

RAUNDS TOWN COUNCIL MEETING
9 September 2025 at 7.30pm

PRESENT:

Cllr R Levell (Chairman), Cllr P Byrne, Cllr P Edwards and Cllr H Hill.

IN ATTENDANCE:

S Tucker, Clerk (Minutes)
 3 Members of the Public

FC46.25 Apologies for Absence

Apologies were received from Cllr R Comer, Cllr B Cross, Cllr O Curtis, Cllr A Fernley, Cllr J Hague, Cllr H Howell, Cllr M Levell, Cllr L Wilkes, and unitary ward members Cllr E Wright and Cllr K Harrison.

FC47.25 Public Participation

Representatives of Archers of Raunds and Raunds Temperance Band attended to present their applications for grant funding at agenda item FC51.25.

FC48.25 Questions from Members

None received.

FC49.25 Declarations of Interest

Members should disclose any interests in the items of business to be discussed and are reminded that declaring a Disclosable Pecuniary Interest will require that the member withdraws from the meeting during the transaction of that item of business.

Cllr P Edwards declared an interest in agenda item FC51.25, as a club member of Archers of Raunds. This was recorded as a non-pecuniary interest, due to there being no direct financial benefit associated with approval or refusal of the grant application.

FC50.25 Council Minutes: To confirm the minutes of the following Council meetings:

- [Full Council](#) held on Tuesday 8 July 2025.

RESOLVED that the minutes of the Full Council meeting held on 8 July 2025 be confirmed as a true record.

RESOLVED that in accordance with Standing Order 10a(vi), the order of business on the agenda be amended.

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FC57.25 Applications for Grant Funding: To consider applications for grant funding from Archers of Raunds and Raunds Temperance Band.

Members considered an application for grant funding from Archers of Raunds to assist with the cost of venue hire and the purchase of replacement equipment. This support would enable the club's 60+ members to continue to safely participate in Archery all year round.

Members also considered an application from Raunds Temperance Band which sought assistance towards the cost of venue hire following the recent closure of its former rehearsal facility. In addition, the Band required access to storage facilities for its instruments.

Following a discussion, it was

RESOLVED that:

- (i) A grant of £500 be awarded to Archers of Raunds;
- (ii) A grant of £500 be awarded to Raunds Temperance Band; and
- (iii) A Council storage facility be made available to Raunds Temperance Band for a nominal rent of £2 per week for the purpose of storing instruments.

FC51.25 Committee Minutes: To receive the minutes of the following Committee meetings:

- [Finance Committee](#) held on Tuesday 15 July 2025 (Including recommendations at items F23.25, F24.25, F25.25, F26.25 and F27.25) (Draft) (Copy herewith) (Pages 9-36)

RESOLVED that:

- (i) The Financial and Management Risk Assessment be approved and adopted for a one-year period;
 - (ii) The How to Have Your Say at a Council Meeting Policy be re-adopted for a further two-year period;
 - (iii) The Advertising on Town Council Land and Property Policy be re-adopted for a further two-year period;
 - (iv) The Press, Media and Publicity Policy be re-adopted for a further two-year period;
 - (v) The Investment and Borrowing Policy be re-adopted for a further two-year period; and
 - (vi) The minutes of the Finance Committee meeting held on 15 July 2025 be noted.
- [Planning Committee](#) held on Thursday 17 July 2025 (Draft) (Copy herewith) (Pages 37-40)

RESOLVED that;

- (i) The revised Planning Committee meeting dates for the remainder of the 2025/26 civic year be noted; and

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- (ii) **The minutes of the Planning Committee meeting held on 17 July 2025 be noted.**

- [Environment, Leisure and Recreation Committee](#) held on Tuesday 29 July 2025 (Including recommendation at item ELR19.25) (Draft) (Copy herewith) (Pages 41-51)

RESOLVED that:

- (i) **The Non-Commercial use of Council Recreation Grounds Policy be re-adopted for a further two-year period; and**
- (ii) **The minutes of the Environment, Leisure and Recreation Committee meeting held on Tuesday 29 July 2025 be noted.**

FC52.25 Mayor's Report: To receive the Mayor's report.

RESOLVED that the digest of Mayoral activities for July and August 2025 be noted.

FC53.25 Unitary Councillors Report: To receive reports from Unitary Councillors.

The Clerk informed members of the following updates received from Cllr K Harrison:

- Consideration is to be given to proposals for a 20mph zone around Park Infant/Manor School and updating double yellow line markings;
- Dog-fouling preventative measures around Park Infant/Manor School were in the process of being arranged, to include updated signage, stencilling and enforcement patrols; and
- A planned Centenary Way residents meeting had been postponed due to a live planning enforcement case.

