

**MINUTES OF THE MEETING OF BURTON LATIMER TOWN COUNCIL
HELD AT BURTON LATIMER CIVIC CENTRE ON 02 JANUARY 2018**

Present: Town Councillors: M. Jerram (Town Mayor), F. Macdonald (Deputy Town Mayor), M. Brereton, J. Davies, C. Groome, R. Groome, D. Miles-Zanger, J Smith

County Councillor: C. Smith-Haynes

Police: None

Members of the Public: 2

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.

The Chair asked those present to hold a minute's silence in remembrance of Cllr Roche's wife, Elaine, who passed away today. Everyone's thoughts were with Mick and his family at this very sad time.

Public Forum:

Canon Roger Knight – speaking on behalf of the Friends of Burton Latimer Committee he thanked Cllr C. Groome for his recent email on the potential way forward for the library; it has the potential for changing a problem situation into an opportunity.

01/18/01 Apologies

Cllr Roche (bereavement) - Cllr R. Groome proposed that the absence be approved, seconded by Cllr C. Groome. **Resolved:** unanimously that the proposal be approved

Cllr Padget (holiday) - Cllr Miles-Zanger proposed that the absence be approved, seconded by Cllr R. Groome. **Resolved:** unanimously that the proposal be approved

Cllr Currall (holiday) - Cllr Macdonald proposed that the absence be approved, seconded by Cllr R. Groome. **Resolved:** unanimously that the proposal be approved

Cllr Watts (work commitments) - Cllr Brereton proposed that the absence be approved, seconded by Cllr Davies. **Resolved:** unanimously that the proposal be approved

01/18/02 Declarations of Interest

None.

01/18/03 Resolution: Approval of Town Council Minutes of 05 December 2017

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

01/18/04 Police Matters

No police presence. Agreed that Cllrs will wait to see the format of crime statistics that will be submitted to future meetings of the A6 Towns Forum/Rural Forum in review the situation at that time. Crime Statistics to be placed on BLTC's February Agenda.

01/18/05 Town Mayor's Report

No report submitted. Mayor busy organising Mayoral events, which will include a fashion show, 'bike fest', charity meal and a concert; Cllrs' assistance will be welcomed.

01/18/06 Borough Council Matters of Interest

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

01/18/07 County Council Matters of Interest Report (Cllr C. Smith-Haynes)

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

01/18/08 Town Councillor Reports

Reports noted and included in the 'Reports to Council'. With regard to a new bus shelter (Cllr C. Groome's report) it was agreed that the three Borough Cllrs and County Cllr will seek contributions from their respective Borough and County Council Cllr's funds.

01/18/09 Reports from Representatives on Outside Bodies

None.

01/18/10 Policies & Priorities

10.1 Resolution: Approval of the Planning Committee Minutes of 28 December 2017

Cllr R.Groome proposed that the above Resolution be approved, seconded by Cllr Miles-Zanger. **Resolved:** unanimously that the proposal be approved.

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In respect of the planap KETT/2017/0926 Miss McCrae Linden Homes, White Lodge Farm, Higham Road, BL - Approval of Reserved Matters: 8 no. dwellings (redesign of Phase 2 of KET/2015/0586 to make 3 no. additional dwellings), which was referred to Full Council due to potential s. 106 Monies implications, the Council's response is as follows:-

'Objection for the following reasons – (i) overdevelopment of the site (ii) potential parking problems'

Also agreed that KBC be informed that, if the development is approved, BLTC requires any resulting s. 106 Monies to be spent on 'Public Realm' in BL (BLTC s.106 Monies pro-forma to be attached to KBC response form)

10.2 Resolution: Approval of Civic Centre Management Board Report

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

(Cllr Smith left the meeting at this point)

10.3 Resolution: Approval of Pocket Park Management Report

No meeting held.

