

The Meeting of the Desborough Town Council held at Marlow House, Gold Street, Desborough on Thursday 20th December 2012.

PRESENT

Councillors: Cllr A Matthews, Cllr D Coe, Cllr J Watson, Cllr M Watson, Cllr M Tebbutt, Cllr B King, Cllr J Pearce, Cllr P Malin, Cllr R Sawford, Cllr D Soans

Clerk: Leigh Parkin

Also in attendance: PC Johnson– Kettering Rural Safer Community Team, Members of the Public

1	<p>Chairman’s announcements Cllr Matthews confirmed the health and safety issues for the building.</p> <p>Members of the public were reminded that they could only speak at the meeting under agenda item 5 – representations from members of the public.</p> <p>It was noted that repair work to the road surface at the junction between Gold Street and Harborough Road has been completed. Cllr Humfrey is pursuing repair work to be carried out to a number of potholes within the town.</p>
2	<p>Apologies for absence – Apologies were received from Cllr M Dearing and Cllr J Derbyshire. The Town Council RESOLVED to approve the apologies for absence.</p> <p>Apologies were also received from Cllr B Humfrey, Northamptonshire County Councillor</p>
3	<p>Declarations of Interest by Councillors</p> <ul style="list-style-type: none"> • Cllr Coe declared an interest in agenda item 11.2 – NCC 12/00081/CCDFUL proposed development. • Cllr J Watson declared an interest in agenda item 11.2 – NCC 12/00081/CCDFUL proposed development. • Cllr J Pearce declared an interest in agenda item 11.2 – NCC 12/00081/CCDFUL proposed development. • Cllr Sawford declared an interest in agenda item 8.2 – Community Right to Build ‘Hawthorns Forum’. • Cllr Tebbutt declared an interest in agenda item 11.3 – Community Infrastructure Levy consultation. • Cllr Soans would not take part in any consideration of planning matters as he is on the Planning Committee at Kettering Borough Council (KBC).
4	<p>Police Report Monthly Report & Crime Figures – PC Johnson went through the police figures for November 2012 when 33 crimes were reported which was a reduction on October.</p> <p>Cllr J Watson referred to November’s Town Council meeting when she raised the issue of street lights that have been turned off along Harrington Road at Loatlands School. The Road Safety Team at Northamptonshire County Council (NCC) has been approached but has confirmed that all appeals for street lights to be switched back on have been completed and this can now only be considered if a request is made by the Police. PC Johnson confirmed that the Police cannot get involved in this matter. It was AGREED to write to NCC Safer Routes to School to request the light to be turned back on and to</p>

Chairman

Date

	<p>copy this letter to the County Councillor.</p> <p>Cllr Sawford noted that there had been an issue in the Pocket Park. PCSO Firth is following this up.</p> <p>A letter had been received by the Town Council with regard to joining the Community Speed Watch Programme (Clerk’s Report). The merit of joining this programme was discussed with PC Johnson who stated that it is important to identify if there is a perceived problem and how the town would benefit from being a member of the programme. Concern was raised about the cost to join the programme and the commitment required from the volunteers.</p> <p>Cllr Matthews thanked PC Johnson for attending the meeting and providing a report.</p>
<p>5</p>	<p>Representations from members of the public</p> <ul style="list-style-type: none"> • An email and photographs had been received from a member of the public (previously circulated to Councillors) with regard to flooding on the Hawthorns playing fields. It was AGREED to ask the member of the public to forward their concerns to NCC in relation to the current consultation on the Draft Northamptonshire Local Flood Risk Management Strategy. <p>Concern was raised about the proposal to build houses on this site. Cllr Soans confirmed that any proposed development sites that are ‘at risk’ of flooding need a Flood Alleviation Scheme designed, submitted and agreed by the Environment Agency.</p> <ul style="list-style-type: none"> • A representative from Desborough Fresh Air confirmed that a pre-action protocol prior to a judicial review had been issued to NCC in respect of the approved planning application 12/00043/WASFUL, Energy Centre, Desborough. Fund raising is currently being undertaken to continue this action. <p>Information has been received by a representative from Desborough Fresh Air from Mr Laurensen, Development Control Manager, NCC in respect of the s.106 agreement for this planning approval. Desborough Fresh Air requested to work with the Town Council to look at how the s.106 agreement will affect the community. The email is to be forwarded to Councillors for consideration and will be placed on the agenda for January’s Town Council meeting.</p> <ul style="list-style-type: none"> • A member of the public raised concern that only three street lights along Ironwood Avenue to the Leisure Centre are working and that parking along this stretch of road is becoming a problem. It was noted that the Police can take action when vehicles are causing a hazard.
<p>6</p>	<p>Minutes of Extraordinary Town Council meetings held on 16th November 2012 and the Minutes of Town Council meetings held on 22nd November 2012</p> <p>The Minutes of the Town Council meetings on the above dates were <u>unanimously approved</u> and signed as a true record (Proposed by Cllr Tebbutt and seconded by Cllr Malin).</p> <p><i>Cllr M Watson arrived at the meeting.</i></p>

