

The Meeting of the Desborough Town Council held at Marlow House, Gold Street, Desborough on Thursday 17th October 2013.

PRESENT

Councillors: Cllr D Coe, Cllr A Matthews, Cllr J Watson, Cllr M Tebbutt, Cllr D Soans, Cllr B King, Cllr M Dearing, Cllr J Pearce, Cllr D Howes

Clerk: Leigh Parkin

Also in attendance: Cllr A Matthews, Northamptonshire County Councillor, PCSO P Firth and PCSO J Breeze, Members of the Public

1	<p>Chairman’s announcements Cllr Coe congratulated Cllr Daniel Howes on his appointment as a Councillor and welcomed him to Desborough Town Council.</p> <p>Cllr Coe announced that the Service of Remembrance will be held at St Giles Anglican and Methodist Church at 10.00am on Sunday, 10th November 2013.</p> <p>It was noted that the Desborough Town Council Civic Service will be held on Sunday 9th February 2014 at St Giles Anglican and Methodist Church.</p>
2	<p>To receive Councillor Declaration of Acceptance of Office It was CONFIRMED that Cllr Howes had signed the Declaration of Acceptance of Office Form as a Town Councillor witnessed by the Clerk prior to the commencement of the meeting.</p> <p>Cllr Howes stated that he feels very privileged to be a Councillor and that all candidates in the recent by election were very respectful towards each other.</p>
3	<p>Apologies for absence – Apologies were received from Cllr M Watson (work commitment), Cllr J Derbyshire and Cllr R Sawford (ill health). It was RESOLVED to agree the apologies for absence.</p>
4	<p>Declarations of Interest by Councillors Cllr Soans stated that he would not vote or express an opinion on any planning matters as he is on the Planning Committee at Kettering Borough Council (KBC). He can however take part in discussions on planning issues.</p> <p>Cllr Howes declared an interest in a report provided to the Town Council by Cllr D Soans, Borough Councillor Report, which refers to Eckland Lodge Business Park.</p>
5	<p><i>Cllr King arrived at the meeting.</i></p> <p>Police Report Monthly Report & Crime Figures –PCSO Breeze went through the crime figures for September 2013 which were very high. It was reported that the Police are currently experiencing a lot of problems with youth related anti-social behaviour.</p> <p>Cllr J Watson asked about the domestic violence crimes. The PCSO’s explained that the threshold for the recording of domestic violence has been lowered and it can include raised voices or arguments as well as more serious issues.</p>

<p>5.1</p>	<p>Teenager Hut – a report was presented to Councillors for consideration. The Town Council AGREED (Proposed by Cllr King and seconded by Cllr Dearing):</p> <ul style="list-style-type: none"> • The Youth Shelter/Outdoor Gym Equipment Project & Consultation Plan; • The local residents questionnaire, proposed location map and background information; • The local residences which are to be consulted; • Councillors will meet on Saturday 2nd November 2013 at 10am in the Revive Community Café to undertake a ‘door knock’ of local residences being consulted. <p>Cllr Tebbutt confirmed that he had spoken to the Secretary of the Bowls Club and he has arranged to meet to discuss the project with the Committee on 4th November 2013. Subject to Bowls Club Committee approval the Pavilion can be used for the Consultation Event planned for the Recreation Ground. Cllr Tebbutt also confirmed that the CCTV at the side of the Bowls Club is operational.</p> <p>Cllr King stated that he thought this was an excellent opportunity for the Town Council to get involved in a project.</p> <p>Cllr Coe thanked PCSO Breeze and PCSO Firth for attending the meeting.</p>
<p>6</p>	<p>Representations from members of the public A member of the public spoke on the following issue:</p> <ul style="list-style-type: none"> ➤ A resident of Queen Street, Desborough, addressed the Council about the three derelict properties (24, 26 and 28) in Queen Street as the condition of these properties continues to deteriorate. The properties have been reported to the Town Council on a number of occasions and a letter was received from Mr J Conway, Head of Housing at KBC which was reported to July’s Town Council meeting (Minute 5/bullet pt. 1) and a progress report from Mr Conway reported to September’s Town Council meeting (Minute 5/bullet pt. 1). Cllr Soans stated that he had spoken to Mr Conway who is hopeful that there is a buyer that will come forward. It was AGREED that the Town Council will write to Mr Conway to ask for another update.
<p>7</p>	<p>Minutes of the Town Council meeting held on 19th September 2013 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 Matthews).</p>
<p>8</p>	<p>Matters Arising</p> <ul style="list-style-type: none"> • Minute 10.5/Sept 13 – Icons of Northamptonshire: Ms B Humfrey, Chairman of the Desborough Civic Society has confirmed that she will attend the CPRE Northamptonshire event on behalf of the Town Council. • Minute 15.2/Sept 13 North Northants Joint Planning Unit Consultation on Interim Housing Policy Statement, Statement of Community Involvement and elements of the emerging Core Strategy: The previous Site Specific Proposals Local Development Document Working Group met and agreed the Town Council’s response to this consultation which was circulated to Councillors before being submitted on Friday 11th October 2013.

