

BRACKLEY TOWN COUNCIL
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You are hereby summoned to attend a Meeting of the **Direct Responsibilities and General Purposes Committee** to be held on **Monday 20 June 2016**, in the Upper Hall, Town Hall, immediately following the meeting of the Planning & General Works Committee.

Dated: 15th June 2016



Town Clerk

MEMBERS OF THE PRESS AND PUBLIC ARE INVITED TO ATTEND

AGENDA

95/16 APOLOGIES FOR ABSENCE

96/16 DECLARATION OF INTEREST

Members are asked to declare any disclosable pecuniary interests in items on the agenda, **and the nature of that interest**, in accordance with the Localism Act 2011, and Brackley Town Council's Code of Conduct.

97/16 PUBLIC PARTICIPATION

This section of the meeting gives members of the public who are present an opportunity to speak. You may speak on any item which appears on the agenda for this evening's meeting.

Please state your name and address before asking your question.

98/16 APPROVAL OF MINUTES

Members are asked to receive and approve the minutes of the previous meeting of the Direct Responsibilities and General Purposes Committee held on Monday 23rd May 2016.

99/16 MEMBERS REPORTS

100/16 FIRE STATION DEVELOPMENT SUB COMMITTEE

To receive the minutes of the Fire Station Development Sub Committee meeting held on Wednesday 12th May 2016

101/16 REPLACEMENT SWING AT EGERTON FIELDS

The Council received a report of vandalism to the new basket swing at Egerton Fields, which the police have investigated. The cost of a replacement swing is £897.30 + VAT, and Members are asked to approve the order.

102/16 DANGEROUS DOGS AT ST JAMES LAKE

The Council has received a report from a resident about two dogs, which the resident believes are dangerous, being walked by their owner around St James Lake. The residents' query related to the availability of a Dog Warden, or whether there was a requirement for dogs to be kept on leads.

103/16 MATTERS FOR DISCUSSION OR INFORMATION

Play Spaces Working Party

St James' Lake Grant Application

DIRECT RESPONSIBILITIES AND GENERAL PURPOSES COMMITTEE

Minutes of a Meeting of the **Direct Responsibilities and General Purposes Committee** held on Monday 23 May 2016, in the Upper Hall, Town Hall, Brackley.

Present: Councillors: Bagot-Webb, Baker, Barrie, Broomfield, Cartmell, Stimpson, Thompson, Waldron & E Wiltshire.

In attendance: Councillors Butler, Morrell, Ross & P Wiltshire.

Officers: Town Clerk (Linda Carter), Finance & Development Officer (Alison Moses) and Communications Support Officer (Stephanie Lloyd-Berry)

40/16 APOLOGIES FOR ABSENCE

Apologies were received and accepted from: Cllr Sharps.

41/16 ELECTION OF CHAIR

On the proposition of Cllr Baker, it was **RESOLVED** that:

Councillor E Wiltshire be elected Chairman of the Direct Responsibilities & General Purposed Committee for 2016/2017.

42/16 ELECTION OF VICE CHAIR

On the proposition of Cllr Cartmell, it was **RESOLVED** that:

Councillor Barrie be elected Vice Chair of the Direct Responsibilities & General Purposes Committee for 2016/2017.

43/16 DECLARATIONS OF INTEREST

None.

44/16 PUBLIC PARTICIPATION

None.

45/16 APPROVAL OF MINUTES

On the proposition of Cllr Cartmell, it was **RESOLVED** to:

Received and approve the Minutes of the previous Meeting of the Direct Responsibilities & General Purposes Committee held on Monday 18 April 2016.

46/16 MEMBERS REPORTS

None.

47/16 FIRE STATION DEVELOPMENT SUB COMMITTEE

On the proposition of Cllr Cartmell, it was **RESOLVED** to:

Received and approve the Minutes of the Fire Station Development Sub Committee held on 6th April 2016.

48/16 OPENING EVENT FOR OLD FIRE STATION

The opening event for the Old Fire Station is being planned for Sunday 12 June 2016 and would take the form of a Big Lunch in the Park and a celebration of the official Birthday of Her Majesty, Queen Elizabeth. Planning

is in progress. Proceedings will commence at 11.00am and finish at 3.0pm. Publicity via poster, Council website and Face Book pages will be actioned and a banner has been ordered.

