3 <sup>rd</sup> prize)	50.00
Cheque No. 102497 A. Love (Duck Race 4th prize)	25.00
Cheque No. 102498 S. Jones Duck Race (band)	150.00
(Direct Debit – TG&P gas - 09/02/17- 26/04/17 - £888.81)	

*(Expenditure Powers LGA 1972 s.111/133/LG (Misc. Provisions ) Act 1976)*

### 06/17/14. **Media Release – Press/Website/Facebook/Twitter**

Cllr Jerram to formulate a Communications Policy for BLTC.

*BLTC Minutes 06 June 2017*

**06/17/15      Private and Confidential Items – None**

*There being no further items for discussion the Chair closed the meeting at 9.10 pm*