RAUNDS TOWN COUNCIL

Minutes: 13 June 2017 Time 7.30pm.

PRESENT
Cllr N Beck (Town Mayor) (Chair), Cllr D Hughes, Cllr L Wilkes, Cllr S Hughes, Cllr B Tirebuck, Cllr R Tyman, Cllr H Howell, Cllr D Jones.

IN ATTENDANCE
Miss Kate Houlihan, Town Clerk, Minutes
Miss Joanne Coduri, Assistant to the Clerk.

79.17 To Receive Apologies For Absence.
Apologies were received from Cllr R Levell, Cllr R Beattie.
RESOLVED to note the apologies.

80.17 Notification of requests from members of the public to address the meeting in compliance with adopted protocol.
None received

81.17 Notification of members questions in compliance with the council’s standing orders.
None received

82.17 Declarations of Interest.
COUNCILLORS ARE REMINDED THAT IF THEY HAVE EITHER A DISCLOSABLE PECUNIARY INTEREST OR OTHER INTEREST IN ANY ITEM THEN THEY SHOULD DECLARE THE INTEREST AND IN THE CASE OF A PECUNIARY INTEREST LEAVE THE MEETING FOR THAT ITEM.

Cllr Howell declared a personal interest as a member of the Planning Management Committee at ENC.

Cllr Hughes declared an interest in item 98.17 and left the meeting for that item.

83.17 Minutes: to confirm the minutes of the Council meeting held 08 May 2017.

Members reviewed the minutes of the meeting held on 08 May 2017 and subject to minor typographical amendments it was…

RESOLVED that the minutes of the meeting held on 8 May 2017 be approved as a true record.

84.17 Committee Report: to receive the report of the Finance Committee meeting held 16 May 2017.

Cllr Howell presented the minutes (forming the report) of the Finance Committee held on 16 May 2017 which were received, and the resolutions and recommendations duly considered.

Cllr Howell drew member’s attention to the recommendations contained within the minutes:
31.17 - To approve the annual accounts

Cllr Howell presented the accounts and the Clerk and Cllr Howell answered member’s questions thereon.

RESOLVED that the report be approved and the resolutions of the Finance Committee meeting held on 16 May 2017 including approval of the annual accounts be agreed.

85.17 Committee report: To receive the report of the Environment Leisure and Recreation Committee 18 May 2017.

Cllr Wilkes presented the minutes (forming the report) of the Environment Leisure and Recreation Committee 18 May 2017 which were received, and the resolutions and recommendations duly considered.

Cllr Wilkes advised that the final design of the pavilion would be circulated to all members of the council.

RESOLVED that the report be approved and the resolutions of the Environment Leisure and Recreation Committee meeting held on 18 May 2017 be agreed.

86.17 Committee report: To receive the report of the Planning Committee 25 May 2017.

Cllr Tyman presented the minutes (forming the report) of the Planning Committee held on 25 May 2017 which were received, and the resolutions and recommendations duly considered.

Following discussion it was...

RESOLVED that the Full Council endorse the decision of the planning committee that there was no objection in principle to the development of the Rushden East SUE. However the Town Council agreed that the following issues should be raised with ENC for consideration:

- Infrastructure must be adequate to support the development, including adequate provision of schools and Dr’s surgeries.
- Concern regarding capacity of the A6 adjacent to the development
- There should be no access to B8 development from the residential area.

RESOLVED that the report subject to typographical amendments be approved and the resolutions of the Planning Committee meeting held on 25 May 2017 be agreed.
**Committee Report:** To receive the report of the Events Committee 31 May 2017

Cllr Howell presented the minutes (forming the report) of the Events Committee held on 31 May 2017 which were received, and the resolutions and recommendations duly considered.

Cllr Howell drew member’s attention to the recommendations contained within the minutes and answered members questions thereon. Following discussion it was...

**RESOLVED that**

a) the Events Committee will ensure that young families who may be disadvantaged are made aware of the Halloween party;

b) the Events Committee will include a financial summary in the post event de-brief;

c) the report be approved and the resolutions of the Events Committee meeting held on 31 May 2017 be agreed.

