



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 22 April 2021, 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).

This is a week later than usual owing to the postponement occasioned by the period of mourning for His Royal Highness The Prince Philip, Duke of Edinburgh.

To join the meeting follow this link:

<https://us02web.zoom.us/j/85158455960?pwd=MHFyYWFwYzF0L09SamxSTUJoVEttQT09>

If necessary, use the following - Meeting ID: 851 5845 5960. Passcode: 0084628

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

The Council will continue to use its best endeavours to make access to the meeting as easy as possible.

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 here [Your Right to Speak at Council Meetings](#)) to the Town Clerk on clerk@desboroughtowncouncil.gov.uk or by sending the same information to the Town Clerk on clerk@desboroughtowncouncil.gov.uk or even by providing the same information to the Town Clerk using the [email us](#) facility on this website.

Signed,

Graham Thomson
Town Clerk

16 April 2021

AGENDA

180./20 Chair's welcome and announcements

181./20 To mark the death of His Royal Highness The Prince Philip, Duke of Edinburgh
The Council will be asked to stand for a minutes' silence as a mark of respect.

182./20 To note the rules on publicity during the pre-election period, and to note the arrangements for the election

As Members will be only too aware, three polls will take place on 6 May 2021, for:-

- the Town Council;
- the North Northamptonshire Council; and,
- the Police, Fire, and Crime Commissioner.

Although Councils are asked to maintain a "business as usual" attitude, there are restrictions on publicity in all forms and restrictions on certain activities during the pre-election (Purdah) period. Relevant legislation is the Local Government Act 1986, and the Code of Recommended Practice on Local Authority Publicity. The Code states that Local Authorities

"should not publish any publicity on controversial issues or report views or proposals in such a way that identifies them with any individual members or groups of members".

The definition of publicity is wide and refers to any communication, in whatever form, addressed to the public at large or to a section of the public. The Publicity Code specifically says that

"the code therefore applies in relation to all decisions by local authorities relating to paid advertising and leaflet campaigns, publication of free newspapers and newsheets and maintenance of websites – including the hosting of material which is created by third parties".

The Count for any contested Town Council seat is scheduled to take place on Saturday 8 May 2021. In accordance with the Local Government Act 1972,

"... the whole number of ... councillors shall retire together in every ordinary year of election of such councillors on the fourth day after the ordinary day of election of such councillors, and the newly elected councillors shall come into office on the day on which their predecessors retire"

So the changeover takes place on 10 May 2021. The exceptions to this are that the Chair and Vice Chair remain in office until immediately after the election of a Chair at the next annual meeting of the Council (whether re-elected as Town Councillors or not). The annual meeting of the Council is scheduled for 20 May 2021. The statements of persons nominated for the two Town Council wards have been posted on the Council's website and noticeboard.

The Council is REQUESTED to note the information, be mindful of the effective prohibition on electioneering during the meeting, and note the arrangements for the changeover of Councillors.

183./20 To consider and if so resolved to approve apologies for absence

184./20 To note any declarations of interest from Councillors

185./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.

186./20 To approve the minutes of the meeting held on 18 March 2021

The minutes of the meeting held on 18 March 2021 have been circulated.

187./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.

Members of the public are advised that Councils "*should not publish any publicity on controversial issues or report views or proposals in such a way that identifies them with any individual members or groups of members*". The definition of publicity is wide and refers to any communication, in whatever form, addressed to the public at large or to a section of the public.

188./20 To receive a report on crime in the Town and discuss recent antisocial behaviour

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

The Council has also been advised of a spate of vandalism apparently targeted on the planters and tubs around the town which are maintained by Desborough in Bloom. These incidents have been reported to the Police and members of the public strongly are advised to report any further incidents directly to the Police. There have been other reports recently of vandalism on the Weavers Mead development.

The Police have been invited to the meeting to discuss the matter and the Headteacher of the Montsaye Academy has also been invited to share in the solutions.

The Council is REQUESTED to note any recent crime reports and discuss the recent antisocial behaviour.

189./20 To note the formal creation of North Northamptonshire Council and the passing of Kettering Borough Council and Northamptonshire County Council

Although the election of Councillors does not take place until 6 May 2021, the new Unitary Council was formed on 1 April 2021 at the same time as Kettering Borough Council (and the other District and Borough Councils) and Northamptonshire County Council were disbanded.

