

RAUNDS TOWN COUNCIL

Minutes: 12 March 2019 Time 7.30pm.

PRESENT:

Cllr R Levell (Chair), Cllr R Tyman, Cllr H Howell, Cllr D Hughes, Cllr N Beck, Cllr R Beattie, Cllr B Tirebuck, Cllr O Curtis, Cllr D Jones, Cllr S Hughes (arrived item 642.18).

IN ATTENDANCE

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

ALSO PRESENT

Mrs Sharon Priest – Raunds Girl Guiding
PC Paul Mitchinson – Northants Police

627.18 To receive apologies for absence

Apologies were received from: Cllr J Duff, Cllr L Wilkes.

RESOLVED to note the apologies

628.18 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 646.18a as a member of the planning management committee at East Northamptonshire Council and did not take part in any vote.

Cllr Hughes declared an interest in item 646.18a as a member of the planning management committee at East Northamptonshire Council and did not take part in any vote.

629.18 Notification of requests from members of the public to address the meeting in compliance with adopted protocol

Mrs Sharon Priest addressed the meeting in respect of item 644.18, she explained that a new Rangers unit had been set up in the town and elaborated thereon. She explained that the unit required a new flag, the previous flag having served since the 1960's.

Mrs Priest explained the types of work that the rangers would be doing.

The Mayor thanked Mrs Priest for her time.

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

None received

631.18 Minutes: to confirm the minutes of the council meeting held 12 February 2019.

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

632.18 Committee Report: to receive the report of the Planning Committee held on 21 February 2019.

Cllr Tyman presented the minutes (forming the report) of the Planning Committee held on 21 February 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 on 21 February 2019 be agreed.

633.18 Committee Report: to receive the report of the Events Committee held on 26 February 2019.

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

634.18 District Councillors Report

None received

635.18 County Councillors Report

Cllr Hughes gave his report, he was pleased to see that the Enterprise Centre would be coming to Raunds, it was a positive step for the town. Cllr Hughes commented on the estimated costs of transforming to Unitary Authorities within the county.

RESOLVED to note the report.

636.18 [Town Mayor's Report](#)

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

9 February	Peterborough Caribbean Evening *	This evening of Caribbean music in aid of the Mayor's charities included typical Jamaican food (eg, curried goat). Music was provided by reggae tribute band Jeb Rootz.
17 February	Peterborough Civic Service	The Mayor held his civic service in the Methodist church in his ward of Dogthorpe. The service was led by the Catholic priest as well as the Methodist minister in the spirit of ecumenism.
24 February	Civic lunch, Kettering *	The Mayor's civic lunch was held in Vivo Italian restaurant in Burton Latimer. Around 100 tickets had been sold, and the restaurant was full. Nigel Adair crooned in the background during lunch.
26 February	New sensory room, Windmill School	I opened the new sensory room at Windmill School. This was funded by the community and is a fantastic facility for a school that is not specifically a special needs establishment. Children (and adults) can use it to unwind and explore their moods and how they are feeling through different sensations of touch, colour, sounds and relaxing videos.
28 February	Charity concert, Northampton *	Steve Perry performed songs of the 20's to the 50's in a café owned by the Mayor of Northampton. Over £2,000 was raised for the Hope Centre charity.

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

RESOLVED to note the report.

637.18 [Annual Town Assembly](#): To receive a report from the working party on arrangements for the Annual Town Assembly.

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

RESOLVED to:

- a) confirm arrangements for the annual town assembly
- b) approve the expenditure of up to £600 on refreshments
- c) publicise the event with a leaflet drop, which would include "save the date" information for the Mayor's Show and Summer Picnic.

- 638.18** [Vision for Raunds II](#): To receive the draft project plan from the Vision for Raunds working party.

Members reviewed the draft project plan as shown in Appendix 2. The Clerk explained that it was a tight timescale to be working to. Once launched the project would be led and driven by the local community, with support and advice from the Town Council and East Northamptonshire Council.

It was noted that the launch event would take place on 28th March 2019 and that a flyer was being prepared for distribution to every home in Raunds.

RESOLVED to note the report.

- 639.18** **Raunds and Higham Twining Association**: To consider arrangements for a visit from the town of Hachenburg in July 2019.

Cllr Levell introduced the item and explained that visitors from Germany planned to visit Raunds in July 2019.

Higham Ferrers would be hosting a civic reception during the visit and it was proposed that a wine tasting evening would be held in Raunds.

RESOLVED that Raunds Town Council offer free use of Saxon Hall to support a wine tasting evening.