**District Councillors Report.**

None received

**County Councillors Report.**

Cllr Hughes gave his report.

The meeting cycle following the County Council elections was only just underway so there was little to report at this stage. Members were receiving the regular electronic updates from ENC.

Members congratulated Cllr Hughes on his appointment as Chairman of the County Council.

**RESOLVED to note the report.**

**Town Mayors Announcements.**

On Wednesday 10th May, The Mayoress and I attended the re-opening of Raunds McDonald's. It was an honour to be there to help them celebrate as they work so hard with RTC to help improve the town.

On Friday 12th May, Cllr Howell and I attending the opening of the new Pretty Little Things shop. Originally Gifts Made For You. It's great to see new ventures popping up in our town centre. There was a great show of support and I wish them all great success in the future.

On Monday 15th May, I attended Mayor Making for the new Town Mayor and Deputy Mayor of Higham. I wish them all the success for the coming year in office.

On Wednesday 24th May, The Mayoress and I attended Windmill Primary School for lunch. This was a multi course lunch with various dishes to try. I must say, it was amazing. The children had created everything from scratch. They had costed everything, drawn up the
menu and served us all on the afternoon. The customer paid what they felt was due. This event ran over the remainder of the week. The winner was the group who managed to make most profit. Well done to Coggins Class. Well done everybody though. It was a great afternoon. I enjoyed speaking and getting to know Mr Coleman (head teacher). Most of all though, it was great chatting to the children. I look forward to many more visits during my term in office.

On Saturday 10th June, The Mayoress and I attended a farewell party at The Woodpecker. This was the “Going away “for the Durham’s. They were here living in Raunds for the past three years as serving members of the US military.

It was a fantastic afternoon with a live band and some fantastic food supplied by the kitchen. Well recommended. I’m sure you all may have seen my live performance, getting up on stage singing Johnny Be Goode with the band. All I can say is, at least I enjoyed it, although I’m not too sure about the audience though. The Mayoress and I would like to thank the Durham’s, Will, Annalise and their son Joel (who attended Stanwick School while here) for letting us be a part of their day. We wish those safe travels and a very happy future. Please do come back and visit us here in Raunds soon.

This first month has been a steep learning curve for me. I haven't always been up to speed with everything.

I would like to thank everybody in the office, all of the councillors and everyone in the town and beyond for their help and guidance during this hectic first month for me.

91.17 The Annual Return
Appendix 1 to these minutes contains the Annual Return, sections 1 & 2 for 2016-17.

a. To receive and approve the annual governance statement. Members read the annual governance statement, Section 1, and were in agreement with the statements made.

RESOLVED that the Annual Governance Statement be approved.

b. To receive and approve the statement of accounts. The Council considered Section 2 of the Annual Return, the Accounting Statement, noting it had been compiled from the Annual Accounts approved earlier in the meeting.

RESOLVED that the Annual Statement of Accounts be approved.

92.17 Accounts for payment: To receive the payments lists for April 2017. Members reviewed the payment lists as shown below and the clerk answered member’s questions:
### Raunds Town Council