<p>7</p>	<p>Matters Arising</p> <ul style="list-style-type: none"> • Minute 5.3/16 Nov 12 – KET/2010/0242 – Birchfield Lodge – A reply received from Mr Tom Shields, Development Control Manager at Kettering Borough Council (KBC) was read to Councillors which confirmed all complaints received by the Town Council with regard to this development should be forwarded to the Planning Department at KBC. • Minute 18.3/22 Nov 2012 – Northamptonshire County Association of Local Councils (Northants CALC) has confirmed that non-member Councils can use the Internal Audit Service at the cost of £290 for year ending 31st March 2013. The cost is £145 for membership organisations. • Minute 18.5/ 22 Nov 12 – Christmas Lights – The Town Council noted that the Snowman & Cracker decoration has not been working which has been reported to KBC. • Minute 18.7/22 Nov 12 – First Draft Budget 2013/14 – Cllr Tebbutt had received an email from Mr Danny Moody, Northants CALC, with regard to membership fees for 2013/14. A summary of the email was read to Councillors. It was AGREED to organise a meeting for Cllr Tebbutt, Cllr Sawford and a representative from Burton Latimer Town Council to meet with Mr Moody prior to the next Town Council meeting.
<p>8 8.1</p>	<p>Update from existing Working Parties</p> <p>Community Facilities – Councillors had been provided with a copy of the draft business case and budget proposal from November’s Town Council meeting which was again referred to in December. Cllr Matthews confirmed that he is in discussions with potential funders. Concern was raised that before funding is applied for more information needs to be provided to members of the public in Desborough as to the cost of this proposal and how much they will be required to pay through a precept in order to find out if there is continued support for this facility.</p> <p>The issue was raised as to whether the Swimming Pool Fund could be used towards the cost of a Community Facility. It was noted that the Trustees of this fund had been approached in the past and had confirmed that the money is only to be used if a swimming pool is built in Desborough.</p> <p>A detailed discussion was held about possible s.106 funding which could be used to support a development of this nature.</p>
<p>8.2</p>	<p>Community Right to Build ‘Hawthorns Forum’ – Cllr Sawford referred to the letter (previously circulated to Councillors) sent by the Forum to KBC which has requested that KBC designate the Hawthorns Area as a neighbourhood area. No response to the letter has yet been received.</p>
<p>9</p>	<p>GP Appointment System Update</p> <p>At November’s Town Council meeting it was agreed to write to the Practice Manager, copied to Dr Aspinall, to highlight the concerns raised at October’s meeting and invite Dr Aspinall to attend January’s Town Council meeting to discuss the results of the review being undertaken of the new GP appointment system. On receipt of this letter Dr Aspinall telephoned Cllr Matthews, Chairman of Desborough Town Council and the Clerk. The notes of the telephone conversation with the Clerk, as agreed with Dr Aspinall, were circulated to Councillors prior to the Town Council meeting along with a copy of a letter received from Dr Aspinall dated 13th December 2012.</p>

