

**MINUTES OF THE MEETING OF BURTON LATIMER TOWN COUNCIL  
HELD AT BURTON LATIMER CIVIC CENTRE ON 01 AUGUST 2017**

*Present: Town Councillors: M. Jerram (Town Mayor), F. Macdonald (Deputy Town Mayor), M. Brereton, J. Currall, J. Davies, C. Groome, R. Groome, D. Miles-Zanger, N. Padget, M. Roche, S. Watts*

*Police: None.*

*Members of the Public: 1 No.*

*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.*

Public Forum: Dr T. Kelly stated that he was present in regard to the Hayfield Cross School Item on the Agenda and would comment when this was discussed.

**08/17/01 Apologies**

Cllr Smith (work commitments) Cllr Currall proposed that the absence be approved, seconded by Cllr Macdonald. **Resolved:** that the proposal be approved.

Apologies (other commitments) also received from Cllr Smith-Haynes.

**08/17/02 Declarations of Interest**

None.

**08/17/03 Resolution: Approval of Town Council Minutes of 04 July 2017**

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

**08/17/04 Police Matters**

Latest crime statistics report referred to, Cllr Watts stated that the 5 crimes committed on one day in BL were attributed to one group, agreed that the CCTV in BL is poor and Cllrs Macdonald and Watts to draft a letter (3DR) to Kettering Newlands Centre Manager, via Guy Holloway, seeking information on BL's CCTV system.

**08/17/05 Sports & Leisure – Guy Holloway (KBC)**

**(Source: GH's presentation/post-meeting submission of notes)**

*BLTC Minutes 01 August 2017*

There are a number of Section 106 agreements in place with developers that will see investment in Burton Latimer in improvements to public realm in the town centre and to the leisure and community facilities.

Kettering Borough Council is committed to ensuring that the S106 funding available is spent in line with the requirements of the S106 agreements and their respective timescales. It is also committed to ensuring that they bring the most benefit to the town and those who live in it.

At present, the total amount of funding available is in the region of £1.5 million. £248,000 of this is earmarked for 'public realm' improvements in the town centre.

Regarding Public Realm improvements, a set of options are being drawn up and their feasibility explored by Kettering Borough Council. These options will be brought back to the Town Council for input when the Council is in a position to do so, hopefully September / October. Options are also being put together for the leisure, sport and community facilities.

As well as current Section 106 funding, the Council is keeping track of future potential S106 funding and exploring the options for external funding. However, given the timescales for spending the funding attained, it is considered important that progress is made and any proposed schemes are not reliant on uncertain future funding streams.

One site that we are looking at more closely, with a view to working up proposals and options, is the Community Centre at King George V, Pioneer Avenue. This is on land that is owned by Kettering Borough Council. Some of the s106 monies are allocated specifically to this site. Work could commence relatively quickly subject to a suitable scheme being developed. This is important as there are timescales associated with the expenditure of the s106 monies. The site is close to the Meadowside Primary School, the children of which could potentially benefit from enhanced facilities and there are existing community leisure uses on the site.

It may be possible to deliver an enhanced community / leisure facility in a phased approach, ensuring that phase one is affordable now, and does not prevent the ability to deliver further facilities in future phases should future funding become available. However, to be clear, no commitment can be given as there is no guarantee of further funding and it will also depend on the suitability of the site and the relevant planning considerations.

Kettering Borough Council may carry out further research to identify and understand local need. This research will be commissioned by the Council and the Town Council would be one of the consultees.

Kettering Borough Council welcomes a dialogue with Burton Latimer Town Council. Although Kettering Borough Council is the lead authority on the S106 funding within

the scope of these discussions, the Council will continue a dialogue with the Town Council as to the options moving forward.

### **Answers to BLTC Questions**

#### **1. Will Kettering Borough Council commit to a Sports and Leisure Centre being built in Burton Latimer?**

Kettering Borough Council is committed to ensuring that the S106 funding available is spent in line with the wording of the relevant legal agreements and their respective timescales.

At present, the total amount of funding available is in the region of £1.5 million. £248,000 of this is earmarked for ‘public realm’ improvements in the town centre. Out of the remainder, in the region of £1.2 million should be spent inside the boundary of Burton Latimer (subject to the detailed interpretation of the s106 agreements).

A large proportion of this funding is allocated for indoor sport activities. There are also agreements allocating funding for other sites, some of which are specifically named in the S106 agreements, such as, Greys Field, King George V and the Civic Centre.

There are some other items of expenditure earmarked for sites outside Burton Latimer, such as Latimer Arts College which currently has approximately £70,000 earmarked for its football pitch.

We are therefore focussing on the delivery of enhanced community and leisure facilities, indoor and outdoor. It may be possible to deliver a community facility in a phased approach, ensuring that phase one is affordable now, and does not prevent the ability to deliver further facilities in future phases should future funding become available. However, to be clear, no commitment can be given as there is no guarantee of further funding and it will depend on the suitability of the site and the relevant planning considerations.

