

RAUNDS TOWN COUNCIL

Minutes: 9 April 2019 Time 7.30pm.

PRESENT:

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

IN ATTENDANCE

Miss Kate Houlihan, Town Clerk, Minutes
Mrs Emma Williams, Assistant to the Clerk

- 684.18 To receive apologies for absence**
Cllr N Beck, Cllr S Hughes, Cllr D Jones and Cllr R Beattie

RESOLVED to note the apologies

- 685.18 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
None received
- 686.18 Notification of requests from members of the public to address the meeting in compliance with adopted protocol**
None received
- 687.18 Notification of members questions in compliance with the council's standing orders.**
None received
- 688.18 [Minutes:](#) to confirm the minutes of the council meeting held 12 March 2019**

RESOLVED that the minutes of the Council meeting held on 12th March 2019 be confirmed as a true record.

- 689.18 [Committee Report:](#) to receive the report of the Environment Leisure and Recreation Committee held on 21 March 2019**

Cllr Wilkes presented the minutes (forming the report) of the Environment, Leisure and Recreation Committee held on 21 March 2019 and answered members questions thereon.

Cllr Wilkes drew members attention to the success of the first Saturday market which had taken place on 6th April 2019. The market had been well attended with all stall owners booking to attend again in May.

Cllr Wilkes also explained the committee's recommendations for the purchase of new staging for Saxon Hall and a sports wall for Amos Lawrence playing field. The Clerk and Cllr Wilkes answered members questions thereon and following discussion...

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 21 March 2019 be agreed.

690.18 [Committee Report:](#) to receive the report of the Events Committee held on 26 March 2019

Cllr Howell presented the minutes (forming the report) of the Events Committee held on 26 March 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 26 March 2019 be agreed.

691.18 [Committee Report:](#) to receive the report of the Planning Committee held on 28 March 2019

Cllr Tyman presented the minutes (forming the report) of the Planning Committee held on 28 March 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 Planning Committee held 28 March 2019 be agreed.

692.18 **District Councillors Report**
None received

693.18 **County Councillors Report**
Cllr D Hughes reported that the county council had now been able to balance their budget.

RESOLVED to note the report.

694.18 Town Mayor's Report

Raunds Town Council Mayor's Report – April 2019

After a quiet start to the year, activity picked up in March. What follows is a summary of my activities.

1 March	Historic Stamford walk	I joined a guided walk around historic Stamford followed by tea in the Mayor's Parlour. We were then treated to a display of the mayoral regalia.
1 March	Greyhound racing at Peterborough *	The Mayoress and I joined the Mayor of Peterborough and several other local mayors at Peterborough greyhound track to raise money for the mayor's charities. Peterborough City Council sponsored one race and all the mayors attended the prize-giving, at which each one of us was announced to the public.
2 March	St Ives Town Assembly *	The Mayoress and I attended this event to gain ideas for future town assemblies in Raunds. This assembly was held on a Saturday evening and consisted of a Q&A session with, inter alia, the local police sergeant, PCC, district councillor, CEO of the district council and the Town Clerk. Around 100 residents attended and asked questions. The meeting was managed by a professional facilitator.
9 March	Cabaret evening in Rushden *	Charity dinner and cabaret in the Masonic Hall in Rushden. Entertainment by, amongst others, the Mayor of Rushden's daughter.
9 March	Mayor of Wellingborough Civic Dinner	<i>The Deputy Mayor, Cllr Wilkes</i> and Cllr Howell supported the Mayor of Wellingborough in fundraising for his chosen charities. The guest speaker was Revd Richard Coles.
10 March	Civic Service in Wisbech *	A service to celebrate the mayoralty of Cllr Peter Human. Seeing how it was done in Wisbech has germinated a number of ideas for the upcoming service in Raunds.
11 March	Fly a Flag for the Commonwealth	I led this short ceremony to raise the Commonwealth flag outside the Town Hall to celebrate Commonwealth Day. Various messages were read by myself, the Clerk and Cllr Bill Tirebuck. Children from Park Infant and St Peter's Schools attended.
12 March	LGPS briefing on pensions for local councils	The Clerk and I attended a briefing on local government pension schemes, which highlighted a number of areas that the Personnel Committee needs to revisit.
13 March	Quiz night in Peterborough *	Raunds sent a team of eight competitors, consisting of myself, the Mayoress, Cllrs S Hughes, Beattie and Curtis, Mrs Anja Curtis and two other residents of the town. We didn't win.