10.4 Fire Risk Assessment Update

Referred to CCMB. Recommendation as to the way forward to be submitted to BLTC's February meeting. Also agreed - temporary fix to 3 no. skylights (condensation problems), to be approved by Clerk as emergency expenditure.

10.5 Budget and Precept Setting 2018/2019

The Clerk presented the updated Draft Budget for 2018/2019 (first discussed at December's Town Council meeting) and after considerable discussion, Cllr Macdonald proposed that the finalised Draft Budget be agreed and that the Precept for 2018/19 be set at £31,750 (the same level as 2016/17), seconded by Cllr R. Groome. **Resolved:** unanimously that the proposal be approved. Clerk to submit Precept pro-forma to KBC.

10.6 NCC's 2018/19 Budget Consultation: Phase 2 – BLTC's Response

10.6.1 Overall Response

The response drafted by Cllrs Chris Groome and Fergus Macdonald was approved.

10.6.2 BL Public Library

Cllr C. Groomes draft response to NCC's consultation on Public Libraries (included in Cllrs' Reports to BLTC), referred to by Canon Knight during Public Forum, to be submitted separately to NCC after the content has been finalised.

Cllr Macdonald proposed that Cllr C. Groome organises a small working group to examine the future of the library and any relevant related matters, to include representatives from the Friends of BL Library Committee and library staff, seconded Cllr R. Groome. **Resolved:** unanimously that the proposal be approved. Also agreed that BL Public Library will be a standing item on future BLTC Agendas.

10.7 Youth Group Update

(see Action Tracker)

10.8 KBC Town Centre Grant Projects

Three items discussed for consideration:-

(i) New PA system – Cllr Currall and John Lowery to compile and submit a specification to BLTC's February meeting for approval.

(ii) Christmas trees (High Street & Churchill Way) – Cllr Macdonald to submit quotes for approval.

(iii) Planting for persons with disabilities (initially front of Civic Centre, followed by front of BL library and Churchill Way shops). Cllr Jerram to contact KBC for approval.

10.9 Civic Centre Lease Renewal/Roof Repairs Report

Cllr Macdonald to submit specifications and quotes to CCMB for consideration. CCMB to make recommendations to February's BLTC meeting.

10.10 Public Address System Update

(see Minute 10.8)

01/18/11. Correspondence

11.1 KBC – Independent Review Panel – Members' Allowances

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IRP to meet at 9.00 am on Friday 16 February 2018. A representative of BLTC is invited to make representations to the Panel, either by letter or by requesting an appointment to meet the Panel during the morning of 16 February. Clerk to email KBC's letter to Town Cllrs.

01/18/12 Highways Report (Cllr Macdonald)

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

01/18/13 Urgent Matters (to be agreed by the Chair)

None.

01/18/14. Resolution: Approval of Accounts for Payment

Cllr Miles-Zanger proposed that the following payments be approved, seconded by Cllr C. Groome. **Resolved:** unanimously that the proposal be approved.

	£
Cheque No. 102587 G.Sneddon (Clerk's salary December 2017)	994.60
Cheque No. 102588 HMRC (Tax & NI December 2017)	326.32
Cheque No. 102589 Drage Electrics Ltd (NICEIC Elec.Cond. Report)	420.00
Cheque No. 102590 LITE Ltd (install, dismantle/store Festive Lights)	6240.00
Cheque No. 102591 Baillie (Hygiene) & Co (toiletries & cleaning mats.)	31.01
Cheque No. 102592 Cllr Jerram (Reimb. CC key, CLSO licence)	29.00
Cheque No. 102593 T. Yates (Reimb. PP diesel)	6.12
Cheque No. 102594 BL Branch of British Legion (Remem. Day Band)	100.00
Cheque No. 102595 S.E Gunn (cleaning CC Nov & Dec)	268.00

01/18/15. Media Releases – Press/Website/Facebook/Twitter

None.

01/18/16. Private and Confidential Items (Public & Press will be excluded)

None.

There being no further items for discussion the Chair closed the meeting at 9.15 pm