



# ROTHWELL TOWN COUNCIL

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Minutes of the virtual Ordinary meeting of **Rothwell Town Council** held on **Tuesday 8<sup>th</sup> September 2020** at 7.00pm by remote video-conferencing (Zoom)

**Present:** Cllr R Davis (RD) (Town Mayor), Cllr C Brown (CB) (Deputy Mayor), Cllr K Field (KF), Cllr J Hakewill (JH), Cllr I Jelley (IJ), Cllr K Patrick (KP), Cllr C Plowright (CP), Cllr L Saunders (LS), Cllr K Sumpter (KS) and Cllr M Talbot (MT)

Also Present: Mrs P Page (Town Clerk), Rev Canon John Westwood and 1 Members of the Public

Item No		Action
	Before the business of the Council commenced, prayers were said by Revd Canon John Westwood.	
329/20	It was <b>RESOLVED</b> to accept the reason for absences from Councillors not in attendance: Cllrs Spendlove & Cox (Business). Cllr Hakewill advised members he would have to leave during the meeting to attend the Rushton Parish Council meeting.	
330/20	<b>Declaration of Interests on agenda items</b> None were received.	
331/20	<b>Minutes of the Ordinary Meeting of the Town Council held on 11<sup>th</sup> August 2020</b> <ul style="list-style-type: none"><li>Clerk advised that Cllr Sumpter was absence from the meeting and apologies had been sent and requested the Town Mayor make the amendment on the minutes accordingly.</li></ul> It was <b>RESOLVED</b> to approve and sign the minutes of the Town Council meetings on 11 <sup>th</sup> August 2020 as a true record of the meeting.	
332/20	<b>Public Session</b> Member of the public present addressed Council summarised as follows: <ul style="list-style-type: none"><li>A representative from Rothwell Community Library Trust addressed Council, thanking Cllr Talbot for her kind donation presented to the Children's library.</li><li>The Town Mayor thanked all the volunteers in the library on behalf of the Town Council for all their continued hard work.</li></ul>	
333/20	<b>Environment and Community Matters</b>	
(a)	<b>Police Report:</b> Council <b>noted</b> the report received on Community Policing previously circulated. (Appendix B)	
(b)	<b>Rothwell Library:</b> The report from the Rothwell Community Library Trust previously circulated was <b>noted</b> by Council. (Appendix C).	
(c)	<b>Community Award:</b> KF provided an update to Council on the Community Award: <ul style="list-style-type: none"><li>The Clerk had posted a survey on Facebook engaging with residents and asking them if they wanted a Community Award as the first step forward and thanked those Town Councillors who had shared the posting.</li></ul>	

	<ul style="list-style-type: none"> <li>• Response on the survey was small, but a good response.</li> <li>• Cllrs to respond direct to KF on how they can support postings on Facebook that are posted by the Town Council and if they do not want to share, explain why direct to KF in order to gain a greater understanding.</li> <li>• There are limitations with the free survey monkey but future surveys can be run through the Town Council's website. KF to forward content for a posting to confirm results of survey to Clerk.</li> <li>• The working party to now progress further with the Community Award Scheme.</li> <li>• Presentations of the Community Awards will take place at the Carnival next year.</li> </ul>	<p>ALL</p> <p>KF</p> <p>KF, LS &amp; KP</p>
(d)	<p><b>S106:</b> Councillor Jelley reported on his recent meeting regarding the S106 monies for Rothwell which are contractual agreements with the developers. A lengthy discussion took place.</p> <ul style="list-style-type: none"> <li>• Cllr Plowright requested that further discussions take place to see if the S106 monies can be used elsewhere for other sporting facilities in Rothwell thereby redirecting the monies elsewhere.</li> <li>• Cllr Jelley to seek advice from Martin Hammond at KBC regarding the possibility of KBC renegotiating the S106 contractual agreements with the developers.</li> </ul>	IJ
(e)	<p><b>Outdoor gym equipment:</b> Councillor Brown reported to Council that there had been a setback with the outdoor gym equipment due to the gradient of the slope and the proximity of the equipment. Cllr Brown will report at next month's meeting when it is hoped that further information is forthcoming.</p>	CB
334/20	<b>Mayor's Report (for information only)</b>	
	The report previously circulated (Appendix D) was <b>noted</b> .	
19:29	<i>Councillor Hakewill left the meeting to attend the Rushton Parish Council meeting</i>	
335/20	<p><b>Clerk's Report (for information only)</b></p> <p>Clerk reported as follows:</p> <ul style="list-style-type: none"> <li>• Action points from the minutes 8<sup>th</sup> August 2020 requiring action by Clerk had been completed.</li> <li>• Banner coverings had been placed on some of the bollards in the Town reminding people of social distancing.</li> <li>• Clerk attended a Webinar run by Local Government Association re the Code of Conduct Consultation on 26<sup>th</sup> August.</li> <li>• The website had been updated. To date Clerk has received 5 Councillor profiles, with the remainder to follow it is hoped.</li> <li>• Now the financial year paperwork had been finalised and all is in order Clerk will scan the financial documents for the year 2019-2020.</li> <li>• Additional postings are being made on Facebook to engage further with the community.</li> <li>• Monthly checks of the defibrillators continue and are now recorded on The Circuit (national defibrillator network).</li> <li>• Clerk continues to visit Market House weekly to check the building and post.</li> </ul>	
336/20	<b>Planning</b>	
	The following applications were considered and it was <b>RESOLVED</b> to submit the following comments:	