#### List of Payments made between 01/04/2017 and 30/04/2017

<table>
<thead>
<tr>
<th>Date Paid</th>
<th>Payee Name</th>
<th>Cheque Ref</th>
<th>Amount Paid</th>
<th>Authorized Ref</th>
<th>Transaction Detail</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/04/2017</td>
<td>English School of Falconry</td>
<td>BANK TRANS</td>
<td>480.00</td>
<td>Mayors Show 2017</td>
<td></td>
</tr>
<tr>
<td>01/04/2017</td>
<td>Eclipse Marquee hire</td>
<td>BANK TRANS</td>
<td>450.00</td>
<td>Mayor's Show 2017</td>
<td></td>
</tr>
<tr>
<td>01/04/2017</td>
<td>Mr J J Buller</td>
<td>BANK TRANS</td>
<td>210.00</td>
<td>Mayor's Show '17 Punch &amp; Judy</td>
<td></td>
</tr>
<tr>
<td>01/04/2017</td>
<td>Healthmatic Limited</td>
<td>BANK TRANS</td>
<td>13,088.06</td>
<td>Public Convenience Lease</td>
<td></td>
</tr>
<tr>
<td>01/04/2017</td>
<td>Game &amp; Company</td>
<td>BANK TRANS</td>
<td>6,036.68</td>
<td>Ecclesiastical Insurance Cover</td>
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<tr>
<td>01/04/2017</td>
<td>Eclipse Marquee Hire</td>
<td>BANK TRANS</td>
<td>450.00</td>
<td>Town Piloric 2017</td>
<td></td>
</tr>
<tr>
<td>01/04/2017</td>
<td>ENC</td>
<td>DD</td>
<td>157.10</td>
<td>Business Rates - TIH</td>
<td></td>
</tr>
<tr>
<td>01/04/2017</td>
<td>ENC</td>
<td>DD</td>
<td>75.90</td>
<td>Business Rates TIH</td>
<td></td>
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<td>DD</td>
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<td>101.90</td>
<td>Business Rates - TIH</td>
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</tr>
<tr>
<td>01/04/2017</td>
<td>ENC</td>
<td>DD</td>
<td>578.00</td>
<td>Business Rates - Saxton Hall</td>
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<tr>
<td>01/04/2017</td>
<td>ENC</td>
<td>DD</td>
<td>96.85</td>
<td>Business Rates - Cemetery</td>
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</tr>
<tr>
<td>01/04/2017</td>
<td>ENC</td>
<td>DD</td>
<td>156.20</td>
<td>Business Rates - Public Conven</td>
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</tr>
<tr>
<td>01/04/2017</td>
<td>World Pay</td>
<td>DD</td>
<td>1.03</td>
<td>Transaction Charges March 17</td>
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<tr>
<td>21/04/2017</td>
<td>Staff Expenses</td>
<td>BANK TRANS</td>
<td>27.00</td>
<td>Mileage April 2017</td>
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<tr>
<td>21/04/2017</td>
<td>ICCM</td>
<td>BANK TRANS</td>
<td>96.00</td>
<td>ICCM (Cemetery) Subscriptions</td>
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<td>21/04/2017</td>
<td>Northants CALC</td>
<td>BANK TRANS</td>
<td>2,574.55</td>
<td>Subscription to yr end 31/3/18</td>
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<tr>
<td>21/04/2017</td>
<td>D W Williams</td>
<td>BANK TRANS</td>
<td>300.00</td>
<td>Mayor's Show 2017 Benches</td>
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<td>Northampton Boro Council</td>
<td>351922</td>
<td>50.00</td>
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<tr>
<td>21/04/2017</td>
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<td>BANK TRANS</td>
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<td>Mayor's Show 2017</td>
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<td>21/04/2017</td>
<td>Colcom &amp; Loaning</td>
<td>BANK TRANS</td>
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<td>Room H Radiator</td>
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<td>360.00</td>
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<td>21/04/2017</td>
<td>Walters Limited</td>
<td>BANK TRANS</td>
<td>951.49</td>
<td>Photocopying 22/1 - 22/4</td>
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<tr>
<td>21/04/2017</td>
<td>Advance Cemirion Security</td>
<td>BANK TRANS</td>
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<td>Intercombe Call out Apr 2017</td>
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<tr>
<td>21/04/2017</td>
<td>Stephen Pelle</td>
<td>BANK TRANS</td>
<td>75.00</td>
<td>Repairs &amp; Maintenance</td>
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<td>21/04/2017</td>
<td>EON</td>
<td>BANK TRANS</td>
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<td>Unmetered Electric Supply</td>
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<tr>
<td>21/04/2017</td>
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<td>BANK TRANS</td>
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<td>CVS</td>
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<td>23/04/2017</td>
<td>Corby Borough Council</td>
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<td>55.00</td>
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<td>24/04/2017</td>
<td>Southern Electric</td>
<td>DD</td>
<td>159.20</td>
<td>Flood Lighting Church</td>
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</table>