9

County Councillor

Cllr Matthews stated that the usual reports and complaints about overgrown highways trees, potholes and street lighting continue. All have been reported to the appropriate maintenance team at Northamptonshire County Council's (NCC's) contractors. Cllr Matthews gave the following updates:

Junction of High Street and Dunkirk Avenue

Yellow lines will be installed in next year's batch of parking orders. The legal processes for this year's allocation of parking restrictions have already started and are time consuming. The lines will be on both sides for a stretch of 16metres each side - the rationale is that commercial vehicles and 4x4 vehicles can easily clear the double height kerbs when opening passenger doors and some motorists may just park on the Paddock Lane side anyway. Cllr Pearce asked whether St. Giles Church had been informed of this action. Cllr Matthews is to check.

Grassed area near crossing on Dunkirk Avenue

The Highways Department could fund timber posts, in the grassed area to prevent parking on the grass, once funds are available but vehicles may still park legally on that side of the road which could slow traffic down. The Town Council agreed that timber posts do not appear to be the answer to the problem. Cllr Matthews is to investigate whether double yellow lines can be installed in this area.

Speeding on Rothwell Road [B576]

The County Council, aware of the recent incidents on this road, installed speed monitoring equipment between Gold Street and Lower Street junctions approximately 3 weeks ago to get data on actual vehicle speeds. This area was looked at a year or so ago and it was proposed that centre hatching be applied to the carriageway to deter overtaking and "visually" narrow the road to help reduce speeds. Unfortunately the estimate for the work was £5000 as it requires legal orders for the road closure, together with the expense of temporary diversion routes. The search for funds for this work is still live.
30 mph carriageway roundels (painted on roads) are not allowed in a street lit area. They are specifically prohibited by the Department for Transport and only allowed alongside terminal signs at the start of the 30 mph speed limit.

Cllr J Watson stated that she does not feel £5,000 is a lot of money to prevent a possible fatality compared to the cost of the emergency services support needed at recent accidents. Cllr King stated that he is fed up of hearing that there is no money available as he feels that traffic and road safety are paramount.

Cllr Matthews is to continue to press for action on this issue.

Adoption of Roads

Adoption of the roads on the Grange Estate involves a very long and involved process. Cllr Matthews highlighted the roads that are already adopted in this area, those for which a Section 38 agreement has been signed. All remaining roads are Redrow and Persimmon house developments which are held up in the process.

Advance installation of new lights in CCTV areas

It will prove difficult to install new lights on an ad-hoc basis however Cllr Matthews is in contact with the NCC to plead for a few lights on "safety grounds".

