

Stuart Carter
Town Clerk



Northampton
TOWN COUNCIL

Northampton Town Council
The Guildhall
St Giles Square
Northampton NN1 1DE

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www.northamptontowncouncil.gov.uk

Council Meeting – 20th March 2023 – 18:00

To: All Northampton Town Councillors

You are summoned to attend the Meeting of Northampton Town Council to be held in the Council Chamber at the Guildhall, Northampton at 18.00 on Monday 20th March 2023 when the business set out below will be transacted.

Public participation is welcomed in accordance with Standing Orders and the Council's Public Participation Policy

A handwritten signature in black ink, appearing to read 'Stuart Carter'.

Stuart Carter
Town Clerk
14th March 2023

Guildhall
Northampton
NN1 1DE

A G E N D A

1. Apologies for Absence

2. Public Questions/Statement Time:

To receive any questions or statements from members of the public

Please note that in accordance with the Council's Standing Orders a question/statement may only be asked/made if written notice has been given to the Town Clerk by midday on the working day before the meeting.

3. Declarations of Interest

4. Mayor's Announcements

5. Minutes of the last Council meetings

To authorise the Town Mayor to sign the Minutes of the Council meeting held 23rd January 2023 (p 3 – p 6)

To authorise the Town Mayor to sign the Minutes of the Extraordinary Council meeting held 15th February 2023 (p 9 – p 11)

6. To receive and where appropriate adopt the decisions as detailed in the Minutes of the under mentioned Committees

- (a) Planning Committee – 6th February 2023 (not attached – sent out with Planning agenda for 1st March)
- (b) Environmental Services Committee – 15th February (p 13 – p 15)
- (c) Community Services Committee – 27th February (p 17 – p 19)
- (d) Planning Committee – 1st March (p 21 – p 25)
- (e) Policy and Finance Committee – 13th March (to follow)

7. Armed Forces Covenant – To consider whether Northampton Town Council should sign up to the Armed Forces Covenant

Report attached (p 27 – p 28)

8. Councillor nomination to serve on the Northampton Twinning Association

Report attached (p 29)

9. Proposed Schedule of meetings for 23/24

Schedule attached (p 31 – p 32)

Scheduled Upcoming Meetings for information (all meetings on a Monday at 6 pm unless otherwise stated)

Environmental Services –	3 rd April
Planning	10 th April
Grants Sub-Committee –	12 th April (11am Weds)
Accounts Sub-Committee –	17 th April (10am)
Community Services Committee –	17 th April
Planning Committee –	26 th April (Wednesday)
Policy and Finance Committee –	3 rd May (Wednesday)
Council (Annual Meeting and Mayor Making)	15 th May (11am)
Town Elector’s Meeting	22 nd May



MINUTES OF THE COUNCIL MEETING HELD IN THE COUNCIL CHAMBER,

NORTHAMPTON GUILDHALL

MONDAY 23RD JANUARY 2023

PRESENT: Councillor D Meredith (Town Mayor);

Councillor S Hibbert (Deputy Town Mayor)

COUNCILLORS: J Alwahabi, R Ashraf, J Birch, M Brown, G Eales, T Eales, J Fuchshuber, M Hallam, E Haque, K Holland-Delamere, P Joyce, A Kilbride, L Marriott, T Miah, B Purser, C Russell, D Soan, A Stevens, W Tarasiewicz

OFFICERS IN ATTENDANCE: Mr S Carter (Town Clerk), Mrs C Maclellan, and Miss F Barford

Also present were 3 members of the public.

26. APOLOGIES FOR ABSENCE

Apologies were submitted by Councillors J Lane, N Choudary and F Ismail.

27. PUBLIC QUESTIONS/STATEMENT TIME

There were no questions or statements were submitted.

28. DECLARATIONS OF INTEREST

Councillor Hallam raised a non-pecuniary interest under item 33 as he was a member of the West Northamptonshire Council's Cabinet and had voted on the proposed parking charges.

29. MAYOR'S ANNOUNCEMENTS

The Town Mayor wished members a prosperous New Year.

The Town Mayor provide attendees an update on his recent engagements to raise funds for his chosen charities, the St. Vincent De Paul's Society and the Army Benevolent Fund that included a Charity Jazz Night and a History of Northampton Event that went successfully and thanked Councillors for their support.

The Town Mayor stated he had raised a total of £7,000 in donation so far for his chosen charities.

The Mayor stated he had planned a Charity Gala to take place at the University of Northampton on the 4th March 2023, a Thanksgiving Mass on 7th March 2023 and the Mayoress' Tree Planting on 16th March 2023 at Abington Park. The Town Mayor advised Councillors if they wished to attend then contact the Mayoral Officer for further details.

The Town Mayor informed the council that he had welcomed the Community Initiative Against Violence team into the Parlour to mark their achievements in tackling knife crime across Northampton.

Finally, the Town Mayor highlighted that an event marking Holocaust Memorial Day would take place in the Guildhall Courtyard and welcomed those who wish to attend.

30. MINUTES OF THE LAST COUNCIL MEETING

RESOLVED: The Town Mayor was authorised to sign the minutes of the previous meeting held on 24th October 2022 as a true and accurate record.

31. TO RECEIVE AND WHERE APPROPRIATE ADOPT THE DECISIONS AS DETAILED IN THE MINUTES OF THE UNDER MENTIONED COMMITTEES

- a) **RESOLVED:** That the minutes of the Planning Committee held on 9th November be received, approved and adopted.

In presentation of the Planning Committee minutes Councillor Russell explained a large volume of applications were received each month for proposed development including many applications for Houses of Multiple Occupancy. The Committee continued to scrutinise these especially in areas with highways issues and where existing HMOs existed. The Councillor continued that the Town Council's comments were highlighted at the West Northamptonshire Council's Northampton Planning Committee and were reviewed. A Councillor added that the Planning Committee had started to review how the Town Council could support or develop Neighbourhood Plans.

- b) **RESOLVED:** That the minutes of the Policy and Finance Committee held on 14th November 2022 be received, approved and adopted.

In response to appoint regarding reserves, Councillor Marriot who had presented the minutes stated that the level of reserves had been scrutinised throughout the budget process.

- c) **RESOLVED:** That the minutes of the Environmental Services Committee held 28th November 2023 be received, approved and adopted.