**Total Payments**: 42,850.00

### Raunds Town Council

#### NetWest

#### List of Payments made between 01/04/2017 and 30/04/2017

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<thead>
<tr>
<th>Date Paid</th>
<th>Payee Name</th>
<th>Cheque Ref</th>
<th>Amount Paid</th>
<th>Authorized Ref</th>
<th>Transaction Detail</th>
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</thead>
<tbody>
<tr>
<td>26/04/2017</td>
<td>Natwest</td>
<td>BANK TRANS</td>
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<td></td>
<td>Bank Charges</td>
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</table>

**Total Payments**: 5.00

### Raunds Town Council

#### Lloyds Card

#### List of Payments made between 01/04/2017 and 30/04/2017

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<thead>
<tr>
<th>Date Paid</th>
<th>Payee Name</th>
<th>Cheque Ref</th>
<th>Amount Paid</th>
<th>Authorized Ref</th>
<th>Transaction Detail</th>
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</thead>
<tbody>
<tr>
<td>16/04/2017</td>
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<td>LL0417</td>
<td>101.80</td>
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<td>ENC: License for Bassfords</td>
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<tr>
<td>16/04/2017</td>
<td>Buy a plan</td>
<td>LL0402</td>
<td>44.40</td>
<td></td>
<td>Layout plan for licensng</td>
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<tr>
<td>16/04/2017</td>
<td>Amazon</td>
<td>LL0403</td>
<td>23.92</td>
<td></td>
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<tr>
<td>16/04/2017</td>
<td>LLOYDS</td>
<td>LL0404</td>
<td>3.80</td>
<td></td>
<td>Monthly Fee</td>
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</table>

**Total Payments**: 173.12

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RESOLVED to note the payments
93.17 **Terms of reference Events Committee:** To consider revising the terms of reference for the events committee

Members considered the terms of reference for the Events Committee, during discussion the following points were considered:

- The membership of the committee and the breakdown between voting and non-voting members.
- Requirement to understand the role and expectations of volunteers.
- The need for the Council to understand the full cost of events, including the administrative overhead.
- The use of a project planning tool to assist in the management of events.

Following detailed discussion it was…

**RESOLVED that:**

a) the terms of reference for the Events Committee be as shown in appendix 2,
b) Cllr R Tyman is to become a voting member of the committee,
c) the terms of reference will be reviewed again later in the year to ensure they are fit for purpose.
d) A project planning tool will be used to assist in the management of events, showing a full cost analysis of the event.

94.17 **Call Connect Service:** To consider a petition from local residents calling for the re-instatement of the Call Connect Service in Raunds.

Members considered the report of the Clerk as shown in appendix 3 and following discussion it was…

**RESOLVED that the council would support the residents and that the clerk would write to call connect asking that the service be reinstated in Raunds.**

95.17 **Public Space Protection Orders:** To respond to a consultation from East Northamptonshire Council regarding public space protection orders

Members considered the report of the Clerk as shown in appendix 4 and following discussion it was…

**RESOLVED that the council would respond to the consultation as follows:**

1) Raunds Town Council would like to see dogs on leads orders in place at the following locations:

   a. Amos Lawrence Playing Field
   b. Saxon Hall Grounds
   c. St Peters Churchyard
   d. Cemetery London Road
   e. Play area Webb Road
f. Millfield

The Town Council feel this is appropriate as they are providing a dedicated dogs off leads area in the new dog park in Raunds.

2) In addition the council would like **dog exclusion orders** at the following locations (all of which are fenced and easily denoted):
   a) Bassfords Children’s Play area
   b) Saxon Hall Children’s Play area
   c) Saddlers Children’s play area
   d) Skate Park area at Amos Lawrence Playing Field

3) Raunds Town Council would like the alcohol exclusion orders to remain in place at Saxon Hall Gardens and The Market Square.