<p>10 10.1</p>	<p>Borough Councillors Cllr Soans provided a written report which was circulated to Councillors prior to the meeting highlighting:</p> <ul style="list-style-type: none"> • 24th September – KBC Planning committee – Regrettably, the previous decision to allow Eckland lodge planning application was reversed – this application has, for the time being, been refused. Cllr Soans voted in favour of the application. • 25th September attended KBC full council meeting. • 7th October – NNJPU consultation meeting (Minute 8/bullet pt. 2). • 8th October – Neighbourhood plan meeting (Minute 14). • Other matters – During the course of the recent by-election, Cllr Soans and his colleagues received many complaints concerning the number and frequency of lorries emanating from and to the so called “Trout Lakes “project. The complaints concerned the apparent inability of the Town and Borough Councils to have any control over these lorry movements. Cllr Soans asked the Town council to seriously consider what action it might take in this matter. <p>Cllr Coe stated that the situation of the lorries accessing the Trout Fishing Lake development has arisen because no restrictions on lorry movements were imposed by KBC with the approval of the planning application. Desborough Town Council has extensively liaised with KBC and NCC and has made representations to the developer on this issue.</p> <p>It is understood that the lorries can only drive along specified routes. Concern was raised that the lorries are now taking alternative routes including Rushton Road. If this is the case the developer may be in violation of the planning approval.</p> <p>Members of the public should contact KBC if they have a complaint to make about the lorry movements. It was AGREED to invite Mr Harbour, Head of Planning at KBC, to a Town Council meeting to discuss this situation.</p>
<p>10.2</p>	<p>Cllr Tebbutt provided a written report which was circulated to Councillors at the meeting highlighting:</p> <ul style="list-style-type: none"> • KBC Executive Committee, 16th October 2013: Desborough Town Council’s application to designate the Desborough Parish as the Desborough Town Plan Area was unanimously approved by the KBC Executive Committee. At the meeting Cllr Tebbutt sought clarification on one paragraph which ‘considered that it is not appropriate to designate the area as a business area’. This could only apply if the area was predominantly occupied by businesses. Cllr Tebbutt stated that Desborough wished to continue to encourage both existing employers to remain and to encourage new opportunities for local people. Cheaney was referred to in Cllr Tebbutt’s submission as an excellent example as highlighted in recent broadcasts, under the ownership of the Church family, Cheaney’s has opened its’ own retail premises in China selling high quality welted design shoes. <p>A decision was also taken by the KBC Executive Committee to modify Dog Control orders in regard to cemeteries, a full notice will be forwarded to the Clerk, which in summary requires all dogs within the Borough’s cemeteries to be kept on a lead not more than 1.5 metres in length.</p> <ul style="list-style-type: none"> • North Northants Core Spatial Strategy Update: There is no change from Cllr Tebbutt’s September report (Minute 9.2). • The Interim North Northamptonshire Housing Policy Statement: The

