

The Meeting of the Desborough Town Council held at the Library, High Street, Desborough on Thursday 16th April 2015.

PRESENT

Councillors: Cllr A Matthews, Cllr Tebbutt, Cllr R Sawford, Cllr B King, Cllr D Coe, Cllr J Watson, Cllr D Howes, Cllr J Derbyshire, Cllr J Pearce

Clerk: James McKechnie

Also in attendance: Cllr A Matthews, Northamptonshire County Councillor & Members of the Public

1	<p>Chairman’s announcements The Chairman welcomed all those present and confirmed the health and safety/housekeeping issues for the building and asked for mobile phones to be put on silent. Chairman’s announcements included the following:</p> <ul style="list-style-type: none"> • Temporary Traffic Order for lorry movements from the Fishing Lakes development on Rushton Road. • Kettering Borough Council Special Meeting where the former Lawrence’s Site was discussed. Reading the following out from the minutes of the meeting. FORMER LAWRENCE'S FACTORY SITE – OUTCOME OF MARKETING EXERCISE A further report was submitted which considered exempt information in relation to the outcome of the marketing exercise in respect of the Lawrence site and recommended a way forward. During debate, consideration was given to formal offers received by the deadline date of 12th December 2014. It was noted that further discussions had taken place with the bidders to clarify a number of issues, taking into account the Council's statutory duty under S12 of the Local Government Act 1972 to obtain best consideration reasonably available for the site as part of the process. Debate was also held on the proposals put forward by DCDT earlier in the meeting. The view was expressed that, should agreement be given to establishing a dialogue through ad hoc informal meetings with DCDT, this should not constitute an open-ended timeframe. <ul style="list-style-type: none"> • Thanking all councillors for their support and efforts over the current term which was coming to an end. Specially thanking Cllr M Watson, Cllr Sawford, Cllr Dearing and Cllr Coe who would not be standing for election. <p>Cllr Matthews paid special tribute to Cllr Coe who had served as a Town Councillor for the last 41 years, which is a remarkable achievement. Cllr Coe thanked Cllr Matthews and expressed how much he had enjoyed his time as a Town Councillor, in particular serving as the Chairman four times, being the Mayor of the Borough of Kettering and meeting Lady Diana. The whole Council and members of the public showed their appreciation with a round of applause.</p>
2	Apologies for absence – Cllr D Soans (KBC Emergency Planning Meeting)
3	Declarations of Interest by Councillors - None
4	Police Report – No Police presence, report circulated in advance of meeting
5	Representations from members of the public – None
6	Minutes of the Town Council meeting held on 19th February 2015

	<ul style="list-style-type: none"> The Minutes of the Town Council meeting held on the above date were <u>unanimously approved</u> and signed as a true record (Proposed by Cllr Tebbutt and seconded by Cllr Coe).
7	<p>Matters Arising Minute 5/March 15 The clerk confirmed that he had liaised with Network Rail and hoped that the rubbish on the railway sidings near the Railway House would be cleared soon.</p>
8	<p>Neighbourhood Plan Update Cllr Soans</p> <ol style="list-style-type: none"> Grant application – following the Town Councils authority to proceed with the application, this is now being processed. Steering group meeting held on 26th March - minutes will be posted to website. The main points discussed :- <ol style="list-style-type: none"> Vision and objectives Lawrence factory site – decisions of KBC executive Training session led by Rachel Hogger from Locality, Rachel went through all of the information at hand needed to produce the neighbourhood plan. A number of other NPs were looked at to compare styles etc. A further training sessions was held on 31st March continuing the same themes Next Steering Group meeting will be 14th May, Heritage centre 7.30 PM.
9 9.1	<p>To receive reports from:</p> <p><u>License Application</u> Premises New Reference: 15/01707/LAPNEW Premises: Jellies Distilleries Address: 26 Rushton Road, Desborough, Kettering, Northamptonshire, NN14 2RW. Comments: The premises are almost certainly unsuited to this type of activity, storing and distributing. It is a terraced property on the main road with very poor parking wholly unsuited to regular visits from delivery type vehicles. Desborough Town Council are concerned regarding the storage and distribution from a residential address.</p> <p><u>Finance Reporting</u> The Annual Accounts, Quarterly Accounts, Bank Reconciliation Report for March are attached to the Finance Report.</p> <p><u>Desborough Town Council Annual Litter Pick</u> The Town Council Litter Pick will take place on:</p> <ul style="list-style-type: none"> Saturday 25th April 2015 between 12 noon and 2pm <p><u>Outdoor Gym Update</u> Work started on 7th April and will take approximately 2 weeks to complete.</p> <p><u>Application for Good vehicle operating centre licence by Mr Lyndon Thomas</u> A letter has been received from the Traffic Commissioners Office notifying the Council that the matter will go to a Public Enquiry. Cllr Tebbutt asked that the clerk write to Kettering Borough Council, Northamptonshire County Council and Northamptonshire Police, strongly expressing this Council’s objection to this application, and requesting that they, as the relevant statutory bodies, collectively represent the views of Desborough residents at the Public Hearing. Cllr Sawford added in the words “in the spirit of localism” should be used to convey the message.</p>
10 10.1	<p>Community Reports Pocket Park Cllr Sawford handed out a written report which included: The Asbestos has been removed from the stream by Kettering Borough Council.</p>