In presentation of the Environmental Services Committee minutes, Councillor Stevens highlighted some of the projects the Committee hoped to undertake and acknowledged that the budget had been underspent for Financial Year 2022-23. He highlighted that the projects the Committee wished to undertake required a lot of planning and were therefore took time to plan and deliver. Councillor Stevens continued that the new sustainable planter on Abington Street was due to be installed next week and thanked the Event and Project Officers and Climate Change Forum volunteers for their work and support on the project.

The Town Mayor commended the Northampton in Bloom project as he had received many positive comments on the installations last summer.

- d) **RESOLVED:** That the minutes of the Planning Committee held on 7th December 2022 be received, approved and adopted.

In presentation of the Planning Committee minutes, Councillor Russell thanked Councillor Purser on his research and paper focusing on Neighbourhood Plans.

- e) **RESOLVED:** That the minutes of the Community Services Committee held on 12th December 2022 be received, approve and adopted.

In presentation of the Community Services Committee, Councillor Birch raised that within the Town Council's second year it had started solely organising events and highlighted that next financial year would be the final instalment of the grant provided by West Northamptonshire Council through the Events Agreement.

- f) **RESOLVED:** That the minutes of the Policy and Finance Committee held on 16th January 2022 be received, **approved** and adopted.

In presentation of the Policy and Finance Committee, Councillor Marriott highlighted that good discussion and debate was held regarding the budget and highlighted the importance of the Chair of the Committees meeting prior to budget setting to enable good communication and preparedness to ensure the budget was met. He went on to say that he planned to set-up a Budget Working Group made up of Chairs to track spending and assist with budget planning.

- g) **RESOLVED:** That the minutes of the Planning Committee held on 16th January 2023 be approved and adopted.

32. UPDATE FROM WEST NORTHANTS COUNCIL (WNC) MEMBERS

Councillor Hallam declared an interest within this item.

The Town Mayor explained that he had asked the Clerk to add this item to enable Councillors who also sit on West Northamptonshire Council to highlight any issues or topics that would be of benefit to the Town Council.

A Councillor raised the proposed increase and changes to parking charges in the Northampton Area and that a local petition has been created by local residents and the Northampton BID in opposition of the changes, furthermore, many considered that the consultation had been minimal.

A Councillor stated that the increase to parking charges would cause great detriment to the Town Centre's economy and would be voting in opposition of any proposal at West Northamptonshire Council that include any parking charge increases.

Councillor Hallam encouraged the Town Council to provide their comments to West Northamptonshire Council's proposed parking charges increase.

A Councillor raised that there should be a formal agenda item on the proposed parking charges to enable the Town Council to provide a formal written response.

It was suggested that this format in terms of asking WNC members to provide updates may not be the best to get the views and news from West Northamptonshire Council and that the Town Clerk be asked look at how other large Town Councils do it.

NOTED

33. TO SET THE BUDGET AND PRECEPT FOR THE 2023/24 FINANCIAL YEAR

Sent out with the agenda was a comprehensive report and budget for consideration.

In proposing the budget Councillor Marriott explained he was pleased to present it to the Council as it had been developed tirelessly through months of work to prevent any increase for our Northampton residents.

A Councillor in response state he welcomed the freezing of the Town Council's Council Tax precept however, due to the amount the Council held in reserves wished for it to be decreased. The Councillor continued that the

Council could fund a future accommodation purchase through the Public Work Loans Body at affordable interest rate.

A Councillor welcomed the implementation of quarterly reviews (Budget Working Group) of each Committee's expenditure to monitor and review it. .

A Councillor stated he had continually scrutinised the amount held in reserves however, he understood the pertinence of ensuring funds were available for accommodation.

In response to the comments about reserves it was stated that the reserves were formulated by the Acting Town Clerk in formation of the Council to prevent the Council from increasing the Council Tax each year and allow financial security. The relatively cheap cost of Northampton Town Council's average Band D compared to other town and parish councils was also highlighted.

In response to questions about the accommodation reserve a Councillor highlighted that accommodation was the highest risk on this Council's risk register and until accommodation was secured the reserve must be maintained.

AGREED: That a recorded vote on the Budget and Precept be held.

RESOLVED: That a budget of £2,139,337 (two million one hundred thirty-nine thousand three hundred thirty-seven) be set for the financial year 2023-2024.

COUNCILLOR	VOTE ON BUDGET
MEREDITH	FOR
HIBBERT	FOR
KILBRIDE	AGAINST
FUCHSHBER	FOR
BROWN	ABSTAINED
HALLAM	AGAINST
SOAN	AGAINST
BIRCH	FOR
MARRIOTT	FOR
PURSER	FOR
RUSSELL	FOR
TARASEIWCIZ	FOR
STEVENS	FOR
HOLLAND	FOR
ASHRAF	FOR
HAQUE	FOR
JOYCE	FOR
ALWAHABI	FOR
T EALES	FOR
G EALES	FOR
MIAH	FOR

RESOLVED: That a precept of £1,807,837 (one million eight hundred seven thousand eight hundred thirty-seven) be requested from West Northamptonshire Council who were the precepting authority.

COUNCILLOR	VOTE ON PRECEPT
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MEREDITH	FOR
HIBBERT	FOR
FUCHSHUBER	FOR
KILBRIDE	AGAINST
BROWN	ABSTAINED
HALLAM	AGAINST
SOAN	AGAINST
BIRCH	FOR
MARRIOTT	FOR
PURSER	FOR
RUSELL	FOR
TARASEIWCIZ	FOR
STEVENS	FOR
KEITH	FOR
ASHRAF	FOR
HAQUE	FOR
JOYCE	FOR
ALWAHABI	FOR
T EALES	FOR
G EALES	FOR
MIAH	FOR

34. NOTICE OF MOTION

Councillor Brown proposed the following motion requested that:

This Council will write to the Home Office to ask that any future Hotel bookings for migrants who cross the channel in small boats do not take place without meaningful consultation with local people, West Northants Council and the Parish Council.

Councillor Brown stated the rationale behind the motion was that the Home Office had completed great consultation and there was a flow of information in previous resettlement schemes however, the current resettlement scheme had lacked thorough consultation with Local Governments Authorities.

In seconding the motion Councillor Soan stated he believed that West Northamptonshire Council, stakeholders, Northampton Town Council and local residents should be consulted prior to any confirmation of hotel bookings.