	<p>The Town Council noted the concerns raised by Dr Aspinall with regard to the October Town Council minutes relating to the GP Appointment system and expressed the view that the Town Council did not wish to undermine the work of the surgery but merely wanted to convey concerns that have been raised with Councillors by members of the public.</p> <p>Dr Aspinall’s explanation of the current situation with regard to the GP appointment system and the current review being undertaken as well as issues relating to telecommunications at both the Desborough and Rothwell surgeries was very helpful and gave Councillors a much clearer understanding of the real issues being dealt with by the surgery. Although the Town Council appreciated that there was no requirement for the surgery to consult with the Council over an operational change in the appointment system, the subsequent information that was provided by Dr Aspinall was very useful.</p> <p>As already discussed with Dr Aspinall, by the Clerk, the minutes of the Town Council meeting held on 18th October 2012 were signed as a true record on 22nd November 2012 and cannot be changed. The Town Council however emphasised that it is keen to work with and support the surgery especially over the coming months following the results of the review and subsequent changes to the appointment system that may be made. It was noted that Dr Aspinall is unable to attend January’s Town Council meeting.</p> <p>Cllr Coe attended the Patient Participation Group which was held on 27th November and fed back the main issues discussed. It was noted that the Patient Participation Group should now meet on a more regular basis with the aim of improving communications and patient feedback. In addition the Town Council will ensure that any member of the public that raises a problem in future understands how to make a complaint directly to the surgery. The next Patient Participation Group is scheduled to meet on 26th February 2013.</p> <p>A draft letter of response to Dr Aspinall was read to the Town Council. It was requested that advice be sought from Northants CALC prior to the letter being agreed and sent by the Town Council. A final draft of the letter is to be circulated to Councillors by email for agreement.</p> <p><i>Cllr Pearce left the meeting at 8.35pm.</i></p>
<p>10</p>	<p>Request for a Byelaw re: Energy Centre It was Agreed that Cllr King will liaise with Northants CALC to find out information on Bye Laws.</p>
<p>11 11.1</p>	<p>Planning Applications <i>Cllr M Watson declared an interest in agenda item 11.2 – NCC 12/00081/CCDFUL proposed development.</i></p> <p>KET/2012/0617 (amended plans Nov 12) – Westleigh Developments Ltd & CJC Developments – Ironwood Avenue (Land off), Desborough – Full Application: 19 no. dwellings and associated road. The objections/observations sent by the Town Council in respect of the original application still apply. The land would be better used for the extension of facilities re: leisure centre. The space between the NEAP and site could be levelled, drained and surfaced to enable the skate park, currently located at the Hawthorns, to be accommodated as part of a section 106 agreement.</p>

KET/2012/0628 – R J Jones Haulage Ltd – Pipewell Road Industrial Estate, Pipewell Road, Desborough – s.73A Retrospective Application: Change of use from pallet storage to haulage yard.

This application makes the case for returning the yard to a former use as a haulage depot. There are concerns about routing of vehicles through Desborough, Pipewell or Back Lane and Stoke Albany Road.

Previous use as an HGV site caused major damage to 'Back Lane'. It is suggested that a section 106 agreement is needed to maintain this road and to contribute to a safe footway/cycle path. No traffic should come into/through Desborough via the 'Railway Bridge'.

19.12.12 - This application has been withdrawn and therefore the Council will take no further action; no formal decision will be made.

KET/2012/0736 – Mr Hawkins – 67 Broadlands, Desborough – Full Application: First floor side extension and conversion of garage to habitable room.

No objection. A concern was raised re: the loss of the garage. There appears, however, to be adequate off road parking.

KET/2012/0739 – Miss Goodhind – 72 Dunkirk Avenue, Desborough – Full Application: Demolition of dwelling. 2 no. dwellings.

Objection. Drawing no. 0893-G-04 refers to a project in Silverstone. The buildings do not exhibit good architectural quality and do not add to the ambience of the area, substantial improvement is needed. The Sustainability Statement relates to a single detached house not 2 semi's. The plans and parking arrangements are not conducive with the street scene. Access to the rear of the properties is not clear nor the management of the bin storage, each will require to accommodate 3 wheelie bins. The County Council tree situated on the pavement in front of this property should not be removed.