96.17 **Bus Services in Raunds:** To receive information from the Clerk regarding a meeting with East Northamptonshire Council and Northamptonshire County Council to improve Bus Services in Raunds.

Members received the report of the clerk as shown in appendix 5. Following discussion it was noted that the discussion appeared to be positive and a step in the right direction.

RESOLVED to note the report and await further information.

97.17 **HGV movements London Road:** To consider the issue of HGV movements in London Road and any actions that can be taken to rectify this.

It was noted that the instances of HGV vehicles travelling down London Road appeared to be increasing. The issue is caused by drivers not following signs to Warth Park. During discussion the following points were raised:

- It has been noted that often delivery notes do not refer to Warth Park, but just give the business address as Scalley Way.
- Drivers have not updated their sat navs so are being directed towards Meadow Lane
- Some businesses have given drivers the wrong postcodes
- The introduction of traffic lights at the Red Lion junction will make it more difficult for lorries to turn around if they miss Warth Park.

The clerk and Mayor explained that they had recently met with representatives from Roxhill who had proposed a revised road layout for the A45 roundabout. This is shown in Appendix 6.

Following discussion it was….

RESOLVED to
a) Await the formal planning application from Roxhill for the revised road layout, before commenting on the revised layout;
b) That the Mayor, Clerk and Cllr Howell as the JAG representative, meet with each of the businesses at Warth Park to try and resolve the situation.

98.17 Request for use of Saxon Hall by Chairman of Northamptonshire County Council.
Cllr Hughes left the meeting.

Following discussion it was…

RESOLVED that the Town Council welcomes Cllr Hughes’ use of Saxon Hall for a fundraising function and that Cllr Hughes be offered the room at the appropriate rate.

99.17 Purchase of mugs as Town Council gifts: To consider purchasing mugs as Town Council gifts.

Cllr Howell presented a proposal on behalf of Cllr Levell that the Town Council purchase mugs which can be presented to guests of the twinning association during their visit in July.

Following discussion it was….

RESOLVED that a budget of £200 be set to purchase 50 mugs. It was delegated to the Clerk in consultation with Cllr Levell to agree a design and procure the mugs.

100.17 Civic Regalia: To agree to replace the regalia for the Mayor’s consort/Mayoress.

DEFERRED

101.17 Planning Matters.

  a. To note the appointment of an independent examiner for the Raunds Neighbourhood Plan.

The Clerk advised that an independent examiner had now been appointed and would commence work in late June.

RESOLVED to note the appointment.

  b. To receive a response from East Northamptonshire Council to a Freedom of Information Request and to consider if any further action is required.

Members considered the response from Paul Bland. During discussion the following points were raised:

  • the response did not offer an adequate explanation as to why more was not done to try and appoint an independent examiner.

  • there was a lack of communication between ENC and the Town Council during the process.
• the timescale for the appointment of the examiner was out of keeping with other neighbourhood plans.

• the advice from the barrister was received on 23rd March 2017, this was not circulated to members of ENDC planning management committee until the day of the committee meeting, 30th March 2017 giving committee members inadequate time to consider the report.

Following discussion it was…

RESOLVED to write to ENC stating that the Town Council felt the response was inadequate for the reasons stated above.

102.17 The press and public will be excluded from the following agenda items due to the confidential nature of the business under the Public Bodies (Admission to Meetings) Act 1960

a) Operational Matters: To consider information relating to the operation of council property.

Members considered the confidential report of the clerk and actions were agreed.

RESOLVED that the clerk will proceed with the matter as agreed.

b) Planning Matters: To consider additional matters relating to planning permissions previously granted.

Members considered the confidential report of the clerk and it was agreed to offer a grant of £500 towards the legal costs of a judicial review subject to satisfactory completion of the grant application form.

RESOLVED that the clerk will proceed with the matter as agreed.

