



Desborough Town Council
Town Clerk: Graham Thomson
High Street, Desborough, NN14 2QS
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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 09 December 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, and the meeting taking place in the large meeting room, 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

3 December 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 **14** 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 exempt;
- 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/84956209500?pwd=cW1WQlg3UlhpbWUJ4c2JBUS9FZ0lEdz09>

If necessary, use the following - Meeting ID: 849 5620 9500 Passcode: 079415

One tap mobile

+443300885830,,84956209500#,,,,*079415# or +441314601196,,84956209500#,,,,*079415#

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.

AGENDA

112./21 Chair's welcome and announcements

113./21 To note and if so resolved to approve apologies for absence

114./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.

115./21 To consider any requests for dispensation

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

116./21 To approve the minutes of the meeting held on 18 November 2021

The minutes of the meeting held on 18 November 2021 have been circulated.

The Council is REQUESTED to approve the minutes for signing.

117./21 To hear representations from members of the Public

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

118./21 To note and consider The Health Protection (Coronavirus, Wearing of Face Coverings) (England) Regulations 2021

These Regulations came into force at 04:00 on Tuesday 30 November 2021 and will remain in force for three weeks (or longer if extended by the Government). In accordance with the new Regulations, face coverings are now required in relevant indoor places and on public transport vehicles unless an exemption applies. A face covering is defined as a covering of any type which covers both a person's nose and mouth. A summary of the Regulations is set out at Appendix A.

The Council is REQUESTED to consider the matter.

119./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/2021/0945](#)

Location: Unit A2, Eckland Lodge Business Park, Desborough Road, Braybrooke

Temporary change of use from industrial/warehouse to gymnasium with 11 no. additional parking spaces

120./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.

121./21 To consider implications of the Government's Integrated Rail Plan (IRP)

The IRP was intended for release in December 2020, and was published on 18 November 2021. The plan confirms that the government will electrify and/or upgrade 3 existing main lines including the Midland Main Line between London St Pancras, the East Mids, and Sheffield. By the early-mid 2040s, passengers could see the new high-speed line connecting the West Midlands to the East Midlands, providing improved connectivity to Derby, Nottingham, Chesterfield and Sheffield. The new line would reduce journey times between London and Derby, Nottingham and Sheffield, as well as Birmingham and Nottingham, and free up capacity on the Midland Main Line south of East Midlands Parkway.

The Council is REQUESTED to consider the implications for Desborough.

122./21 To note the Adoption of the Kettering Site Specific Part 2 Local Plan

North Northamptonshire Council formally adopted the Kettering Site Specific Part 2 Local Plan on 1 December 2021. All information relating to the adoption of the Plan can be viewed on the North Northamptonshire Council's website at 'Adopted Kettering Site Specific Part 2 Local Plan' at www.kettering.gov.uk/SSP2Exam. Hard copies of the Adopted Plan and accompanying documents, including the Adoption Statement and Sustainability Appraisal Report are available for inspection at the North Northamptonshire Council Offices, Bowling Green Road, Kettering, and Burton Latimer, Kettering, Rothwell and Desborough Libraries.

123./21 To note reports on activity from North Northamptonshire Councillors, local groups, and volunteers

Any reports received will be circulated to Councillors.

124./21 To consider the NNC's response to the proposed Dunkirk Avenue "dog walking" area

The Town Council set aside funds for a proposed dedicated dog walking area at the southern edge of the Dunkirk Avenue recreation area. Unfortunately the owners of the area, NNC, does not support the proposal for the following reasons:-

- for a dog walking section to be viable and practicably useable it would have to be of a reasonable width with we feel would eat into the main park too much;
- presently the grass is cut with a large 'ride on' type cutter and for dog walking section which would be wide enough, would require a different cut regime and this creates some difficult logistical issues;
- the Rec is the only open park area for central Desborough and is a popular and attractive civic amenity space which already has quite a few demands upon it, such as the full size football pitch, equipped play area, major outdoor gym, bowls pavilion and green all placed into an already limited space. A dog walking ring of useable proportions would take up too much space and have a significant reductive impact upon the 'park';
- an enclosed dog walking area around the perimeter of the park would not necessarily be popular or used by dog walkers who may wish to roam wider to play with their dogs. Where it is used during the winter it will become muddy and the grass churned up, perhaps to the point that it wouldn't be used at all: there are several footpaths in the (former) Kettering borough where this already happens.

The Council is RECOMMENDED to note the information.

125./21 To note the Local Government Boundary Commission for England's review (LGBCE)

Following structural changes in local government, the LGBCE automatically considers the electoral arrangements for the local authority, including Councillor numbers and warding arrangements. Consultation on issues will be advertised in future and any changes would be expected to be implemented for the elections in 2025.

The review timeline is:-

to July 2022	preliminary period
August 2022	LGBCE makes decision on Council size
Aug 2022 to Nov 2022	consultation on ward pattern
Feb 2023 to April 2023	publication of draft proposals
July 2023	publication of final recommendations
Autumn/Winter 2023	Parliamentary consideration of recommendations
May 2025	implementation of new electoral arrangements

The Council is REQUESTED to consider the matter.

126./21 To receive any reports on:

126.1./21 CCTV Installation and Upgrade

126.2./21 Proposed one-way system and parking restrictions Gladstone Street / Nichols Street

126.3./21 Welcome Back Fund

126.4./21 Neighbourhood Plan Advisory Committee

126.5./21 Other projects

127./21 Finance matters

127.1./21 To approve the finance report

The Council is RECOMMENDED to note the information and approve the report (Appendix B).

127.2./21 To consider and if so resolved to approve accounts for payment and note payments made

The report set out at Appendix C 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.

127.3./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.

The Health Protection (Coronavirus, Wearing of Face Coverings) (England) Regulations 2021

- These Regulations came into force at 04:00 on Tuesday 30th November 2021 and will remain in force for three weeks (or longer if extended by Government).
- Face coverings are now required in relevant indoor places and on public transport vehicles unless an exemption applies.
- A face covering is defined as **a covering of any type which covers both a person's nose and mouth.**
- Exemptions include children under the age of 11; Police, emergency responders and council officials on official duty; people who cannot put on, wear or remove a face covering because of a physical or mental illness or impairment, or disability; and people for whom putting on, wearing or removing a face covering will cause severe distress.
- Face coverings can be removed temporarily if someone needs to take medication; has a reasonable need to eat or drink; and, if asked to do so by a Police Officer or an employee in a bank or shop for the purposes of identification.
- Premises include shops, takeaways, barbers, banks, post offices, indoor shopping centres, etc.
- The requirement to wear a face covering only applies to indoor premises and parts of premises that are indoors. Indoors is classed as any structure that is enclosed or substantially enclosed (defined as more than 50% enclosed, not counting the ceiling/roof).
- Premises such as cafes, bars and restaurants are **not** included.
- A full list of premises where face coverings must be worn can be found at: <https://www.gov.uk/government/publications/face-coverings-when-to-wear-one-and-how-to-make-your-own/face-coverings-when-to-wear-one-and-how-to-make-your-own>
- Staff within these settings, are required to wear face coverings when they are in a part that is open to the public unless they have an exemption.
- Public transport includes buses, trains, trams and taxis as well as aeroplanes and ferries.
- Public transport **does not** include a school transport service.
- There isn't the same requirement for public transport employees to wear a face covering so taxi drivers and bus drivers are not required to wear a face covering when in contact with the public.
- The Regulations include a requirement for relevant places and public transport vehicles to display a sign or for information to be provided about the wearing of face coverings on the premises/on the public transport.
- Police are the enforcing authority for the requirement to wear a face covering in a relevant place and on public transport vehicles.
- Local authorities can enforce the requirement for signage and information.
- Fixed Penalty Notices can be issued for offences and start at £200 for failing to wear a face covering, doubling with each further offence. For failure to display a sign and/or failing to provide information the fine starts at £1000 and doubles with each further offence.

Finance Report

Monthly Bank Reconciliation	30/11/2021
Unity Trust Bank Current	£33,834.81
Unity Trust Bank Saver	£100.00
Barclays Current	£0.00
Barclays Business Saver	£0.00
CCLA Public Sector Deposit Fund	£270,520.75
Reconciled Balance	£304,455.56

The dividend from the CCLA Public Sector Deposit Fund is reinvested each month into the fund. In November the dividend reinvested (£5.80). Room hire income of £36 was received as was the compensation payment from Barclays Bank of £51.38

Desborough Town Council
9 December 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 (December)	£0.00	£666.66
+	4	LGSS Pensions and Mr G Thomson	Salaries & all Employment Costs	HMRC, pension and salary payments (December)	£0.00	To be confirmed
+	2	TalkTalk	Town Council Office	Broadband / phone (Dec)	£4.09	£24.54
	5	Desborough Carnival Committee	Welcome Back Fund	Fireworks Display	£0.00	£1,000.00
	2	Starboard Systems Ltd	Town Council Office	Scribe accounting software	£81.50	£489.00
	9	Miss J Smith (t/a Alright Jack)	Welcome Back Fund	Musicians	£0.00	£120.00
	9	Sally Oakland (t/a Playing Card Productions)	Welcome Back Fund	Musicians (2 sessions)	£0.00	£240.00
+	8	Harlequin Printer Supplies	Town Council Office	Ink cartridges	£12.00	£71.96
+	2	Mr G Thomson	Town Council Office	Refund of hygiene product purchases	£0.92	£5.50
+	4	Autela Payroll Services Ltd	Salaries & all Employment Costs	Payroll	£8.40	£50.40

+ 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
8. Local Government Act 1972, s. 150
9. Local Government Act 1972, s145