KET/2012/0706 – Coral Estates Ltd – 31 Station Road, Desborough – S.73A Retrospective Application: Roller Shutter.

No objection in principle but the history of retrospective applications for window shutters in Station Road is erratic. This application shows again the necessity for a design guide for roller shutters in Conservation Areas. It is essential that any replacement windows use an integral shutter design to remove 'carbuncle' types. The need for urgent action is understood.

KET/2012/0754 – Mr Dearing – 19 Bridge Street (land adj.), Desborough – Full Application: 1 no. dwelling.

No objection. The proposed property fits with other house designs and will be in character with the area. The side plot to no.19 is currently overgrown and large enough to accommodate two cars off road with the new build.

KET/2012/0762 – Mr Hall – 12 Cedar Close, Desborough – Full Application: First floor side extension.

No objection.

KET/2012/0788 – Mr Sharman Willjammer Consulting Ltd – 43 Station Road – s.73 Application: Variation of Condition no. 2 of KET/2012/0451 in respect of approved plans.

To be reported to January's Town Council meeting.

	<p>Notices of Approval received: KBC/NCC has approved permission for the following applications:</p> <ul style="list-style-type: none"> • KET/2012/ 0651 (Minute 5.5 /16 Nov 2012) – Mr & Mrs Widdicombe – 17 Leys Avenue, Desborough – Full Application: First floor side extension with canopy to porch. Insert 2 no. roof lights to front elevation. • KET/2012/0665 (Minute 5.5/16 Nov 2012) – Mr Pack – 7 Cypress Close, Desborough – Full Application: Single storey front extension. • NCC 12/00043/WASFUL – Erection and installation of an Energy Centre with the capacity to produce Combined Heat and Power through Energy from Waste technology and including associated buildings, plant and machinery, formation of access and associated works – Land off Eagle Avenue, Magnetic Park, Desborough - The NCC Development Control Committee resolved that planning permission be granted for this application subject to the recommended conditions and the completion of a S.106 Legal Agreement. • KET/2012/0736 – Mr Hawkins – 67 Broadlands, Desborough – Full Application: First floor side extension and conversion of garage to habitable room. <p>Notices of Refusal received: KBC has refused permission for the following application:</p> <ul style="list-style-type: none"> • KET/2012/0706 – Coral Estates Ltd – 31 Station Road, Desborough – S.73A Retrospective Application: Roller Shutter. <p>Notice of Appeal to the Secretary of State regarding Kettering Borough Council’s decision on planning application:</p> <ul style="list-style-type: none"> • KET/2012/0243 – Mr Ward – Plot 14A Braybrooke Road, Braybrooke – Full Application: Temporary use of land for residential gypsy site with two pitches (Appeal reference: APP/L2820/A/12/2187037/NWF. This type of appeal is to be decided using written procedure. Desborough Town Council’s comments on the original planning application will be sent to, and considered by, the Inspector by 27/12/2012. <p>11.2 NCC 12/00081/CCDFUL – PROPOSED DEVELOPMENT: Expansion of school to two form entry, including two large extensions to the east and west of the current building, increased car parking provision and new tarmac hard play area. LOCATION: Loatlands County Primary School, Harrington Road, Desborough, Kettering, Northamptonshire NN14 2NJ. Desborough Town Council supports this development (Proposed by Cllr Sawford, seconded by Cllr Soans – Agreed), it is understood that there is an urgent need to cater for immediate growth. It is a response to the needs of 800+ houses on the Grange housing estate for which there was no expansion of primary school provision. Access to the school is still very poor. Another 700+ houses has now been approved which includes a single form entry new school. A long term solution is necessary on a site of adequate size providing for a three form entry school capable of further expansion, with sports fields and other facilities to cater for the further expansion of Desborough to a total of 1470 houses by 2031. This suggests that by this time Desborough's own secondary school will have become a requirement.</p> <p>11.3 North Northamptonshire Authorities consultation on their Community Infrastructure Levy Preliminary Draft Charging Schedule for Kettering. As agreed at November’s Town Council meeting Cllr King had drafted a response to this</p>
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	<p>consultation. Desborough Town Council (DTC) considered the draft response and agreed that the following observations should be submitted:</p> <p>1. Do you have any general comments to make about the consultation document and the approach taken to bringing CIL forward in Kettering Borough? DTC acknowledges the benefits of adopting CILs in the borough of Kettering:-</p> <ul style="list-style-type: none"> - generates additional funding for infrastructure projects - gives flexibility and freedom to set priorities for what the money should be spent on - ensures greater transparency for local people - enables local authorities to allocate a share of the levy raised in a neighbourhood to deliver infrastructure the neighbourhood wants <p>Therefore DTC is in support of the general principle of adopting CILs. However the Town Council is concerned that the Local Planning Authorities (LPAs) will make decisions over what money will be spent on without proper consultation with, or listening to, local residents. If CILs are applied DTC would ask that the LPAs act upon resident feedback, and deliver on any agreed promises and in a timely manner.</p> <p>2. Do you agree that these are the right residential charging areas? The proposed residential charging areas seem to be reasonable. If less than £50 is charged in Desborough then it could result in insufficient infrastructure to meet local needs.</p> <p>3. Does having a split within retail figures demonstrate the best approach with the viability of larger schemes able to afford a higher rate? DTC does not agree with the proposal to charge for retail development in only Kettering. DTC would like a small charge to be considered for retail development in the A6/market towns of Desborough, Rothwell and Burton Latimer. For instance, Desborough would welcome new retail development in the town however DTC would like additional funds to cover extra infrastructure needed to support such development.</p> <p>It makes sense for there to be the higher charge of £125 for large retail development; DTC assumes that this would also apply to retail development in Desborough and if so DTC would be in agreement with this rate.</p> <p>4. Should the council consider making relief available for exceptional circumstances in the Borough? DTC suggests that care homes, Extra Care housing and other residential institutions are considered for relief.</p> <p>5. What would be the best mechanism to monitor the market be to indicate a review of the charging schedule? The Council should monitor sales values, build costs, and developer activity (i.e. applications for planning permission, site purchases etc.) as key indicators of the health of the market and its reaction to CIL. These indicators may help LPAs to decide when to review the charging schedule.</p> <p>Cllr King was thanked for the work he had undertaken on this consultation.</p>
<p>12</p>	<p>County Councillor No report was available as the County Councillor had sent her apologies as she was unwell.</p>