15 March	Charity curry night in Thrapston *	The Mayoress and I, together with Cllrs Wilkes and Howell, supported the Chairman of East Northants District Council's charity event. We took over the Thrapston Tandoori opposite the Bridge Hotel in Thrapston. The restaurant is highly recommended.
16 March	Singing for Hope evening in All Saints Church, Northampton *	The Mayoress and I, together with Cllrs Wilkes and Howell, supported the Mayor of Northampton in raising money for the Hope Centre in Northampton. The singing was performed by the Northampton Male Voice Choir and 2008 Britain's Got Talent finalist Faryl Smith. Both were excellent.
17 March	Civic Service in Brackley *	The Mayoress and I were delighted to support the Mayor of Brackley at his civic service in the Methodist Church in Brackley. The sermon focussed on the importance of nurturing talent while it was still developing, using the analogy of the germination and initial growth of seeds.
23 March	Big Spring Clean in Raunds *	I launched the Spring Clean from Saxon Hall. Over 50 people turned up on a bright sunny day, with the result that we ran out of equipment. Meanwhile, the Mayoress and I photographed all the daffodils that were planted last back-end so we knew where to continue during the bulb planting planned for September 2019.
23 March	Charity ball in St Neots *	The Mayoress and I were pleased to support the Mayor of St Neots at his "Motown" charity ball in the Priory Centre in St Neots. Over 150 people attended, including representatives from the Mayor's chosen charities.
24 March	Civic lunch in Corby *	The Mayoress and I were glad to support the Mayor of Corby at his charity lunch, held in his restaurant, the Bombay Dynasty in George Street, Corby. It was a splendid lunch, supported by representatives of the Mayor's chosen charities. This restaurant is also highly recommended.
24 March	Civic Service in Huntingdon	<i>The Deputy Mayor, Cllr Lee Wilkes, and Cllr Howell</i> attended the Mayor of Huntingdon's civic service.
29 March	Stamford Civic Dinner *	The Mayoress and I supported the Deputy Mayor of Stamford at her charity dinner held at Burghley Golf Club, Stamford.
29 March	Chairman of Northampton County Council's charity dinner dance	<i>The Deputy Mayor, Cllr Lee Wilkes, and Cllr Howell</i> supported the Chairman of NCC at his dinner dance to raise funds for his charities.

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

RESOLVED to note the report.

- 695.18** [Vision for Raunds II:](#) To receive a report on the public meeting held on 28th March 2019

Members reviewed the report of the Clerk as shown in Appendix 1, and it was...

RESOLVED to note the report and agree that the working party should meet to consider the next steps.

- 696.18** **Memorial to past Councillor:** To agree the planting of a tree as a memorial to Councillor Marion Hind.

The Mayor introduced the item and thanked Mr Richard Hind for attending. Members all agreed it would be fitting for a tree to be planted in honour of Cllr Marion Hind. It was agreed that a flowering Cherry would be planted in the grounds of Saxon Hall. A plaque and unveiling ceremony would be arranged.

RESOLVED to arrange the planting of a flowering cherry tree in the grounds of Saxon Hall in memory of the late Cllr Hind.

- 697.18** [Raunds Buses:](#) To receive an update on timetabling issues for Raunds Buses

Members reviewed the report of the Clerk as shown in Appendix 2. During discussion it was noted that a further meeting of the liaison group was planned in the near future and it was agreed that it would be useful if Stagecoach were able to attend.

RESOLVED to note the report

- 698.18** **Monitoring Officer Briefing:** To receive a briefing from the monitoring officer

Members reviewed the monitoring officers briefing as shown in Appendix 2 and it was....

RESOLVED to note the report

- 699.18** [Annual Report:](#) To receive the Clerks report following the working party meeting to consider the publication and design of the Annual Report

Members reviewed the report of the Clerk as shown in Appendix 3 and it was...

RESOLVED that:

- a) That design of the 2019 Annual report is out-sourced;
- b) That all reports are submitted to the office in their final form no later than 18th April 2019, these reports can be made available at the Town Assembly;
- c) The final annual report will be produced as soon as the accounts have been audited.

700.18 Local Government Reform: To receive a verbal report from the NcALC Larger Council Partnership Meeting and to receive any further information on local government reform that is available at the time of the meeting.