49/16

MATTERS FOR DISCUSSION OR INFORMATION

Old Fire Station – During the handover a Fire Risk Assessment was conducted by Fire Risk Pro who had issued a report finding that, with the front door of the building opening inwards, the number of people for occupation would be limited to 50. Enquiries were made by the Clerk indicated that, as the building is a Public Building, front doors opening outwards onto the pavement were permissible. Contractors would re-fit the door, after which a revised Fire Risk Assessment would be carried out.

Members expressed concerns regarding other aspects of the development including the door to the disabled toilet, which also opens onto the lobby area – these were still to be fitted with door closers.

The fire assembly point had been designated in the park and, when the Community Space/Commercial areas are in use, all fire doors, access points and gates to the building must be un-locked and open to allow for safe egress. Conditions of hire had not yet been drafted and would take account of the report's findings and the risk assessment.

Meeting closed at: 7.40pm

Chairman

Date:

FIRE STATION DEVELOPMENT SUB COMMITTEE

Minutes of a Meeting of the Fire Station Development Sub Committee held at 4.00pm on Wednesday 12th May 2016, in the Old Fire Station, 37 High Street Brackley.

Present: Councillors: Thompson (Chair), Baker, Cartmell, Morrell, E Wiltshire,
Ms T Hayward and Mr M Berridge
Officers Linda Carter

FSD 1/16 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Stimpson

FSD 2/16 DECLARATION OF INTEREST

None disclosed

FSD 3/16 PUBLIC PARTICIPATION

Two members of the public were present but made no comments at this stage

FSD 4/16 APPROVAL OF MINUTES

Members received and approved the minutes of the previous meeting of the Fire Station Development Sub Committee held on 6th April 2016. Further to the minutes it was noted that a bell for the outside of the building had been procured, and that a fire bell would also be installed inside the building.

FSD 5/16 PROGRESS WITH CONTRACT

The contractors report, delivered to the contract meeting on 22nd April 2016 was noted. Cllr Cartmell raised the issue of tactile signage for the toilets and the clerk agreed to take this up with the architects.

FSD 6/16 FINANCIAL MATTERS

The spreadsheet showing costs to date against budget were noted

FSD 7/16 OPENING EVENT

Members discussed plans for the opening event on Sunday 12th June 2016. It was agreed that, in line with the 'Big Lunch', the event would run from 11.00am – 3.00pm and be billed as a celebration of Her Majesty the Queen's 90th Birthday, with the Fire Station being opened at 12 Noon. Brackley Country markets had agreed to provide refreshments and snacks. Cllr Baker offered to speak to the Great Central Big Band as Brackley Band were already committed elsewhere. Cllr Cartmell offered to organise a bouncy castle if required.

FSD 8/16 BOOKINGS AND HIRE CHARGES

Members were asked to confirm their intentions in relation to hire charges and **AGREED** that the rate should be the same as that already in place for the Lower Hall at the Town Hall.

Members also considered the hire charges for the park and the effect that the presence of the toilets and the possibility of a power supply, might have in reducing running cost to event organisers. Members felt that the matter should be referred to the Finance & Policy Committee.

FSD 9/16 DATE OF NEXT MEETING

The next meeting would take place on Tuesday 7th June at 4.00pm

FSD 10/16 EXCLUSION OF PRESS & PUBLIC

That, in accordance with Section 1 (2) of the Public Bodies (Admission to Meeting) Act 1960, the public and press is excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

FSD/11/16 PROPOSALS FOR THE COMMERCIAL LET

The Town Clerk had received three proposals for the commercial let, unfortunately one had been withdrawn and the second was unable to meet the terms specified by the Council.

Mr Tony Hunter, representing the third proposal was present the meeting and members asked that he stayed for the first part of the discussion in order that he could present the 'vision' proposed and answer any questions. There after he left the meeting and Councillors considered the merits of the proposal

After careful consideration, the Sub Committee AGREED to RECOMMEND the proposal to the Finance & Policy Committee, provided that additional financial information regarding their proposal could be provided.

Meeting closed at 5.25pm:

Chairman:

Date: