

MINUTES OF A MEETING OF
HIGHAM FERRERS TOWN COUNCIL HELD ON
TUESDAY 26th NOVEMBER 2024 AT 7.30PM AT THE TOWN HALL

PRESENT:

	The Deputy Mayor (Councillor G Salmon)	
Councillor Mrs P H Whiting		Councillor H L Jackson
Councillor C O'Rourke		Councillor B Spencer
Councillor A M T Reading		Councillor G Kelly
Councillor B Prigmore		Councillor N Brown
Councillor Mrs C Reavey		Councillor S Prosser
Miss Alicia Schofield (Town Clerk)		David Wicks (Mayor's Sergeant)
Mrs Emily Arrow (Assistant Clerk)		
PSCO Will Page		Chris Healey – Crimesecure CCTV Provision

24/748.

PRAYERS

The meeting was opened with prayers led by Mother Louise Bishop.

24/749.

APOLOGIES

Cllr V K Paul, Cllr Mrs J Bone, Cllr P Tomas, Cllr P McCann, Cllr Mrs A Gardner

24/750.

DECLARATIONS OF INTEREST

Other Interests

Cllr H L Jackson – as a member of the Unitary Council he will consider all matters at Unitary level taking into account all relevant evidence and representations at the Unitary tier. Therefore, he cannot be bound in any way by any view expressed in the parish tier or by the decisions of this Council.

Cllr Mrs P H Whiting – item 15.2, Cllr Whiting is a volunteer at the hub. Item 16, Cllr Whiting knows the applicants.

Cllr Mrs C Reavey – item 16, Cllr Reavey owns a property in the area.

24/751.

MINUTES

RESOLVED:

That the minutes of the meeting held on the 29th October 2024 be signed by the Chairman as being a true and correct record.

24/752.

PUBLIC FORUM

None.

24/753.

POLICE COMMUNITY SUPPORT OFFICER

The PCSO Will Page gave a short introduction to his role and addressed councillors questions regarding local issues.

24/754.

CCTV PROVISION

Chris Healey from Crimesecure gave a short presentation about the work that they do for our CCTV provision in the town and addressed questions from the councillors regarding this provision.

24/755.

MAYORS ANNOUNCEMENTS

The Deputy Mayor reported following the Street Name exhibition held on several dates in November. The exhibition was a success with many attendees and the addition of the soldiers details around the war memorial on Remembrance Day was well received.

24/756.

TOWN CLERK’S REPORT

Police Report

Link to crimes for September 2024.

[Local Crime Information for Market Square, Higham Ferrers, Rushden, NN10 8BT - September 2024](#)

Please also see attached spreadsheet that tracks this months’ crimes against previous months.

39 crimes for the month of September:-

- Anti-social Behaviour – 3
- Burglary -3
- Drugs – 3
- Other theft – 2
- Possession of weapons -1
- Public Order – 2
- Shoplifting – 10
- Vehicle crime -2
- Violence / Sexual offences – 13

Urban Greenspace Improvement Projects

North Northants Council £1.5million UK Shared Prosperity E3 funding.

NNC advised that the following projects have been approved:-

- Tenter Close/Toll Bar Green Benches and tree planting £5,000
- Castle Fields Signage £1,000
- Land to rear of Henry Chichele Tree planting £4,000
- Riverside Park Pathways and signage up to £70,000
- Stanwick Road Dogs Off Lead Park Community Orchard £3,000

The deadline for the delivery of the projects is 31st March 2025. NNC have stated that the tender and delivery process will be managed in hand by them in order to meet the tight timelines. A meeting is pending between the Clerk and NNC to discuss the projects and the specifications for tender.

Report to Council under Procedure Point 4 of the Complaints Procedure

31/10/2024.	Written complaint received regarding lack of action regarding grounds maintenance works and tree management.
06/11/2024.	Clerk responded to try to settle the complainant directly as per Procedure Point 3 of the Complaints Procedure.
To date	No further correspondence has been received from the complainant. Matter will come to council for consideration if the complaint cannot be settled by the Clerk.

RESOLVED:

That the Town Clerk’s report be received and noted.

24/757.

QUESTIONS

None.

24/758.

REPORTS OF REPRESENTATIVES TO OTHER BODIES

None.

24/759.

REPORTS FROM UNITARY COUNCILLORS

A report had not yet been received but will be circulated upon receipt.

24/760.

FINANCE

24/760.1.