10.2	<p>Public Day being held on 9th May 2015 Rescuing hedgehogs from Animals in Need to release into the park. The Path – efforts continue to improve access to all. WREN have given permission to commence the fence, gate and edging work, which is planned for June. Next volunteer day 16th May 2015.</p> <p>It was agreed to write to the Pocket Park Volunteers thanking them for all the support and efforts.</p> <p>Community Speed Watch Cllr King reported that 12 sessions have now taken place. The next event will be held week commencing 27th June running for 6 weeks. It was agreed that a meeting would be set up after the elections to discuss the way forward with Community Speed Watch and the new Speed Signs, with Northamptonshire Police being invited to attend.</p>																																								
11 11.1	<p>Update from existing Working Parties</p> <p>Community Right to Build ‘Hawthorns Forum’: Mrs Paula Holmes reported that the feasibility study report will be completed by the end of May.</p>																																								
11.2	<p>Fresh Air Desborough (FAD): None available.</p>																																								
12 12.1	<p>Financial report</p> <p>BDO Notice of Annual Audit for year ending 31 March 2015: Details of the annual audit for Desborough Town Council for the year ending 31st March 2015 have been received from BDO Stoy Hayward LLP, External Auditor. The Audit timetable presented to the Council was Approved (proposed by Cllr Pearce and seconded by Cllr Watson).</p>																																								
12.2	<p>External Auditors are required to select a 5% sample of local councils to receive an intermediate audit questionnaire, where both income and expenditure is less than £200,000 for the year ending 31 March 2015. Desborough Town Council has not been randomly selected as part of this year’s 5% sample</p> <p>Accounts for Payment: The following payments were APPROVED (Proposed by Cllr Derbyshire and seconded by Cllr Pearce):</p> <table border="1" data-bbox="296 1429 1441 2065"> <thead> <tr> <th>Cheque No.</th> <th>Amount</th> <th>Payee</th> <th>Reason for Payment</th> </tr> </thead> <tbody> <tr> <td>101478</td> <td>£939.00</td> <td>Mr J McKechnie</td> <td>Salary, Back Pay & Expenses (April 15)</td> </tr> <tr> <td>101479</td> <td>£402.48</td> <td>HM Revenue & Customs</td> <td>PAYE & NI (April 15)</td> </tr> <tr> <td>101480</td> <td>£388.74</td> <td>NCC Pension Fund</td> <td>Pension Contributions Employer & Employee (April 15)</td> </tr> <tr> <td>101481</td> <td>£35.40</td> <td>Talk Talk Business</td> <td>Telephone Line Rental / Broadband + calls (April 15)</td> </tr> <tr> <td>101482</td> <td>£33.60</td> <td>NCC Library</td> <td>Room Hire Town Council Meeting (April 15)</td> </tr> <tr> <td>101483</td> <td>£36.00</td> <td>CPRE</td> <td>CPRE Membership 2015/16</td> </tr> <tr> <td>101484</td> <td>£66.00</td> <td>Vision ICT Ltd</td> <td>Biennial fee for .gov.uk April 2015 to March 2017</td> </tr> <tr> <td>101485</td> <td>£9.99</td> <td>Mr David Soans</td> <td>Stationary for Town Plan Public Engagement Event</td> </tr> <tr> <td>101486</td> <td>£2,688.47</td> <td>Northants</td> <td>Membership Subscription & Internal</td> </tr> </tbody> </table>	Cheque No.	Amount	Payee	Reason for Payment	101478	£939.00	Mr J McKechnie	Salary, Back Pay & Expenses (April 15)	101479	£402.48	HM Revenue & Customs	PAYE & NI (April 15)	101480	£388.74	NCC Pension Fund	Pension Contributions Employer & Employee (April 15)	101481	£35.40	Talk Talk Business	Telephone Line Rental / Broadband + calls (April 15)	101482	£33.60	NCC Library	Room Hire Town Council Meeting (April 15)	101483	£36.00	CPRE	CPRE Membership 2015/16	101484	£66.00	Vision ICT Ltd	Biennial fee for .gov.uk April 2015 to March 2017	101485	£9.99	Mr David Soans	Stationary for Town Plan Public Engagement Event	101486	£2,688.47	Northants	Membership Subscription & Internal