<b>(a)</b>	KET/2020/0551	33 Manor Road	Replacement windows and doors	Rothwell Town Council have no objections to this application.
	KET/2020/0495	4 Victoria Court	Two storey front and single storey rear extension	Rothwell Town Council have no objections to this application.
	KET/2020/0535	Ashgate Cottage, 2 School Lane	Single storey rear extension and porch with removal of WC to ground floor and relocation of staircase between first and second floors. Partial removal of walls to kitchen, dining room, sitting room, hallway, landing and master bedroom. Erection of garage/store with demolition of existing garage and single storey rear extension	Rothwell Town Council have no objections to this application.
	KET/2020/0536	Ashgate Cottage, 2 School Lane,	Application for Listed Building Consent: Single storey rear extension and porch with removal of WC to ground floor and relocation of staircase between first and second floors. Partial removal of walls to kitchen, dining room, sitting room, hallway, landing and master bedroom. Erection of garage/store with demolition of existing garage and single storey rear extension	Rothwell Town Council have no objections to this application.
<b>(b)</b>	The following Notices of Approvals/Refusals/Withdrawals for information only were <b>noted</b> : <b>Approvals:</b> None to date <b>Refusals:</b> KET/2020/0409 – 77 Kipton Fields – Single and two storey rear extension KET/2019/0861 – 28 John Smith Avenue – 1 no. dwelling			
<b>337/20</b>	<b>Consultation – Expansion of ANPR cameras in Rothwell</b>			
	Rothwell Town Council <b>RESOLVED</b> that they are in full agreement to the expansion of (ANPR) Automatic Number Plate Recognition on the <i>previously circulated</i> consultation, ( <i>Junction 3, A14 - Harrington Road, Junction 4, A14 – Kettering Road, Glendon Road and Rushton Road</i> ). Council requested the Clerk to write to Northants Police regarding the possibility of an additional ANPR being installed on Desborough Road.			<b>Clerk</b>
<b>338/20</b>	<b>Finance Administration and Governance Related Matters</b>			
<b>(a)</b>	<b>Payments:</b> No clarification on the payments was requested by members. It was <b>RESOLVED</b> to approve the payments on the previously circulated list since last meeting held on 11 <sup>th</sup> August 2020. Appendix A be entered for authorisation.			<b>Clerk</b>
<b>(b)</b>	<b>Bank Reconciliations &amp; balance</b> No clarification on the bank reconciliations was requested by members. It was <b>RESOLVED</b> to approve the monthly August 2020 bank reconciliations for the current, saving and petty cash accounts. Council <b>noted</b> the following bank balances as at 31 <sup>st</sup> August 2020: Savings Account £66,025.40			