- 640.18** **Saxon Hall Working Party**: To receive a report from the Saxon Hall Working Party

Members reviewed the report of the Clerk as shown in appendix 3 and the Clerk elaborated thereon.

RESOLVED to note the report.

- 641.18** **JAG report**: To receive a briefing from PC Paul Mitchinson along with the Council's Joint Action Group representative.

The Mayor welcomed PC Mitchinson to the meeting who gave an overview of crime in the area:

The local policing teams had had good results in the area. Several arrests had been made which were likely to result in significant custodial sentences. In addition, class A drugs had been seized.

It was understood that a drugs issue in Weighbridge Way had been resolved, however PC Mitchinson urged anyone who believed that this was ongoing or who had intelligence to contact the police.

He noted that the police continue to welcome intelligence from the public and urged the public to report all crimes and incidents. Non-urgent matters can be reported via 101 or online at <https://www.northants.police.uk/webform/online-crime-reporting>

On other matters he explained that magnet fishing had caused problems for the police. However, the police had worked with local groups to direct people to less sensitive areas and educate people around the legalities of finds – For example a magnet fisher had found a firearm and whilst this may have been inoperable the finder could still be charged with offences under the Possession of a Firearms Act.

Cllr Howell as the councils JAG representative thanked Paul Mitchinson for attending the meeting and giving such a useful update.

RESOLVED to note the report.

- 642.18** [Local Government Reform Northamptonshire](#) – To receive an update on local government reform in Northamptonshire.

Members noted the briefing from the Chief Executive of East Northants Council as shown in Appendix 4.

Cllr Howell as Chairman of the Transformation Committee at East Northants Council gave an overview of the Structural Change Order as shown in Appendix 4(a). The order detailed the governance arrangements that would be in place during the transitional period whilst new unitary authorities are formed.

Cllr Howell answered members questions and it was...

RESOLVED to note the report.

- 643.18** [ROC Conversation](#): To note a report on the ROC Conversation Raunds and Rushden held 30th January 2019.

Members received the report from the ROC conversation – Raunds and Rushden. It was noted that many of the themes raised may well be considered in the Vision for Raunds.

It was noted that the Council was already doing a lot of work around tackling social isolation and it was agreed that the Clerk should contact Nick Amis as the Action Group Coordinator to see how this work can link to the RoC.

RESOLVED to note the report and that the Clerk should contact Nick Amis to discuss possible links.

- 644.18** **Grant Application:** To receive and consider an application for a grant from the newly reformed 1st Raunds Methodist Rangers Unit

Mrs Sharon Priest had addressed the council earlier in the meeting. Members agreed that the guiding movement had always given great support to the council at all their events and did excellent work within the town.

Members felt it was encouraging to see the formation of a Rangers unit in Raunds again. Following discussion, it was...

RESOLVED that the Town Council would make a grant of £192.50 to cover the cost of the flag for the 1st Raunds Methodist Rangers Unit.

- 645.18** **Nene Valley Festival:** To consider taking part in the 2019 Nene Valley Festival and applying for grant funding.

The Nene Valley Festival would take place between 14th and 22nd September. Following discussion, it was agreed that the council would apply for funding to take part in the Festival again in 2019.

Subject to funding, the Events Committee would be asked to put together a program of Events for the festival. It was agreed that any events the council put on should centre around the opening weekend.

RESOLVED to take part in the Nene Valley Festival 2019 subject to approval of funding.

- 646.18** **Planning Matters**

- a) Planning applications received for consideration, if any**
19/00249/FUL – Change of use from Open Space to Residential garden land at land Adjacent to 51 Thorpe Street, Raunds NN9 6LS

RESOLVED to object to the application on the grounds of loss of open space.

The Town Council is also concerned at the lack of clear information included with the application, without the additional information which has been requested from Highways it is difficult to make an informed decision on the matter.

- b) Northdale End Raunds - Street Naming to consider a request from East Northamptonshire Council for street names for the development. (information herewith)

RESOLVED to recommend to East Northamptonshire Council that the roads be named after Raunds residents who lost their lives in WW1, subject to any comments from the families.

- c) Planning application gone to appeal – 18/02005/FUL – Erection of a single storey detached dwelling (resubmission of 18/00775/FL) Land adjacent to 10 Belmont Gardens, Raunds (information herewith)

RESOLVED to resubmit the Council’s previous objections to the planning inspectorate.

647.18 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

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

Members received the valuation for Raunds library, and it was delegated to the Clerk to take the next steps.

