

RUSHDEN TOWN COUNCIL

MINUTES OF THE MEETING OF THE POLICY & RESOURCES COMMITTEE HELD ON TUESDAY 22nd May 2018 AT RUSHDEN HALL, RUSHDEN, COMMENCING AT 7.30PM

Present: Councillor: Sarah Peacock - Chairman

Councillors:	Richard Lewis	David Jenney
	Barbara Jenney	Philip Humphrey
	Ron Pinnock	Janet Pinnock
	Adrian House	David Coleman [Ex officio]

Town Clerk: Vivienne Prodger

14/19 APPOINTMENT OF CHAIRMAN

RESOLVED

It was resolved that Cllr Sarah Peacock be appointed as Chairman for the Policy and Resources Committee for the year 2018/2019.

15/19 APPOINTMENT OF VICE CHAIRMAN

RESOLVED

It was resolved that Cllr Philip Humphrey be appointed as Vice Chairman for the Policy and Resources Committee for the year 2018/2019.

16/19 DECLARATIONS OF INTEREST

Councillors Richard Lewis and Sarah Peacock declared an 'other interest' in the consideration of the community grant for Rushden Town Band.

Councillor Richard Lewis declared an Other Interest in the consideration of the shop front grant for Babies Galore Rushden Ltd.

17/19 APOLOGIES

Apologies for absence were submitted on behalf of Councillors Gill Mercer, Robin Underwood, Colin Wright, Andy Mercer and Steven North.

18/19 MINUTES

The minutes of the Policy & Resources Committee meeting of 17th April 2018 had been previously circulated to members and it was

RESOLVED

That the minutes of the meeting of the Policy & Resources Committee meeting held on the 17th April 2018 be approved and signed by the Chairman as a true record.

19/19 APPROVAL OF PAYMENTS

Members had been circulated with details of payments made since 5th April 2018 amounting to £83055.87.

RESOLVED

That payments amounting to £83055.87 be approved (as attached to these minutes).

20/19 COMMUNITY GRANTS

Members considered the following Community Grant applications:

- a) Rushden Town Band

RESOLVED

- a) To award a Community Grant of £2,500 to Rushden Town Band

21/19 SHOP FRONT GRANTS

Members considered the following Shop Front Grant applications:

- a) Saje Jewellery
- b) Babies Galore Rushden Ltd

RESOLVED

- a) Saje Jewellery - decision was deferred as insufficient information had been submitted..
- b) Babies Galore Rushden Ltd to was awarded a Shop Front Grant of £500

22/19 GOVERNANCE REPORT

The Microshade Internal Governance report for 2017/2018 had been circulated to members. Members considered this report and it was

RESOLVED

To accept the Internal Governance report for 2017/2018

23/19 TOWN COUNCIL POLICIES

Members had been circulated with Rushden Town Council Audit and Risk and Media and Press policies and the Complaints Procedure. These policies were scrutinized by members and it was

RESOLVED

- a) Audit & Risk Management Policy be approved and recommended for signing by the Mayor at Full Council.

- b) Media and Press Policy be approved and recommended for signing by the Mayor at Full Council.
- c) Complaints Procedure be approved and recommended for signing by the Mayor at Full Council.

24/19 TOWN MANAGER'S REPORT

The following report was presented by the Town Manager, Julie Thorneycroft.

Location	Job Description
High Street	<p>Via Street Doctor I have reported a number of broken/damaged paving slabs in the High Street, I have received the following response from the Area Technician at Highways, please can you advise how you wish to proceed?</p> <p>“The footway was designed for pedestrians only and not mechanical vehicles, we have attended time and time again at an ever increasing expense to NCC which we can ill afford in the budgets present climate, I still have a few outstanding tickets for at least 70m sq. of slabs to reset or replace, and I would like the relevant parties to understand that we cannot keep going back time after time to do these repairs with the current resources and budgets and if this continues we will have no option but to make the area safe for the public by replacing the slabs with bitumen tarmac until all such defects are removed, our only other alternative is for East Northants cleansing to stop using a mechanical sweeper on the footway.</p> <p>If Rushden town council insist we replace like for like we would not be able to continue with this and the town council may have to part fund the replacement of any damage caused in the future”.</p>
Business Liaison	<p>I would like to propose holding a regular business drop in session, whilst out and about liaising with local businesses it has been brought to my attention that businesses would appreciate more face to face contact with the Town Council. The last two Rushden Town Partnership business networking sessions have been cancelled at short notice.</p>
Rushden Lakes	<p>Rushden Lakes have offered a small amount of funding to put towards a scheme that links Rushden and Higham Ferrers with Rushden Lakes. The proposals outlined below (full details can be found in P&R report April 2018) were submitted to the Management team at Rushden Lakes for consideration on Tuesday 17th April, I have been informed by Paul Rich the proposals require approval from The Crown Estate (TCE). A response from TCE is awaited.</p> <p>A meeting with RL Management team, TCE and Jon McCarthy (LXB) has been arranged for Wednesday 23rd May to discuss the proposals and other ways of working together.</p> <p>Proposal 1 Heritage Celebration Day Proposed date: Sunday 16th September Venue: Rushden Lakes Events Area</p> <p>The heritage day can be promoted as part of the Nene Valley Festival (15th to 23rd September) and will also tie in with the Open Heritage weekends (6th to 9th and 13th to 16th September). Following the success of English Tourism Day on 24th March many local partners are keen to hold a similar event that will benefit and promote the area. Through partnership working with Higham Ferrers Town Council and Destination Nene Valley we have the opportunity to deliver a bigger and more meaningful event.</p>