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101487	£60.00	Desborough Civic Society	Neighbourhood Plan Meeting 26 th March & 31 st March 2015												
12.3	<p>Receipts:</p> <table border="1"> <thead> <tr> <th>Paid into Barclays</th> <th>Amount</th> <th>Received from</th> <th>Reason for Receipt</th> </tr> </thead> <tbody> <tr> <td>02/03/15</td> <td>£2.20</td> <td>Barclays Bank</td> <td>Interest Business Saver Account</td> </tr> <tr> <td>12/03/15</td> <td>£3,816.00</td> <td>County Cllr Matthews Empowering Fund</td> <td>Contribution towards the purchase of Speed Signs</td> </tr> </tbody> </table>			Paid into Barclays	Amount	Received from	Reason for Receipt	02/03/15	£2.20	Barclays Bank	Interest Business Saver Account	12/03/15	£3,816.00	County Cllr Matthews Empowering Fund	Contribution towards the purchase of Speed Signs
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12.4	Monthly Bank Reconciliation: Noted														
12.5	Q4 Financial Analysis: Noted.														
12.6	End of Year Accounts 2014/15: The Town Council APPROVED (proposed by Cllr Pearce and seconded by Cllr Tebbutt) and signed the end of year accounts for 2014/15.														
12.7	Statement of Accounts: The Town Council CERTIFIED that the statement of accounts contained in the annual return (as detailed in the Finance Report) presents fairly the financial position of the council for year ended 31 st March 2015 (Proposed by Cllr Derbyshire and seconded by Cllr Matthews – Agreed).														
12.8	<p>Annual Governance Statement: The Town Council APPROVED the Annual Governance Statement for inclusion in Section 2 of the annual return for year ended 31st March 2015 (Proposed by Cllr Derbyshire and seconded by Cllr Matthews – Agreed).</p> <p>The Variance Report for 2014/15 was noted.</p>														
12.9	<p>VAT Refund for Year Ending 31st March 2015</p> <p>The clerk can confirm that the form VAT 126 has been completed and posted to HMRC for a VAT refund of £2,292.28 for the period 1st April 2014 to 31st March 2015</p>														
12.10	<p>Employer Annual Return 2014/15 –PAYE Income Tax, National Insurance Contributions (NICs) and related payments: The Final Year Submission was submitted to HM Revenue & Customs on 28th March 2015. The 2015/16 payroll has been set up.</p>														
13	<p>Desborough Town Council Grant Policy & Procedures Update</p> <p>The clerk confirmed that the policy had now been amended.</p>														
14	<p>The following applications have been received and comments made under delegated procedures or to be made at the meeting:</p>														
14.1	<p>KET/2015/0154 – Mr & Mrs Graves – 49 Braybrooke Road, Desborough – Full Application: Conservatory to rear. No objection.</p> <p>KET/2014/0820 – Lodge House Ltd – Bridge road (Land to the West of), Desborough – Full Application: 12 no. dwellings. No objection.</p> <p>KET/2014/0774 – Mr Creaney – Plot 4A Greenfields, Braybrooke Road, Braybrooke – Full Application: Siting of caravans for residential occupation with associated had standing, shed and cess tank. Objection – The Borough of Kettering already has required allocation of authorised traveller sites, with adequate provision through to 2021 now in place.</p>														