RESOLVED that it be delegated to the Clerk to take the next steps and report to the next Full Council meeting.

There being no further business the meeting concluded at 21:14

Approved: (Town Mayor)

Meeting date:9 April 2019..... (Council)

Appendix 1: Annual Town Assembly Report

Summary:	
To confirm arrangements for the Annual Town Assembly	
Attachments:	
none	
1.0	<p>Background.</p> <p>Every parish (or Town) must have, by law, two annual meetings. One is the annual meeting of the parish or town council, the other is an entirely separate annual meeting of the electors of the parish/town. In the past the Annual Town Assembly has been poorly attended and it was agreed that an attempt would be made to try and increase attendance.</p> <p>The Annual Parish Meeting (or Annual Town Assembly) is a meeting of the electors. It must be held between 1 March and 1 June (inclusive). The Annual Town Assembly is convened by the Mayor. It is <u>not</u> a council meeting.</p> <p>The Annual Meeting of the council must take place in May. The only business which must take place at the annual meeting is the election of the Chairman or Mayor.</p> <p>Annual Town Assembly 2019</p>
2.0	<p>The Mayor is holding the Annual Town Assembly on Thursday 25th April 2019.</p> <p>Timings for the Annual Town Assembly</p> <p>The planned timings for the event are:</p>
3.0	<ul style="list-style-type: none"> • 6pm-6.30pm: “Community Fair” – (the council and local groups, schools, churches etc have stalls displaying their work) • 6.30pm – Concert from local schools (Refreshments available during talks??) • 7.10pm- Talk from local police • 7.20pm: Talk from fire service (Fire Service to give away smoke alarms if possible, may require a donation from RTC) • 7.30pm Refreshments /Community Fair Continues (Hog Roast and soft drinks) • 8.15 (ish) event closes
4.0	<p>Recommendations</p> <ol style="list-style-type: none"> a) To confirm arrangements for the annual town assembly b) To approve the expenditure for refreshments c) To publicise the event with a leaflet drop

Task		Prior Weeks	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April
Consultation Preparation																	
Steering Groups work on questions for questionnaire	SG WP																
Launch/awareness event at picnic	WP							06/07/2019									
Questions professionally assessed and edited. Creation of paper and online questionnaire	?																
Social Media Campaign - "Vision Questionnaire is coming"	Office								Digital Boards, Social Media Round-Up, Website								
Questionnaire Distributed to every home	Office								Distribute Questionnaire								
Consultation Period																	
Consultation Period	Public								Consultation 20-09-2019-31-10-2019								
Data Input and Analysis																	
Data Input (Work Experience??)	Office																
Analysis of Data	?																
Production of Report																	
Production of draft report	? SG? Office? WP																
Consultation on and revisions to draft report	? SG? Office? WP																
FINAL REPORT APPROVED AND PUBLISHED	FC																

WP	Working Party
FC	Full Council
SG	Steering Group

Appendix 3: Saxon Hall Working Party Report

18 February 2019

Present: Cllr Wilkes, Cllr Levell, Cllr Howell

Apologies Cllr N Beck

Summary of Reserves Held

	Reserves Held	Committed	Available
RPC (Saxon Hall)	£16,792		£16,792.00
RPC (Open Spaces)	£4,847		£4,847.00
West End	£65,000.		£65,000.00
Darsdale	£131,000.		£131,000.00
RTC Reserves	£28,180	£14,000*	£14,180.00
TOTAL	£245,819		£231,819

It was noted that the following works had previously been proposed:

Saxon Hall Internal Works	Improving Link from Saxon Hall/Brook Street
new flooring throughout	remodel steps close to millennium gate
new ceilings throughout	remodel Evelyn walk archway
Replace partitions with acoustic partitions	lighting to steps on Evelyn walk
"curtain rail"/poles for drapes in halls	external paths
remodel kitchens / remove current office	Saxon Hall External Works
remodel coffee bar rooms 2 and 3	Rebuild Porch and create new entrance
redecorating throughout	new office space at front of building
toilets (new partitions)	
new internal doors	
new lighting throughout	
Air conditioning	
IT - Projector/Audio	
new windows? (not s106 funds)	
install windows in hall 2	

The following items were noted:

- The council had been awarded grant funding towards the cost of new staging and film equipment for Saxon Hall. The grants were subject to match funding and it had been agreed that this would be met from the Council's own reserves.
- The S106 contribution for Darsdale had been received.