<p>10.3</p> <p>10.4</p>	<p>consultation period ended on Friday 11th October 2013. A report on this and two other documents consulted upon at the time (1) Strategic Housing and Employment Sites, supplemented by an updated paper on Strategic Sites and (2) Urban Structure Study, will be reported on at the next meeting of the Joint Planning Committee. The responses from KBC following the recent Planning Policy meeting, in respect of Desborough sites is as follows:</p> <ul style="list-style-type: none"> ➤ Site 33 Desborough West housing – summarised ‘The negative impacts of development outweigh the potential benefits of the development and it is not considered that this site is appropriate for further consideration as a potential site through the Joint Core Strategy’. ➤ The same comment also applies to Site 34 – Land at Humfrey’s Lodge Desborough – Housing; ➤ Site 84 Stoke Road (north east of Harborough Road) Desborough – Employment- the site has relatively few constraints; however there are a number of areas where the assessment is not complete’. Further assessment of biodiversity, visual impact and heritage are recommended. <ul style="list-style-type: none"> • The Planning Policy Report on ‘Site Specific Proposals Local Development Document: Housing Allocations Assessment of Additional Sites and Update’, was agreed for consultation, this will be forwarded to Desborough Town Council for comment. Arrangements are being made for a local exhibition as part of the consultation process. It was Agreed that the Town Council Working Group who commented on the previous Site Specific Proposals Local Development Document will be reconvened to comment on the new papers when they are delivered. <p>Cllr Dearing provided a verbal report at the meeting highlighting that it had been a quiet month. Cllr Dearing had attended a number of meetings including KBC Planning Policy and Executive Committee and had nothing further to add from Cllr Tebbutt’s report.</p> <p>Cllr Coe raised concern about the rubbish along Chaplins Lane. This is to be highlighted to the KBC Street Cleansing Team.</p> <p>Cllr Derbyshire: No report was received.</p>
<p>11</p> <p>11.1</p> <p>11.2</p>	<p>Clerk’s Report</p> <p>Northamptonshire Police Community Speed Watch: It was reported that Cllr Sawford had door knocked half of Braybrooke Road and Cllr King the remainder of Dunkirk Avenue. The Town Council now has 356 signatures in support of the Community Speedwatch programme. The following action was agreed in order to collect the remaining pledges to the 500 required:</p> <ul style="list-style-type: none"> • Cllr Coe is to door knock Rushton Road • Cllr King to door knock along Harborough Road; • Cllr M Tebbutt is to door knock Ise Vale Road; • Cllr Matthews is to door knock various roads near to where he lives. <p>A letter has been received from Northamptonshire Police to invite the Town Council and its’ community to be involved in the Community Speed Watch programme for 2014/5. The Town Council CONFIRMED its’ agreement to join the programme in 2014/15 subject to the required number of pledges having been collected.</p> <p>Northamptonshire County Council – Prevention Strategy for Adult Social Care Services Day Centre Services Questionnaire: Marlow House has been asked to send this survey to a cross section of users of Marlow House, not only as a day centre, but</p>

	<p>also as a supporting partner and/or community centre. It was AGREED that Cllr Matthews will complete the survey on behalf of the Town Council.</p> <p>11.3 The Good Councillor’s Guide 4th Edition: The 4th edition of this guide has just been published and can be downloaded from http://www.northantscalc.gov.uk/uploads/goodcouncillorsguide-4th-edition.pdf . The Town Council has received one hard copy of this Guide.</p> <p><i>Cllr King declared an interest in Minute 11.4.</i></p> <p>11.4 CVS Northamptonshire: Invitations have been received for a representative from the Town Council to attend:</p> <ul style="list-style-type: none"> • Northamptonshire Trustees Network Meeting – 7th November; • CVS’s 107th AGM – 15th November. <p>No representatives from the Town Council are available to attend these events.</p> <p>11.5 Revive Community Café: An invitation has been received from the Trustees of the new Community Café, Revive, situated in Station Road, Desborough to its’ official opening being held on Saturday 26th October 2013 at 11am.</p> <p>11.6 Launch of the Highways Warden Scheme: Northamptonshire Highways is launching a new Highway Warden Scheme. Cllr Tebbutt confirmed that he is happy to continue in this role with the new scheme.</p> <p>11.7 Correspondence File: This month’s file contained:</p> <ul style="list-style-type: none"> • Desborough Town Council Standing Orders • KBC Work Programme September 13 • Centre Screening Touring Cinema • CPRE Email – Can you help stop plans to release more countryside for new development? • CPRE Email – join 1400 others who have written to their MP to stop more countryside being developed • Central & East Northamptonshire Citizens Advice Bureau – Welfare Reform Website launched • Central & East Northamptonshire – Universal Credit is coming – will you know how to claim? • NCALC eUpdate Sept – October 13 • Northamptonshire County Council (Kettering District) (Waiting and Loading Restrictions and On-Street Parking Places) Order 2010 (Amendment No.14) Order 2013 • KBC Standards Advisory Committee Annual Report.
<p>12 12.1 12.2</p>	<p>Community Reports</p> <p>Civic Society: No report was received.</p> <p>Town Centre Partnership (TCP): Cllr J Watson confirmed that she had attended the TCP meeting last week where the 1940’s day was reviewed. It was concluded that the 1940’s day was successful with many people involved. A proportion of the money raised on the day will be donated to local groups/organisations within the Town. Another 1940’s day is to be held on Saturday 20th September 2014. Cllr Coe thanked the TCP for all their hard work in organising the 1940’s day.</p>