Councillor Alwahabi proposed an amendment to the motion that rather than using the term migrants, it be changed to asylum seekers and explicitly requests that Northampton Town Council be consulted. This amendment was seconded and approved.

RESOLVED: Northampton Town Council write to His Majesty's Home Office to ask that any future hotel bookings for asylum seekers do not take place without meaningful consultation with the local people, Northampton Town Council and West Northamptonshire Council.

MEETING CONCLUDED 7:21PM



MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELDON WEDNESDAY 15th FEBRUARY 2023 AT 5:30PM IN THE JEFFREY ROOM IN THE GULDHALL, NORTHAMPTON

PRESENT: Councillor D Meredith (Town Mayor);
Councillor S Hibbert (Deputy Town Mayor)

COUNCILLORS: J Alwahabi, J Birch, M Brown, R Connolly, J Fuchshuber, K Holland-Delamere P Joyce, A Kilbride, J Lane, L Marriott, T Miah, B Purser, D Soan, A Stevens, W Tarasiewicz

OFFICERS PRESENT: Mr S Carter (Town Clerk) and Miss F Barford (Democratic Services Officer)

OTHERS PRESENT: Mr Mark Mullen (Operations Manager, Northampton BID) and Mrs Julie Tetman (Local Business Owner)

Prior to the start of the meeting a minute's silence was observed in memory of all those impacted by the earthquake that had so severely affected parts of Turkey and Syria.

35. APOLOGIES FOR ABSENCE

Apologies were submitted by Councillors G Eales, M Hallam, C Russell, R Ashraf, E Haque, F Ismail and N Choudary.

36. MAYOR'S ANNOUNCEMENTS

The Town Mayor explained that he had been very busy attending engagements within the community, whilst fundraising for his chosen charities and to date raised £7,944 and thanked Councillors for their support. The Town Mayor added that his Civic Gala would be held on 4th March 2023 and Councillors were invited.

37. PUBLIC QUESTIONS/STATEMENT TIME:

Mr Mullen from the Northampton BID had informed the Clerk that he wished to speak prior to the meeting.

Mr Mullen stated he had attended West Northamptonshire Council's (WNC) cabinet meeting on Monday to relay the sentiments of the Northampton BID and how they disagreed with the proposed increase in parking charges across Northampton. Mr Mullen explained that he had highlighted to WNC's cabinet that in his opinion there was poor consultation on the proposal and highlighted that there was no intention to increase parking charges in the 3 other large towns within West Northamptonshire.

Mr Mullen presented a graph that demonstrated the town centre's footfall over the previous years and explained that a large decrease in footfall correlated with the previous increase in parking charges in 2018. Mr Mullen continued that businesses within the town had been negatively affected by the COVID-19 Pandemic and would continue to be affected by the regeneration of the Market Square, Abington and Fish Street, the implementation of parking charge increases would further exacerbate this.

Mrs Tetman a local retailer had also requested to speak.

Mrs Tetman explained that herself and business would be greatly impacted by the increase in parking charges especially as her establishment sells products from 90 other small local businesses. Mrs Tetman continued that

the removal of free on-street parking after 7pm would be a detriment as many people visit her business at this time due to the free parking. She continued that local people would be deterred further by the proposed increase to parking charges and frequent the likes of Rushden Lakes or other retail sites across Northamptonshire that provide free parking. Mrs Tetman stated she had spoken to other business who have opened in Rushden lakes and stated they would open a store in town centre however they are dissatisfied with the cost of parking.

Mr Mullen and Mrs Tetman were both thanked for their contribution.

38. DECLARATIONS OF INTEREST

Councillors J Alwahabi, M Brown, R Connolly, S Hibbert, K Holland-Delamere, P Joyce, A Kilbride, J Lane, B Purser and W Tarasiewicz declared a non-pecuniary interest in minute 39 as they are West Northamptonshire Councillors.

39. NOTICE OF MOTION – THAT THE TOWN COUNCIL CONSIDER THE FOLLOWING MOTION TO BE PROPOSED

Councillor Birch proposed the following motion:

This council is pleased to hear that West Northants Council has revised its plans for parking on Saturdays with the reinstatement of the 2 free hours. However, we ask that WNC reconsider the proposal to charge car park users on a Sunday.

With the challenges to our town centre and with the effects that the regeneration work to the Market Square and Abington Street will have, free Sunday parking is a vital attraction. It is also noted that parking in the other main towns, namely Daventry, Towcester and Brackley is free of charge, which puts Northampton at a disadvantage.

We would also ask that WNC support some free Saturdays to coincide with large events throughout the year

In proposing the motion Cllr Birch highlighted the impact on the economy in the town and the negative impact on retailers. The work to the Market Square and other planned upgrades, which whilst beneficial in the long term, had severe implications in the short term in terms of loss of footfall, and the proposed changes to the parking would not help. The free parking in the other major towns in West Northamptonshire was also highlighted.

Councillor Soan proposed an amendment to the motion that Northampton Town Council go further and subsidise the cost to maintain one-hour free parking on Saturday and free on a Sunday through the repurpose of part of the Council's General Reserves or Accommodation Budget. A Councillor stated they supported the amendment as it would enable the Town Council to support local businesses.

A Councillor raised they disagreed with the amendment as the Town Council would essentially subsidise West Northamptonshire Council's budget. Another Councillor disagreed with the proposed amendment as the Council's accommodation was one of the highest risks on the risk register. It was also commented that if the amendment was agreed it would be a disservice to those who reside outside of the town centre and who do not venture into the town centre. A Councillor stated that if WNC wanted to approach the Town Council about adopting car parks, then the Town Council would be open to that.

A Councillor highlighted that no parking charge increases were proposed for Brackley, Towcester or Daventry and in fact they remained free which seemed to be unfair and at the detriment of Northampton. .

A Councillor reiterated the proposed amendment would support our local businesses who were suffering.

After the proposed amendment was put to a vote it was **NOT AGREED**.

Councillor Alwahabi proposed that an amendment be made that stated there needs to be a harmonisation of

parking charges across West Northamptonshire. Once again highlighting the disparity between Northampton and the other three towns who had free parking, it was suggested that WNC be asked to review this This amendment was seconded and was put to a vote and **AGREED**.

RESOLVED: It was unanimously agreed that the following motion as amended be agreed and this be submitted to West Northamptonshire Council:

This council is pleased to hear that West Northants Council has revised its plans for parking on Saturdays with the reinstatement of the 2 free hours. However, we ask that WNC reconsider the proposal to charge car park users on a Sunday.

