



**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 18 November 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;
- 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/85081228126?pwd=OW1wSzFPcXloSURMYUN2cTZMa25aQT09>

If necessary, use the following - Meeting ID: 850 8122 8126 Passcode: 832993

One tap mobile

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

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

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.

## Speaking at the meeting

If you wish to speak during the meeting you must raise your hand to alert the Chair. To raise your hand when you are following the meeting on Zoom 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 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.

12 November 2021

## **AGENDA**

### **98./21 Chair's welcome and announcements**

### **99./21 To note and if so resolved to approve apologies for absence**

### **100./21 To note any declarations of interest from Councillors**

Any Councillor who has an interest in any item to be discussed at the meeting should declare that interest in accordance with the Code of Conduct.

### **101./21 To consider any requests for dispensation**

To consider any requests for dispensation for Councillors with an interest to be allowed to speak in accordance with the Localism Act 2011.

### **102./21 To approve the minutes of the meeting held on 21 October 2021**

The minutes of the meeting held on 21 October 2021 have been circulated.  
The Council is REQUESTED to approve the minutes for signing.

### **103./21 To hear representations from members of the Public**

Note: no decisions can be made in response to matters raised under this item.

### **104./21 To receive and note the Planning and Licensing Report**

The Council is REQUESTED to consider making comment on any planning or licensing matter set out below (any other applications notified before the meeting will be added to the list).

#### [NK/2021/0705](#)

Location: Matlock Way (land at), Desborough

Proposed development: Outline application for 5 no. dwellings (some matters reserved)

#### [NK/2021/0870](#)

Location: 1 Prince Rupert Avenue, Desborough

Proposed development: Single storey front extension to replace porch

#### [NK/2021/0893](#)

Location: 27 The Ride, Desborough

Proposed development: Single storey side extension

#### [NK/2021/0896](#)

Location: Services Club, Lower Street, Desborough

Proposed development: T3-T13 & T15-T17 Sycamore - up to 5m height reduction and pollard; T14 Sycamore - fell; A1-A2 Ash - pollard and A3 Alder - pollard

#### [NK/2021/0902](#)

Location: 24 Church View Road, Desborough, NN14 2PS

Proposed development: Two and single storey rear and first floor front and side extension with creation of parking for up to 4 no. cars to front of property

#### [NK/2021/0707](#)

Location: 9 Leys Avenue, Desborough, NN14 2PY

Proposed development: Separate single storey dwelling within the rear garden

### **105./21 To consider information from Bellway the developers of the site at South Desborough**

Representatives from Bellway have been invited to the meeting to bring the Council up to date with activity.

The Council is REQUESTED to consider any information provided.

- 106./21 To consider any update on the North Northamptonshire Council's proposals in relation to the Lawrence Factory Site**  
The Council is REQUESTED to consider any update received.
- 107./21 To note reports on activity from North Northamptonshire Councillors, local groups, and volunteers**  
Any reports received will be circulated to Councillors.
- 108./21 To note arrangements for the December 2021 monthly Council meeting**  
Owing to another longstanding booking it will not be possible to hold the December monthly Council meeting in the main library on the scheduled date. As Members will recall the December meeting is on the second Thursday of the month to avoid proximity to Christmas. It will be possible to hold the meeting in the large meeting room (depending on any Covid restrictions) but there will obviously be a reduction in the seating availability.  
The Council is RECOMMENDED to note the information.
- 109./21 To approve the schedule of monthly Council meetings 2022/23 to 2024/25**  
In order to avoid any future conflict of bookings as far as possible, rather than the traditional one-year schedule of meetings a three-year schedule has been prepared (as set out at Appendix A). This follows the Council's policy of having regular meetings on the third Thursday of the month, except August when there is no meeting, and December when the meeting is the second Thursday of the month. All meetings will commence at 7pm (unless otherwise stated). The Council may call additional meetings or change these dates as circumstances necessitate.  
The Council is RECOMMENDED to approve the schedule of meetings.
- 110./21 To note any reports on the following matters:**
- 110.1./21 CCTV Installation and Upgrade**
- 110.2./21 Proposed one-way system and parking restrictions Gladstone Street / Nichols Street**
- 110.3./21 To note a report about the Welcome Back Fund**
- 110.4./21 To note new information provided on the Council website**  
The most up to date information available in relation to traffic movements in connection with the Rothwell North housing development and allied issues, traffic speeds in Desborough (data from the TVAS Speed signs), and Police crime reports has been placed on the Council's website.  
The Council is RECOMMENDED to note the information.
- 111./21 Finance matters**
- 111.1./21 To approve the finance report**  
The Council is RECOMMENDED to note the information and approve the report (Appendix C).
- 111.2./21 To consider and if so resolved to approve accounts for payment**  
The report set out at Appendix D 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 may be updated before the meeting as information is received. The Council is RECOMMENDED to approve payments.
- 111.3./21 To note the Council's insurance arrangements**
- 111.4./21 To consider budgetary issues**  
The Council is REQUESTED to identify the main issues that it wants to address, indicate any new activities it might want to pursue, and to agree its objectives for the next year and for the medium term.
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**Desborough Town Council**  
**18 November 2021**

