



**Desborough Town Council**  
Town Clerk: Graham Thomson  
High Street, Desborough, NN14 2QS  
01536 628816 clerk@desboroughtowncouncil.gov.uk

To: All Town Councillors

You are hereby summoned to attend an additional meeting of Desborough Town Council to be held online using ZOOM on **Thursday 19 November 2020**, commencing at **seven o'clock** for the purpose of transacting the following business. Members of the press and public are invited to attend remotely (further details below).

To join the meeting follow this link

<https://us02web.zoom.us/j/81941323584?pwd=Z3NBazJyVW82OVUyeEpaMFdHRINpZz09>

If necessary, use the following - Meeting ID: 819 4132 3584      Passcode: 579740

If you wish to join by audio telephone only (your normal call charges will apply) dial one of the following numbers: 0203 481 5240; or 0131 460 1196; or 0203 051 2874; or 0203 481 5237 and use the meeting ID and password given above. To raise your hand when you are following the meeting by telephone please press \*9, if the Chair invites you to speak you will need to press \*6

**NOTE TO MEMBERS OF THE PUBLIC**

Members of the public who wish to follow proceedings are welcome to use the login details above using Zoom. All members of the public will be muted and not able to be heard unless the Chair of the meeting invites them to speak.

Owing to the remote nature of attendance, any members of the public wishing to address the Council are requested to provide details to the Town Clerk before the meeting either by emailing the usual form (available on the Council's website here [Your Right to Speak at Council Meetings](#) or here "Home" > "Policies" > "Your Rights" > "Your Right to Speak at Council Meetings") to the Council using the email address above, by sending the same information to the Town Clerk by email, or using the email us facility on the Council's website.

Signed,

Graham Thomson  
Town Clerk

13 November 2020

**AGENDA**

**81./20      Chair's Welcome and Announcements**

**82./20      To Consider and if So Resolved To Approve Apologies for Absence**

**83./20      To Note any Declarations of Interest From Councillors**

**84./20      To Note or Consider any Requests for Dispensation**

To note any requests for dispensation for Councillors with an interest to be allowed to speak which have been considered by the Town Clerk in accordance with the Localism Act 2011 and the Council's Scheme of Delegation, and to consider any such applications not yet determined.

**85./20      To Approve the Minutes of the Meeting Held on 15 October 2020**

**86./20      To Hear Representations From Members of the Public Notified in Advance of the Meeting**

Note: no decisions can be made in response to matters raised under this item.

**87./20      Parking Restrictions During the Pandemic**

In June, following a meeting between officers from the County Council, the Borough Council, and the Town Council, agreement was reached on a number of COVID related issues as reported previously (relaxation of parking restrictions, introduction of bike racks, cycle routes, pedestrianisation, etc.).

Prior to the latest lockdown, the County Council reviewed the temporary relaxation of parking enforcement. These reviews confirmed that as more businesses reopened, and with more residents returning to their place of work, fewer vehicles had been parking in resident permit zones and high density residential areas. Parking enforcement was fully reinstated in these areas from the beginning of August, and permit holders and residents were required to park in accordance with the restrictions in place as indicated on the signs or road markings as they did before the temporary relaxation was introduced.

In view of the current lockdown, and the extended time it can take to comply with COVID restrictions, the County Council has been requested to consider repeating the relaxation and any response will be reported to the meeting.

The Council is REQUESTED to consider the matter.

88./20

### **Annual Waiting Restriction Review (Parking) 2020-21**

Every year the County Council receives a large number of requests to change or introduce new parking restrictions across the County. In order to deal with these enquires effectively, a programme of annual reviews takes place seeking views on locations requiring investigation. The next stage in the process is advertising in the public domain.

The following proposals are being considered for Desborough.

#### **Rushton Road, Desborough**

Proposed introduction of single yellow lines (restricted hours Mon - Fri from 8am - 6pm outside Cheaney to allow for vehicles to be unloaded safely whilst still providing parking to residents outside of these hours

#### **Harrington Road, Desborough**

Disabled bay outside of Loatlands School

#### **Gladstone Street, Desborough**

Removal of double yellow lines towards the junction with Harborough Road as now one way

#### **Queen Street, Desborough**

Proposed introduction of double yellow lines at junction with Union Street

#### **Pioneer Avenue, Desborough**

Proposed introduction of extension of existing double yellow lines

#### **Unity Street, Desborough**

Proposed introduction of Double yellow lines at junctions with Federation Avenue.

The Council is REQUESTED to give views on the proposals.

89./20

### **To Consider a Position Statement on Support Grant Applications by Community Groups**

From time to time, the Council is approached by community groups which are making grant applications to external bodies but where the support of the Town/Parish Council is required. In most cases this is simply a method used by the grant giver to ensure a level of community support for the proposal. In a few cases there might be an expectation of joint funding from the Council.