With the challenges to our town centre and with the effects that the regeneration work to the Market Square and Abington Street will have, free Sunday parking is a vital attraction. It is also noted that parking in the other main towns, namely Daventry, Towcester and Brackley is free of charge, which puts Northampton at a disadvantage. WNC needs to harmonise parking charges across their area.

We would also ask that WNC support some free Saturdays to coincide with large events throughout the year

MEETING CONCLUDED: 6:30PM

ENVIRONMENTAL SERVICES COMMITTEE

MINUTES OF THE ENVIRONMENTAL SERVICES COMMITTEE MEETING HELD ON 15TH FEBRUARY 2023
AT 6:43PM IN THE COMMITTEE ROOM OF THE TOWN COUNCIL OFFICES IN THE GUILDHALL, NORTHAMPTON

PRESENT: Councillors Stevens (Chair), Kilbride (Deputy Chair), Joyce, Tarasiewicz, Miah and Soan

OTHERS PRESENT: Mr John Crick (Volunteer and Member of the Climate Change Forum)

OFFICERS PRESENT: Mr S Carter (Town Clerk) and Miss F Barford (Democratic Services Officer)

The Environmental Services Committee meeting started at 6:43 pm as the Extraordinary Full Council meeting overran.

25. APOLOGIES

Apologies were submitted by Councillors Ashraf, Alwahabi, Choudary, Haque and Meredith

26. DECLARATIONS OF INTEREST

No declarations of interests were submitted.

27. MINUTES OF LAST MEETING

RESOLVED: That the Chair be authorised to sign the minutes of the previous meeting as a true and accurate record.

28. IMPROVEMENT TO ABINGTON AREA TRAVEL

The Chair explained that Mr Crick was part of Climate Change Forum as a Co-op member and merely here to present the information on the scheme as he had been following it very closely. Mr Crick stated the Abington Area Active Travel Scheme was formerly known as the Billing Road Corridor Scheme that would be funded by a Government grant to promote active travel and was cited biggest change to transport in 60 years by Government within their Gear Change Policy of 2020.

Mr Crick completed a presentation to attendees and highlighted the following points:

- The rationale behind the Gear Change Policy was that 40% of all journeys completed within a car were less than 2 miles and 70% were less than 5 miles therefore deemed walkable or cyclable.
- 1 in 6 deaths were caused by inactive lifestyles therefore active travel would be beneficial from a Public Health perspective.
- Through studies it was determined the biggest source of CO₂ amongst different means of transport within the UK was due to private vehicles.
- The Department for Transport deemed that changing infrastructure was the only way to encourage people to partake in active travel as many people have been discouraged due to safety concerns.
- The former Northampton Borough Council was successful in a £1.3 million bid for the Billing Road Corridor to enable an active travel link from the East of the Town into the Town Centre, according to figures of the current use of the pre-existing cycle lanes have not been taken up.
- The Billing Road Corridor project was paused due to local residents' objection through a local petition against the project.
- An independent survey of Northampton Residents was completed about walking and cycling and 60% of

residents believe cyclists and pedestrians should be given more priority in town even if this makes things difficult for car users.

- On 28th January 2023 West Northamptonshire Council stated they were working on an alternative proposal with the Department of Transport.
- The Abington Area Active Travel Plan would start along Abington Park Crescent and continue on to Park Avenue South with the footpath, cycle lane and main road separated by kerbs in accordance to the requirement set out by the Department for Transport.
- Included within the plans the cycle lane would splinter off from Abington Park Crescent down Bridgewater Drive and Ellis Way to the Bridgewater Primary School.
- Just prior to the junction of Abington Park Crescent and Park Avenue South there would be a dual crossing for pedestrians and cyclists that would be raised inline with the height of the footpath/kerb.
- The traffic light controls on the junction of Park Avenue South and Billing Road East would be replaced with a diagonal crossing for pedestrians this would be facilitated by all vehicles being stopped via a red light.

In response to a question posed by a Councillor, Mr Crick explained from his overview of the proposed plans the filter light from Billing Road East to Park Avenue South would be removed.

RESOLVED: That Councillor Stevens formulate a response for the Billing Road Corridor Consultation on behalf of the Environmental Services Committee.

29. NORTHAMPTON IN BLOOM

Councillor Stevens highlighted the Northampton in Bloom report as featured within the agenda provided members with an update on the working of the Mrs L Hannam-Jones (Events and Project Officer) and her collaboration with the Bloom Working Group. He added that the issues with the Public House in Far Cotton in relation to the location of a planter had been resolved furthermore, the Coronation Planter had been arranged.

Councillor Stevens stated that a Big Clean-Up at St Katherine's Church Yard would take place as part of the Big Help Out project on the Sunday after the Coronation of HM King Charles III however, this is subject to approval and that the town council intended to work with IdvVerde and other partners to get this completed.

A Councillor requested an additional basket for his ward. The Chair explained in response that Idverde were at capacity with watering to fulfil an additional planter. The Town Clerk explained we do have the Northampton In Bloom Grant that could be awarded to a Community Group within your area to place an additional basket or planter however they would be responsible for its watering and maintenance.

NOTED

30. ENVIRONMENTAL SERVICES BUDGET UPDATE

The Town Clerk tabled the budget report as it was agreed at Full Council each Committee would have a reoccurring standing item to enable the Committee's budget expenditure be reviewed.

Councillor Stevens explained he would maintain communication with the Event and Project Officer to ensure the Climate Change Forum be continuously monitored.

NOTED

31. CLIMATE CHANGE FORUM REPORT

The Chair explained he had circulated an E-newsletter that enclosed the Bloom Report and the Climate Change Forum's recent work to keep Members up-to-date. In response to a question, the Chair explained he would

publicise to Councillors any up and coming dates for Climate Change Forum's engagements.

NOTED

32. ALLOTMENTS

The Town Clerk explained that the Council had made connections with the allotment site representatives and continued to progress the policy of self-management especially the larger sites. He continued that the Finance Officer had been monitoring the metre readings and invoices to identify any patterns. In response to a question posed by a Councillor, the Town Clerk stated that Idverde manage the allotments on behalf of the Town Council in return for plot rents. The Chair explained that allotment management requires development.