In the recent past, a detailed feasibility study was carried out, the results of which were provided to and discussed with the Town Council last year. This study clearly showed that there was both a capital and revenue shortfall to deliver a “sports centre”.

#### **2. There are two sites which we feel may be appropriate:**

- a. The land on which the Community Centre lies on. Apparently the lease has now run out on this and it would be an ideal (and not enormously costly) to redevelop the site. The services the Community Centre**

- b. currently offer could still be offered. It would need a completely different management system**
- c. The Country Club land. This would need to be legally drawn up as being completely independent, including financially, of the Kettering Town Football Club and managed by a Board of Trustees**

**What are KBCs views and what help will they give to B/Ls aspirations. Is KBC prepared to work in partnership with BLTC?**

We can see that that both of the above are potential options for the provision of enhanced community / leisure facilities.

### **Community Centre**

The KGV Community Centre has the benefit that:

- It is on land that is owned by Kettering Borough Council and also that some of the s106 monies are already specifically allocated to this site.
- In theory, work could commence relatively quickly on the site subject to a suitable scheme being worked up. This is important as there are timescales associated with the expenditure of the s106 monies.
- The Community Centre is in the close proximity of the Meadowside Primary School, the children of which could potentially benefit from enhanced facilities.
- There are existing community leisure uses on the site.

### **Country Club Site**

The Country Club land is a potential option subject to the land owner's view. However, it would be a more complicated scheme to deliver as it would involve privately owned land and facilities, a leaseholder and a freeholder's interests to satisfy, and a more complex management agreement for any facilities. There would also be the need to determine how public access would be balanced against private / club access to facilities.

### **3. View on Partnership working**

Kettering Borough Council has a responsibility to ensure that the s106 funding is spent in line with its intended use and timescales.

Kettering Borough Council is the authority that is required to take the lead in the delivery of the funded schemes and welcomes closer working with the Town Council.

The Council will maintain a dialogue with the Town Council about its plans and seek feedback on the schemes where choices and options present themselves.

- 4. Can we be assured that no more money that has been generated in B/L will be spent on consultants and glossy brochures without our knowledge, involvement and approval?**

The Council may need to carry out detailed feasibility studies depending on the works that are proposed. The Council will follow the relevant professional standards in order to ensure that s106 and other public money and resources are effectively used.

- 5. Will KBC work with BLTC to provide a long term maintenance plan for the building so we don't end up with a run down building in time?**

Irrespective of what facilities are provided, the economic viability of them will be an important consideration. Facilities by their nature have a finite life and the challenge is to prolong the life and minimise the whole life costs of the asset / facility.

- 6. How much 106 money has been earmarked towards Sports and Leisure? There is funding which can be applied for including matched funding. Northamptonshire Community Trust will help us apply for this. Will KBC also help?**

Currently, there is approximately £870,000 allocated for indoor sport activities in Burton Latimer. This excludes contributions from developments that have not yet commenced, but there is no guarantee if or when future development may occur. The use of this money is subject to the legal and planning interpretation of the S106 agreements and a scheme proposal is being worked on to make the required case for funding.

The Council is looking at the options for external funding and the Town Council's views are welcome. There are of course no guarantees that external funding will be available to a level that can bridge the gap. It is important that a scheme or schemes are worked up that are not reliant on additional funding as this could delay the delivery and affect the ability to meet required timescales. The S106 has to be spent within set timelines and we do not want to jeopardise this.

The approach the Council is taking is to work up a scheme that allows for the potential for future funding to further enhance the facilities that are provided. This would allow for a phased approach to the provision of community leisure facilities should additional funding come on stream. This is of course subject to the caveats of planning constraints and the availability of future funding.

7. We feel it is essential to do an up to date survey (the last one was approximately 10 years ago and overwhelmingly supported the need for an S and L centre in B/L). It is considered that, with all the new development, the argument for such a centre will be even stronger. One of our Town Councillors (who is highly qualified in this area) is prepared to compile the survey and aggregate the findings at no cost. However, as with the last survey, would KBC contribute to prepaid envelopes and printing. In addition could there be a named officer at KBC who we could consult with and who would work constructively with BLTC around the survey questions.

Kettering Borough Council would carry out both desktop and survey research to establish the level of need for community leisure facilities. However, any research would be focussed on the options within scope. We would see no point in raising expectations for a leisure centre that is not achievable within the available funding.

Cllr Jerram thanked Guy for attending the meeting and his input to a very positive discussion.

**08/17/06 Town Mayor's Report (Cllr Jerram)**

Noted.