<p>12.3</p> <p>12.4</p> <p>12.5</p> <p>12.6</p> <p>12.7</p> <p>12.8</p>	<p>Cllr J Watson reported that marshals are required for the Christmas Gala Night which is being held on Friday 29th November 2013.</p> <p>Twinning: Cllr J Watson reported on recent and planned events. The AGM is to be held on 19th October followed by a Sausage Party and there will be Sunday Lunch at Marlow House on 12th November following the Remembrance Service at St. Giles Church.</p> <p>Youth: Cllr B King stated that there was no update report.</p> <p>European Charter: Cllr J Watson stated that there was no update report.</p> <p>Pocket Park: Cllr J Watson reported on behalf of Cllr Sawford to confirm that the Pocket Park Apple Day/AGM will take place at the Heritage Centre on 19th October in the morning.</p> <p>The Town Council Agreed that a Volunteer morning will take place in the Park on 9th November 2013. It was noted that the Pocket Park is due to be closed for two days and nights, dates to be confirmed, for the pond clearance to be completed. The KBC Tree Officer undertook an annual inspection of the trees in the Pocket Park in September 2013 and noted that there are three dead trees which need removing. KBC is to complete this work.</p> <p>LANRAC: Cllr Tebbutt has attended the recent LANRAC meeting and reported that LANRAC had recently met with the Managing Director of Network Rail and the train operating company and had spoken about electrification to Kettering and Corby. Bridge works are currently being undertaken. The bridge on Pytchley Road, Kettering will be closed down in December until February for complete reconstruction.</p> <p>There is no funding at present for line speed enhancement at Market Harborough.</p> <p>It was recommended that Government is lobbied to ensure that the operating companies get the right rolling stock and not what is imposed by the Minister for Transport. Concern was raised that the old East Coast rolling stock is not suitable for regular starting and stopping.</p> <p>Cllr Tebbutt confirmed that the re-establishment of a railway station in Desborough was raised on the agenda.</p> <p>Cllr Coe thanked Cllr Tebbutt for attending the meeting and reporting back.</p> <p>Desborough In Bloom (DiB): Cllr Derbyshire had forwarded a request from DiB for the Town Council to find out which organisation is responsible for clearing the gutters along the roads of the Town which are currently overgrown and look unsightly. It was AGREED that Cllr Matthews will look into this situation.</p> <p>Cllr Coe thanked all the representatives for their reports and the work being undertaken on behalf of the Town Council.</p>
<p>13</p> <p>13.1</p> <p>13.2</p>	<p>Update from existing Working Parties</p> <p>Community Facilities: Cllr Matthews stated that there was no update report.</p> <p>Community Right to Build ‘Hawthorns Forum’: Mrs Holmes, Secretary to</p>