NOTED

33. WOMAN'S CYCLE TOUR

The Chair stated a brief discussion was held with Mrs L Hannam-Jones (Events and Project Officer) regarding the Woman's Cycle Tour (stage start from Northampton on 8th June) as they had requested a representative to join their organising group. The Chair had put forward Mr Tom Burns, a local cycling enthusiast who had worked on areas of active travel and cycle engagement. It was noted that a female representative would be preferable given that it was the woman's tour, however at present there was not one forthcoming. It was noted that Mr Burns was active in the cycle community and that he would be a great bridge between them and the TC via the Chair. With no other volunteers it was agreed that Mr Burns be asked to serve on the organising committee and that he would give regular feedback to this committee.

The committee were very supportive of the Women's Tour and it was agreed that it would look to support it by getting involved in some form.

NOTED

34. CLOSED CHURCHYARDS

The Town Clerk explained that Churchyards were legally the responsibility of West Northamptonshire Council as previously there was no parish in the area to adopt them and that the Council could be approached to adopt these. In response to a question posed, the Town Clerk advised that the Council would have the right to decline any transfer of assets. The Chair posed a strategy could be developed on the adoption of Church Yards in case we are approached.

NOTED

35. ITEMS FOR FUTURE AGENDA

A Councillor raised how e-scooters were implemented as part of the active travel plan within Northamptonshire and despite concerns from the general public regarding their safety they were here to stay. He added that he had visited other cities with e-scooters and rather than riders placing the e-scooters anywhere they must be parked in a specific location and posed whether representatives of Voi e-scooters could attend a future committee meeting.

MEETING CONCLUDED: 20:05PM

COMMUNITY SERVICES COMMITTEE

MINUTES OF THE COMMUNITY SERVICES COMMITTEE HELD ON 27TH FEBRUARY 2023 AT 6PM
IN THE COMMITTEE ROOM OF THE TOWN COUNCIL'S OFFICES IN THE GUILDHALL, NORTHAMPTON

PRESENT: Councillors Birch (Chair), Marriott, Holland-Delamere, Lane, Fuchshuber, Soan and Hallam

OFFICERS: Mr S Carter (Town Clerk), Mrs J Thorneycroft (Assistant Town Clerk) and Miss F Barford (Democratic Services Officer)

OTHERS: 1 Member of the Public

48. APOLOGIES FOR ABSENCE

Apologies were submitted by Councillors Hibbert, G Eales and Ismail.

49. DECLARATIONS OF INTEREST

All Councillors present declared a non-pecuniary interest in the Councillor Community Fund (CCF) grant applications under Item 51 as they had supported the applications and the funds would be deducted from their personal Councillor Community Funds.

50. TO AUTHORISE THE CHAIR TO SIGN THE MINUTES OF THE LAST MEETING HELD ON 30TH JANUARY 2023 AND ASK QUESTIONS AS TO THE PROGRESS OF ANY ITEMS

AGREED: That the Chair was authorised to sign the minutes of the previous meeting held on 30th January 2023 as a true and accurate record.

51. TO RECEIVE THE MINUTES FROM THE PREVIOUS GRANTS SUB-COMMITTEE MEETING HELD ON 22ND FEBRUARY 2023 FOR CONSIDERATION AND THEIR RECOMMENDATIONS

The minutes of the Grants Sub-Committee meeting held on 22nd February 2023 were circulated to Councillors. A Councillor highlighted that application CCF135, CCF139, CCF161 and CCF162 be amended to include the ward names.

In response to a question posed by a Councillor the Town Clerk further explained that it was raised at the Grants Sub-Committee an extraordinary meeting may take place to consider applications prior to the end of the financial year.

A Councillor explained that the General Community Fund had reached the budget amount set for the Financial Year 2022-23 and it had been discussed at the Grants Sub-Committee on 22nd February 2023 that any remaining CCF balances could be transferred to the General Community Grants Scheme rather than transferred into the General Reserves.

Further to the review of the Grants Sub-Committee minutes a Councillor explained one organisation had received large amounts of funding through both the CCF and General Community Grants Scheme. A Councillor added that many applications were jointly supported as well.

A Councillor raised that Restore and Central Vineyard had successfully applied last Financial Year 2021-22 and the funds were used for a Citizens Advice Bureau advisor. In response to a question, a Councillor explained that we do require and request an evaluation form from successful applicants however more needs to be done to

ensure the fund were spent in accordance with the Grants Policy.

AGREED: That the minutes of the Grants Sub-Committee held on 22nd February 2023 be approved and adopted.

52. CORONATION CELEBRATIONS

The Coronation Celebration report attached to the agenda was **NOTED**.

The Assistant Town Clerk highlighted that the Coronation Celebration Working Group would meet on 7th March 2023 that included Councillors Birch, Marriott, Holland-Delamere and Soan and the Officers.

53. WINDRUSH 75

The report attached to the agenda regarding Windrush 75 was **NOTED**.

54. MUSIC FESTIVAL (NMF23) PROPOSAL TO INCREASE THE BUDGET SUPPORTED BYNTC

The Town Clerk gave a verbal update on the proposal to increase funding for the Northampton Music Festival to the sum of £5,000.

RESOLVED: It was agreed that it was sensible to increase the financial support already confirmed from NTC rather than funding from the General Community Grants Fund.

55. EVENTS AND PROJECTS UPDATE

The Assistant Town Clerk's report was **NOTED**.

ST. GEORGE'S DAY

The report attached to the agenda was **NOTED**.

Councillor Soan stated he would like to add further entertainment on day and requested an increase from £3,000 to £4,700 to cover the additional costs. In response to a question, Councillor Soan explained he would formulate a written report about the additional cost and updated budget. It was suggested by a Councillor the report be submitted to the next Policy and Finance Committee for consideration.

RECOMMENDED: That a report outlining an increase of budget from £3,000 to £4,700 for St. George's Day be presented at Policy and Finance on 13th March 2023.

EID FESTIVAL

The Assistant Town Clerk advised that save the dates would be issued shortly and that the event would take place the weekend prior to the Coronation weekend.

56. BLEED KITS PROJECT

The report attached to the agenda was **NOTED**.

57. COVID 19 MEMORIAL INSTALLATION AT BECKETS PARK

A Councillor raised there has been a delay due to the hold-up with the intellectual property of the Students design however, approval for its use has been granted and quotations were being sourced. She continued that West Northamptonshire Council would project manage the build and physically assemble it at cost value and donate Officer time to the project.