**08/17/07 Borough Council Matters of Interest Report**

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

**08/17/08 County Council Matters of Interest Report (Cllr C. Smith-Haynes)**

Report included in the 'Reports to Council'.

**08/17/09 Town Councillor Reports**

Reports noted and included in the 'Reports to Council'. With reference to Cllr C. Groome's reference to attending the NCAALC meeting of larger town and parish councils to discuss unitary authorities agreed that this item be placed on BLTC's September Agenda.

**08/17/10 Reports from Representatives on Outside Bodies**

None.

**08/17/11 Policies & Priorities**

**11.1 Resolution: Approval of Planning Committee Report 27 July 2017**

*BLTC Minutes 01 August 2017*

The Clerk expressed concern that the Planning Committee on 27 July was not quorate (only Cllrs Davies and Macdonald attended) resulting in the submission of the following Planning Report to BLTC for approval.

PL07/17/01 Apologies

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

Cllr M. Brereton (business commitments) – Cllr Macdonald proposed that the absence be approved, seconded by Cllr Davies. **Resolved**: that the proposal be approved.

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

PL07/17/02 Declarations of Interest

None.

PL07/17/03 Declarations of Substitution

Cllr Macdonald for Cllr C. Groome.

PL07/17/04 Planning Applications Received from Kettering Borough Council

KET/2017/00540 Mr S. Shearsmith 7 Trent Crescent, BL

Non-Material Amendment: KET/2016/0667 (single and two storey rear extension) reduction of footprint of extension, reposition doors and windows, omission of roof lights (no papers received from KBC).

**Recommendation to BLTC**: “No objection”

KET/2017/0482 Dr C. Wood Manor House, Church Street, BL

Full Application: Swimming pool enclosure and oak frame gazebo.

**Recommendation to BLTC**: “No objection”

KET/2017/0456 Mrs F. Drinkell 64 Pioneer Avenue, BL

Full Application: single storey rear extension

**Recommendation to BLTC**: “No objection”

KET/20170466 Mr R. Bix 89 Slipton Road, BL

*BLTC Minutes 01 August 2017*

Certificate of Lawfulness for proposed operations: conversion of garage to office (no papers received from KBC).

Recommendation to BLTC: “No objection”

PL07/17/05 Planning Applications Approved By Kettering Borough Council

KET/2017/0213 BPHA Ltd Mr Liburd 1-3 Sturgess Court, BL

Replacement windows.

PL07/17/06 Planning Applications Rejected By Kettering Borough Council

None.

PL07/17/07 Planning Applications Withdrawn

None.

PL07/17/08 Planning Appeals

None.

PL07/17/09 Planning Appeals Withdrawn

None.

PL07/17/10 Matters of Urgency (includes applications received after Agenda Published)

KET/2017/0508 Mr Herbert Herbie’s Haulage Ltd Top Lodge Finedon Road Finedon

Full Application: Change of use from agricultural to business use for overnight parking of HGV vehicles.

Recommendation to BLTC: “No objection”

PL07/17/11 Private & Confidential Items

None.

*There being no further items for discussion, the Chair closed the meeting at 7.15 pm.*

Cllr C. Groome proposed that the Planning Committee Report of 27 July 2017 be approved, seconded by Cllr Macdonald. **Resolved:** that the proposal be approved.

### **11.2 Resolution: Approval of Civic Centre Management Board Report**

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

With regard to the following items of ‘Any other business’:

1. Supply and fit a 10w, PIR LED Down light to the exterior of the Civic Centre. It will be to replace the existing light at the rear near the Fire Exit. **£70.00 plus VAT**
2. Investigate why the extractor in the Council Chamber is not operational up to **£210.00 plus VAT**
3. Replace socket with Neon in kitchen: **£25.00 plus VAT**
4. Move up by 300mm the fused spur in a side room that is currently hitting the table which is used there: **£65.00 plus VAT**
5. Replace two x 4’ F58/35W tubes in rear room: **£30.00 plus VAT**

After receiving 3 quotes, all of the above lowest quotes were approved (1.3. 4. 5 – Lee Proctor, 2. Drage Electrics).

Review of Fire Safety Policy - Three quotes received: £190, £300 and £340, Cllr Currall proposed that the lowest quote (Mr Weller) be accepted, seconded by Cllr Watts. **Resolved:** that the proposal be approved. Cllr Padget to advise Mr Weller to commence the review.

Electrical Certificate – Two quotes received to date, Drage Electrics lowest at £350. Third quote to be obtained from Lee Proctor and Cllr Macdonald to email this to BLTC for a decision to be made online.

### **11.3 Resolution: Approval of Pocket Park Management Board Report**

No report submitted. Duck Race- Cllr Jerram informed Cllrs that a ‘profit’ of more than £2,000 had been achieved and proposed that £350 be awarded to BL Scouts for their help in providing marquees, seconded by Cllr R. Groome. **Resolved:** that the proposal be approved.

