

Parish of HIGHAM FERRERS
NOTICE OF A MEETING OF THE TOWN COUNCIL

NOTICE IS HEREBY GIVEN THAT –

A Meeting of the Town Council will be held at the Town Hall, Market Square,
Higham Ferrers on the **TWENTY-FOURTH day of SEPTEMBER 2024 at 7.30pm.**

The meeting will be open to the public unless the Council otherwise direct

AGENDA

1. **APOLOGIES**
To receive and accept apologies for absence.
2. **DECLARATIONS OF INTEREST**
To receive Declarations of Disclosable Pecuniary Interests and Other Interests and the nature of those interests relating to items on the agenda.
3. **MINUTES**
To approve and sign as a correct record the minutes of the meeting held on the 27th August 2024.
4. **PUBLIC FORUM (15 minutes)**
To allow any member of the public to address the meeting for a period of no longer than three minutes each. If the item raised by the member of the public is not on the agenda the Clerk will advise how the issue will be addressed. No decisions can be taken under this item.
5. **MAYORS ANNOUNCEMENTS**
To receive a verbal report from the Mayor.
6. **TOWN CLERK'S REPORT**
To receive and note the Town Clerk's Report.
7. **QUESTIONS**
An opportunity for Councillors to ask questions pursuant to standing order 9. (Questions must relate to business of the Town Council and not be related to items of business on the agenda. Every question shall be put and answered without discussion.)
8. **REPORTS OF REPRESENTATIVES TO OTHER BODIES**
To receive reports from Councillors on meetings they have attended as representatives to other bodies.
9. **REPORTS FROM UNITARY COUNCILLORS**
To receive written reports from the North Northamptonshire Unitary Councillors.
10. **FINANCE MATTERS**
 - 10.1. To approve accounts for payment as at 24th September 2024.
 - 10.2. To approve the bank account reconciliation as at 31st August 2024.
 - 10.3. To receive and note the budget report as at 31st August 2024.
 - 10.4. To approve the following expenditure:-
 - (i) Annual tree works package, £21188
 - 10.5. To receive and note the external audit report for year ending 31st March 2024.
11. **COMMITTEE MEETINGS**
To receive and adopt the minutes of the following committees:-
 - 11.1. Planning and Development Committee held on the 10th September 2024.

11.2. Environment and Recreation Committee held on the 10th September 2024.

Recommendations

11.2.1. **SPORTS AND HIRE FEES REVIEW**

That the current sports and hire fees for 2024-25 remain unchanged for 2025-26, as follows:-

(i) **Sports Clubs and Facility Fees**

- Football Clubs: Football Pitch only - £16 per match. With Changing Rooms - £25 per match. With access to Pavilion for Toilets - £9.50 per match.
- Cricket Club: Cricket Pitch - £220 per season. Changing Rooms - £300 per season. The above charge is per season assuming a match each weekend, additional matches may be charged pro rata'd at the above rate.

Tennis Club: - £162.50 per quarter to include all matches, club and coaching sessions and use of the cabin.

(ii) **Casual Hire of Tennis Courts and MUGA**

- Tennis Court Hire - £5 per hour. Half price if a Tennis Club Member.
- Regular users - seasonal fee of £50 per annum.

MUGA - £10 per hour

(iii) **School Use of Facilities**

Fee for the period after May half term through to the end of summer term period, £300.

(iv) **Sports Pavilion Hire**

Category of Hire	Room Type	Price per Hour (£) (Mondays – Saturdays inclusive)	Price per Hour (£) (Sundays/Public Bank Holidays)
Commercial	Hall 1	£12.50	£18.75
Charity	Hall 1	£10	£15
Community	Hall 1	£9.50	£14.25
Under 13's Party	Hall 1	£8.50	£12.75
Private Function / Party	Hall 1	£11	£16.50

If you are a group, individual or organisation offering free health and wellbeing services to residents of the town, the council will consider offering free use of this facility on a case by case basis.

(v) **Hire of Castle Fields**

The use of Castle Fields for fairs etc. be subject to negotiation by the Clerk, with a minimum fee of £500.

(vi) **Outdoor Events on Town Council owned Open Spaces**

- **Local Community/Charity based in Higham Ferrers** - No charge (but donations accepted for upkeep)
- **Local Community/Charity based outside of Higham Ferrers** - £50 per day.
- **Commercial other** – subject to negotiation by Clerk, minimum of £150 per day.
- **Corporate** – subject to negotiation by Clerk, minimum of £300 per day.
- **Local Government events promoting sports, health and wellbeing for the Higham Ferrers community** – No charge (but donations accepted for upkeep).

Fitness sessions/dance/activity classes – If there is no fee charged by the hirer to their participants – No charge (but donations accepted for upkeep). If there is a fee charged by the hirer to their participants - £10 per session held.

11.2.2. **LARKIN GARDENS PLAY AREAS**

That the council adopt the play area adjacent to 57 Larkin Gardens and the play area adjacent to 20 Larkin Gardens subject to agreement on the commuted sums. That the Clerk be delegated to agree the commuted sums within the ranges specified.

11.2.3. **BIODIVERSITY ACTION PLAN**

That the Biodiversity Action Plan be approved.

11.2.4. **TEE PLANTING, SAFFRON ROAD RECREATION GROUND**

That two 12-14ft swedish white beam trees be planted at Saffron Road Recreation Ground with a budget of £750 approved for the cost of the purchase and planting of the trees plus associated stakes, tree ties and metal guards.

12. **WORKING PARTIES**
CLIMATE CHANGE WORKING PARTY
- 12.1. To receive and note the minutes of the Climate Change working party meeting held on the 10th September 2024.
Recommendations
- 12.2. That the Council run the Bee Squared project in 2025 with seeds pack to be delivered to all schools. Additional packs are to be available for residents to collect from the Town Hall, willing local businesses and organisations. Budget of £1000 for 3000 seed packs.
- PUBLIC TOILETS WORKING PARTY**
- 12.3. To receive and note the minutes of the Public Toilets working party meeting held on the 12th September 2024.
- NEIGHBOURHOOD PLAN STEERING GROUP**
- 12.4. To receive and note the minutes of the Neighbourhood Plan Steering Group meeting held on the 19th September 2024.
13. **CONSULTATION FOR A PAVEMENT LICENCE**
To consider a response to the North Northants Council consultation, PV636840460, application for a pavement licence, Savour the Flavour, 32 High Street, Higham Ferrers.
14. **VE DAY 80**
To consider whether to mark the 80th anniversary of VE Day.
15. **TOWN APP**
To consider the promotional campaign for the Town App.
16. **GROUNDS MAINTENANCE**
- 16.1. To receive an update on resolution 24/551.2 that the council express an interest in a consortium arrangement with Rushden Town Council.
- 16.2. To agree to enter a consortium arrangement with Rushden Town Council and Irthlingborough Town Council for the provision of Grounds Maintenance from August 2026.
- 16.3. To consider an extension of the existing interim arrangement to run for a period of 15 months from April 2025 to August 2026.
17. **ITEMS TO REPORT**
An opportunity for Councillors to report items. No decisions or discussions can be made under this item.

Miss Alicia J Schofield
Town Clerk
A J Schofield
Date: 18th September 2024

The Public and Press are welcome to attend the meeting. Under the Openness of Local Government Bodies Regulations 2014 members of the public are permitted to photograph, film, broadcast and report on the meeting, subject to the efficient running of the business and the meeting not being disrupted.