

**MINUTES OF THE MEETING OF BURTON LATIMER TOWN COUNCIL**  
**HELD AT BURTON LATIMER CIVIC CENTRE ON 03 APRIL 2018**

*Present: Town Councillors: M. Brereton, J. Currall, J. Davies,  
D. Miles-Zanger, C. Groome, R. Groome, , N. Padget,  
M. Roche, J. Smith, S. Watts*

*Police: None*

*Members of the Public: 2 no.*

**04/18/01 Elect Chair for the Meeting.**

Cllr R. Groome proposed that, in the absence of the Chair and Deputy Chair, Cllr Padget be elected Chair for this meeting, seconded by Cllr Miles-Zanger. **Resolved:** unanimously that the proposal be approved.

*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:**

J. Baynham (Church Street Action Plan Update) – stated that Church Street residents were disappointed with Sarah Barnwell's (NCC/Kierwsp) recent email response to JB on a number of issues, including advising that the last remaining item on BLTC's Action Plan, a chicane for traffic calming, was not an option.

JB was advised that, as all of the action points on BLTC's Church Street 'Action Plan' had now been addressed, 'Church Street Traffic Issues' will no longer be a standing item on BLTC's Agendas.

Canon R. Knight (i) BLTC's letter to BL Health Centre – enquired as to whether a response had been received. Clerk did not recall the letter; to be checked out with Cllr Jerram (ii) future of local government in Northamptonshire (possibility of Unitary Authority replacing NCC) - opportunity for local people to have a say in what should happen and for BLTC to take back some of the powers that were taken away.

**04/18/02 Apologies**

Cllr Jerram (operation) - Cllr Padget proposed that the absence be approved, seconded by Cllr Currall. **Resolved:** unanimously that the proposal be approved.

Cllr Macdonald (holidays) – Cllr R. Groome proposed that the absence be approved, seconded by Cllr Watts. **Resolved:** unanimously that the proposal be approved.

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**04/18/03      Declarations of Interest**

None.

**04/18/04      Resolution: Approval of Town Council Minutes of 06 March 2018**

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

**04/18/05      Police Matters**

No police presence, or crime report.

**04/18/06      Town Mayor's Report**

No report submitted -Town Mayor recuperating from recent operation.

**04/18/07      Borough Council Matters of Interest**

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

**04/18/08      County Council Matters of Interest Report (Cllr C. Smith-Haynes)**

No report submitted.

**04/18/09      Town Councillor Reports**

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

**04/18/10      Reports from Representatives on Outside Bodies**

None.

**04/18/11      Policies & Priorities**

**11.1      Resolution: Approval of the Planning Committee Minutes of 22 March 2018**

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

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

No report submitted (next meeting 09 April 2018).

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

No report submitted. Cllr R. Groome to forward notes of the meeting to Town Cllrs.

**11.4 Submissions for Deputy Town Mayor Elections (BLTC May)**

Acknowledged that one submission received – Cllr Davies.

**11.5 Civic Centre Lease Renewal/Roof Repairs Update**

Civic Centre Lease Renewal

Now under CCMB's remit, to be progressed asap.

Roof Repairs

Clerk advised (i) that the Civic Centre roofing works had been completed and signed-off by BLTC/KBC (ii) referred to Item 12.1 (Correspondence) – letter from KBC confirming transfer of s. 106 payments to fund roof works; funds currently being transferred into BLTC's bank account (ii) KBC grant to fund rooflight repairs has been approved and funds currently being transferred into BLTC's bank account.

**11.6 KBC Town Centre Grant Projects Update**

Ongoing.

**11.7 Public Library Update**

Cllr C. Groome referred to the contents of his Cllrs' report, BL's Library not 'out of the woods' yet, the Commissioners going into NCC have the responsibility for sorting out NCC's budget, stressed the importance of BL's Library having its own Manager and the need for BLTC to be vigilant. Cllr Davies echoed these thoughts.

**11.8 Church Street Action Plan Update**

Dealt with under 'Public Forum'.

**11.9 KBC – Sports Facilities in Kettering Borough Questionnaire Update**

Cllrs undertook to complete KBC's questionnaires and submit them to KBC.

**11.10 General Data Protection Regulations (GDPR) Update**

Clerk referred to NCALC's proposal to appoint a Data Protection Officer (DPO) to cover all of the parish and town councils in their area, no charge in first year then

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situation will be reviewed. This arrangement requires the approval of BLTC at the May meeting of the Town Council. Clerk to also submit any new policies required by the GDPR for approval by BLTC at the May meeting.

*Cllr Smith left the meeting at tis point*

**11.11 Pride of Burton Latimer Awards Update**

Ongoing.

**04/18/12. Correspondence**

**12.1 KBC – Improvements to BL Civic Centre**

Dealt with under Item 11.5.

**04/18/13. Highways Report**

Report noted and included in the ‘Reports to Council’.

**04/18/14. Urgent Matters (to be agreed by the Chair)**

None.

**04/18/15. Resolution: Approval of Accounts for Payment**

			£
Cheque No. 102622	G. Sneddon (Clerk’s salary April 2018)		994.60
Cheque No. 102623	HMRC (Income tax & NI April 2018)		326.32
Cheque No. 102624	KBC (Refuse collection- bulk items)		48.00
	KBC (Refuse collection quarter com. 01/03/18)		102.70
	KBC (Printing services)		80.35
	KBC (Business rates £1224.00 & £2496.00)		3,720.00
	KBC ( Annual licence electricity supply)		10.00
Cheque No. 1026255	Cllr Currall (Reimb. carpet solution)		7.00
Cheque No. 102626	A. Baillie (Hygiene) & Co. (cleaning materials)		13.06
Cheque No. 102627	Cllr Macdonald ( filler, lock & keys)		53.36
Cheque No. 102628	Premier Roofing Systems Ltd (CC roof)		25,888.80
Cheque No. 102629	S.E. Gunn (cleaning Civic Centre)		138.00
Cheque No. 102630	Cllr C. Groome (Reimb. Wi-Fi costs)		7.99

**04/18/16. Media Releases – Press/Website/Facebook/Twitter**

None.

**04/18/17. Private and Confidential Items (Public & Press will be excluded)**

**17.1 Civic Centre – Tenancy Changes**

*Members of the public were excluded from the 'Private & Confidential' business of the meeting on the grounds that it involves items of business which include the likely disclosure of exempt information as defined by Paragraphs 1-7 of the Local Government (Access to Information) (Variation) Order 2006 in respect of Schedule 12A to the Local Government Act 1972.*