<p>Rushden Living</p>	<p>Proposal 2 Your Town Walk, Run or Ride – The NN10 Run Introduction of a community walk, run or cycle ride that links the NN10 area.</p> <p>On 3rd May 2018 I met with Rachel Mallows from Made in Northamptonshire to understand more about the proposed Made In Northamptonshire (MIN) unit in the Rushden Living, Rushden Lakes planning application.</p> <p>MIN is a co-operative setup in 2011 to support and promote local producers, eateries and venues across Northamptonshire. As part of the Rushden Living phase of development at Rushden Lakes, Made in in Northamptonshire (MIN) is planning to open a shop dedicated to bringing together and selling the finest Northamptonshire produce from local suppliers in Northamptonshire.</p> <p>Rachel has expressed her desire to work collaboratively with nearby businesses; this can be achieved in the following ways:</p> <ul style="list-style-type: none"> • Within the MIN unit at Rushden Lakes there will be provision of space which can be used to host local events such as cookery demonstrations and food & drink related exhibitions. Rushden and Higham businesses will have an opportunity to promote local foodie businesses through holding demonstrations /production of their own recipe cards or through business concessions and promotions. • Rushden and Higham businesses can take up the opportunity to supply locally grown produce to the MIN shop. • It was suggested that we hold a business forum for food & drink establishments in Rushden and Higham Ferrers, Rachel to attend to support and reassure local businesses and outline the possible business opportunities Rushden Living could present. • Making best use of FEAST Funding for local businesses, funding has been secured to offer a range of useful services to food and drink manufacturers over the next two years, including; grant funding, business mentoring, industry events, technical support and technical apprentices. The Mallows Company are delivering this in the South Midlands Local Enterprise Partnership area. <p>I am corresponding with local businesses that may feel impacted by the MIN element of the Rushden Living application, I will also be compiling a list of local businesses to be considered for the Northamptonshire Food & Drink Awards and for inclusion in the MIN directory – establishments must carry a 5 star hygiene rating. NB: Any fruit and vegetables that are supplied to the MIN shop will be seasonal as all produce must be grown in Northamptonshire – this could present an opportunity to signpost customers to local Fruit & Veg shops that sell “out of season” produce.</p>
<p>Working with retailers at the Lake</p>	<p>I am continuing to work with House of Fraser, on Saturday 28th April a Rushden based tattooist was invited into the store for the day.</p> <p>Magazine Heaven, a new venture that has opened at the Lakes is keen to work with local businesses. I met with the owner and discussed opportunities for cross promotion with the selection of specialist magazines i.e. bridal/crafts/ DIY/hobbies etc - the staff at Magazine Heaven are open to ideas and would like to work with local businesses, I am proceeding to link local unique shops with promotional campaigns that work for both parties.</p> <p>Recent events organised and attended have been St Georges Day in the High Street on 21st April</p>

Events	<p>and the mini Cavalcade at RHTS on 7th May. Both events were well attended and presented opportunities to showcase forthcoming events in the Town and another chance to engage with people about the Neighbourhood Plan.</p> <p>I am working to spread the word about the Women's Cycle tour and have been communicating with the local businesses regarding sponsorship and promotional opportunities. A local jeweller has confirmed take up as a local business sponsor.</p>
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25/19 PROJECTS/WORK IN PROGRESS

Location	Job Description	Quotes	Committee Approval if applicable	Contractor	Commence/ Finish Dates
Rushden Hall	Interior painting	n/a	n/a	In house	Ongoing
Rushden Hall	Stone Wall repairs			PAD Builders	Ongoing
Hall Park	Nature Trail		yes		Spring 2018.
Spencer Park	Tennis Courts Improvements			TBC	May 2018
Spencer Park	MUGA Improvements Some funding to come from Grensons Site Section 106			TBC	May 2018
Rose Avenue	Climbing Frame Funding from Station Road Site Section 106 monies				Spring 2018
Fosse Green	New Play Equipment Section 106 monies – Grensons Site section 106				Spring 2018
Rushden Hall	Glass Doors	Meeting with Conservator officer			
Spencer Park	Tree works				Completed

Memorial Gardens	New posts and chains and seating				Spring 2018
Manor Park	New Height Barrier/new fencing				Completed
Various sites	New litter and dog bins				Completed
Trafford Park	New play equipment Section 106 monies – Station Road Site				June 2018
Hall Park	Public Toilets				June 2018
St James Park	New Swings				May 2018
Hall Park	Hedge – Dog Area				Completed
Hall Park	New Benches				May 2018
Spencer Park	CCTV			Crimesecure	June 2018

Chairman