<p>13.3</p>	<p>Desborough Community Development Trust, reported that the Forum is still meeting and working through its' projects. Representatives from the Forum met KBC Officers in July and requested that as the Town Council is working towards a Neighbourhood Plan no further action is taken on the formers Hawthorns Leisure Centre site until this is complete. In addition because the housing allocation has come down KBC has already got its' five year housing supply. The KBC Senior Management Team agreed to this request in principle and it is expected to be presented to the KBC Executive Committee shortly.</p> <p>Cllr Coe thanked Mrs Holmes for this report.</p> <p>Fresh Air Desborough (FAD): Mr Alan Brooks, Chairman of FAD, reported that an Oral Hearing will be heard by the High Court in Birmingham on 4th November 2013. The aim of the Hearing is to re-apply for a Judicial Review. This is the last legal attempt that can be made. At the last Hearing £4552 of costs were awarded against FAD. At the Hearing in November it will be requested that these costs be reduced.</p> <p>It is requested that Desborough Town Council provide financial support towards the legal costs being incurred by FAD which is not a charity but a group of residents from across the town working on behalf of the community. FAD is seeing a reduction in the number of people helping and they are struggling to raise money for such a large legal bill which may have to be paid by the members of the group themselves.</p> <p>Reference was made to recycling facilities in Wellingborough and the proposed Corby plant. It was stated that this corner of North Northamptonshire is in dire straits in respect of recycling and incineration.</p> <p>Cllr King said that he was grateful for the work FAD is doing and he supports the fundraising activities. Cllr King stated that the Town Council had received advice from Northamptonshire County Association of Local Councils (NCALC) that if the Town Council supports FAD financially the objectivity of the Town Council may be jeopardised. In addition the Town Council does not have any current budget allocation to support funding for FAD.</p> <p>Cllr J Watson suggested that the Town Council would wish to make representations on the Environment Agency Application when it is received without having to declare an interest.</p> <p>Cllr Coe proposed that, following the advice received from NCALC and a shortfall in finance, Desborough Town Council is unable to provide financial support to FAD. This was seconded by Cllr Dearing and Agreed by all members of the Council present at the meeting.</p>
<p>14</p>	<p>Neighbourhood Plan for Desborough Update</p> <p>Cllr Soans stated that he was delighted to hear that the KBC Executive had ratified the Town Council's application to designate the Desborough Parish as the Desborough Town Plan Area.</p> <p>Written confirmation of the confirmed direct support application had been received and circulated to Councillors. The Working Group had met with Rachel Hogger, Planning Aid Case Officer, and a date for project management training is to be agreed for November.</p>

