



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 a meeting of Desborough Town Council to be held online using ZOOM on Thursday 18 February 2021, commencing at seven o'clock for the purpose of transacting the undermentioned business. Members of the press and public are invited to attend remotely.

To join the meeting follow this link:

<https://us02web.zoom.us/j/84332702381?pwd=WUF4Yk51T05BZStRNEU3Njk0eWJHZz09>

If necessary, use the following - Meeting ID: 843 3270 2381 Passcode: 045121

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. If you wish to speak you must click to raise your hand (instructions on Zoom). 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 not be able to be seen or 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

12 February 2021

AGENDA

- 132./20 Chair's welcome and announcements**
- 133./20 To consider and if so resolved to approve or note apologies for absence**
- 134./20 To note the vacancy in the office of Councillor**
As Councillors will be aware, Councillor Taylor submitted her resignation from the Council. The resulting vacancy has been notified to the Borough Council.
- 135./20 To note any declarations of interest from Councillors**
- 136./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.
- 137./20 To approve the minutes of the meeting held on 21 January 2021**
- 138./20 Policing matters**
- 138.1./20 To discuss crime, policing, and vehicle speeds in the town**
Representatives of the Police have been invited to the meeting to discuss crime and policing. Issues expected to be discussed include the crime and clear up rates locally, and speeding in the town. Details of the latest crime and clear up figures received are available on the Council's website as are the weekly figures from the Council's TVAS speeds signs.
The Council is REQUESTED to discuss issues of concern with the Police representative.
- 138.2./20 To note the publication of the "Northamptonshire Police Neighbourhood Policing Blueprint"**
The Police, Fire and Crime Commissioner and the Chief Constable are laying the foundations for a major new focus on local policing in Northamptonshire. They have set out a plan to double the number of neighbourhood police constables across rural and urban communities to 100 over the next 18 months. Neighbourhood policing will be at the heart of the fight against crime: providing visible, locally accountable policing to tackle the problems that matter to people. Further details of the plan are available on the Police website [here](#).
The Council is REQUESTED to note the information.
- 139./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.

140./20 To note arrangements for the 2021 Census

Every ten years a census of the population is taken which gives a picture of all the people and households in the country. All kinds of organisations, from local authorities to charities, use the information to help provide the services we all need, including transport, education, and healthcare. Without the census, it would be much more difficult to do this. Details of the 2011 census relating to Desborough are [available here](#).

This year, the census will be predominantly online. Census Day is Sunday 21 March. An explanation and login details will be sent by post to each household and people are encouraged to fill in the census form online as soon the details arrive. If household circumstances change on Census Day people are able to let The Office for National Statistics (ONS) know. Further information and assistance is available on www.census.gov.uk where there's a wide range of support services available.

The Council is RECOMMENDED to note the information contained in the report.

141./20 To note arrangements for the elections scheduled for May 2021

As Members will know questions have been asked as to whether or not the 6 May 2021 elections will be able to be held. The Government has again confirmed that the various polls scheduled for that day will take place. The timetable provided by the Electoral Commission is [on the Council's website](#) but the critical dates are:-

"Purdah" period begins* (approximate date)	25/03/2021
* restrictions on activity and public apply.	
Notice of publication of election	29/03/2021
Delivery of nomination papers (16:00 hrs)	08/04/2021
Deadline for postal and postal proxy votes (17:00 hrs)	20/04/2021
Deadline for proxy votes (17:00 hrs)	27/04/2021
Election day	06/05/2021
Deadline for emergency proxy votes (17:00 hrs)	06/05/2021

Neither the Town Council nor the Town Clerk have any role in the electoral process, although information is available on the Council's website, and potential candidates for election need to contact Kettering Borough Council for all election related matters.

The Council is RECOMMENDED to note the information contained in the report and to encourage candidacy in the forthcoming polls.

142./20 To review policies and procedures

The Council needs to review various documents each year. The Financial Regulations, Standing Orders, and Scheme of Delegation will be presented for review at the March meeting and Councillors are invited to advise the Town Clerk of any suggestions for improvements (there are statutory requirements) in time for inclusion at the next meeting.

In addition, a number of the operational policies and procedures have been reviewed and no changes are proposed for the undermentioned (links are to the existing policy on the Council's website):-

- [Safeguarding Is Everyone's Responsibility Policy](#)
- [Planning and Licensing Policy](#)
- [Records Retention Policy](#)
- [Social Media Policy](#)
- [Meetings with Developers Policy and Procedure](#)

The following policies have minor amendments suggested (drafts to be circulated):-

- [Anti-bribery, Anti-fraud, and Anti-corruption Policy Statement and Procedures](#) (Update *de minimis* limit to £30.00)
- [Business Continuity Risk assessment](#) (The assessment of risks in lockdown.)
- [Business Resumption Risk assessment](#) (The assessment of risks in reopening the offices in the post lockdowns phase.)

The following policies have had some rewriting to bring them up to date and compliant with current legislation (drafts to be circulated separately):-

- [Equal Opportunities Statement](#)
- [Casual Vacancy and Co-options Policy and Procedure](#)

The Council is REQUESTED to consider the schedule of policies and any proposed amendments, and approve the adoption of the policies.

143./20 To consider recommendations from the Community Grants Advisory Panel

A meeting of the Community Grants Advisory Panel is scheduled for 17 February 2021 and any recommendations will be presented to the meeting. The Council is REQUESTED to consider any recommendations.

144./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.

- a) Kettering Borough & North Northamptonshire Shadow Councillor Mark Dearing
- b) Kettering Borough & North Northamptonshire Shadow Councillor Jim French
- c) Kettering Borough & North Northamptonshire Shadow Councillor Mike Tebbutt
*"As advised the Planning Policy meeting took place and an update report on the Part 2 Local Plan was provided. This was to have been its final KBC meeting, however another is being convened in early March. This will receive the final report from the Government Inspector with the intention to agree to final consultation being undertaken.
 "An update report was also received on Neighbourhood Plans, it was particularly pleasing to note that Desborough's was being progressed again."*
- d) Northamptonshire County North Northamptonshire Shadow Councillor Allan Matthews
- e) Other groups and volunteer posts

145./20 To receive updates on various items
 The Council is REQUESTED to note the oral updates on the undermentioned matters.

- 145.1./20 Proposed CCTV upgrade**
- 145.2./20 Braybrooke Road Play area**
- 145.3./20 Greenspace area**
- 145.4./20 Proposed one way system**
- 145.5./20 Neighbourhood Plan**

146./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:-

11/01	-	17/01	9 violations inwards and 0 violation outwards (this represents a violation rate of 1.67%)
18/01	-	24/01	7 violations inwards and 1 violation outwards (this represents a violation rate of 1.65%)
25/01	-	31/01	9 violations inwards and 4 violation outwards (this represents a violation rate of 2.90%)
01/02	-	07/02	5 violations inwards and 1 violation outwards (this represents a violation rate of 1.10%)

The Council is REQUESTED to note the report.

147./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 at Appendix A. The Council is RECOMMENDED to note the report and raise comment on any items not already submitted.

148./20 To approve the finance report
 The Council is RECOMMENDED to approve the report (Appendix B).

149./20 To approve accounts for payment and to note those already made
 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.

**Desborough Town Council
For 18 February 2021**

Planning and Licensing Matters

[NK/2021/0002](#)

17 Leys Avenue, Desborough
Single garage to front elevation

[NK/2021/0003](#)

10A Beech Close, Desborough
Ground floor rear extension and first floor side extension above existing ground floor

[NK/2021/0015](#)

27 Roman Way, Desborough
Single storey rear extension and removal of car port to side

[NK/2021/0030](#)

7 Minton Close, Desborough
First floor extension with render. Juliette balcony to rear

[KET/2020/0663](#)

6 Mayfield Road, Desborough
Single storey side and lower ground floor rear extension and detached garage

[NK/2021/0050](#)

52 Dunkirk Avenue, Desborough
Single storey rear extension with balustrade, obscure glazing, and external staircase to create first floor patio. Railings to front of property

WITHDRAWN

KET/2020/0792

28 Burdock Way
Outline application: 1 dwelling

Appendix B

**Desborough Town Council
For 18 February 2021**

Financial Report

Monthly Bank Reconciliation (31/01/2021)

		Dividend / Charges	Comment
Unity Trust Bank Current	£8,583.22		
Unity Trust Bank Saver	£1,000.00		
Barclays Current	£1.00		
Barclays Business Saver	£9.45		
CCLA Public Sector Deposit Fund	£360,917.41	£16.02	Reinvested
Reconciled Balance	£370,511.08		

Appendix C

**Desborough Town Council
10 December 2020**

Accounts for payment

Table may be updated before the meeting (added items in **bold**)

+ Paid in accordance with delegated or continuous authority, or as previously approved.

	Supplier	Description	Reason	VAT	Total
+	Talk Talk Business	Town Council Office	Internet and telephone (Feb)	£5.39	£32.34
+	Mr G Thomson	Town Council Office	Mobile phone refund	£1.67	£10.00
+	Mr G Thomson	General office & sundry expenses	Refund (Zoom subscription 2021 balance)	£22.51	£135.06
+	Desborough Library and Community Hub	Town Council Office	Office Rent (Feb)	£0.00	£666.67
+	Mr G Thomson	Salaries and Employment Costs	Salary (Feb)	£0.00	£2,029.59
+	LGSS Pensions	Salaries and Employment Costs	Pension (Feb)	£0.00	£874.10
+	NetWiseUK	Administration	Website domain registration	£0.00	£80.00