The following items were discussed in detail

- Provision of kitchens at Saxon Hall

Various options were considered, by moving the office to the front of the building kitchens 1 and 2 increase in size, this creates various possibilities:

- 1 kitchen could be refurbished as a catering kitchen for weddings and other functions, 1 kitchen would be a community kitchen suitable for use by the various groups using Saxon Hall.
- kitchens 1 and 2 could be amalgamated to create a large kitchen space suitable for use as a commercial kitchen, the coffee bar could be extended/refurbished to create a domestic kitchen

It was agreed that contract caterers should be asked for advice about the size of kitchen and space required to cater for functions as this would inform decisions about how the kitchens are remodelled.

- Storage

Consideration was given to storage at Saxon Hall. It was agreed to ask an architect for advice on installing external doors to the boiler room at Saxon Hall which could

The working party will reconvene once a meeting has been held with caterers and further advice has been sought from architects. A full report will be brought to the April meeting for the council to approve.

Appendix 4: Northamptonshire Local Government Reform

Town & Parish Council Briefing

Date:	19 February 2019
Ref no:	8

Title:	Boundary review, Government consultation, Structural Change Order
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Summary: Boundary review to take place after creation of unitary councils; Government consultation now complete; Structural Change Order to be agreed by all eight councils

Boundary review

Assuming that the unitary proposal goes ahead, it was hoped that a boundary review could be carried out in time for the 2020 elections so that those elections would be on the new boundaries. However, the Boundary Commission has advised us that it will not be possible to do it in that time and that a review has been included in its 2021/22 work programme.

Government consultation

The Government's consultation on the proposals for West and North Northants concluded on 25th January. Ministry of Housing Communities and Local Government (MHCLG) will now read and consider the various responses received from councils and consultees. This will all help to inform the Secretary of State's (SoS) decision on proceeding with unitary, which we expect will be announced before the Easter recess.

Structural Change Order

Whilst we await the SoS's decision, we are preparing representations on the detail required to create two new authorities. All eight councils are meeting over the next fortnight to discuss and agree the content of the Structural Change Order, which is the legal document that sets out aspects of the structure of the new councils, such as the electoral cycle, number of members and ward arrangements. Each council will then submit its proposals to the SoS for consideration.

Originator:	David Oliver - Chief Executive of East Northamptonshire District Council
Contact details:	doliver@east-northamptonshire.gov.uk or 01832 742105

Appendix 4(a):

Summary of North Northants preferences within the Structural Change Order

	<i>Agreed Preference for NN</i>	<i>Notes</i>
Name of the new authority	North Northamptonshire	
Form of Unitary Council	District with County Powers	Unitary Councils have to be established as County Councils with District powers or District Councils with County powers
Form of Governance for Shadow Authority	Executive with an Overview and Scrutiny Committee	It is likely that no reference will be made to the governance form of the new Unitary Council in the SCO. It has been confirmed that that the Committee model could be implemented from the first Annual Council meeting of the new unitary Council if desired
Number of votes per twin hatters	2 votes for twin-hatters on the Shadow Authority	This applies to the Shadow Council only, not to the Shadow Executive
Number of councillors for first election (May 2020) for North Unitary Council.	3 members per existing (26) NN NCC divisions (78 in total)	The Boundary Commission has confirmed that a review has been included in its 2021/22 work programme.
Composition of Shadow Executive	To be composed of 15 Councillors nominated as follows: 3 from Borough Council of Wellingborough 3 from Corby Borough Council 3 from East Northamptonshire Council 3 from Kettering Borough Council 3 from Northamptonshire County Council	
Who will be responsible for convening the first meeting of the shadow authority?	Corby Chief Executive	Need to specify which Chief Executive/senior officer in SCO (Although in practice work of clerking committees will then be shared between councils). The North Northamptonshire Steering Group has proposed that Corby's Chief Executive should take on this role as it is Corby's Monitoring Officer who is the lead for the North.

Do we want an order under s24 Local Government and Public Involvement in Health Act 2007?	Yes	This is the order that enables the Shadow Executive to restrict spending/new contracts/disposal of assets by the existing authorities from a certain date.
Electoral Cycle for new Council	Next elections for Unitary in 2025 and subsequently every four years on 'County' cycle.	Need to ensure that SCO makes provision to align Town & Parish Council elections in Unitary area to same cycle
Revocation of Statutory Instrument that created the Joint Planning Committee, and passing of planning powers to new Unitary	Yes	It is not considered possible for the JPC to continue in current form as all partner councils will be abolished