

RAUNDS TOWN COUNCIL

Minutes: 12 February 2019 Time 7.30pm.

PRESENT:

Cllr R Levell (Chair), Cllr L Wilkes, Cllr R Tyman, Cllr H Howell, Cllr J Duff,
Cllr R Beattie, Cllr B Tirebuck, Cllr O Curtis,

IN ATTENDANCE

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

ALSO PRESENT

Cllr G Greenwood-Smith, District Councillor.
Cllr P Wathen, District Councillor
Phil Grace, Raunds Community Library Trust (RCLT)

580.18 To receive apologies for absence

Apologies were received from: Cllr D Hughes, Cllr N Beck Cllr D Jones,
Cllr S Hughes.

RESOLVED to note the apologies

581.18 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 ITEM
LEAVE THE MEETING FOR THAT ITEM

**Cllr Howell declared an interest in item 600.18 as a member of the
planning management committee at East Northamptonshire
Council and did not take part in any vote.**

**582.18 Notification of requests from members of the public to address
the meeting in compliance with adopted protocol.**

None received

**583.18 Notification of members questions in compliance with the
council's standing orders.**

None received

**584.18 Minutes: to confirm the minutes of the council meeting held 8 January
2019**

**RESOLVED that the minutes of the Council meeting held on 8th
January 2019 be confirmed as a true record.**

- 585.18** [Committee Report:](#) to receive the report of the Personnel Committee held on 15 January 2019

Cllr Tirebuck presented the minutes (forming the report) of the Personnel Committee held on 15 January 2019 and answered members questions thereon.

The minutes were received, and the resolutions and recommendations duly considered.

RESOLVED that the report be approved, and the resolutions of the Personnel Committee held on 15 January 2019 be agreed.

- 586.18** [Committee Report:](#) to receive the report of the Environment Leisure and Recreation Committee held on 24 January 2019

Cllr Wilkes presented the minutes (forming the report) of the Environment, Leisure and Recreation Committee held on 24 January 2019 and answered members questions thereon.

The minutes were received, and the resolutions and recommendations duly considered.

RESOLVED that the report be approved, and the resolutions of the Environment, Leisure and Recreation Committee held on 24 January 2019 be agreed.

- 587.18** [Committee Report:](#) to receive the report of the Events Committee held on 29 January 2019

Cllr Howell presented the minutes (forming the report) of the Events Committee held on 29 January 2019 and answered members questions thereon.

The minutes were received, and the resolutions and recommendations duly considered.

RESOLVED that the report be approved, and the resolutions of the Events Committee held on 29 January 2019 be agreed.

- 588.18** [Committee Report:](#) To receive the report of the Finance and Policy Committee meeting held 5 February 2019

Cllr Levell presented the minutes (forming the report) of the Finance and Policy Committee held on 5 February 2019 and answered members questions thereon.

The minutes were received, and the resolutions and recommendations duly considered.

RESOLVED that the be approved and the resolutions of the Finance and Policy Committee held on 5 February 2019 be agreed.

589.18 District Councillors Report

a. To receive a report from Cllr Greenwood-Smith on the development of the Enterprise Centre Raunds.

Cllr Greenwood-Smith introduced Greg Macdonald, Head of Economic and Commercial development at East Northamptonshire Council. Mr McDonald is the commercial officer dealing with the project.

Cllr Greenwood-Smith and Mr McDonald gave a presentation on the future on the development of the Enterprise Centre. The Enterprise centre is part of East Northamptonshire Councils plans to develop the local economy and upskill the area.

The building is of good design and will be a gateway building at the entrance to Raunds.

Development will commence on March 2019 and the centre will open in 2020. The centre will be developed over three floors with approximately 70 units, it will include office space, workshops, meeting spaces and a reception area.

The centre will be self-supporting, after the initial roll-out period. It is expected to reach 90% capacity within 2-3 years.

Rents will be on market terms but with "easy-out" clauses.

Members thanked Cllr Greenwood-Smith and Mr McDonald for their presentation and time.

b. Other reports from District Councillors

In light of the recent news report for Licenced Taxi Services, Cllr Greenwood-Smith confirmed that ENC are fully compliant with legislation and include enhanced DBS checks.

590.18 County Councillors Report

None received

591.18 Town Mayor's Report

January was a quiet month. What follows is a summary of my activities.