There being no further business the meeting concluded at 10:09pm

Approved: ................................................................. (Town Mayor)

Meeting date: ...................... 11 July 2017............... (Council)
Appendix 1

Section 1 – Annual governance statement 2016/17

We acknowledge as the members of:

![RAunds Town Council](image)

our responsibility for ensuring that there is a sound system of internal control, including the preparation of the accounting statements. We confirm, to the best of our knowledge and belief, with respect to the accounting statements for the year ended 31 March 2017, that:

<table>
<thead>
<tr>
<th>Section</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>2. We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of the smaller authority to conduct its business or on its finances.</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>4. We provided proper opportunity during the year for the exercise of electors’ rights in accordance with the requirements of the Accounts and Audit Regulations.</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>5. We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>7. We took appropriate action on all matters raised in reports from internal and external audit.</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.</td>
<td>✔</td>
<td></td>
</tr>
<tr>
<td>9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the funds/assets, including financial reporting end, if required, independent examination or audit.</td>
<td>✔</td>
<td></td>
</tr>
</tbody>
</table>

This annual governance statement is approved by this smaller authority on:

Signed by Chair at meeting where approval is given:

Clerk:

*Note: Please provide explanations to the external auditor on a separate sheet for each ‘No’ response. Describe how this smaller authority will address the weaknesses identified.*
## Section 2 – Accounting statements 2016/17 for

Enter name of smaller authority here:

<table>
<thead>
<tr>
<th>Year ending</th>
<th>Notes and qualifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>31 March 2016</td>
<td>31 March 2017</td>
</tr>
</tbody>
</table>

### 1. Balances brought forward

- **405,891** | **498,346**

Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.

### 2. (+) Precept or Rates and Levies

- **285,561** | **300,017**

Total amount of precept (or for IDBs, rates and levies) received or receivable in the year. Exclude any grants received.

### 3. (+) Total other receipts

- **189,180** | **194,411**

Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.

### 4. (-) Staff costs

- **124,385** | **129,817**

Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.

### 5. (-) Loan interest/capital repayments

- **21,618** | **0**

Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).

### 6. (-) All other payments

- **236,233** | **304,324**

Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).

### 7. (+) Balances carried forward

- **498,346** | **546,623**

Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)

### 8. Total value of cash and short term investments

- **495,815** | **517,362**

The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.

### 9. Total fixed assets plus long term investments and assets

- **3,676,156** | **3,765,147**

This cell shows the value of all the property the authority owns. It is made up of its fixed assets and long-term investments.

### 10. Total borrowings

- **0** | **0**

The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

### 11. (For Local Councils Only) Disclosure note to Trust funds (including charitable)

- **Yes**

The Council acts as sole trustee for and is responsible for managing Trust funds or assets.

N.B. The figures in the accounting statements above do not include any Trust transactions.

<table>
<thead>
<tr>
<th>I confirm that these accounting statements were approved by this smaller authority on:</th>
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Appendix 2 – Terms of Reference

Events Committee

The purpose of the committee is to debate issues, determine decisions and make recommendations to Council in respect of issues within the remit of this Committee.

7.25 To oversee the finance allocated to the Committee, for which it has delegated powers to spend within the budget headings allocated to the Committee by the Council.

7.26 Any virement applications must be referred to the Finance Committee or to Full Council.

7.27 The committee is to include 12 voting members, a minimum of 6 voting members are to be councillors. (Officers cannot be members of the committee) The Chairman and Vice Chairman are to be councillors. The quorum for the committee will be three, but is to include a minimum of two councillors.

7.28 The Committees Terms of Reference are:

- To recommend to the Full Town Council a suitable programme of annual events in addition to the Christmas lights switch on and Remembrance Services
- To manage the programme of events and ensure they are delivered within the committee’s budget.
- To manage a list of stock /equipment owned by the Town Council for events (including a stock list for Christmas lights)

(Note- the committee will not be responsible for managing other fundraising events that any Mayor may wish to put on during their Mayoral year. This is no way restricts members of the committee supporting the Mayor with their work, but the Mayor does not need to seek approval of the Events Committee for their own events)

Appendix 3 – Call Connect Bus Service

Summary:

To receive a petition requesting Raunds Town Council to support the reinstatement of the Call Connect service in the town.