A Councillor stated that the Staff at Northampton General Hospital had received the Freedom of the Borough and

posed whether a plaque could be installed to highlight their work and dedication.

The Town Clerk advised that the Policy and Finance Committee would approve the costing. A Councillor added that once the costings had been finalized local businesses and partner would be contacted to request if they would like to contribute.

58. FINDINGS OF THE DE MONTFORT UNIVERSITY COMMUNITY NEEDS ANALYSIS STUDY

The Town Clerk explained that Professor Griggs had completed the Community Needs Analysis study and made recommendations to the Town Council.

The Town Clerk explained the methodology used to complete the study was through interviews with key stakeholder and those who worked with young people daily. A Councillor posed whether a conversation be held with the Youth Summit on the recommendations within the Community Needs Analysis. Another Councillor posed whether a discussion be held with other Parish Council that cover the former Northampton Borough Council and whether they could partner or develop a larger youth forum.

RECOMMENDED: That the Town Clerk present the report to the Youth Summit.

59. ITEMS FOR CONSIDERATION FOR THE NEXT AGENDA

A Councillor posed whether this Committee could look at the implementation of bicycle repair kits that could be installed across the Town, the kit includes a pump, stand and Allen keys. A Councillor stated this would be better suited for the Environmental Services Committee to review as they were discussing the Active Travel Plans. The Assistant Town Clerk explained the idea sounded great and could be used in tandem with the Women's Cycle Tour.

60. TIME SENSITIVE GRANT APPLICATION

An addendum to the Community Services Committee was tabled that included a Councillor Community Fund application for:

Semilong and Trinity Neighbourhood Forum – Urban Garden – **CCF170** – Councillor Marriott – Semilong Ward

A Councillor explained the Urban Garden was a project to be undertaken by the local community to improve a neglected green space and he wished to use the remainder of his fund to provide seed funding. A Councillor posed if the group required any further funding they may be applicable to Climate Change Grant via the Environmental Services Committee.

AGREED: That application CCF170 be approved and paid.

MEETING CONCLUDED – 19:14

PLANNING COMMITTEE

MINUTES OF THE PLANNING COMMITTEE HELD ON 1ST MARCH 2023 AT 6PM IN THE COMMITTEE ROOM OF THE TOWN COUNCIL'S OFFICES IN THE GUILDHAL, NORTHAMPTON

PRESENT: Councillors Connolly (Chair), Fuchshuber, Haque, Miah and Lane

OFFICERS PRESENT: Mr S Carter (Town Clerk) and Miss F Barford (Democratic Services Officer)

51. APOLOGIES FOR ABSENCE

Apologies were submitted by Councillors Purser, Russell, Ismail, Stevens and Meredith

52. DECLARATIONS OF INTEREST

No declarations of interest were submitted.

53. TO AUTHORISE THE CHAIR TO SIGN THE MINUTES OF THE LAST MEETING HELD ON 6th FEBRUARY 2023

RESOLVED: The Chair was authorised to sign the minutes of the previous meeting held on 6th February 2023 as a true and accurate record.

54. PLANNING APPLICATIONS – TO CONSIDER PLANNING APPLICATIONS FOR THE PARISH OF NORTHAMPTON AS NOTIFIED BY WEST NORTHAMPTONSHIRE COUNCIL (THE PLANNING AUTHORITY)

Town Clerk 's note: The applications listed below are the planning consultations received from West Northamptonshire Council the planning authority. Due to the volume, it was requested the Councillors call-in applications they wish to discuss.

Application No	Site Address and Proposal	Comments
1. WNN/2023/0 101	1 Mulberry Close, -, Northampton, Northamptonshire, NN5 7AW Single storey rear extension	Northampton Town Council made no comment on this application
2. WNN/2022/1 180	29 Victoria Road, -, Northampton, Northamptonshire, NN1 5ED Conversion, part-demolition and extension to factory building to provide 10No. residential flats	Northampton Town Council made no comment on this application
3. WNN/2023/0 029	4 Bowden Road, -, Northampton, Northamptonshire, NN5 5LT Change of Use from Dwellinghouse (Use Class C3) to House in Multiple Occupation (Use Class C4) for 4 occupants	Northampton Town Council made no comment on this application
4. WNN/2023/0 108	36 38 Abington Square, -, Northampton, Northamptonshire, NN1 4AA Single storey rear extension	Northampton Town Council made no comment on this application
5. WNN/2023/0 114	42 Strillyer House St Georges Avenue, -, Northampton, Northamptonshire, NN2 6JA Extension of existing fences to front and	Northampton Town Council made no comment on this application

	rear of property to increase their height from circa 1.8m to 2.4m at the rear and from circa 1m to 1.3m at the front	
6. WNN/2023/0 110	30 Moorfield Square, -, Northampton, Northamptonshire, NN3 5BD Canopy for parking to front of dwellinghouse	Northampton Town Council made no comment on this application
7. WNN/2023/0 107	99 Colwyn Road, -, Northampton, Northamptonshire, NN1 3PU Subdivision of property to create 2no dwellings	Northampton Town Council made no comment on this application
8. WNN/2023/0 091	38 Lingswood Park, -, Northampton, Northamptonshire, NN3 8TB Two storey rear extension, single storey rear extension, porch in-fill and part garage conversion	Northampton Town Council made no comment on this application
9. WNN/2023/0 117	74 Dergate, -, Northampton, Northamptonshire, NN1 1UH Listed Building Consent Application for removal of non-original internal partition and erection of new partition and reinstatement of railings to front entrance including repairs to steps	Northampton Town Council made no comment on this application
10. WNN/2023/0 118	Nbc Public Conveniences Cattle Market Road, -, Northampton, Northamptonshire, NN1 1HL Change of Use from Public Toilets (Sui Generis) to Shop (Use Class E), including building conversion	Northampton Town Council made no comment on this application
11. WNN/2023/0 120	50 Spinney Hill Road, -, Northampton, Northamptonshire, NN3 6DJ Ground floor rear extension and first floor side extension	Northampton Town Council made no comment on this application
12. WNN/2022/1 310	Thoroughfare Frances Jetty, -, Northampton, Northamptonshire Installation of metal gates at each end of Francis Jetty thoroughfare to prevent access (Revised location of gate onto Bridge Street)	Northampton Town Council made no comment on this application
13. WNN/2023/0 131	7 Old Quarry Court, -, Northampton, Northamptonshire, NN3 8HN Single storey rear extension	Northampton Town Council made no comment on this application
14. WNN/2023/0 028	8 Clock Tower Court, -, Northampton, Northamptonshire, NN3 8YP Listed Building Consent Application to replace front external door with wooden oak door and repositioning of internal structural door from hallway into garage	Northampton Town Council made no comment on this application
15. WNN/2021/0 093 *Planning Inspectorate	Billing Arbours House Heather Lane, -, Northampton, Northamptonshire, NN3 7EY Erection of single dwelling and formation of new access	Northampton Town Council made no comment on this application