18 January	Raunds/Higham Ferrers Twinning Association Annual Dinner *	We attended the annual dinner, along with Cllr Wilkes and Cllr Howell. It was held in the Miller in Wellingborough. The Twinning Association continues to grow in membership, and Raunds is beginning to grow in prominence, although Higham is still the senior partner.
26 January	Charity Burns Night celebration *	This Burns supper in aid of the Stroke Association was held in Jester's Bistro. Forty-eight guests attended, and the raffle was organised by the Ecuador students from Manor School. Jester's laid on a sumptuous meal and everyone seemed to enjoy themselves. £700 was raised for the mayor's charity, and the Ecuador group raised a further £150.
27 January	Holocaust Memorial Service in Kettering *	We attended a short commemoration of the Holocaust in Kettering's council chamber. The service was presided over by the Mayor of Kettering's chaplain. Candles were lit in remembrance not only of the Holocaust, but also of more recent genocidal events in Rwanda and Yemen.
1 February	Quiz night in St Ives	I led a team from Raunds, which included Cllrs Wilkes, Howell and Beattie, in a quiz organised by the Mayor of St Ives in support of his charities. Of 19 teams, we came 4 th , only 3 point behind the winners. Must do better next time...

* Occasion where I was joined by the Mayoress, Mrs Magdalena Levell.

Cllr Levell reminded members of his upcoming Civic Service on Sunday 7th April and his Curry Night on Friday 12th April.

RESOLVED to note the report

592.18 Annual Town Assembly: To consider forming a working party to manage arrangements for the Annual Town Assembly.

Cllr Levell asked for members to join a working party to consider arrangements for the Town Assembly.

RESOLVED that Cllr Levell, Cllr Wilkes, Cllr Curtis and Cllr Howell form a working party to consider arrangements for the Town Assembly.

- 593.18 Annual Report:** To consider forming a working party to manage the production of the Annual Report.

Members discussed the production of the Annual Report and it was proposed and agreed that a working party of committee chairs should be formed to prepare the annual report.

RESOLVED that Cllr Levell, Cllr Wilkes, Cllr Tirebuck, Cllr Tyman and Cllr Howell form a working party to manage the production of the Annual Report.

- 594.18 Parking Advice Note:** To consider producing a revised parking advice note in accordance with revised guidelines from Northamptonshire Police.

Cllr Howell introduced the item. It was proposed to produce a parking advice note that could be used to encourage people to park responsibly in the town.

Following changes to the guidance given by Northants Police the note would need to use the same wording as that used by Stanwick Parish Council, (appendix 1).

It was agreed that local schools may wish to use the Parking Advice Notes.

A discussion was held around whether there needed to be a record of the Parking Advice Notes issued.

Following discussion, it was...

RESOLVED that:

- a) Raunds Town Council will produce a parking advice note in the same format as the Stanwick Parish Council;
- b) the Clerk will liaise with the police regarding the use of the notes by local schools;
- c) the Clerk will liaise with the police regarding record keeping for any Parking Advice Notes issued.

- 595.18 Local Bus Services:** To receive a verbal update from the Clerk on Local Bus services.

The Clerk reported on a meeting held between NCC, District Councillors, ENC and Town Councillors.

The Clerk explained that the purpose of the meetings was to work with NCC to ensure that the best possible use was made of S106 money associated with local bus services and that a sustainable bus service was maintained.

Latest figures indicate growing use of the Sunday service but not to a level where it will be commercially sustainable. Use of the evening service is low except on a Saturday.

New jobs/usage could be expected in Summer Autumn from next stages of Rushden Lakes development including Cinema.

It was agreed that advertising was needed. Raunds Town Council will produce promotional material including:

- posters that could be displayed in the Club and Duke of Wellington in Stanwick promoting the last back to Raunds.
- flyers advertising the complete bus service including the X46/X47 and 45 service.

NCC has aspiration for considering mail drop survey about possible bus usages in Raunds in spring

S106 funding for the Sunday and evening service runs out in August/Sept which will be about the 2 years originally planned.

NCC have discussed with S106 officer and have in principle decided to run the Sunday and Bank Holiday service for another year (approx £15k) - NCC meeting with Stage Coach to look at options to make this work. Another year would take us beyond NCC and into new Unitary policies and whilst the cinema is open.