RESOLVED that the Unitary Councillor reports be noted.

FC54.25 East Northants South Local Area Partnership: To appoint a Town Council representative to the East Northants South Local Area Partnership (LAP).

RESOLVED that Cllr B Cross be appointed as the Town Council's representative to the East Northants South LAP.

FC55.25 Climate and Nature Champion Scheme: To appoint a Climate and Nature Champion to represent the council in matters relating to the climate, nature, and the environment.

RESOLVED that the Assistant Clerk be appointed as the Town Council's Climate and Nature Champion.

FC56.25 Friday Market Terms and Conditions: To review the Council's Friday Market Terms and Conditions.

Members reviewed the current Terms and Conditions for the Friday Market. Following a discussion, it was

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RESOLVED that the revised Friday Market Terms and Conditions, as set out at Appendix 1, be adopted with the following changes highlighted:

- (i) Core trading hours confirmed as 7am–3pm, with flexibility for early departure;
- (ii) Provision for reserved trader pitches, including coning-off from Thursday evening and installation of clear signage to prevent overnight parking;
- (iii) Additional clarification of parking arrangements for traders and visitors;
- (iv) Inclusion of toilet provision for traders during market hours.

FC58.25 Application for Shopfront Improvement Grant: To consider an application for a Shopfront Improvement Grant from Nene Valley Osteopathy.

Members considered the application from Nene Valley Osteopathy for a Shopfront Improvement Grant towards works comprising external repainting of doors and masonry beneath windows, and the installation of a small Perspex sign displaying opening times and contact details by the front door.

Following a discussion, it was

RESOLVED that a Shopfront Improvement Grant of £200 be awarded to Nene Valley Osteopathy, in accordance with the match funding policy requirements.

FC59.25 Planning Applications Received for Consideration:

NE/24/00720/FUL | Proposal: Full Planning Permission. Part retrospective consent for provision of private road forming part of Shelmerdine Gardens inclusive of installation of gabion wall. Provision of metal surfaced upgrade to pedestrian link to Spinney Street. Works to TPO trees, provision of landscaping and erection of street name plates | Location: Land At Shelmerdine Gardens And Shelmerdine Rise Brook Street Raunds

RESOLVED that Raunds Town Council has no objections, subject to the comments and conditions set out by North Northamptonshire Council Waste Management being fully addressed, particularly in relation to access for refuse vehicles, bin presentation, landscaping and tree protection.

FC60.25 Paint Your Town Pink Initiative: To consider a request to light the Town Hall pink on Tuesday 14 October to raise awareness of Prevent Breast Cancer charity.

RESOLVED that the request to light the Town Hall pink on Tuesday 14 October 2025 to raise awareness of Prevent Breast Cancer charity be approved.

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FC61.25 Wedding Working Group Update: To receive a report from the Wedding Working Group.

RESOLVED that the item be deferred to the October 2025 meeting of Full Council.

FC62.25 *The press and public will be excluded from the following agenda item(s) due to the confidential nature of the business under the Public Bodies (Admission to Meetings) Act 1960.*

RESOLVED to exclude the press and public from the remainder of the meeting.

FC63.25 Clerk's Update Report: To consider a confidential report from the Clerk regarding legal casework.

Members gave consideration to the confidential report.

Following a discussion, it was

RESOLVED that:

- (i) **Contractor access to enable compliance with the enforcement notice works be approved, subject to timings being notified to the Council in advance; and**
- (ii) **The request for the Town Council to make a funding contribution to support compliance with the enforcement notice be refused.**

FC64.25 Review of Tenders: To review tenders received for supply of gas and electricity.

Members gave consideration to the report, which detailed twelve compliant bids received for supply of gas and electricity following a tender exercise conducted between 1 August 2025 to 1 September 2025.

Following a discussion, it was

RESOLVED that **Quote 12 (Omnium) be approved as the successful tenderer, to arrange a 36-month contract for the supply of gas and electricity commencing on 1 October 2025.**

There being no further business the meeting closed at 9.08pm.

Approved: (Town Mayor)

Meeting date.....14 October 2025.....(Council)

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RAUNDS TOWN COUNCIL

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RAUNDS GENERAL MARKET

Since the early 1900s Raunds has maintained a regular weekly Market. Under an order made by the Secretary of State for the Environment, dated 25 March 1977, the power to hold and maintain a market in the town passed to Raunds Town Council.