Appeal		
16. WNN/2023/0 124	10 Kingsley Park Terrace, -, Northampton, Northamptonshire, NN2 7HG Single storey rear extension to form smoking/shisha shelter	Northampton Town Council made no comment on this application
17. WNN/2023/0 138	90 Duke Of York Public House Salisbury Street, -, Northampton, Northamptonshire, NN2 6BS Change of Use from Restaurant and Cafe (Use Class E) to Restaurant, Cafe and Takeaway (Sui Generis)	Northampton Town Council made no comment on this application
18. WNN/2023/0 148	3 Coaching Walk, -, Northampton, Northamptonshire, NN3 3EU Single storey rear extension with roof lantern over	Northampton Town Council made no comment on this application
19. WNN/2023/0 139	Land Off Notre Dame Mews, -, Northampton, Northamptonshire 6no apartments with amenity space and cycle storage	Northampton Town Council made no comment on this application
20. WNN/2023/0 140	228 Kettering Road, -, Northampton, Northamptonshire, NN2 7DT Removal of existing garage buildings and outbuildings and construction of 2no two storey dwellings with off road parking on land to rear of no's 228 and 230 Kettering Road, Northampton	Northampton Town Council made no comment on this application
21. WNN/2022/1 292 (L.B) WNN/2022/1293	4 Albion Place, -, Northampton, Northamptonshire, NN1 1UD Change of Use from Office (Use Class E) to 9 person House in Multiple Occupation (Sui Generis) with bin and cycle storage+	The Committee OBJECTED to this application as the development was not in keeping within this area of heritage and considered this as over development and concerns on the concentration of HMOs within this area. Furthermore, this development is sizeable and has no en-suite facilities which the Town Council believe should be standard within these developments.
22. WNN/2023/0 159	29 Homestead Way, -, Northampton, Northamptonshire, NN2 6JG Single storey rear extension	Northampton Town Council made no comment on this application
23. WNN/2023/0 149	131 Spinney Hill Road, -, Northampton, Northamptonshire, NN3 6DQ Single storey side extension - attached garage	Northampton Town Council made no comment on this application
24. WNN/2023/0 146	76 The Central Library Abington Street, -, Northampton, Northamptonshire, NN1 2AP Listed Building Consent Application for repairs to front elevation stonework, windows, glazing and roof, part dismantling and rebuilding of a chimney stack to allow	Northampton Town Council made no comment on this application

	replacement of an existing embedded steel plate which is corroding and internal localised redecoration to areas affected by water ingress with potentially minor localised plaster work repairs to ceilings and walls	
25. WNN/2023/0 157	155 The Headlands, -, Northampton, Northamptonshire, NN3 2NU Garage conversion	Northampton Town Council made no comment on this application
26. WNN/2023/0 156	Land At Barley Hill Road, -, Northampton, Northamptonshire Prior Notification of proposed 5G telecoms installation: H3G street pole and additional equipment cabinets	Northampton Town Council made no comment on this application
27. WNN/2023/0 169	Rectory Farm Farmhouse Olden Road, -, Northampton, Northamptonshire Pitched roof and fenestration to existing enclosed courtyard to create kitchen area and dormers to annexe to create loft room	Northampton Town Council made no comment on this application
28. WNN/2023/0 046	41 Reedway, -, Northampton, Northamptonshire, NN3 6BT Front, rear box dormer loft conversion, single storey rear extension, rear raised patio / decked area, altering front garden to create paved driveway	Northampton Town Council made no comment on this application
29. WNN/2023/0 126	17 Corran Close, -, Northampton, Northamptonshire, NN5 7AL Single storey side part rear, roof conversion/extension with associated Internal and external works	Northampton Town Council made no comment on this application
30. WNN/2023/0 170	398 Kettering Road, -, Northampton, Northamptonshire, NN3 6QH Garden wall and fence to front of property	Northampton Town Council made no comment on this application
31. WNN/2023/0 163	4 Emmanuel Gardens, -, Northampton, Northamptonshire, NN3 8NY Two storey side extension	Northampton Town Council made no comment on this application
32. WNN/2023/0 174	39 Kendal Close, -, Northampton, Northamptonshire, NN3 6WJ Two storey side extension	Northampton Town Council made no comment on this application
33. WNN/2023/0 166	21 The Avenue, Spinney Hill, Northampton, Northamptonshire, NN3 6BA Removal of existing extension/conservatory and erection of single storey rear extension, together with internal changes with the replacement of some existing windows	Northampton Town Council made no comment on this application
34. WNN/2023/0 167	King Edward Road, -, Northampton, Northamptonshire, NN1 5LU Change of Use from Dwellinghouse (Use Class C3) to House in Multiple Occupation (Use Class C4) for 6 occupants	Northampton Town Council made no comment on this application
35. WNN/2023/0 172	1, Rose Gardens Booth Lane South, -, Northampton, Northamptonshire, NN3 3EW	Northampton Town Council made no comment on this application