<p>13 13.1</p>	<p>Borough Councillors</p> <p>Cllr Tebbutt had provided a written report which was circulated to Councillors prior to the meeting highlighting:</p> <ul style="list-style-type: none"> • NCC is still being chased to remove basal growth from trees on Dunkirk Avenue. • The repairs to the road surface on the old A6 by the pedestrian crossing at the bottom of Gold Street have been completed, removing what was becoming a very hazardous situation. • The street lighting issue around school entrances was raised at the A6 Towns Forum, advised that any reinstatement would take place only if raised to NCC by the Police. The Police have requested that they examine the situation. • Discussed NCALC at the A6 Towns Forum, and have as requested by the Town Council contacted them; a response has been received and forwarded to the Clerk and Chairman. • North Northants Core Spatial Strategy outlines noted at Joint Planning committee meeting- Rushden Lakes Planning approval by East Northants being examines by ministry-needed more time to consider whether the minister is to ‘call in’; this activity is holding up the Retail Strategy element of the plan. Desborough’s contribution to housing expansion unchanged at 1470 between 2011 and 2031. Processes are in hand to remove the Regional housing targets, which is causing continued difficulties in the Borough to demonstrate an adequate 5 year land supply. The new targets in the emerging Core Spacial Strategy will solve this issue once agreed by HMG. • Rushden Lakes massive retail could seriously delay agreement on the revised NN Core Spatial Strategy and endanger the progress of submission to Government. • Awaiting results of Preliminary draft Community Infrastructure Levy (CIL) charging schedule consultation. <p>A question was raised with Cllr Tebbutt about whether the Local Development Plan will be held back until the Core Spatial Strategy has been finished. Cllr Tebbutt stated that KBC are still evaluating comments on the Local Development Plan before a further report is submitted to the Planning Policy Committee for ratification.</p>
<p>13.2</p>	<p>Cllr Soans had provided a written report which was circulated to Councillors prior to the meeting highlighting:</p> <ul style="list-style-type: none"> • A6 town forum 28th November. Full presentation of Social Infrastructure Levy (SIL) from senior planner. Discussions re consultations with Town Councils. • Gala Night 30th November. Participated and assisted with stewarding. Congratulations to Town Centre Partnership for excellent event. • Planning 4th December. Outline application only for up to 165 houses Harborough Road Desborough. £1.1 million pounds S106 payments including improvements to Long Furlong bridleway and potential extension to Desborough Surgery. • Research and Development committee 5th December. Decision re “call in” of Executive decision of 7th November, Town and Parish council funding. Decision taken to confirm Executive decision. • Full Council 12th December. Full cross party agreement for council to work together to jointly oppose any potential down grading of Kettering General Hospital.