The Council is REQUESTED to note the formal creation of North Northamptonshire Council and the ending of Kettering Borough Council and Northamptonshire County Council.

190./20 Meeting arrangements in the next phase of Covid restrictions

Councillors will be aware of the furore over whether or not it is lawful for Councils to continue to obey the law on meetings and the law on Covid restrictions. There are conflicting views about the legal position of physical versus online meetings. Although the temporary legislation relating to virtual attendance at meetings expires on 6 May 2021 such meetings are not prohibited in the primary or secondary legislation relating to town and parish Councils, there is a view that if such meetings are not prohibited then they must be lawful. A contrary view exists that such meetings were specifically permitted by the Coronavirus legislation (which will expire on 6 May 2021) and therefore cannot be lawful. Legal action has been launched to seek a ruling from the Courts.

In a somewhat bizarre twist, the "*Secretary of State for Housing, Communities and Local Government*", Robert Jenrick MP, added his weight to the legal battle against ... the "*Secretary of State for Housing, Communities and Local Government*", Robert Jenrick MP. The legal action, which hopes to see provision for remote meetings extended beyond 7 May 2021, is being brought by Hertfordshire County Council and a group of national bodies, including the Association of Democratic Services Officers (ADSO), Lawyers in local Government (LLG), and the National Association of Local Councils (NALC). The hearing is expected to take place during the week commencing 19 April 2021, and a judgement is expected within 7 days of the hearing. Any outcome of the action and any clarification received will be reported to the meeting.

The Council is REQUESTED to note the information.

191./20

To receive an update on the proposed CCTV upgrade

After months of chasing, KBC finally sent through details of the prices for the entire CCTV scheme as proposed by Desborough Town Council. Unfortunately the total price was £70,600.30 which only came to light at the last minute. The budget provision (and the amount previously approved for transfer to Kettering Borough Council (KBC) on production of a realistic estimate of the total cost) was £65,000 leaving a shortfall of £5,600.30.

There was an urgency involved to avoid predicted lengthy delays with the changeover to North Northamptonshire Council (NNC). In these circumstances, Standing Order 11.1.1 authorises the Town Clerk in consultation with the Chair to take all such steps and s/he deems advisable as if the same proceedings had been previously authorised by the Council.

In this case, the Town Clerk consulted all Councillors on a range of options including:

- (a) transferring £65,000 to KBC and reducing the scheme to match the budget;
- (b) transferring £65,000 to KBC and asking for a delay of works pending a decision by the Town Council on the shortfall. Should the Town Council choose to limit the expenditure to the £65,000 then we revert to option (a) and cut the number of cameras. If the Town Council decides to increase the budget to cover the shortfall then if NNC does not agree then the Council would have to cut the number of cameras as option (a);
- (c) increase the budget to £70,600.30 and transfer it to KBC thus avoiding the delays expected. The shortfall would be funded from the "General town improvements" allocation of £5,000 and the remaining £600.30 from the provision for "Town Centre Road Improvements" (budget unspent of £100,000).

The locations of the twelve cameras under the scheme are:-

- Camera 1 – Station Road / Havelock Street
- Camera 2 – High Street / Station Road
- Camera 3 – High Street / Dunkirk Avenue
- Camera 4 – Chaplins Lane (Dunkirk Avenue Recreation Ground)
- Camera 5 – Dunkirk Avenue Recreation ground / Bowls Club
- Camera 6 – Leisure Centre, The Grange
- Camera 7 – Leisure Centre, The Grange
- Camera 8 – Braybrooke Road / Hilltop Avenue
- Camera 9 – Braybrooke Road / Straight Furlong
- Camera 10 – B576 / Ironwood Avenue
- Camera 11 – Lower Street / War Memorial
- Camera 12 – B576 Rothwell Road / Lower Street

The Council is RECOMMENDED to approve the action taken to secure the full CCTV improvement and expansion as previously desired and authorised by the Council, and the exercise of virement as set out in the report.

192./20

To consider revisions to constitutional documents

192.1./20

Standing Orders

A review of the Council's Standing Orders has been undertaken to ensure that the mandatory Standing Orders are included, and the Council's policies and practices are reflected. The draft revised Standing Orders have been circulated separately to Councillors.

The Council is RECOMMENDED to approve the draft revised Standing Orders.

192.2./20

Scheme of Delegation

A review of the Council's Scheme of Delegation has been undertaken taking into account the Council's policies and practices. The draft revised Scheme of Delegation has been circulated separately to Councillors.