Attachments:

None

1.0 Background

The information below was taken from the CallConnect website [http://www.wellandcallconnect.co.uk/](http://www.wellandcallconnect.co.uk/) on 7th June 2017. The service is supported by Northamptonshire County Council.

CallConnect is a unique bus service whose timetable is not fixed but responds to passenger requests. This means its routes are different each day depending on the bookings made by passengers. Journey requests can be made by telephone or online via the OpenDRT Portal.

The service is designed to improve transport links for rural communities in the Oundle, Stamford, Peterborough and Thrapston area and for local journeys within Oundle and Stamford. (Please note we are generally unable to provide journeys where there is already a frequent commercial bus service).
Anyone can use the Nene & Welland CallConnect bus service for any reason and as frequently as required. The service is operated by modern, fully accessible minibuses and the service operates between 7am-7pm Monday to Saturday.

The CallConnect minibus will pick up and set down at designated locations in each village or town. Home pick ups and drop offs are also available for people who are unable to use conventional bus services due to age, disability or mobility impairment.

We also operate regular journeys from Stamford to Corby on Tuesday, Stamford via Rutland villages to Oakham on Wednesday, Stamford to Oundle on Thursday and Oundle to Stamford on Friday.

2.0 **Callconnect in Raunds**

Call operated in Raunds until 2015 at which point the service ceased. The small number of residents who contacted the council were directed to regular bus services and Serve.

3.0 **Petition**

A local resident has created a petition asking for the Town Council support the residents in lobbying for the callconnect service to be re-instated in Raunds. Over a 100 people have signed the petition which is held by the Clerk.

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**Appendix 4 – Public Space Protection Orders**

**Summary:**

To consider ENC’S consultation on Public Space Protection Order.

**Attachments:**

Copy of consultation

**1.0 Background**

Public Space protection orders will replace the current dog control orders and alcohol exclusion zones which operate throughout the district.

**Raunds has the following dog control orders:**

Dogs are excluded from play areas at:

- Bassfords
- Saxon Hall

Dogs must be kept on leads at:

- Amos Lawrence Playing Field
- Saxon Hall Grounds
- St Peters Churchyard
- Cemetery London Road
- Play area Webb Road

Saxon Hall Grounds and the Market Square have alcohol exclusion orders placed on them.

**2.0 Next Steps**

Through this consultation the council should consider if any additions or alterations are to be made to the existing orders.
# Appendix 5 – Meeting about Bus Services in Raunds

**Summary:**
To note the outcome of a meeting with ENC and NCC to discuss future bus services in Raunds.

**Attachments:**
None

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### 1.0 Introduction

The Clerk has attended a meeting with district councillors, the deputy chief executive of ENC and a representative from Northamptonshire County Council.

The purpose of the meeting was to ensure that S106 monies earmarked for improving bus services in Raunds are used in Raunds and in a timely manner.

The minutes from that meeting Stagecoach are shown below. A second meeting has been arranged for mid-June to discuss the matter further.

### 2.0 Meeting Notes 15 May 2017

Present: Cllrs TB, GGS, PW, HH (from ENC)  
KH (Clerk Raunds TC)  
John Ellerby (Principal Bus and Train Development Officer Kier MSP for NCC)  
SM (Sharn Matthews, ENC)

The purpose of the meeting was to understand in more details what was currently being proposed in terms of bus services to and from Raunds to Rushden Lakes to enable residents of Raunds (particularly those reliant on public transport) to access the employment opportunities Rushden Lakes presented. JE explained that between a mixture of commercial opportunism by Stagecoach and the S106 payments for buses it was already planned that from 25/6/17 there would be a half-hourly service Monday to Saturday between Raunds and Rushden Lakes (RL) (via Stanwick) using a diverted X46/X47 route with the first bus from Raunds to RL at 5:53 and last to RL at 19:50. The last half-hourly bus from RL to Raunds was at 19:15 – with one final bus from RL at 23:40. (They had also had to provide an additional bus from Irchester to accommodate the diversion of the X46/47 to RL instead). There were no planned buses at this stage for Sundays.

