



**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 the monthly meeting of Desborough Town Council to be held in the Library building, and streamed online using ZOOM, on Thursday 16 September 2021, commencing at seven o'clock for the purpose of transacting the undermentioned business. Any Councillors who attend the meeting remotely will be able to take part in discussions but will be unable to vote on any matter.

**Owing to the required Covid precautions there will be limited space for public attendance. Members of the press and public are requested to attend remotely if at all possible (further details below).**

Signed.

Graham Thomson  
Town Clerk

10 September 2021

**Covid-19 precautions**

The Council is required to comply with four distinct (and in some instances contradictory) areas of law: the law relating to Council meetings; Coronavirus precautions; general Health and Safety; and employment law. The Council has made its best endeavours to comply with all relevant law and guidance in relation to the meeting. The meeting will be held in the library building and there should be places for a maximum of **20** Councillors, staff, and members of the press and public.

**The Council is acutely aware of the continuing vulnerability of members of our community and of those who may rely on them, notwithstanding vaccinations, and the high numbers of people who have tested positive in Desborough recently (in the week to 5 September 2021 a total of 60 people representing a rate per 100,000 people of 520.8 compared with the rate for England of about 300).**

All furniture and surfaces likely to be touched will be sanitised before the meeting and afterwards. It is not possible however for this to be carried out during the meeting.

The following precautions will also be made:-

- no-one who has any of the recognised Covid symptoms should enter or attempt to enter the building;
- everyone who enters the building is asked to use the Test & Trace QR Code in the library building (or provide their contact details which will be retained only in line with Covid regulations);
- everyone is asked to wear a suitable face covering (unless exempt) on entering the building, and wear a face coverings at all times unless seated;
- furniture including chairs must not be moved, even if you are attending with other people in your bubble;
- everyone must sanitise their hands on entry to the building and as often as necessary throughout the meeting;
- everyone must observe social distancing from all others in the building;
- no printed papers will be available, copies of documents are available on the Council's website;
- no toilet facilities will be available;
- members of the press and public will not be allowed re-admittance to the building;
- once the maximum number of attendees is reached there will be no further admittance and no replacement of people leaving the meeting.

A failure to adhere to these precautions and any other directions given at the meeting may result in the suspension of the meeting and any remaining business being carried forward to a future meeting.

**How best to attend the meeting**

The best and safest way of seeing and hearing what happens at the meeting is to watch online from the safety and comfort of your home. To join the meeting follow this link:

<https://us02web.zoom.us/j/83700704330?pwd=c3JpSU9RSkZxZTNYMmtwOW1BR3Yydz09>

If necessary, use the following - Meeting ID: 837 0070 4330

Passcode: 733045

If you wish to join by audio telephone only (your normal call charges will apply) dial one of the following numbers: 0330 0885830, 0131 4601196, 0203 4815237, 0203 4815240, 0203 9017895, 0208 0806591, 0208 080 6592 and use the meeting ID and password given above.

### **Addressing the Council**

Owing to the hybrid nature of attendance, any members of the public wishing to address the Council are requested to provide details to the Town Clerk at least three hours before the meeting either by emailing the usual form (available on the Council's website here [Your Right to Speak at Council Meetings](#) or here Home > Policies > Your Rights > Your Right to Speak at Council Meetings) to the Council using the email address above, by sending the same information to the Town Clerk by email, or using the email us facility on the Council's website. Any request made after four o'clock on the day of the meeting may not be seen.

### **Speaking at the meeting**

If you wish to speak during the meeting 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. All persons in attendance (physically or online) should be aware that they may be seen, heard, or recorded.

The microphones and cameras of non Town Councillors attending the meeting remotely will be disabled unless the Chair of the meeting invites them to speak and directs otherwise. No person may speak at the meeting unless invited to do so by the Chair.

10 September 2021

### **AGENDA**

- 59./21 Chair's welcome and announcements**
- 60./21 To consider and if so resolved to approve apologies for absence**
- 61./21 To note any declarations of interest from Councillors**
- 62./21 To consider any requests for dispensation**
- 63./21 To approve the minutes of the meeting held on 15 July 2021**
- 64./21 To discuss with a representative of the Police various issues of mutual concern including: Streetwatch; trespass and antisocial behaviour in development sites in Desborough; and vehicle speeding**
- 65./21 To hear representations from members of the Public**  
Note: no decisions can be made in response to matters raised under this item.
- 66./21 To consider ideas for the Council's engagement with young people and youth provision in Desborough**
- 67./21 To discuss social media and consider changes to the Council's Social Media Policy**
- 68./21 To discuss the Council's priorities for Section 106 planning contributions**
- 69./21 To consider reports on the following matters:**
  - 69.1./21 Sale of 47 Station Road and The Old Fire Station**
  - 69.2./21 North Northamptonshire Council's proposals and consultation in relation to the Lawrence Factory Site**
  - 69.3./21 CCTV Installation and Upgrade**
  - 69.4./21 Proposed one-way system and parking restrictions Gladstone Street / Nichols Street**
  - 69.5./21 Arrangements for Remembrance Day**
- 70./21 To consider any response to the North Northamptonshire Draft Corporate Plan 2021-25 consultation**
- 71./21 To note new information provided on the Council website**
- 72./21 To note reports on activity from North Northamptonshire Councillors, local groups, and volunteers**
- 73./21 To consider attendance at a Queen's Green Canopy Project meeting**
- 74./21 Planning and Licensing issues**
  - 74.1./21 To receive and note the Planning and Licensing Report**
  - 74.2./21 To note concerns about activity in and around site of the proposed development site at South Desborough**
- 75./21 Finance matters**
  - 75.1./21 To approve the finance report**
  - 75.2./21 To consider and if so resolved to approve accounts for payment**