	Cllr Soans emphasised that the completion of a Neighbourhood Plan is a large task and the community need to be involved as much as possible. Any help will be welcome.																																						
15	<p>Desborough Skate Park – Establishment of a Working Group</p> <p>Cllr Soans reported that Ms V Hitchman, Head of Community Services, had invited 2/3 Town Councillors to meet with her to talk about the Town Council’s aspirations for a replacement Skate Park. Cllr Derbyshire and Cllr Dearing had expressed an interest in attending this meeting. It was Agreed that Cllr J Watson and Cllr King should also attend the meeting. Cllr Soans is to arrange a date.</p>																																						
16	<p>Northamptonshire Transportation Plan: Phase Two Strategy Consultation</p> <p>It was Agreed that Cllr King will write a response on behalf of Desborough Town Council which he will circulate to all Councillors for comment before he submits the comments.</p>																																						
17	<p>Financial report</p>																																						
17.1	<p>Christmas Lights: The wall mounted Christmas light (Minute 14.8/Sept 13) purchased by the Town Council for the side of Marlow House was delivered to Kettering Borough Council on 7th October 2013 and has been included in the Council’s Asset Register. The Town Council AGREED that:</p> <ul style="list-style-type: none"> • The new light should be included in the Town Council’s ‘All Risks’ Insurance Schedule. The cost to include the light from the insurance renewal date 16 November 2013 is an additional £6.79 per annum (including Insurance Premium Tax); • The snowman and cracker wall light should be disposed of. 																																						
17.2	<p>Insurance Renewal: The Town Council’s insurance policy is due for renewal on 16th November 2013. A copy of the current levels of insurance and for both the current and a new policy with Zurich had been provided to Councillors. The Town Council AGREED to (Proposed by Cllr Tebbutt and seconded by Cllr Matthews):</p> <ul style="list-style-type: none"> • The current levels of insurance cover; • That the Policy be renewed with Zurich Municipal and that this will be a five year agreement. 																																						
17.3	<p>Accounts for Payment: The following payments were APPROVED (Proposed by Cllr Soans and seconded by Cllr Matthews):</p> <table border="1"> <thead> <tr> <th>Cheque No.</th> <th>Amount</th> <th>Payee</th> <th>Reason for Payment</th> </tr> </thead> <tbody> <tr> <td>101358</td> <td>£837.56*</td> <td>Mrs L Parkin</td> <td>Salary & Expenses (October 13)</td> </tr> <tr> <td>101359</td> <td>£56.56</td> <td>HM Revenue & Customs</td> <td>PAYE & NI (October 13)</td> </tr> <tr> <td>101360</td> <td>£35.00</td> <td>Vine Community Trust</td> <td>Hall Hire October 13 TC meeting</td> </tr> <tr> <td>101361</td> <td>£43.21</td> <td>Talk Talk Business</td> <td>Telephone Line Rental /Broadband + calls (Oct 13)</td> </tr> <tr> <td>101362</td> <td>£22.00</td> <td>Vine Community Trust</td> <td>Room Hire for Neighbourhood Planning Working Group meeting 08/10/13</td> </tr> <tr> <td>101363</td> <td>£730.80</td> <td>Blachere Illumination UK Ltd</td> <td>Purchase of Christmas Light – Marlow House</td> </tr> <tr> <td>101364</td> <td>£220.92</td> <td>Nordis Signs**</td> <td>Pocket Park Signage</td> </tr> <tr> <td>101365</td> <td>To be confirmed</td> <td>Zurich Municipal***</td> <td>Insurance Renewal 2013/14</td> </tr> </tbody> </table>			Cheque No.	Amount	Payee	Reason for Payment	101358	£837.56*	Mrs L Parkin	Salary & Expenses (October 13)	101359	£56.56	HM Revenue & Customs	PAYE & NI (October 13)	101360	£35.00	Vine Community Trust	Hall Hire October 13 TC meeting	101361	£43.21	Talk Talk Business	Telephone Line Rental /Broadband + calls (Oct 13)	101362	£22.00	Vine Community Trust	Room Hire for Neighbourhood Planning Working Group meeting 08/10/13	101363	£730.80	Blachere Illumination UK Ltd	Purchase of Christmas Light – Marlow House	101364	£220.92	Nordis Signs**	Pocket Park Signage	101365	To be confirmed	Zurich Municipal***	Insurance Renewal 2013/14
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	101366	£30.00	RBL Poppy Appeal	Donation to cover the costs of the Remembrance Wreath								
	<p>*Includes agreed 1% annual salary increase backdated to 1st April 2013 (Minute 14.5/Sept 13)</p> <p>**The Town Council agreed to pay this invoice. Payment for the signs will be met by Cllr A Matthews through his Northamptonshire County Council Empowering Councillors fund which will be paid directly to the Town Council.</p> <p>***(See Minute 17.2) The Town Council agreed that this cheque will be raised prior to November's Town Council meeting on receipt of an invoice from Zurich.</p>											
17.4	<p>Receipts:</p> <table border="1"> <thead> <tr> <th>Paid into Barclays</th> <th>Amount</th> <th>Received from</th> <th>Reason for Payment</th> </tr> </thead> <tbody> <tr> <td>02/09/13</td> <td>£2.38</td> <td>Barclays</td> <td>Interest – Business Saver Account</td> </tr> </tbody> </table>				Paid into Barclays	Amount	Received from	Reason for Payment	02/09/13	£2.38	Barclays	Interest – Business Saver Account
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02/09/13	£2.38	Barclays	Interest – Business Saver Account									
17.5	<p>Monthly Bank Reconciliation: Noted.</p>											
17.6	<p>Q2 Financial Analysis: Noted.</p>											
17.7	<p>Town Council Office Equipment: The support agreement for the Town Council's Acer Laptop used by the Clerk expires on 12th November 2013. The agreement can be renewed on an annual basis at the cost of £109.00. The Clerk noted that the laptop requires a new battery and power adapter. Following discussion it was Agreed not to renew this agreement. The Clerk is to provide details and prices for a replacement laptop and software to the Town Council meeting in November with a view to keeping the current laptop as a back-up. It was recognised that there is a risk to the ability of the Clerk to perform her job if the current laptop breaks down and cannot be repaired or replaced immediately.</p> <p>The Clerk is to also provide the Town Council with details and the cost of laser printers and it was Agreed that a portable hard drive can be purchased to ensure adequate back-up of Town Council files.</p>											
18	<p><i>Under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 (as amended), the press and public be excluded for the following item of business:</i></p> <p>First draft budget 2014/15</p> <p>A copy of the first draft budget had been circulated to Councillors prior to the meeting. Cllr Soans noted that he had requested the draft budget be reported to the Council a month earlier than normal.</p> <p>A detailed discussion was held about the abolition of the KBC Grant for 2014/15 and that this may increase the Town Council's precept to cover for this shortfall in income. It was emphasised that the Town Council should be proactive and take advantage of funding opportunities to support the services provided to the people of Desborough. The Town Council's level of reserves was considered in light of advice received from the External Auditor.</p> <p>It was agreed that funding through a precept for projects including the Neighbourhood Plan cannot be included until residents of Desborough have been consulted.</p> <p>A second draft budget is to be presented for further consideration to the next Town</p>											