The Clerk explained that she had attended a NCALC workshop along with the Mayor and Cllr Wilkes. The workshop had focused on the experience of devolution in other unitary authorities. Cornwall and Milton Keynes were noted for good practice, although it was noted that this was always a lengthy process.

ENC had advised other councils that they wouldn't consider devolving any assets at the current time.

No announcement had been made by the government regarding future unitary authorities at the time of the meeting. And this was now expected after the Easter recess.

RESOLVED to note the report.

701.18 Grant Application: To receive and consider a grant application from 2nd Raunds Scouts.

Members reviewed an application for grant funding from 2nd Raunds Scouts. Everyone was impressed that members from Raunds had been selected to attend the global jamboree. Following discussion, it was...

RESOLVED to approve the funding request for £200

702.18 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

RESOLVED that the public and press be excluded from the meeting

703.18 Town Council Land: To receive information on the management of Town Council Land.

The Clerk updated members with issues around the management of Town Council land. Following discussion, it was...

RESOLVED to consult the council's solicitors for advice.

704.18 Raunds Library: To receive information from Northamptonshire County Council regarding Raunds Library.

The Clerk advised that NCC were holding workshops to assist community group in the preparation of their business plans.

RESOLVED that the Clerk would attend a workshop with a representative of the library management group.

There being no further business the meeting concluded at 20.40

Approved: (Town Mayor)

Meeting date:14 May 2019..... (Council)

Appendix 1 – Vision for Raunds Meeting

Summary: To note the outcome of the public meeting held on 28 th March 2019	
Attachments: NONE	
1.0	Background
1.1	The Vision for Raunds In 2013 Raunds Town Council supported the community in the preparation of a community plan. "The Vision for Raunds". The plan saw questionnaires distributed to households, businesses and schools. The findings from this were presented in the community plan which was adopted by the Town Council in June 2014. The Vision for Raunds was later used to form the evidence base for the Raunds Neighbourhood Plan and later the Town Councils Business Plan. In December 2018 the council approved the development of a Vision for Raunds 2 community plan. A budget of £5,000 was set for the project and a working party was formed to develop the project plan .
2.0	Vision 2 Project Launch The project was launched with the development of a flyer highlighting the projects that had been initiated by the original Vision. This was distributed to every household. A public meeting was held on 28 th March attended by 25 residents. The format for the evening was as follows:

- Mayor – Welcome and introductions
- Cllr Wilkes- Vision I-outcomes and achievements
- Cllr Howell- Raunds Neighbourhood Plan and links to the Vision for Raunds
- Clerk– Project plan and proposed timelines
- Brainstorming exercise based on following themes

- Housing
- Transport and traffic
- Community Safety
- Environment
- Health
- Education
- Facilities
- Youth
- Environment
- Sustainability and green issues
- Economy
- Tourism
- Other organisations
- Next steps and close

3.0

Brainstorming Exercise

The brainstorming exercise highlighted a number of issues which need to be investigated as the questionnaire is developed:

Key threads included:

- lack of banks in Raunds,
- the future of the town centre,
- parking (raised many times),
- need for improved Bus services
- need for traffic calming
- medical services
- car charging points
- high speed broadband
- litter
- highways
- street lighting
- Dog Mess
- Create Raunds in Bloom
- Community gardens – growing veg etc
- Encourage new residents to be part of community
- Development of tourism
- Engagement with young people
- Encourage healthy lifestyles

4.0

Next Steps and Recommendations

- A second public meeting is planned for 2nd May
- The working party to meet to review comments from Brainstorming in more detail and to plan the next meeting.

