



**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 21 October 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

15 October 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 **30** Councillors, staff, and members of the press and public.

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;
- 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/89598725561?pwd=QkhtUDVJTHVYajZPcEpsVHNpMUU5QT09>

If necessary, use the following - Meeting ID: 895 9872 5561 Passcode: 676686

One tap mobile

+442080806592,,89598725561#,,,,\*676686# United Kingdom  
+443300885830,,89598725561#,,,,\*676686# United Kingdom

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: 0208 080 6592, 0330 088 5830, 0131 460 1196, 0203 481 5237, 0203 481 5240, 0203 901 7895, 0208 080 6591 and use the meeting ID and password given above.

### **Addressing the Council**

Owing to the hybrid nature of attendance and the need to set up the meeting, 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.

15 October 2021

### **AGENDA**

- 76./21 Chair's welcome and announcements
- 77./21 To consider and if so resolved to approve apologies for absence
- 78./21 To note any declarations of interest from Councillors
- 79./21 To consider any requests for dispensation
- 80./21 To receive information relating to the proposed Sainsbury's Supermarket in Desborough
- 81./21 To note information from Bellway the developers of the site at South Desborough
- 82./21 To approve the minutes of the meeting held on 16 September 2021
- 83./21 To hear representations from members of the Public  
Note: no decisions can be made in response to matters raised under this item.
- 84./21 To receive an update on the North Northamptonshire Council's proposals in relation to the Lawrence Factory Site
- 85./21 To consider alterations to the Council's policy and procedure on public speaking at Council meetings
- 86./21 To note reports on activity from North Northamptonshire Councillors, local groups, and volunteers
- 87./21 Budget Consultation and Preparations
- 88./21 To note the acceptance of funding under the Welcome Back Fund and approve consequential budget changes
- 89./21 To consider ideas for the Council's engagement with young people and youth provision
- 90./21 To consider another market for Desborough
- 91./21 To discuss social media and consider changes to the Council's Social Media Policy
- 92./21 To note any reports on the following matters:
  - 92.1./21 CCTV Installation and Upgrade
  - 92.2./21 Proposed one-way system and parking restrictions Gladstone Street / Nichols Street
  - 92.3./21 Arrangements for Remembrance Day
  - 92.4./21 To note a report about the Greenspace Play Area Scheme
  - 92.5./21 New information provided on the Council website
  - 92.6./21 To receive a report on the Queen's Green Canopy Project meeting
- 93./21 Consultation: Licensing Act 2003 - North Northamptonshire Council Statement of Licensing Policy 2022-2027
- 94./21 To determine attendance at training sessions for the Council
- 95./21 To determine attendance at the new NNC Strategic Town & Parish Forum
- 96./21 To receive and note the Planning and Licensing Report
- 97./21 Finance matters
  - 97.1./21 To approve the finance report
  - 97.2./21 To consider and if so resolved to approve accounts for payment
  - 97.3./21 To approve the Council's insurance arrangements