**Schedule of meetings**

2022-2023			
Thu 19 May 2022	Thu 15 Sep 2022	Thu 08 Dec 2022	Thu 16 Mar 2023
Thu 16 Jun 2022	Thu 20 Oct 2022	Thu 19 Jan 2023	Thu 20 Apr 2023
Thu 21 Jul 2022	Thu 17 Nov 2022	Thu 16 Feb 2023	
2023-2024			
Thu 18 May 2023	Thu 21 Sep 2023	Thu 14 Dec 2023	Thu 21 Mar 2024
Thu 15 Jun 2023	Thu 19 Oct 2023	Thu 18 Jan 2024	Thu 18 Apr 2024
Thu 20 Jul 2023	Thu 16 Nov 2023	Thu 15 Feb 2024	
2024-2025			
Thu 16 May 2024	Thu 19 Sep 2024	Thu 12 Dec 2024	Thu 20 Mar 2025
Thu 20 Jun 2024	Thu 17 Oct 2024	Thu 16 Jan 2025	Thu 17 Apr 2025
Thu 18 Jul 2024	Thu 21 Nov 2024	Thu 20 Feb 2025	Thu 15 May 2025

Appendix B

**Desborough Town Council**  
**18 November 2021**

**Finance Report**

Monthly Bank Reconciliation	31/10/2021
Unity Trust Bank Current	£38,481.36
Unity Trust Bank Saver	£100.00
Barclays Current	£0.00
Barclays Business Saver	£0.00
CCLA Public Sector Deposit Fund	£270,514.95
<b>Reconciled Balance</b>	<b>£309,096.31</b>

The dividend from the CCLA Public Sector Deposit Fund is reinvested each month into the fund. In September the dividend reinvested was £5.04. Room hire income of £3 was received as was the second and final precept payment of £36,892.

Appendix C

**Desborough Town Council**  
**18 November 2021**

**Accounts for payment**

Items will be added or adjusted as information is received.

	Power	Supplier	Description	Reason	VAT	Total
+	1	Desborough Library and Community Hub	Town Council Office	Office Rent (November)	£0.00	£666.66
+	4	LGSS Pensions and Mr G Thomson	Salaries & all Employment Costs	Pension and salary payments (November)	£0.00	£2,971.73
+	6	Northants CALC	Democratic Services	Cllr training (BMR)	£0.00	£38.00
+	7	Arthur J Gallagher	Administration	Insurance	£0.00	£2,162.22
+	2	TalkTalk	Town Council Office	Broadband / phone (Sep)	£4.09	£24.54
				Broadband / phone (Oct)	£4.09	£24.54
				Broadband / phone (Nov)	£4.09	£24.54

+ Paid in accordance with delegated or continuous authority

**Powers**

1. Local Government Act 1972, s. 133
2. Local Government Act 1972, s. 111. and s.150
3. Local Government Act 1972, s. 150 and Data Protection Regulations 2018
4. Local Government Act 1972, s. 112

5. Local Government Act 1972, s. 144, and s.145
  6. Local Government Act 1972. s174
  7. Local Government Act 1972 s140, 140A, s145 & s150, Local Government Act 2000 s101
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