It doesn't look possible to be able to save the full evening service other than late night on Saturday between Raunds and Stanwick, unless alternative funding can be found.

Road works at Chowns Mill round about and the Railway Bridge will potentially impact on services to Stanwick and Raunds. James will be attending a meeting with contractors

RESOLVED to note the report and await further information.

596.18 [Accounts for Payment](#): To receive the accounts for payment

Members reviewed the payment lists....

NatWest List of Payments made between 01/12/2018 and 31/12/2018

Date Paid	Payee Name	Cheque Ref	Amount Paid Authorized Ref	Transaction Detail
04/12/2018	BT Payment Services	DD	643.31	Town Hall Telephone
15/12/2018	BT Payment Services	DD	222.44	Town Hall Internet
31/12/2018	NatWest	BANK TRANS	5.00	Bank Charges
		Total Payments	870.75	

Unity Trust A/C List of Payments made between 01/12/2018 and 31/12/2018

Date Paid	Payee Name	Cheque Ref	Amount Paid Authorized Ref	Transaction Detail
01/12/2018	ENC	DD	161.00	Business Rates - T/H C & R1
01/12/2018	ENC	DD	163.00	Business Rates - T/H F
01/12/2018	ENC	DD	79.00	Business Rates - T/H E
01/12/2018	ENC	DD	88.00	Business Rates - T/H D
01/12/2018	ENC	DD	103.00	Business Rates - T/H A
01/12/2018	ENC	DD	600.00	Business Rates Saxon Hall
01/12/2018	ENC	DD	154.00	Business Rates Public Conven
01/12/2018	ENC	DD	82.00	Business Rates Cemetery
01/12/2018	HMRC	BANK TRANS	1,708.14	PAYE & NI Nov 2018
07/12/2018	1st Reaction Security	BANK TRANS	187.20	Lock/ Unlock Barrier Nov 18
07/12/2018	A J Pearson	BANK TRANS	3,040.00	Grounds Maintenance
07/12/2018	Cllr Expenses	BANK TRANS	336.45	Mileage & Expenses Oct - Dec
07/12/2018	DJ Jones	BANK TRANS	625.00	Christmas Light
07/12/2018	F Kemp	BANK TRANS	150.00	Equipment/ Set Up
07/12/2018	Filmbank	BANK TRANS	99.60	Film Afternoon - November 2018
07/12/2018	Hygiene Solutions	BANK TRANS	181.50	Waste Removal
07/12/2018	R J Smith	BANK TRANS	4.61	Library Shield Engraving
07/12/2018	S & J Kenny	BANK TRANS	775.14	Carpet Room
07/12/2018	Smith's Skip	BANK TRANS	90.00	Skip Hire Christmas
07/12/2018	Staff Expenses	BANK TRANS	27.00	Mileage Aug - Dec 2018
07/12/2018	Webb House	BANK TRANS	36.00	Payroll Nov 2018
07/12/2018	Trevor lies Limited	BANK TRANS	162.00	Purchase of Dog Bin - Webb Rd
07/12/2018	Raunds Town Council Charity Ac	BANK TRANS	70.00	Tickets for Civic Event
07/12/2018	Staff Expenses	BANK TRANS	293.38	Expenses Dec 2018
10/12/2018	Staff Expenses	BANK TRANS	55.35	Mileage June- Dec 2018
14/12/2018	ESPO	BANK TRANS	19.82	Janitorial Supplies
14/12/2018	East Northamptonshire Council	BANK TRANS	348.71	Associated Services Oct 18
14/12/2018	East Northamptonshire Council	BANK TRANS	7,551.04	Grounds Maintenance Oct 18
14/12/2018	Pegasus Events Supply	BANK TRANS	5,200.00	Electrical Assistance
14/12/2018	Stephen Pell	BANK TRANS	80.00	Various Works
14/12/2018	Town Planning Services	BANK TRANS	600.00	Planning Assistance Dec 2018
15/12/2018	World Pay	DD	11.94	Subscription Fees Dec 2018
15/12/2018	Mick George	DD	138.67	Refuse Collection
19/12/2018	World Pay	DD	13.28	Transaction Charges Nov 18
21/12/2018	Southern Electric	DD	59.77	Unmetered Supply
21/12/2018	Wireless Logic	DD	31.50	Electronic Noticeboard
31/12/2018	Salaries	BANK TRANS	8,336.26	Salaries December 2018
Total Payments			31,662.36	