To approve accounts for payment as at 26th November 2024

- RESOLVED:**
That the accounts for payment of £55,643.37 as at 26th November 2024 be approved for payment.
- 24/760.2. **To approve the bank account reconciliation as at 31st October 2024**
RESOLVED:
That the bank account reconciliation as at 31st October 2024 be signed by the Chairman after being checked by Cllr Mrs P H Whiting.
- 24/760.3. **To approve the following expenditure:-**
RESOLVED:
- (i) That the Mayors pendant repair be carried out at a cost of £428.
 - (ii) That repair and replacement of the knee high fencing on Parker Way is approved at a cost of £730.
 - (iii) That the legal fees to review the template ‘Licence to Occupy’ agreement be approved at a cost of £1030.
- 24/760.4. **To receive and note from Cllr C P O’Rourke the internal control checklist dated 24th October 2024**
RESOLVED:
That the internal control checklist dated 24th October 2024 be received and noted.
- 24/761. **COMMITTEE MEETINGS**
- 24/761.1. **Planning and Development Committee held on the 12th November 2024**
RESOLVED:
That the minutes of the Planning and Development Committee held on the 12th November 2024 be received and adopted.
- 24/761.2. **Environment and Recreation Committee held on the 12th November 2024**
RESOLVED:
That the minutes of the Environment and Recreation Committee held on the 12th November 2024 be received and adopted.
- RESOLVED:**
- 24/761.2.1. **RIVERSIDE PARK ECOLOGICAL MANAGEMENT PLAN**
- (i) That at least 8 bat boxes, 8 bird boxes, 2 hedgehog houses and 4 bee and insect houses be installed at Riverside Park at the locations suggested within the Landscape and Ecological Management Plan. Cost £1110 to be met from 340/4844 Riverside Park.
 - (ii) That volunteers and/or staff create 2 hibernacula. That a budget of £250 be set for any materials required that cannot be located from the council’s own landholding. Cost to be met from 340/4844 Riverside Park.
- 24/761.2.2. **SKATEPARK REPAIR PROJECT**
That the remodelling work be undertaken with procurement by means of contract. That the contract specification include:-
- Design based on the sketch plans
 - Flexibility to allow companies to come forward with their best solution for the finish to the shallower soil banking based on our detailed report of the problems experienced since construction.
- A maximum budget of £20,000 is applied to control expenditure
That the cost of the project to be met from budget allocation 2025/26.
- 24/761.2.3. **PAINTING OF THE SPRINGERS, SAFFRON ROAD RECREATION GROUND**
That the 3 springers at Saffron Road play area be repainted at a cost of £1182.75.
- 24/761.2.4. **HIGH PRESSURE WASHING AND MOSS TREATMENTS, TENNIS COURTS AND MUGA**
That a 3-year contract to cover years 2025-2027 is entered into at a cost of £1495pa for high pressure washing and moss treatment of both the tennis courts and the MUGA.
- 24/762. **WORKING PARTIES**
- 24/762.1. **NEIGHBOURHOOD PLAN STEERING GROUP**
RESOLVED:

- That the minutes of the Neighbourhood Plan Steering Group meeting held on the 2024 be received and noted.
- 24/762.2. **COMMUNITY LIBRARY AND WELLBEING HUB WORKING PARTY**
- 24/762.2.1. **RESOLVED:**
That the minutes of the Community Library and Wellbeing Hub Working Party meeting held on the 12th November 2024 be received and noted.
- 24/762.2.2. **RESOLVED:**
That council adopt the wellbeing strategy document ‘Improving Wellbeing Services for Our Residents’.
- 24/762.2.3. **RESOLVED:**
That the promotion of the community room as a venue for hire is tailored to be more suitable to the possible hire scenarios given that the Hub is becoming established, such as regular block book session hire for activities or classes or a venue for training or business meetings. That following receipt of an enquiry for hire, the Clerk be delegated authority to determine if the hire is compatible with the Hub arrangements; with any resulting hire in line with the hire charges, terms and conditions as previously agreed.
- 24/763. **PREMISES LICENCE APPLICATION**
RESOLVED:
That, in reference to the premises licence application 24/02246/LAPNEW: Launch-it Virtual Golf, Unit 1, Connolly House, 3 Westfields Avenue, Higham Ferrers, Rushden, NN10 8AX, the council submit the following comment:
The council do not have any objection to the licensable activities proposed but feel that the sale of alcohol would be more appropriate from 10am at the earliest, instead of the proposed time of 7am.
- 24/764. **REQUEST FOR A MEMORIAL BENCH AT RIVERSIDE PARK**
RESOLVED:
That the request for a memorial bench for the late David Hill at Riverside Park is approved, with the location to be agreed between the Clerk and the family.
- 24/765. **CCTV PROVISION FROM 1ST APRIL 2025**
RESOLVED:
That CCTV service is retained with contract to include:-
 - 24/7 recording.
 - Maintenance of the cameras and equipment.
 - The cost of the broadband to transmit the images to the monitoring centre.
That the council request that the CCTV is monitored for 70 hours a week.
That a budget of £3000 be set in 2025/26 to provide for the purchase and installation of a new server and 2 replacement cameras.
- 24/766. **ITEMS TO REPORT**
None.

Mayor

Date