	Current Account £3,761.33 Petty cash held by Clerk £23.54	
(c)	<b>Bank transfer:</b> It was <b>RESOLVED</b> to transfer £2000 from the savings account to the current account.	
(d)	<b>Notice of Conclusion of Audit:</b> It was <b>RESOLVED</b> to accept the Notice of Conclusion of Audit from the External Auditor for the year ending 31 <sup>st</sup> March 2020 and <b>note</b> there were no matters arising and it was an unqualified audit. Thanks, were given to the Clerk from members for all the hard work put into the audit.	
(e)	<b>Local Government Reorganisation (LGR) Q&amp;A session North Northamptonshire:</b> It was agreed that Cllr Davis and Clerk would attend as delegates from Rothwell Town Council at the LGR Q&A session on Monday 14 September 2020 from 10am to 12 noon on Zoom.	
(f)	<b>NCALC AGM:</b> It was agreed that Cllr Talbot Davis, Cllr Jelley and the Clerk would attend as delegate(s) from Rothwell Town Council at the NCALC 73 <sup>rd</sup> virtual AGM on Saturday 3 <sup>rd</sup> October	
<b>339/20</b>	<b>Reports: (NOTE all items for information only)</b>	
(a)	No written report from County Councillor Hakewill had been provided. In the absence of JH, the Clerk gave a brief report on the NCALC Kettering Parishes Forum held virtually on 7 <sup>th</sup> September 2020.	
(b)	The written report from Borough Councillor Brown, previously circulated, was <b>noted</b> . (Appendix E). <ul style="list-style-type: none"> <li>MT reported that the bench purchased from her ward allowance recognising NHS staff and all keyworkers had now been installed.</li> </ul>	
(c)	The written report on Local Government Reform, previously circulated, from Cllr Jelley (Kettering Borough Councillor, Cabinet Member for Environment and Strategic Delivery and Executive Member was <b>noted</b> . (Appendix F).	
(d)	The written report from Rothwell Town Centre Partnership, Cllr Cox, previously circulated, was <b>noted</b> . (Appendix G).	
<b>340/20</b>	<b>Items for the next Town Council Meeting – Members are asked to notify the Clerk by 25<sup>TH</sup> September 2020 of items they wish to be included on the next Agenda:</b> <ul style="list-style-type: none"> <li>Arrangements for Remembrance Sunday</li> <li>Town rejuvenation (Cllr Patrick)</li> </ul>	
<b>341/20</b>	<b>Urgent Matters for Report Only (Notified to the Mayor before the Meeting)</b>	
<b>342/20</b>	<b>EXCLUSION OF PUBLIC AND PRESS</b> It was <b>RESOLVED</b> that pursuant to the Public Bodies (Admission to Meeting) Act 1960 the public and press be excluded from the meeting for the following items of business on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be discussed	
<b>343/20</b>	<b>Staffing Matters:</b> Council <b>noted</b> the conclusion of the 2020/21 National Joint Council, pay award at 2.75% backdated to 1 <sup>st</sup> April 2020.	
<b>344/20</b>	<b>Date of next meeting (information only)</b>	
	Next Town Council meeting – Tuesday 13 <sup>th</sup> October 2020 @ 7pm by remotely conferencing (Zoom).	
	The meeting <b>closed</b> at 20:14pm.	

Signed: Cllr Ray Davis

Date: 13<sup>th</sup> October 2020

## APPENDIX A

<b>ROTHWELL TOWN COUNCIL</b>				
<b>Meeting date 8th September 2020</b>				
Date	Whom		Amount	Legislation
08-Sep-20	Mrs P Page	September Salary including backdated pay from 1st April 2020	968.97	LGA72s112
08-Sep-20	HMRC	Employer/ee National Insurance & Tax	227.86	LGA72s112
08-Sep-20	Prudential	Employee Additional Voluntary Contribution (AVC)	476.67	LGA72s112
08-Sep-20	LGPS	September Employer & employee Pension	478.14	LGA72s112
31-Aug-20	Inter County Cleaning Services Ltd	Cleaning Market House	60.00	LGA72s111
31-Aug-20	EE Mobile	Monthly Contract (DDM)	21.74	LGA72s111
03-Sep-20	Lloyds Bank	Monthly charge (DDM)	3.00	LGA72s111
27-Aug-20	Zoom Pro	Monthly charge (MultiPay)	7.19	LGA72s111
21-Aug-20	PKF Littlejohn	External Auditor fee for 2019-2020	360.00	LGA72s111
		<b>TOTAL</b>	<b>2603.57</b>	

Signed: **Cllr Ray Davis**

Date: **13<sup>th</sup> October 2020**