The Council is RECOMMENDED to approve the draft revised Scheme of Delegation.

193./20

To consider a response to the Kettering Borough Site Specific Part 2 Local Plan Examination

Although not visible on the North Northamptonshire Council's website (at the time of writing) that Council as successor in title to Kettering Borough Council is consulting on the proposed Main Modifications to the Site Specific Part 2 Local Plan and on proposed changes to the Policies Map.

The consultation commenced under Kettering Borough Council and the consultation will remain on the Kettering Borough Council website and consultation portal for the entire consultation period. However, on 1 April 2021 the responsibility for the consultation transferred to North Northamptonshire Council and any further decisions made in relation to this Plan after 31 March 2021 will be made by North Northamptonshire Council.

The Site Specific Part 2 Local Plan was submitted to the Secretary of State on 28 May 2020. The Examination hearing sessions took place online between 8 October and 16 October 2020. Following the Examination hearing sessions a number of changes were proposed to the Site Specific Part 2 Local Plan – Publication Plan which were considered necessary to make the Plan sound. These were

proposed without prejudice to the Inspector's final conclusions which will take account of all the representations submitted in response to this consultation.

The changes are available to view in the schedules below:
[Schedule of proposed Main Modifications to the Publication Plan](#)
[Schedule of proposed changes to the Policies Map](#)

This consultation is only about the Main Modifications and changes to the Policies Map. It is not an opportunity to make comments on other aspects of the plan or to reiterate previous representations, as these have already been considered as part of the Examination process.

Reviews of the Sustainability Appraisal and Habitat Regulations Assessments have been carried out to assess the proposed modifications to the Plan:

[Sustainability Appraisal Addendum](#)
[Habitat Regulations Assessment Addendum](#)

Representations are invited on the proposed Main Modifications, the proposed changes to the Policies Map and on the Sustainability Appraisal Report Addendum and Habitat Regulations Assessment Addendum as accompanying new evidence but not on any other aspect of the plan.

The consultation runs from Friday 19 March 2021 to 5.30pm on Friday 30 April 2021.

The Council is REQUESTED to consider any comment on the proposed changes.

- 194./20 To note the current situation with regard to the redevelopment of the Lawrence's factory site**
An invitation was issued to NNC to make a presentation or speak to this item at the meeting. Unfortunately, due to the pre-election publicity rules (purdah) NNC staff are unable to be present at the Town Council meeting on Thursday. A provisional invitation was therefore issued to the May meeting.
The Council is REQUESTED to consider the matter.
- 195./20 To receive any reports on activity from Members of the North Northamptonshire Council, and any local groups and volunteers**
(i) North Northamptonshire Councillors Dearing, French, Matthews, and Tebbutt were asked for reports.
Any reports received will be circulated.
The Council is REQUESTED to note the information in the reports.
- 196./20 To receive an update on the Braybrooke Road Play area**
The Town Clerk will provide an update on the works.
The Council is REQUESTED to note the information in the reports.
- 197./20 To receive an update on the proposed one way system**
The Town Clerk will provide an update on the proposals.
The Council is REQUESTED to note the information in the reports.
- 198./20 To consider the proposed introduction of safety barriers and bollards adjacent to the High Street pedestrian crossing**
As Members may recall, proposals for railings and bollards were previously discussed by the Council and a scheme was prepared. This was in response to safety concerns with pedestrians crossing near to, but not on, the pedestrian crossing and motorists illegally parking within the zigzag lines of the zebra crossing and / or on the pavement. At that point, the Council rejected the scheme which was estimated to cost in the order of £18,000. Following continuing safety concerns, the Council reconsidered and set aside £19,000 in the current year's budget.
The matter has been discussed with the Highway Authority (the then Northamptonshire County Council) and confirmed with the North Northamptonshire Council. Following a site meeting and negotiations on slight alterations, the proposals have been amended ([a drawing showing the scheme has been placed on the Council's website](#)). The cost of delivering these works is £7,709.22 plus VAT (excluding any unforeseen circumstances such as utility relocation). If approved, the works would be carried out by the North Northamptonshire Council at the expense of the Town Council.
The Council is RECOMMENDED to:-
(a) approve the highway safety works as set out;
(b) approve the payment of £7,709.22 to the NNC as a grant to fund the works;
(c) authorise the Town Clerk to approve payment of unforeseen costs as set out once works are underway to avoid the cessation of works (and the additional costs that would entail) subject to the specific payments being subsequently approved the Council in the normal manner.
- 199./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.
The Council is REQUESTED to note the information in the reports.