As is the way with these things, it is often late in the day that groups realise that Council support is required and this can lead to either late applications or even bids being abandoned. Currently, the Council considers each case and application on an individual basis.

It has been suggested that the Council might adopt a position or policy of supporting such applications by default if they can demonstrate community benefit and unless the proposal involves any cash investment or contribution from the Council. If such a position was adopted, an indication of support could be issued on behalf of the Council and the matter be reported to Councillors. In the event that community benefit was not clear, or if a financial contribution from the Council was requested or required, then the matter would be referred to the Council for consideration.

As an example, an approach has been received from the Desborough Good Neighbour Scheme for support in a bid for funding from Northants ACRE under its Good Neighbours scheme. These Northants ACRE initiatives are run by local volunteers to provide day to day support to other residents in their community who have low level needs and may require help or activities on an occasional or regular basis. This bid is for funding to help the Desborough Scheme provide Christmas gifts for isolated / vulnerable elderly residents and, when possible, to host a monthly lunch club, and associated costs. There is clear community benefit and it would not involve any funding from the Town Council.

The Council is REQUESTED to:-

- a) consider supporting the bid to Northants ACRE from the Desborough Good Neighbour Scheme; and,
- b) consider adopting a position statement as set out in the report and amending the Scheme of Delegation accordingly.

90./20

### **To Formally Approve Grants to Kettering Borough Council for the Proposed CCTV Upgrade**

The details in this report may be updated before or at the meeting as further information is received.

The long-awaited estimates for the civil works (the columns and so on) had not been received despite chasing. Following an online meeting with officers from the Borough Council the following costs for some of the work were confirmed:-

Cameras and equipment	£25,990
Civil works (Station Road)	£9,283
Civil works (Chaplins Lane)	£9,158
Sub Total	£44,431

Delays with obtaining approvals and costs from the County Council (to the Borough Council) have pushed the scheme back. It is possible that the charges for the civil works at Chaplins Lane may reduce but this is not certain. Prices need to be confirmed for the power supply and potential

wayleave costs but the overall costs are expected to be within the Town Council's budget provision of £65,000.

In view of the delays with the County Council and its contractors, consideration has been given to splitting the works and grant aiding those elements which can be undertaken without recourse to the County Council and pressing ahead with the remaining elements as soon as information is confirmed.

For the avoidance of doubt, the Town Council would grant aid the Borough Council to carry out the installation (through contractors), and ownership ongoing maintenance and liability would sit with the Borough Council.

The Council is RECOMMENDED to consider awarding grants to the Borough Council to fund the CCTV upgrade in stages as outlined in the report, subject to the overall cost being realistically estimated to be within the budget provision of £65,000, and if so resolved, to authorise the Town Clerk to issue grant payments in stages.

**91./20 To Formally Approve the Grant to Kettering Borough Council for the Braybrooke Road Play Area**

The Borough Council has been advised of the Council's wish to proceed with the scheme without a cash contribution from the Borough Council. The Borough Council is now considering including it onto its capital programme. It is understood that the matter has been considered but the outcome is not yet known. Any updated information will be provided at the meeting.

The Council is RECOMMENDED to authorise the Town Clerk to make grant payments to enable the works to proceed.

**92./20 To Consider Responding to a Public Consultation on the Draft North Northamptonshire Housing Allocation Scheme**

The North Northamptonshire Shadow Authority has issued a consultation document on its proposed housing allocations scheme. The consultation period runs until 15 December 2020.

All local housing authorities are required by law to have a scheme in place for determining priorities and procedures when allocating council and housing association properties. Currently in North Northamptonshire, each of the four borough and district councils have their own allocation schemes, each of which is similar in operating a Choice-based lettings policy (where people choose and bid for their preferred property). The intention of the Shadow Authority is to harmonise the schemes into a single Housing Allocations Scheme for the new Council that will cover all of North Northamptonshire from 1 April 2021.

Details of the consultation are available here: <https://futurenorthants.citizenspace.com>  
The Council's REQUESTED to consider any response.

**93./20 To Consider Responding to a Public Consultation by the Committee on Standards in Public Life**

The Committee on Standards in Public Life has issued a new consultation as part of its review into current principles, the institutions, processes, and structures in place to support high standards of conduct. The consultation runs to 18 December 2020. Anyone with an interest in public standards may make a submission. The Committee welcomes submissions from members of the public.

Details of the consultation are available here: <https://www.gov.uk/government/consultations/standards-matter-2-public-consultation-and-public-sector-survey>  
The Council is REQUESTED to consider any response.

**94./20 Information items**

The Council is REQUESTED to note the information in the undermentioned reports.

**94.1./20 To Receive any Reports on Activity From Members of the Borough Council, the County Council, the North Northamptonshire Shadow Authority, and any Local Groups and Volunteers**

Any reports received will be circulated.