It was also noted that Stagecoach would be providing every employee at RL with a 28 day MegaVoucher which allowed free travel on their buses anywhere in the county for 28 days to encourage sustainable travel. It was also thought that buses on the X46/X47 were garaged at Chowns Mill each night which was why the service current ended at Higham Ferrers.

Cllrs noted their concerns that this did not match the likely opening hours for RL, particularly given the restaurants (and planned cinema) on site.

It was also noted that there were current retail businesses in Raunds having difficulty in recruiting staff and that the developments at Warth Park, including the Asda, KFC and possible hotel will also be drawing staff from a wide area who might use the buses in the opposite directions if an appropriate service was available. Finally the level of current housing building in Raunds (1000+ homes) should provide a new audience for any regular bus services.

After reviewing a summary of S106 provision for buses from planned developments in Raunds it was identified that there was potentially £220k available in near future to support improvements to the bus service. (£45k from Warth Park Phase 2 which has already been paid to NCC and £175k from West End which is due “no later that occupation of the 75th home”). The priorities for improvements would be:

- The first bus to RL to come via RL, Rushden and Higham which shouldn’t be a significant additional cost and travel on to Warth Park to assist with shift work there
- An hourly return service in the evening to bridge the gap between the last half-hourly bus and the one late night bus
- An hourly Sunday service – probably to arrive at RL for 9 and last bus to Raunds to depart at 5 or 6 depending on the opening hours of the centre
Any use of S106 monies to be for an initial 2 years with a review of commercial viability to take place after that.

JE agreed to discuss these with Stagecoach and note the commercial potential of the developments at Raunds and come back with estimates. JE would also let SM know to pass on to Cllrs when the timetables for the current proposals were on the Traveline web page.

SM agree to find:

a) further details of the S106 agreements for buses for the recently agreed Warth Park Extension and RL Cinema Extension

b) The current position re completion of the homes on West End and what flexibility the S106 wording gave to draw down the £175k for buses now.

The next meeting to be held in early – mid June to review the actions above.

3.0 **Next Steps**

John Ellerby of Kier subsequently did ask Stagecoach to provide costs for additional journeys detailed above, however NCC have subsequently provided the following response:

Dear Sharn

I wished to update you on this request for quotation, which John has been discussing with you.

I have been considering this more widely in a strategic context, with a vast amount of funding to help deliver a step-change in the bus service provision in East Northamptonshire beyond Raunds. Given the amount of funding available, we would legally need to tender any improvements to bus services and accordingly I have asked Stagecoach to no longer provide quotes b and c, below, pending a more wide-ranging strategic tendering exercise in the near future. Direct quotes from Stagecoach would potentially jeopardise this process.

However regarding part A, the early morning journeys, I have been liaising with my contact at DSV on Warth Park about their shift patterns and have refined the requirement. I see these as standing alone and can be directly funded with Stagecoach given the likely small amount of subsidy required. The new requirement is summarised thus:

- Monday to Friday Westbound buses from Wellingborough via Lakes, Rushden and Highham arriving at Warth Park at 0540, and from Rushden Lakes via Rushden and Higham to form the southbound 0630 and 0659 services
- Saturday no change to what John requested (there is no 6am shift change on a Saturday from DSV) i.e. buses from Rushden Lakes via Rushden and Higham arriving to from the southbound 0559, 0659 and 0722 services.

DSV advise that 6am is a core shift change time for them at Warth Park and that the majority of their staff work in Wellingborough. I have also contacted Roxhill with the intention of making acquaintance with the other major employers on site, so as to better serve their needs.

With reference to the evening, Sunday (B and C, below) requirements and the strategic A45 corridor enhancements, I aim to provide an indicative schedule in the next week and well ahead of your meeting with John at the end of June. I will also come to this meeting, but timescales on issuing a tender may dictate that the tender is out in the next couple of weeks.

Please do come back to me if you have any queries.

James Loader
Bus & Rail Development Officer