Appendix 2 – Buses in Raunds

Summary: For information only	
To receive information from Northamptonshire County Council regarding Raunds Buses	
1.0	<p>Background. Raunds Town Council and local district councillors have been working closely in conjunction with Northamptonshire County Council to ensure that s106 monies (contributions from local developers) earmarked for bus routes serving Raunds are spent in the most effective way possible.</p>
2.0	<p>Raunds Buses - updates</p> <p>The following updates have been received from the officer at Northamptonshire County Council - unfortunately a planned meeting has had to be re-scheduled.</p>
2.1	<p>Services to Rushden Lakes</p> <ul style="list-style-type: none"> • flagged up with Stagecoach that the evening journeys to Raunds were not displayed on the X46/X47 timetable and I trust they will be able to incorporate this when they next reprint the timetable booklet. • flagged up with Stagecoach that there is an opportunity to promote evening services in Stanwick at the club. Stagecoach were going to talk to their drivers about this and produce a poster to display in the club. . • I have met with Stagecoach twice to discuss my aspirations for the Sunday service, and asked them to provide an indicative cost and way for retaining the current Sunday service, and also a Sunday service that has a reduced service in the afternoon (when the buses are less busy) in order to accommodate driver rest breaks on the expectation that this would reduce cost. • I also discussed the evening services. At this point in time, I think the best option will be to retender to service due to the complexity of what I am may be trying to achieve. This only relates to the 2134 and 2334 journeys and when we all met, we discussed various options involving Burton Latimer or running buses on only certain evenings only. I intend to discuss these options when we meet. A tender would be undertaken in June ahead of a service commencement in September.
2.2	<p>Other Raunds Services</p> <p>The following update has been received from the county council:</p> <p>Since 23rd July 2018, services 8 (Kettering – Geddington – Lt Stanion – Corby) and 18 (Raunds – Thrapston – Brigstock – Lt Stanion – Corby) have been running under contract to Northamptonshire County Council using what remained the section 106 public transport funding from Little Stanion that was part-funding the previous service 8. Formerly, service 8 was approximately 50% funded and 50% commercial however Centrebus gave notice that it was no longer at all commercial, hence the move to the current arrangement and we worked hard to rescue a service in the face of the removal of County Council subsidy for local bus services at the same time.</p> <p>The present service 8/18 arrangement, in addition to Little Stanion, is partly funded by other section 106 funding in Thrapston and the inclusion of two entitled home-to-school transport services within the timetable. On bus takings and concessionary fares reimbursement cover about 55% of the net operating cost of the service.</p> <p>At this rate, the funding will cease in September or October of this year and, given that the service does not cover costs, under these circumstances it is unlikely that any commercial operator would take over the service. However, there is scope within the timetable to make measured reductions in order to reduce costs and prolong the life of the service. These discussions have been on-going with Centrebus over the last month.</p>

It is intended that a revised service comes into force from the end of May 2019, that achieves sufficient savings so that it is hoped that the service can continue until at least this time next year, or beyond if usage of the service continues to grow. The final detailed timetables are still being drawn up, and will be shared in due course, however the headline changes that you should be aware of are as follows:

- The service between Little Stanion and Corby will be reduced to approximately every 2 hours after 1000. It is currently every hour, but usage data clearly shows that the busiest journey is the 0750 arrival in Corby, with busy journeys immediately after 0930 but otherwise low usage spread across the remaining journeys. By removing the need for the bus to be in Little Stanion every hour, we can be more flexible with the way in which the buses are scheduled and we can incorporate drive rest breaks within the time. This reduces costs a great deal. There will also not be an opportunity to travel from Little Stanion to Kettering until a bus arriving at around 1300, outside of peak hours (see the next bullet point).
- It is proposed that there will be a new journey from Corby to Kettering, on schooldays, arriving between 0800 and 0830, with a matching return journey in the afternoon. The morning journey will not serve Wood Street, only the main road in Geddington in order to save time at busy peak hours. To accommodate this, the 0750 arrival in Corby from Thrapston will be advanced to arrive at 0740. This is subject to being able to accommodate the school bus from Gretton to Corby Business Academy elsewhere.
- The Saturday service will be reduced to be operated by one bus instead of two. As a consequence, rather than every 2 hours similar to weekdays, it will be much more based around a single journey from the villages to either Kettering or Corby, or between Raunds and Thrapston, outside of peak hours.
- Journeys on service 18 will be centred around morning journeys to Raunds/Thrapston and afternoon journeys to Corby, rather than every 2 hours throughout.
- Opportunities to access Corby from Geddington will be greatly reduced, and there is little evidence from the passenger loadings that there is demand for this.
- There will be a single workers journey home from Kettering and single workers journey home from Corby at 1745 each day.
- There will be no notable reductions to services between Brambleside and Kettering, given that this is generating a significant amount of the usage, thus income, on the service. Journeys between Geddington and Kettering will be retimed, with certain journeys stopping only on the main road in the village in the interest of making these journeys as quick as possible. Return journeys from Kettering will all serve Wood Street, as now, as will the first two buses towards Kettering after 0930.