	Installation of conservatory to rear of property	
36. WNN/2023/0 186	3 Gray Street, -, Northampton, Northamptonshire, NN1 3QQ Listed Building Consent Application for refurbishment works following fire damage, comprising of replacing all modern internal fit-out along with replacing 4no original windows to the basement and 2no modern external doors to the basement, all on a like-for-like replacement	Northampton Town Council made no comment on this application
37. WNN/2023/0 185 WNN/2023/0187	24 Guildhall Road, -, Northampton, Northamptonshire, NN1 1DN External site alterations at 24 Guildhall Road to provide a new refuse store, a new external level access path and steps, installation of plant on roof level and removal of the existing fire escape stair	Northampton Town Council made no comment on this application
38. WNN/2022/0 172	42 48 Abington Street, -, Northampton, Northamptonshire, NN1 2AP Conversion of existing Ground Floor Retail Unit (Use Class E) into 3no Retail Units (Use Class E) and part demolition and conversion of First and Second Floors into 30no Residential Units (Use Class C3) with access from front and rear, to include erection of mansard roof at front part of building and extension at rear part of bulding	Northampton Town Council made no comment on this application
39. WNN/2022/1 095	6 Meadway, -, Northampton, Northamptonshire, NN3 3BP Two storey side extension in front of and above existing garage	Northampton Town Council made no comment on this application
40. WNN/2023/0 175	7 9 Langham Place, -, Northampton, Northamptonshire, NN2 6AA Replace windows and doors on the building due to unsafe and deteriorating condition	Northampton Town Council made no comment on this application

Northampton Town Council

Armed Forces Covenant – report of Town Clerk

Purpose of report: To inform the council of the Armed Forces Covenant which local businesses, organisations and councils can sign up to

Recommended: (i) That the Town Council agrees to sign up to the Armed Forces Covenant in principle

(ii) That the covenant is referred to the Policy and Finance Committee to set the commitments to be included in the covenant

1. Introduction

The Town Clerk recently attended a presentation by representatives of the Armed Forces Covenant which encouraged town and parish councils to sign up. Supported by WNC locally, the covenant looks to ensure that those who have served in our armed forces, and their families, are treated fairly.

The Armed Forces Covenant is a promise by the nation that those who serve or have served in the Armed Forces, and their families, should be treated fairly and should not face disadvantages when seeking to access public or private goods and services in the UK. The Covenant also provides for special provision to be made for those who have given the most, where this is justified.

Signing the Covenant is voluntary. Organisations may choose to sign up in order to demonstrate their support for the Armed Forces Community and for the principles of the Covenant. All organisations – public, private or voluntary and small, medium or large – are welcome to sign the Covenant.

The Covenant is a flexible tool. While all signatories pledge to uphold and act in accordance with the basic principles of the Covenant, organisations are free to tailor their specific pledges to suit their circumstances. In other words, organisations are free to specify – with as much or as little detail as they think necessary – how exactly they plan to support and uphold the Covenant.

The covenant comes under 7 themes, and those signing up can choose different elements of the themes to become part of their covenant. The themes are:

- 1: Employment
- 2: Communications, engagement and outreach
- 3: Commercial
4. Health and Healthcare
- 5: Housing
- 6: Education
- 7: Civic responsibilities

Examples for each these can be found at <https://www.armedforcescovenant.gov.uk/get-involved/sign-the-covenant/>

Perhaps the most applicable themes for the town council would be communications, engagement and outreach and also Civic Responsibilities. The town council already organises and promotes

Remembrance Day, and Armed Forces Day and other similar activities. The Mayor has a sea cadet and also this year chose a charity that supports veterans.

Further consideration could be given to employment, for example WNC guarantee an interview to ex service people who have applied for a job and meet all the essential criteria of the role.

As stated in the recommendation it is suggested that further discussion on the commitments could be referred to the Policy and Finance Committee.

Northampton Town Council

Councillor Nomination to serve on the Twinning Association – report of Town Clerk

Purpose of report: To inform the Council of a request from the Twinning Association to nominate a representative to join their committee

Recommended: That the Town Council nominates a representative

At a recent Civic Matters Working Group the issue of having council representation on the Twinning Association Committee was requested.

The twinning association are looking at how they can increase engagement and membership and are keen to have a representative from the town council. This does not preclude any further interested councillors from joining the association.

It is understood the commitment is to attend meetings and represent the town council, report back to the council on the work of the Twinning Association, and assist them as they look to get new members and publicise their activities.

Cllr Marriott, as Chair of the Civic Matters Group has put forward his name to be the council representative.



Northampton
TOWN COUNCIL

Northampton Town Council
The Guildhall
St Giles Square
Northampton
NN1 1DE

Tel No. 01604 349310

CALENDAR OF MEETINGS 2023/2024,

The following applies unless stated otherwise:

- All of our meetings start a 18:00 hours
- All Council meetings are held in the Council Chamber at the Guildhall Northampton
- All Committee and Sub-Committee meetings are held within the Town Council's Committee Room

MEETING	2023
Policy and Finance	3 rd May (Wednesday)
Council (Annual Meeting & Mayor Making)	15 th May (11:00)
Town Elector's Meeting	22 nd May (Court Room)
Planning	24 th May (Wednesday)
<i>Grant Applications Deadline</i>	<i>31st May</i>
Environmental Services	5 th June
Grants Sub-Committee	14 th June (Wednesday at 11:00)
Community Services	19 th June
Planning	26 th June
Policy & Finance	17 th July
Planning	24 th July
Council	31 st July
Planning	21 st August
Environmental Services	4 th September
<i>Grant Applications Deadline</i>	<i>6th September</i>
Policy & Finance	11 th September
Planning	19 th September (Tuesday at 18:00)
Grants Sub-Committee	20 th September (Wednesday at 11:00)
Community Services	25 th September
Policy and Finance (Budget Principles)	9 th October
Planning	11 th October (Wednesday)
Council	30 th October

Grant Applications Deadline

Planning (Budget)	31 st October
Environmental Services (Budget)	6 th November
Grants Sub-Committee	13 th November
Community Services (Budget)	15 th November
Planning	27 th November
	4 th December

2024

Policy & Finance (Budget Recommended)	8 th January
Planning	10 th January (Wednesday)
Council (Budget)	22 nd January

Grant Applications Deadline

Planning	30 th January
Environmental Services	5 th February
Grants Sub-Committee	12 th February
Community Services	14 th February (Wednesday)
	26 th February

Grant Applications Deadline

Planning	28 th February
Policy & Finance	4 th March
Council	11 th March
Grants Sub-Committee (<i>last of Financial Year</i>)	18 th March
Community Services	20 th March
Planning	25 th March
Environmental Services	3 rd April (Wednesday)
Council	8 th April
Planning	29 th April
Annual Council Meeting (Mayor Making)	1 st May (Wednesdays)
Town (Elector's) Meeting	13 th May (11:00)
Policy & Finance	20 th May
Planning	22 th May (Wednesday at 18:00)
	29 th May (Wednesday at 18:00)