### **11.4 KBC – Town Centre Grant Projects**

Cllr Jerram took Cllrs through the Grant Projects list (the renewal of the Avenues notice board was removed, as Cllr R. Groom had volunteered to pay for this via her Ward Initiative Fund) and Cllr Currall proposed that the list be approved in principle, but that further investigation/information was required, seconded by Cllr

Macdonald. **Resolved:** that the proposal be approved. Agreed that this Item be placed on BLTC's October Agenda.

#### **11.5 Urban Design Framework**

See 'Action Tracker'.

#### **11.6 Automated External Defibrillator - Update**

Report deferred to BLTC's September meeting.

#### **11.7 Remembrance Day 2018**

Cllr Currall suggested that two events should be held on Remembrance Day 2018, one at 11.00 am and one at 2.00 pm. Cllr Jerram to take this up with the British Legion (BL Branch) along with their proposal to put laminated names of those Burtonians that died in the First World War around the railings in the Millennium Gardens. With regard to BLTC's contribution, Cllr R. Groome will donate £200 from her Ward Initiative Fund.

#### **11.8 Hayfield Cross School – Temporary Closures**

Cllr Macdonald referred to BLTC's letter to the NCC, and the Director of Education, Peterborough Diocese, stating the Town Council's concerns about the problems being encountered at the school and that no responses had been received. Dr Kelly listed the serious problems at the school (which aligned with the problems stated in BLTC's letter) and that it was a total shambles and a diabolical situation that no one wants to know anything about. Agreed that a copy of BLTC's letter be sent to Cllr Smith-Haynes and she be asked to set up a meeting with Lesley Haggard (Director of Education, NCC) and Cllr Matt Goulding (Children's Services Cabinet Member, NCC) to discuss the problems at the school. Also agreed that a copy of BLTC's letter be sent to our MP.

**Note:** Also agreed that the Clerk would, in future, copy all BLTC's outgoing correspondence to Cllr Smith-Haynes.

#### **11.9 Duke Street/Alexandra Street – One Way System**

Cllr Macdonald proposed that BLTC's draft letter to residents be approved and distributed, seconded by Cllr Watts. **Resolved:** that the proposal be approved.

#### **11.10 Website Project Group - Update**

Cllr Watts advised Cllrs that a successful first meeting of the Project Group had been held. Cllr Macdonald to email a summary of the meeting to the Clerk

**11.11 Civic Centre – Youth Club Update**

Cllr Watts advised Cllrs that it would take a couple of months to put a service together and submit a report to BLTC.

**11.12 Civic Centre Lease Renewal/Roof Repairs - Update**

Cllr Watts reported that an initial, productive meeting had been held and a report would be submitted to BLTC in the next week or two.

**11.13 NCC/Balfour Beatty – Lamp Post Improvements Costs – Update**

Cllr R. Groome proposed that BLTC’s draft letter to NCC & Balfour Beatty be approved, seconded by Cllr Davies. **Resolved:** that the proposal be approved.

**11.14 NHA Emergency Use of Civic Centre - Update**

Cllr Jerram to forward Danny Moody’s (NCLAC) advice to BLTC.

**11.15 Renewal of Notice Board (Avenues)**

(See Town Centre Grant comments).

**11.16 Unadopted Roads & Open Spaces**

Deferred to BLTC’s September meeting.

**08/17/12 Correspondence**

None.

**08/17/13. Highways Report (Cllr Macdonald)**

Noted.

**08/17/14. Urgent Matters (to be agreed by the Chair)**

None.

**08/17/15 Approval of Accounts for Payment**

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

Cheque No. 102509	G.Sneddon (Clerk’s salary August 2017)	£ 994.60
Cheque No. 102510	HMRC (Tax & NI August 2017)	326.32

*BLTC Minutes 01 August 2017*

Cheque No. 102511	Cllr Macdonald (reimb. glass to CC boiler room door & CC key, mileage – NCALC meeting, PP petrol)	255.89
Cheque No. 102512	A. Baillie (Hygiene) & Co (cleaning mats.& toiletries)	14.36
Cheque No. 102513	Shire Security Ltd (demo to test call point -fire alarm)	48.00
Cheque No. 102514	Cllr Padget (Reimb. engraving of Mayor's Plaque)	8.99
Cheque No. 102515	J. Lowery (Reimb. PP petrol)	19.06
Cheque No. 102516	KBC (Printing services Aug 2017)	10.97
Cheque No. 102517	I Partridge (CC window cleaning)	30.00

(DD BT 09 May £63.48)

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

**08/17/16. Media Release – Press/Website/Facebook/Twitter**

None.

**08/17/17 Private and Confidential Items**

None.

*There being no further items for discussion the Chair closed the meeting at 9.20 pm*