<p>14.2</p>	<p>Ket/2014/0776 – Mr McDonagh – Plot 4B Green Fields, Braybrooke Road, Braybrooke – Full Application: Siting of caravans for residential occupation with associated hard standing, utility block or portoloo/portable toilet block and cess tank. Objection – The Borough of Kettering already has required allocation of authorised traveller sites, with adequate provision through to 2021 now in place.</p> <p>KET/2014/0777 – Mr Cash - Plot 4C Greenfields, Braybrooke Road, Braybrooke – Full Application: Siting of caravans for residential occupation with associated hard standing, utility block, container, shed and cess tank. Objection – The Borough of Kettering already has required allocation of authorised traveller sites, with adequate provision through to 2021 now in place.</p> <p>KET/2014/0778 – Mr McDonagh Jnr – Plot 4D Greenfields, Braybrooke Road, Braybrooke – Full Application: Siting of caravans for residential occupation with associated hard standing, utility building and cess tank. Objection – The Borough of Kettering already has required allocation of authorised traveller sites, with adequate provision through to 2021 now in place.</p> <p>KET/2014/0784 – Mr Doran – Plot 9 Greenfields, Braybrooke Road, Braybrooke – Full Application: Siting of caravans for residential occupation with ancillary development. Objection – The Borough of Kettering already has required allocation of authorised traveller sites, with adequate provision through to 2021 now in place.</p> <p>KET/2014/0786 – Mr Doran – Plot 8 Greenfields, Braybrooke, Road, Braybrooke - Full Application: Siting of caravans for residential occupation. Erection of utility building, installation of cess tank, construction of had standing, and erection of close board fencing. Objection – The Borough of Kettering already has required allocation of authorised traveller sites, with adequate provision through to 2021 now in place.</p> <p>KET/2015/0079 – Mr Julian – 8A Greenfields, Braybrooke Road, Braybrooke – Full Application: Siting of caravans for residential occupation with associated hard standing, shed and septic tank. Objection – The Borough of Kettering already has required allocation of authorised traveller sites, with adequate provision through to 2021 now in place.</p> <p>KET/2015/0147 – (Executors of Mrs E Guilford) Mr & Mrs R Stonebridge – 75-77 Harrington road (land to rear of), Desborough – Outline Application: 1no. detached one storey dwelling and 1no. detached one and a half storey dwelling with new access from Whitehill Road. No objection – however the increase in vehicle movements will add to the already overloading road network.</p> <p>KET/2015/0201 – Mr Crutchley – 36 Harborough Road, Desborough – Full Application: Detached dwelling with new vehicle access to no.36. No objection</p> <p>KET/2015/0065 – Biddle, Foster And Smith – The Paddocks, Park Hill, Braybrooke – Full Application: Change of use to permanent traveller site for 3 no. pitches. Objection – KBC has a definitive listing for authorised traveller sites and this location is not part of that listing.</p> <p><u>Notices of Approval received:</u> KBC has approved permission for the following applications: KET/2015/0049 - Mr Gilbert Desborough Town Bowls Club – Desborough Town Bowles Club, Dunkirk Avenue, Desborough – Full Application: Changing rooms adjacent to existing pavilion. Cllr Sawford asked if the new changing rooms would be accessible to future football teams who may play at the recreation ground. The clerk was asked to liaise with Kettering Borough Council and the Bowls Club to establish if this would be possible. KET/2015/0098 – Mr Brown – 37 Rowan Close, Desborough – Full Application:</p>
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<p>14.3</p>	<p>Conservatory to rear. KET/2015/0147 – (Executors of Mrs E Guilford) Mr & Mrs R Stonebridge – 75-77 Harrington road (land to rear of), Desborough – Outline Application: 1no. detached one storey dwelling and 1no. detached one and a half storey dwelling with new access from Whitehill Road. KET/2015/0047 – Mrs Wegener GST Developments – 1B Lower King Street, Desborough – Full Application: Erection of 1 no. dwelling to create a terrace of 3 houses.</p> <p><u>Notices of Refusal received:</u> KBC has refused permission for the following applications:</p> <p>KET/2015/0114 – Mr Bugg – The Insurance Shop, Mansefield Close, Desborough – Full Application: Conversion of Office to 2 no. flats. For the development as described for the following reasons:- 1. The two proposed dwellings would have no outdoor amenity space, insufficient bin storage space and a poor standard of living for future occupants by virtue of the small, cramped internal layout and inadequate number of windows on the southwest (rear) elevation, all of which would be to the detriment of the amenity of future occupants. The proposed development would not provide acceptable living arrangements for future residents of the building and as such it is considered contrary to Policy 13(1) of the North Northamptonshire Core Spatial Strategy and Paragraph 17 of the National Planning Policy Framework.</p> <p>KET/2015/0057 – Mr Lillyman – 87B Braybrook Road, Desborough – s.73 Application: Convert garage to living space. For the development as described for the following reasons:- 1. The proposed development would result in there being insufficient alternative space within the curtilage of the dwelling house to provide for two parking spaces for the adequate parking and manoeuvring of the vehicles clear of the private drive and the highway, which would lead to an adverse impact on users of the highway network and on highway safety. As such, this is contrary to policy 13 of the North Northamptonshire Core Spatial Strategy.</p>
<p>15</p>	<p>Desborough Town Council Premises A debate was had on the current and future options for Desborough Town Council’s Office. Cllr Matthews stated that it would be wise to defer any decision until the new council was in place. Cllr Coe stated that it would be a very positive to move the Town Council Office to the Library. Cllr Sawford agreed stating that it would give greater public access.</p>
<p>16</p>	<p>Date of next meeting and items for the agenda: Thursday 21st May 2015 commencing at 7pm, Desborough Library, High Street, Desborough.</p>
<p>THE MEETING CLOSED AT 8:14 PM</p>	