KBC Cllr. Mark Dearing

*"I currently have no news regarding Desborough from KBC or the Shadow Authority as the next meeting for me will not be until December."*

NCC Cllr Alan Matthews

*"I intend to join Zoom on 19th November and will send a short report after reading the agenda for this meeting."*

The Council is REQUESTED to note any information provided.

**94.2./20 To Note Arrangements Which Were Made for Remembrance Sunday 2020**

As Councillors will be aware with the COVID-19 restrictions and subsequently the lockdown Desborough Town Council, the Desborough Branches of the Royal British Legion, and the Churches, were unable to have the traditional parade, service, and gathering at the War Memorial this year.

However, wreaths were laid at the War Memorial in the days leading up to Remembrance Sunday and a church service was recorded (following COVID-19 rules) and is available on YouTube. On Remembrance Sunday, the St. Giles Church bell pealed for three minutes followed by a shell explosion at 11:00 followed by two minutes' silence and a second shell.

The Council is indebted to Andy Macs Fireworks for donating the shells, and to Tony of Tony's Fireworks for safely setting off the shells, both free of charge to the Council.

**94.3./20 To Receive a Report on Crime in the Town**

Details of the latest crime figures will be made available on the Council's website.

**94.4./20 To Receive a Report on Vehicle Speeds in the Town**

Details of the latest reports from the TVAS speed signs are available on the Council's website.

**94.5./20 To Note a Report About Vehicle Movements Into and out of the Rothwell North Construction Site**

The Council is usually notified about vehicle movements into and out of the construction site and any violations of the approved routes by HGVs. The most recent information is:-

19/10 - 25/10	5 violations inwards and 0 violations outwards
26/10 - 01/11	5 violations inwards and 1 violation outwards

The attention of the developer has been drawn to a small number of issues over the month, especially relating to mud on the road surface and action was taken to rectify the matter.

**94.6./20 To Receive an Update on Other Matters**

Oral reports of any progress on other matters may be given for information.

**95./20 To Receive and Note the Planning and Licensing Report and Consider Commenting on Applications**

In accordance with the views expressed by Councillors, any comments on applications which were uncontentious and uncontested were submitted to the relevant planning authority as set out in the report attached at Appendix A. The Council is RECOMMENDED to note the report and raise comment on any items not already submitted.

**96./20 To Receive the Finance Report**

The Council is RECOMMENDED to approve the report (Appendix B).

**97./20 To Consider and if So Resolved To Approve Accounts for Payment and To Note Those Made in Accordance With the Scheme of Delegation**

The report set out at Appendix C details those invoices and payments for payment, those authorised in accordance with the scheme of delegation, and those where payment is by continuous authority.

Details in the report will be updated before the meeting as information is received.

The Council is RECOMMENDED to approve the payments.

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**Desborough Town Council**  
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**Planning and Licensing Matters**

[KET/2020/0771](#)

Kettering Road (land south), Market Harborough  
 (Consultation from Harborough District Council)

Erection of 164 dwellings and associated highways, landscaping, public open space, play areas and pedestrian and cycle links (Phase 1)(Reserved matters of 19/01989/VAC including details of access, appearance, landscaping, layout and scale), Land South Of, Kettering Road, Market Harborough, Leicestershire (20/01612/REM - Harborough District Council)

[KET/2020/0656](#)

16 Beech Close, Desborough

Erection of 16 solar panels, additional velux windows to garage

[KET/2020/0701](#)

6 Hereford Close, Desborough

Convert garage to habitable accommodation

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**Financial Report**

**Monthly Bank Reconciliation (30/09/2020)**

Unity Trust Bank Current	£16,226.21
Unity Trust Bank Saver	£31,888.24
Barclays Current	£1.00
Barclays Business Saver	£9.45
CCLA Public Sector Deposit Fund	£365,858.11
Reconciled Balance	£413,983.01

The dividend from the CCLA Public Sector Deposit Fund is reinvested each month into the fund. In October the dividend reinvested was £35.20.

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**Accounts for payment**

Table may be updated before the meeting

+ Paid in accordance with delegated or continuous authority

	Supplier	Description	Reason	VAT	Total Amount
+	Talk Talk Business	Town Council Office	Internet and telephone	£5.39	£32.34
+	Desborough Library and Community Hub	Town Council Office	Office Rent	£0.00	£666.67
+	Mr G Thomson	Salaries & all Employment Costs	Salary (November)	£0.00	£2,066.59
+	LGSS Pensions	Salaries & all Employment Costs	Pension (November)	£0.00	£874.10
+	Mr G Thomson	General office & sundry expenses	Refund (Zoom subscription Oct)	£2.40	£14.39
+	Mr G Thomson	Town Council Office	Refund (Telephone)	£1.67	£10.00
	Northants CALC	Democratic Services	Training (Fol)	£0.00	£38.00