Lloyds Card List of Payments made between 01/11/2018 and 30/11/2018

Date Paid	Payee Name	Cheque Ref	Amount Paid Authorized Ref	Transaction Detail
16/11/2018	Go Brands Ltd	LL111	9.70	Sants Suit
16/11/2018	Aone Stationery	LL112	8.60	Funky Foam
16/11/2018	B&R Textiles	LL113	8.97	Velevet Fabric - unveling curt
16/11/2018	Crafy Capers	LL114	19.94	Stamps Xmas trail
16/11/2018	Websters	LL115	30.00	Flowers Memorial Service
16/11/2018	Amazon	LL116	20.97	Error in order
16/11/2018	Paypal-Sugarplum	LL117	10.89	Grotto goods
16/11/2018	Paypal -brownfunny	LL118	5.98	Grotto Goods
16/11/2018	Paypal-whatchuseek	LL119	38.95	Grotto goods
16/11/2018	paypal	LL1110	2.59	Grotto goods
16/11/2018	Paypal-Bargain spot	LL1111	4.99	Grotto Goods
16/11/2018	John McCrory	LL1112	4.38	Poppy making
16/11/2018	Amazon Music	LL1113	1.98	Wedding Music
16/11/2018	Asda	LL1114	96.46	Halloween Party Food
16/11/2018	J&A International	LL1115	13.91	Name Badge
16/11/2018	Dougarts	LL1116	18.34	Funky Foam
16/11/2018	Amazon	LL1117	13.62	Poppy making
16/11/2018	Lloyds	LL1118	3.00	Card Fee
16/11/2018	Correction	LL1119	-0.70	Correction
16/11/2018	Amzn	LL1120	1.50	Grotto
Total Payments			314.07	

RESOLVED to note the payment lists.

- 597.18** [Raunds Town Cricket Club](#) – To receive a request from Raunds Town Cricket Club for the Town Council to support a firework event in 2019.

Raunds Town Cricket Club had approached the council for support with the 2019 firework display.

The Cricket Club had presented their financial breakdown of the event to the Events Committee and Cllr Howell as Chairman of the Events Committee, elaborated thereon and reminded members that the Town Council had given use of Bassfords Recreation Ground free of charge, covered the costs of staffing, fencing and infrastructure, VAT and £1,500 towards the cost of the fireworks. Without the support of the Town Council the event would not have raised funds for the cricket club.

All agreed that the event had been very successful and well received by the Town. It was felt that there was potential for the event to grow in future years and that it could be come a successful fundraising opportunity for the Cricket Club.

However, it was agreed that the Cricket Club would need some support at least for 2019, to ensure that the event could go ahead. It was felt that the Cricket should be able to run the event independently as it became further established.

Following detailed discussion, it was....

RESOLVED that

- a) **The Town Council will order the fireworks for the Town, based on last year's pricings this would be a cost of £3,000 + VAT, the Town Council would require a contribution of £1,500 from the Cricket Club towards the cost of this;**
- b) **The Town Council will give the Cricket Club free use of Bassfords Recreation Ground for the Event;**
- c) **The Town Council would ask that their support is recognised in all publicity material;**
- d) **The Town Council will not provide additional paid staff or the cover the cost of fencing or infrastructure**

- 598.18** [Raunds Music Festival:](#) To approve a request for the use of Saxon Hall for the 2019 Music Festival.

Members reviewed the request from Raunds Music Festival for use of Saxon Hall for the 2019 Festival.

The Clerk was able to advise that the accounts for the Music Festival were held in the office and were in line with previous years.

Following discussion, it was...

RESOLVED that the Council were happy to support the Music Festival and offer use of Saxon Hall free of charge for the duration of the Festival.

599.18 [Raunds Library](#): To receive a report from the Clerk regarding Raunds Library

The Clerk presented her report as shown in appendix 2 and it was...

RESOLVED to note the report.