<p>13.3</p>	<p>Cllr Dearing had provided a written report which was circulated to Councillors prior to the meeting highlighting that Cllr Dearing had:</p> <ul style="list-style-type: none"> • Attended the December KBC Executive Committee where discussions on voluntary sector grants were discussed. The Committee changed recommendation 5 regarding ‘Independent Living’ to reflect the work of the ‘Vine Trust’ and extend its’ grant for a further two years alongside Age UK. • Also discussed and passed at the Executive Committee was KBC’s process and decision making scheme on dealing with the Localism Act, Community Right to Challenge provision and assets of Community Value. • Attended the December KBC Full Council meeting in which was discussed a review of the statement of Licensing Policy and a report on ‘designated public places order’ looking at an additional place in Kettering Town Centre. • Reported the state of the road at the junction of Gold Street and Harborough Road following many complaints from members of the public. <p>No report had been received from Cllr Derbyshire.</p>
<p>14 14.1 14.2 14.3 14.4 14.5 14.6</p>	<p>Clerk’s Report</p> <p>Christmas Light Switch On – Gala Night – A number of members of the cast of Peter Pan at the Lighthouse Theatre; Kettering attended the Gala Night on Friday 30th November to switch on the Christmas Lights. Support was provided from many individuals and organisations within the town as well as KBC to make this a successful evening.</p> <p>KBC Licensing Committee 9th January 2013 5pm – Application to Vary Premises Licence – George, 79 High Street, Desborough: It was AGREED that Cllr King will attend the Licensing Committee on behalf of Desborough Town Council to answer any questions the Committee may have.</p> <p>Proposed Community Facility Equipment: Eighteen additional tables have been provided by KBC and are being stored in the old Council Chamber at 47 Station Road. These items are to be included in the Town Council’s asset register. The Town Council CONFIRMED that it does not wish to insure these items, at present, under the Council’s ‘All Risks’ section of the insurance policy.</p> <p>Flags: The Town Council AGREED for flags to be put up in Desborough town centre on the following dates in 2013:</p> <ul style="list-style-type: none"> • St David’s Day – 1st March 2013; • St Patrick’s Day – 17th March 2013; • St. George’s Day – 23rd April 2013; • St. Andrew’s Day – 30th November 2013. <p>Northants CALC Update: Northants CALC has provided the latest information on dispensations for precepting, as well as information on dispensations generally.</p> <p>Draft Northamptonshire Local Flood Risk Management Strategy: NCC commenced consultation on this draft Strategy commencing on 6th December 2012 and ending on 28th February 2013. This item will be placed on the Town Council agenda for January 2013 for further discussion.</p>