Appendix 3 – ENC Monitoring Officers Briefing



Monitoring Officer - Town and Parish Councils Briefing

Date:	21/3/19
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Title:	Registers of Interest, Dispensations and Codes of Conduct
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Registers of Interest

Its now nearly four years since many of your councillors have been elected and some may have anticipated retiring this May when T&PC elections would have normally taken place. I suspect therefore that checking their Registers of Interest are up to date has probably not been top of the priority list.

However life moves on and it's easy to overlook the implications of changes in terms of the Localism Act. I would urge all councillors to review their Register now if they haven't done so recently. (If you have adopted the ENC code you are required to review annually anyway.)

Two areas that are often accidentally omitted for declaration are allotments and interests in burial plots in the parish cemetery. If either is land owned or managed by the Town or Parish Council then you have a DPI which needs to be declared.

Also don't forget that we publish the details of the register on our website and there will be a link on your T&PC website. If publication in this way of any DPI will create a real and significant risk to you or those living with you then there is the possibility of applying to me as Monitoring Officer to not publish that information. Please call me if you feel you are in that position for a discussion.

Finally don't forget the 'other interests' part of the Register. What you put in here is entirely the choice of the councillor but in the interests of local transparency you may want to include any of the following if they relate to the town or parish area: unpaid directorships; trusteeships; management roles in a charity or a body of a public nature; and membership of any organisations that seek to influence opinion or public policy. You will then also have to consider if any such interests can create a perception of bias if any related items are discussed at a T&PC meeting and take action in accordance with your Code of Conduct.

Dispensations

If you have any Dispensations in relation to Disclosable Pecuniary Interests that were granted in 2015 after the last elections you may want to review the wording. Were they granted for 4 years? In this case they will need to be formally renewed now for the final year of this term of office. (Those who had the wording for the duration of the term of office can ignore this reminder)

Committee for Standards in Public Life and Codes of Conduct

Some of you will be aware that the Committee for Standards in Public Life (CfSPL) published their report on Local Government Ethical Standards in January (See: <https://www.gov.uk/government/collections/local-government-ethical-standards>). The report made a number of recommendations and best practice guidelines, including that a new model code of conduct, in consultation with representative bodies of councillors and officers of all tiers of local government. When developed it was then proposed that this should be adopted by all councils with minimal recommendations. The report also recommended that T&PCs should adopt the Code of their principal council for the area.

My understanding is that work has not yet started on this revised model Code so we are probably some way off being able to adopt it locally. In addition we are awaiting the decision of the Secretary of State as to whether two new Unitaries will be established in Northamptonshire. We are therefore not proposing to make any changes to the ENC Code now. However, when the LGA Code is available it is likely that the JSCC, if still in existence, will recommend to ENC and town and parish councils that this should be adopted with minimal changes. In the interim, if the proposal for unitary Councils is adopted, there will be a need to adopt the Shadow Authority Code probably before the LGA Code is available so that is likely to incorporate the CfSPL recommendations.

One further point to note is that the report also recommends that a form of JSCC be established which has the power to impose sanctions in relation to T&PC Cllrs as opposed to just recommending then to T&PCs as now. If you can see merit in this approach you may want to formally delegate the authority to impose sanctions to the JSCC now. This is a route that at least one local T&PC has already done.

Originator:	Sharn Matthews, Monitoring Officer
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Appendix 4 – Annual Report, Report

Summary:

To confirm arrangements for the production of the Annual Report

1.0 **Background.**

It is a requirement of the Town Councils quality status that an annual report is distributed to every household. The annual report must cover the council's financial year which covers the period from 1st April - 31st March

Raunds Town Council has produced an annual report for the last three years. Each year the quality of the report and the information provided has improved.

The report is published both online and in hard copy.

2.0

Working Party Meeting

A working party made up of committee chairs met to discuss production of the annual report for the year ending 31st March 2019.

The following points were noted:

- as the report has grown it has become increasingly difficult to type-set and design the report in-house.
- publication of the annual report needs to be as close as possible to the end of the financial year
- information in the report should only cover the relevant financial year

3.0

Recommendations

- d) That design of the 2019 Annual report is out-sourced
- e) That all reports are submitted to the office in their final form no later than 18th April 2019, these reports can be made available at the Town Assembly
- f) The final annual report will be produced as soon as the accounts have been audited.