- 200./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 will be circulated when received.
The Council is REQUESTED to note the information in the reports.
- 201./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.
- 202./20** **To Receive the Finance Report**
The Council is RECOMMENDED to approve the report (Appendix B).
- 203./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
10 December 2020

Planning and Licensing Matters

[NK/2021/0262](#)

Bellway Homes Eastern Counties
Desborough (land to South of), Desborough
KET/2016/0044 (Residential development of up to 304 dwellings with associated access, infrastructure, public open space, nature areas and surface water management measures): Amendments to the timescale triggers for submitting information relating to conditions 9 and 24

[NK/2021/0176](#)

Bowdlane Farm, Stoke Albany Road, Desborough
Agricultural access with gates

[NK/2021/0167](#)

Willowbrook Stud Farm, Rushton Road, Desborough
Partial redevelopment of Willowbrook Farm to 3 no. dwellings with associated access and landscaping and to include the demolition of an agricultural building and two stables

Neighbouring Parish

[NK/2021/0219](#)

Plot 6, Greenfields, Braybrooke Road, Braybrooke
Use of land for mobile home, touring caravan and utility/day room with hardstanding ancillary to the use

[NK/2021/0191](#)

The Grange, Harborough Road, Desborough
Drainage attenuation basins, swale and landscaped bunds associated with The Grange

[NK/2021/0273](#)

West Lodge Rural Centre Ltd
West Lodge Rural Centre, Back Lane, Desborough
Timber framed cattle barn

[NK/2021/0262](#)

Desborough (land to South of), Desborough
KET/2016/0044 (Residential development of up to 304 dwellings with associated access, infrastructure, public open space, nature areas and surface water management measures): Amendments to the timescale triggers for submitting information relating to conditions 9 and 24

[NK/2021/0248](#)

26 Ise Vale Avenue (land adj), Desborough
1 no. detached dwelling

[NK/2021/0250](#)

22 Dunkirk Avenue, Desborough
Two storey rear extension

[NK/2021/0348](#)

24 The Ride, Desborough
Single storey extension to extend beyond the rear wall of the original property by 4m with a maximum height of 4m and eaves height of 3m

Desborough Town Council
15 April 2021

Financial Report

Monthly Bank Reconciliation (31/03/2021)

| | | Dividend / Charges |
|---------------------------------|-------------|--------------------|
| Unity Trust Bank Current | £17,244.73 | (£22.50) |
| Unity Trust Bank Saver | £1,400.00 | |
| Barclays Current | £1.00 | |
| Barclays Business Saver | £9.45 | |
| CCLA Public Sector Deposit Fund | £277,939.57 | £11.04 |
| Reconciled Balance | £296,594.75 | |

The dividend from the CCLA Public Sector Deposit Fund is reinvested each month into the fund. During the month a total of £83,000 was drawn from the Fund.

Desborough Town Council
15 April 2021

Accounts for payment

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

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

| | 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 |
| + | Harlequin Printer Supplies | General office & sundry expenses | Printer ink | £39.99 | £239.93 |
| + | Mr G Thomson | Town Council Office | Mobile phone refund | £1.67 | £10.00 |
| + | Autela Payroll Services Ltd | Town Council Office | Payroll, year end, declarations | £13.52 | £81.12 |
| | Navigus Planning Ltd | Administration | Neighbourhood Plan | £105.00 | £630.00 |
| | Northants CALC | Subscription | NCALC and Northants CALC | £0.00 | £2,984.77 |
| | SLCC | Subscription | SLCC | £0.00 | £262.00 |
| + | Mr G Thomson | Salaries and Employment Costs | Salary | £0.00 | £2,073.61 |
| + | LGSS Pensions | Salaries and Employment Costs | Pension | £0.00 | £898.12 |
| | Corrections from previous approvals | | | | |
| + | Vanessa Treasure Designs | Operation London Bridge | Confirmed prices | £29.05 | £174.30 |
| + | Payment to Mr G Thomson | Hi-viz jacket | Not available from original supplier. Purchased from Screwfix Direct instead and refunded to Mr G Thomson | £3.66 | £21.99 |
| + | Beacons and Lightbars (t/a Fonejunkie.com Ltd) | Administration | Cheaper option | £4.66 | £27.94 |