14.7	<p>Queen Elizabeth II Commemorative Plaque: It was AGREED that Town Councillors will consider where the commemorative plaque could be placed and if it should be wall or ground mounted. For agreement at January's Town Council meeting.</p>																								
14.8	<p>Northamptonshire Police Community Speed Watch: This was discussed during the Police Report. A decision as to whether Desborough Town Council will join the programme will be made at January's Town Council meeting.</p>																								
14.9	<p>Correspondence File: This month's file contains:</p> <ul style="list-style-type: none"> • Desborough Town Council Standing Orders • NNRAid Newsletter December 2012 (Emailed to Cllrs 06/12/12) • NCC Appeal for Foster Carers • CPRE Email – Say no to development sprawl in countryside • CPRE Email – CPRE emergency action: countryside under threat • CPRE Field Work Winter 2012 • Thank you card from Cllr K Watts, Deputy Mayor of the Borough of Kettering – Gala Night 2012 • KBC Budget Consultation Meeting invitation 24th January 2013, 7pm • Desborough & District Twinning Association Newsletter December 2012 • kgh together Winter 2012 • NCALC Update Nov/Dec 2012 • KBC Gypsy & Traveller Update Dec 12 																								
15	<p>Financial report</p>																								
15.1	<p>Accounts for Payment: The following payments were APPROVED:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Cheque No.</th> <th style="text-align: left;">Amount</th> <th style="text-align: left;">Payee</th> <th style="text-align: left;">Reason for Payment</th> </tr> </thead> <tbody> <tr> <td>101300</td> <td>£815.86</td> <td>Mrs L Parkin</td> <td>Salary & Expenses (Dec 12)*</td> </tr> <tr> <td>101301</td> <td>£59.11</td> <td>HM Revenue & Customs</td> <td>PAYE & NI (Dec 12)</td> </tr> <tr> <td>101302</td> <td>£35.00</td> <td>Vine Community Trust</td> <td>Hall Hire December TC meeting</td> </tr> <tr> <td>101303</td> <td>£56.36</td> <td>Talk Talk Business</td> <td>Telephone Line Rental /Broadband + calls (Dec 12)</td> </tr> <tr> <td>101304</td> <td>61.20</td> <td>Kettering Borough Council</td> <td>Printing services – A5 Xmas Flyers</td> </tr> </tbody> </table> <p style="text-align: center;">*Includes payment of £29.99 for Norton Anti-Virus annual renewal</p>	Cheque No.	Amount	Payee	Reason for Payment	101300	£815.86	Mrs L Parkin	Salary & Expenses (Dec 12)*	101301	£59.11	HM Revenue & Customs	PAYE & NI (Dec 12)	101302	£35.00	Vine Community Trust	Hall Hire December TC meeting	101303	£56.36	Talk Talk Business	Telephone Line Rental /Broadband + calls (Dec 12)	101304	61.20	Kettering Borough Council	Printing services – A5 Xmas Flyers
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15.2	<p>Receipts:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Paid into Barclays</th> <th style="text-align: left;">Amount</th> <th style="text-align: left;">Received from</th> <th style="text-align: left;">Reason for Payment</th> </tr> </thead> <tbody> <tr> <td>18/12/12</td> <td>£51</td> <td>Desborough Town Centre Partnership</td> <td>Donation towards the printing of the A5 Xmas flyers.</td> </tr> </tbody> </table>	Paid into Barclays	Amount	Received from	Reason for Payment	18/12/12	£51	Desborough Town Centre Partnership	Donation towards the printing of the A5 Xmas flyers.																
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15.3	<p>KBC Town & Parish Council Funding Review 2012 Update: The KBC Research & Development Committee meeting held on 5th December 2012 confirmed the decision made by the KBC Executive Committee in November 2012 re: Town & Parish Council funding.</p>																								
15.4	<p>Desborough Town Council Office: Following November's Town Council meeting (Minute 18.4) Cllr Matthews and the Clerk met with Chris Bentley, Property Services Manager at KBC, to discuss the proposed rent and utility charges and the potential for a disabled access to be provided so that the old Council Chamber can be used for Town</p>																								