TERMS AND CONDITIONS FOR REGULAR MARKET TRADERS - PART 1

- Raunds General Market takes place **on the Town Square car park** on Friday of each week, (or such days as the Council may appoint) and may be closed at the discretion of the Council who shall not be liable for any loss incurred by stallholders.
- The Market shall open between the **core trading** hours of 7.00am and **~~2.00pm~~ 3.00pm**. No trading is permitted outside of these hours*.

***Early departure is permitted at 11.30am and 2pm.** The market must be fully vacated by 4.30pm.

- **Traders may keep one vehicle neatly positioned behind their allocated pitch provided it fits fully within the space and does not obstruct other traders, pedestrian walkways, or customer access.**
- **Where a trader requires a larger vehicle for storage or stock, this may be accommodated if it can be safely positioned within the allocated pitch space and does not interfere with the operation of neighbouring stalls.**
- **No additional vehicles are permitted to remain on the market during trading hours. All other vehicles must be removed to Marshalls Road car park or surrounding roads once unloading and setup are complete.**
- **Reserved trader pitches will be coned-off from Thursday evening, with signage displayed ('Market Traders Only – No Parking from Midnight Thursday').**
- Prospective stall holders must complete and lodge with Raunds Town Council an application form before being allowed to trade.
- All stall holders must ensure that the Town Council holds up to date copies of:
 - a. the stall holder's public liability insurance.
 - b. Food hygiene certificates where appropriate and on every inspection.
 - c. Official Food Hygiene rating (scores on the doors) a minimum score of 3 is required.

- Traders must provide their own stalls which must be constructed and maintained in a manner that will not cause danger or injury to the public.
- While setting up and dismantling stalls traders must have due regard to noise reduction and not cause distress to residents living around the town square.
- No vehicles, stalls or merchandise shall be positioned to obstruct public footpaths.
- Sites are let for the sale of particular lines of merchandise which must be approved on first application and cannot be varied thereafter; except with prior approval of the Council. Raunds Town Council operates a fur free market and a copy of this policy is available on the Town Council's website [here](#).
- Stallholders' licenses shall be personal unto them and shall not be capable of subletting or assignment. All stallholders shall prominently display their names and addresses.
- Stallholders shall at all times comply with the laws and regulations applying to the sale, display and supply of goods in their various forms.
- Stallholders shall indemnify the Council and its employees against any claims by the public arising from the condition of the stall or the sale, supply and display of goods, or the conduct of the stallholder's business.
- Sites should be occupied every week; any holidays must be agreed with the Town Council in advance. Unavoidable absences must be reported to the Town Council.
- A site holder who fails to attend for four consecutive weeks will be deemed to have left the market and their site maybe let to another trader.
- The Town Council holds the right to withdraw permits and bar traders from the market; such action will be taken under written notice issued by the Town Clerk.
- i. Reasons include:
 - a) Failure to pay the correct rent.
 - b) Damaging the Council's reputation.
 - c) Making unacceptable noise to the detriment of residents.
 - d) Posing a risk to health and safety.
 - e) Behaviour likely to cause a breach of the peace.
 - f) In the public interest.
 - g) In breach of these terms and conditions

- In the event of a stall holder having their permit withdrawn and being barred from the market, they may appeal to the Council for final determination, in writing to the Mayor within 21 days of the notice being served.
- The Town Council will review market rents on an annual basis. A resolution of the Council shall be evidence of the amounts payable.
- In the event the Town Square is closed for any reason the Council will refund any rent paid for the period of closure but will not be liable for any losses however incurred.
- Any damage to council property or incident at the market must be reported immediately to Raunds Town Council.
- The Council will provide access to appropriate toilet facilities during trading hours.

Adopted October 2017, Amended October 2018, Amended December 2021, Amended December 2024, Amended September 2025.

TERMS AND CONDITIONS FOR MARKET TRADERS - PART 2

MARKET RENTS

1. Regular market traders shall pay their rent monthly to the Town Council. Payment is due on the 1st Friday of each month.
2. Charges will be calculated by frontage width.
3. The scale of charges is contained in the table below:

MEASUREMENT	SCALE OF CHARGE
Per foot of frontage	72p
Minimum charge	£7.15
Charitable organisations	As agreed by Town Council

4. In the event of a dispute over the calculation of the rental charge, the Town Clerk shall make final determination of the charge.
5. Separate charges are made for electricity and water. This charge is £2.20 per week.