	<p>Council meeting. <i>Press and public were re-admitted to the meeting - none were present.</i></p>
<p>19 19.1</p>	<p>Planning Applications The following applications have been received and comments made under delegated procedures: KET/2013/0585 – Mr Dudleston – 109 Braybrooke Road, Desborough – Full Application: Garage roof alterations. No objection. KET/2013/0571 – Mr Goodhind – 42B The Ridings, Desborough – Full Application: Single storey side extension. Replacement pitched roof and loft conversion. No objection. This is an interesting conversion which will create more internal space on the same footprint. <i>This application has been withdrawn and therefore the KBC will take no further action; no formal decision will be made.</i> KET/2013/0624 – Mr Bellamy – s.73 Application: Variation of condition 7 of KE/96/0546 in respect of retention of parking spaces. The Town Council has no objection to this planning application as it is a sensible conversion which does not increase the floor area of the building. Concern was raised with regard to the lack of parking space but it was noted that the property is situated at the end of a cul de sac. <i>KBC has approved this planning application.</i> KET/2013/0631 – Mrs Asfar Maka Properties Ltd – 41 Station Road, Desborough – Full Application: 2 no. commercial units. 1 no. dwelling to first floor. First floor rear extension. Awaiting comments. KET/2013/0645 – Mrs Buckley – 11 Brookside, Desborough – Full Application: Conversion of garage to habitable room and first floor extension. Awaiting comments. Notices of Approval received: KBC has approved permission for the following applications: <ul style="list-style-type: none"> • KET/2013/0517 (Minute 16.1/Sept 13) – Messrs Biddle, Foster, Smith – Black Paddock, Park Lane, Braybrooke, LE16 8LP – Section 73A Retrospective Application: Use of land as a traveller site for 3 no. families. Cllr Soans noted that this is two year temporary permission. • KET/2013/0449 (Minute 16.1/Sept 13) – Mr Young – 17 Whitehill Road, Desborough – Full Application: Single storey rear and front and two storey side extensions. Planning Applications that have been withdrawn: KET/2013/0521 (Minute 15.1/Sept 13) – Mr & Mrs Thomas – Birchfield Lodge, Desborough Road, Rushton NN14 2QN – Section 73 Application: Variation on condition 2 of KET/2010/0242 in respect of temporary building. <i>This application has been withdrawn and therefore the Kettering Borough Council will take no further action; no formal decision will be made.</i></p>
<p>16</p>	<p>Date of next meeting and items for the agenda: Thursday 21st November 2013 commencing at 7pm, the Lower Lounge, Marlow House, Gold Street, Desborough. Items for the Agenda: Second draft budget 2014/15.</p>
	<p>THE MEETING CLOSED AT 9.15 PM</p>