600.18 **Planning Matters**

a) Planning applications received for consideration, if any

[19/00066/TPO](#) – T1 Lime – Raise crown to clear garage roof by 2m. T2 Lime – Raise crown to clear garage/shed by 2m. T3 Pine – Remove two low south facing limbs over 36 Twyford Avenue's garden/sheds. G4 Limes – Raise crown on east side to prevent encroaching on 16 Ramsey Close. All at Pantiles, London, Raunds, NN9 6EQ

Cllr Howell abstained from the vote.

RESOLVED that Raunds Town Council have no objection to the application, but ask that the landscape and tree officer at East Northants Council be asked to review the application

b) [To receive correspondence from Harlequin Group Ltd:](#)

A pre-planning application consultation for installation of proposed EE Ltd telecommunications apparatus at Smithfield Place, Raunds, NN9 6HW

Members reviewed the information and following discussion it was...

RESOLVED to advise Harlequin Group that the Town Council noted the pre-application information and that the Council would form a response once a formal planning application had been received.

601.18 Exclusion of the press and public

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

602.18 To receive correspondence from Darlow Homes.

Members reviewed the information and following discussion it was...

REOLVED that the Town Council would respond in line with the Clerks recommendation.

There being no further business the meeting concluded at 21:20

Approved: (Town Mayor)

Meeting date:12 March 2019..... (Council)

DRAFT

Appendix 1: Parking Advice Note

Supported by



Stanwick Parish Council

THINK BEFORE YOU PARK
YOU ARE COMMITTING THE FOLLOWING
OFFENCE BY PARKING HERE:



- | | |
|--------------------------|----------------------------------------------|
| <input type="checkbox"/> | Parking on double yellow lines/zig zag lines |
| <input type="checkbox"/> | Causing an unnecessary obstruction |

Vehicle Reg:

Date

Time

You could receive penalty points and/or a fine

- This notice is advisory and your vehicle details have been recorded in order to identify repeat offenders
- Think about pedestrians and those in wheel chairs and with pushchairs, those with visual impairment
- Think about the emergency services. Your vehicle could be blocking their access.
- Please refer to the Highway Code rules 238-252

We don't want you to be fined, we just want you to park more responsibly.

Stanwick Parish Council working with Northants Police and Rural Action

Appendix 2

Summary:	
Report on Raunds Library	
Attached: S106 Breakdown	
1.0	NCC Consultation
1.1	<p>The most recent NCC consultation on libraries ran until 8th February 2019. The results of this consultation are expected to be discussed by Northamptonshire County Council's cabinet in May 2019.</p> <p>The Town Council has been advised that NCC will not confirm their final position on libraries until after this date.</p>
2.0	Valuation of Library
	<p>The current proposal from NCC is that the Raunds Library building is sold (The Town Council has already resolved to buy the library building subject to the valuation and carrying out all due diligence) The library would then be run as a community managed library.</p> <p>The Town Council had been advised that they could expect to receive the final valuation figure for Raunds library in January. However, this has been delayed and NCC have not been able to confirm when the information will be available.</p>
3.0	S106 Money
	NCC have been asked to supply a breakdown of S106 money which is associated with Raunds Library.

Application ref.	Site	Area	LPA	S106 £ RECEIVED to date	Use of funding:
EN/11/01747/OUT / EN/11/01748/OUT	Brick Kiln Road (Land at West End)	Raunds	ENC	16,385	Towards the improvements to and expansion of Raunds Library and provision of facilities within such area
EN/10/00498/FUL	90 Hill Street	Raunds	ENC	2,975	For the provision and/or enhancement of Library facilities within Raunds.
EN/10/01138/FUL	35 Grove Street	Raunds	ENC	2,014	Towards the maintenance improvement and enhancement of Raunds library
EN/10/01753/OUT	Former RPC Container Site, Grove Street	Raunds	ENC	6,403	For the enhancement of Library services in Raunds
Total s106 received to date				£27,777	

Additional forecast income for Raunds from signed s106 agreements included below.

Application ref.	Site	Area	LPA	S106 £ FORECAST	Use of funding:
EN/11/01626/OUT & 12/01889/VAR & 14/01082/REM	Brick Kiln Road (Land at Northdale End)	Raunds	ENC	20,000	Towards Raunds Library Improvements
EN/07/02238/OUT & 13/01604/REM & 18/00656/VAR	Darsdale Farm	Raunds	ENC	83,000	The expansion of the Raunds library and provision of facilities within such area
Total s106 Forecast (signed agreements)				£103,000	