<p>15.5</p>	<p>Council meetings. Mr Bentley confirmed that:</p> <ul style="list-style-type: none"> • A market rent for the Town Council office is £1,650 per annum (£6 per square foot based on 275 sqft). It is proposed to charge the Town Council an annual rent of £550 commencing on 1st April 2013 for the period of the 3 year lease (£2 per sqft). The lease can be terminated by KBC or DTC on giving the other not less than 3 calendar months' notice in writing; • There is no requirement for the Town Council to appoint a Solicitor to agree the lease; • The payment of utilities will be proportioned based on the floor space; • Due to the proposed development of this building/area at the top of Havelock Street the provision of a disabled access is not currently feasible. <p>The Town Council did not agree to sign the Heads of Terms Agreement and it was AGREED that the Town Council will write to KBC with regard to the building and the requirements of the Town Council. Other office provision for the Town Council is to be investigated.</p> <p>The Valuation Office Agency Form – request for information – Non-Domestic Rating has been completed and returned.</p> <p>Draft Desborough Town Council Budget 2013/14 (attached): The draft budget discussed by the Town Council in November was presented for further consideration by the Town Council. It is noted that:</p> <ul style="list-style-type: none"> • Confirmation from KBC as to the level of grant to be awarded to Town & Parish Councils for 2013/14 has not yet been received although it is anticipated to be around a 6% reduction; • The Secretary of State for Communities and Local Government has announced that the capping proposals for principal authorities would not be applied to Town & Parish Councils for 2013/14. The possibility of future capping proposals for Town & Parish Councils were highlighted and discussed; • Desborough Town Council is liable to pay business rates backdated to 1st Jan 2011 (when the office at 47 Station Road was first occupied by the Town Council). As the market value of the rent is less than £6,000 the Town Council can apply for small business rates relief backdated to when the office was first occupied. The rates relief is currently 100% and the government has just confirmed that this has been extended for 2013/14. The business rates budget line is to remain but with a zero balance for 2013/14. • A decision as to whether Desborough Town Council will remain members of Northants CALC for 2013/14 will be made at January's Town Council meeting. <p><i>The Clerk left the meeting room for the period of time so that Councillors could discuss the budget relating to the Clerk's salary and additional hours worked from September to December 2012. No Press and public were present.</i></p> <p>The following was AGREED by the Town Council:</p> <ul style="list-style-type: none"> • To offer to pay the Clerk 15 hours (at the normal NJC rates) of the outstanding 56 additional hours worked for the exceptional time spent on the Extraordinary Town Council Meeting held on 16th November 2012; • Every effort should be made for the Clerk to keep to (an average) of 15 hours per week. Various suggestions were made as to how to keep the hours at this contract level. Where exceptional circumstances arise, for example, Extraordinary Town Council meetings, Councillors will agree extra hours as
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<p>15.6</p>	<p>befits the occasion;</p> <ul style="list-style-type: none"> • Councillors were made aware of the specific areas of responsibility outlined in the Clerk’s job description; • The current contracted hours of work of the Clerk will remain the same for 2013/14. <p><i>The Clerk returned to the meeting.</i></p> <p>Northamptonshire County Council Draft Revenue Budget 2013-14 and Medium Term Financial Plan 2013-14 to 2015-16: NCC has invited comments on these documents by 5th February 2013. This item will be placed on the Town Council agenda for January 2013 for further discussion.</p>
<p>16 16.1 16.2 16.3 16.4 16.5 16.6</p>	<p>Community Reports</p> <p>Civic Society: No report was received.</p> <p>Town Centre Partnership (TCP): No report was received.</p> <p>Twinning: No report was received.</p> <p>Youth: No report was received.</p> <p>European Charter: No report was received.</p> <p>Pocket Park: Cllr Sawford noted that she had received an end of year report for the Pocket Park which will be included in the correspondence for the next Town Council meeting.</p>
<p>17</p>	<p>Date of next meeting and items for the agenda: Thursday 17th January 2013 – final draft budget</p>
	<p>THE MEETING CLOSED AT 10.25 PM</p>