

**Minutes of the meeting of Desborough Town Council
held in Desborough Library and streamed online by Zoom on Thursday 17 February 2022**

Councillors present: P Sawford (Chair), A Coleman, D Cornwall, J French, J Gardiner, T Healy, D Larmour, B Murphy-Ryan (to item 150./21 only), S Roberts, A Window, and H Wood

Councillors not present: L Burnham

Also present: NNC Cllr Howes, G Thomson (Town Clerk), three members of the community, and ten members of the community (by Zoom).

141./21 CHAIR'S WELCOME AND ANNOUNCEMENTS

The Chair welcomed to the meeting those present in person and those online and he outlined the health and safety, and the Covid precautions and requirements.

**RESOLVED that:-
the information be noted.**

142./21 TO NOTE AND IF SO RESOLVED TO APPROVE APOLOGIES FOR ABSENCE

The Town Clerk reported that an apology for absence had been received from Cllr Burnham.

**RESOLVED that:-
the apologies be noted.**

143./21 TO NOTE ANY DECLARATIONS OF INTEREST FROM COUNCILLORS

Extracted from the report of the Town Clerk:-

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.

No declarations of interest were made.

**RESOLVED that:-
the information be noted.**

144./21 TO CONSIDER ANY REQUESTS FOR DISPENSATION

Extracted from the report of the Town Clerk:-

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

The Town Clerk reported that no requests had been received.

**RESOLVED that:-
the information be noted.**

145./21 TO APPROVE THE MINUTES OF THE MEETING HELD ON 20 JANUARY 2022

Extracted from the report of the Town Clerk:-

The minutes of the meeting held on 20 January 2022 have been circulated.

The Council is REQUESTED to approve the minutes for signing.

**RESOLVED that:-
the minutes be confirmed and signed by the Chair.**

146./21 TO HEAR REPRESENTATIONS FROM MEMBERS OF THE PUBLIC

Extracted from the report of the Town Clerk:-

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

NNC Cllr Howes, stated that he had not been notified of the removal of trees in Ironwood Avenue. In response to questions relating to tree works in general he stated that there was no clear tree maintenance plan but undertook to alert the Town Council to large tree works he was notified of in future. In response to a question about the Dunkirk Avenue recreation ground NNC Cllr Howes undertook to investigate the situation with maintenance and advise the Council in due course. In response to a question relating to bus services NNC Cllr Howes reported that there had been short-term reductions in services during the pandemic and that the NNC's bus strategy was available on that Council's website.

**RESOLVED that:-
the information be noted.**

147./21 To receive and note the Planning and Licensing Report

Extracted from the report of the Town Clerk:-

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

147.1./21 NK/2022/0037 Judges Bridge SPC3/38, Pipewell Road, Desborough

Councillors expressed concern that the works to raise the parapet on the bridge would result in an unattractive end result.

RESOLVED that:-

the Council comment that it would wish to see amendments to the finish of the works to be more in keeping with the existing treatment of the parapet.

147.2./21 NK/2021/0967 Magnetic Park (land at), Cockerel Rise / Harborough Road, Desborough

Whilst welcoming the proposals in general, Councillors expressed concern at the proposed accesses to the site especially for pedestrians and cyclists, the number of electric vehicle charging points, the arrangements for lighting and advertising, the lack of customer toilet provision, and the arrangements for external seating area for staff.

In response to comments made, a representative of the developer stated that:-

- a) customer toilets would be provided;
- b) a DDA compliant disabled toilet would be provided;
- c) the number of electric vehicle charging points would be reconsidered;
- d) the location of the external seating area for staff would be reconsidered;
- e) the details of the totem lighting would be submitted later but it could be shielded to prevent light spillage into residences;
- f) as a convenience shop and the pricing would be about 10% higher than larger supermarkets;
- g) if the proposals were approved, the shop was likely to open at the beginning of 2023.

RESOLVED that:-

- i) **the proposals be welcomed; and,**
- ii) **the Council comments that the proposals should be amended as follows:-**
 - a) **to provide pedestrian access from Ironwood Avenue;**
 - b) **to provide better access for cyclists avoiding potential conflict with vehicles on Bear Way and Cockerel Rise;**
 - c) **the number of electric vehicle charging points be increased in light with accepted standards;**
 - d) **consideration be given to relocating the lighting poles and totems to avoid introducing light pollution into adjacent residential property;**
 - e) **consideration be given to relocating the “external colleague seating area” away from one of only two pedestrian access routes; and,**
 - f) **the requirement to provide customer toilet facilities to be accessible for people with disabilities and to include baby changing facilities.**

147.3./21 NK/2022/0030 Builders Yard, Pipewell Road, Desborough

Councillors expressed concern that there was insufficient detail in the application in relation to the likely contents of the storage containers.

RESOLVED that:-

the Council comments that:-

- i) **hours of operation of the site should be strictly controlled as set out in the application (Monday to Friday 08:00 to 18:00 only); and,**
- ii) **no consent should be granted until further detail has been provided and considered specifically in relation to any material or item stored on site and nothing of any environmentally damaging or toxic material should be allowed to be stored.**

147.4./21 NK/2022/0077 76A Rushton Road, Desborough

It was noted that no neighbour comments had appeared on the planning portal and that there appeared to be very little garden provision remaining if consent was granted.

RESOLVED that:-

the Councils comments that:-

- i) **there appears to be very little garden provision remaining; and,**
- ii) **full consideration be given to any neighbour comments made.**

148./21 To receive a report on the Neighbourhood Plan Advisory Committee

Extracted from the report of the Town Clerk:-

The Council is REQUESTED to consider any update received.

It was reported that three meetings had taken place and the Advisory Committee was working through the previous draft updating or redrafting the document. It was reported there were many other documents to assimilate in detail. It was noted that there would need to be discussions on the town's ambitions but that progress was being made towards a new draft plan.

Concern was expressed in relation to future medical provision in Desborough being unable to cope with the population growth whilst noting that increased provision in Rothwell would require patients from Desborough to travel. It was noted that the combined populations of Desborough and Rothwell were similar to Market Harborough's and that the health provision in Market Harborough was far greater. With regard to educational provision, concern was expressed in relation to future provision in Desborough being unable to cope with the population growth whilst it was noted that the local schools cluster believed it had sufficient capacity to deal with the expected increases.

**RESOLVED that:-
the information be noted.**

149./21 To receive a grant in relation to an asset mapping project

Extracted from the report of the Town Clerk:-

Northants CALC was awarded a grant from the UK Government of £281,625 under the UK Community Renewal Fund for a project looking at the devolution of assets and services from principal councils to parish and town councils. The grant is to provide capacity building training, and asset mapping, together with staffing and software at Northants CALC. This project offers an opportunity to undertake local research on the assets (land and property) and services currently owned and provided by North Northamptonshire Council (and West Northamptonshire Council). Northants CALC in turn is asking town and parish councils to actively engage in the Asset Mapping Project until the end of March (details here www.northantscalc.com/amp) in return for a share of the grant to assist councils to defray the cost of facilitating the project locally (although the grant may be used however the council wishes in connection with the project).

Northants CALC is dispersing approximately one third of the total grant to participating town and parish councils. The other two thirds is supporting project officer time, consultant time, and a new Association Management System. The grant is not intended to represent an hourly rate, or a total project cost, it is simply to assist councils to defray the cost of facilitating the working group and the grant may be used however the council wishes in connection with the project. A grant of £992.45 has been allocated to Desborough Town Council.

The Council is REQUESTED to consider accepting the grant, and if so resolved to delegate the asset mapping task to the Neighbourhood Plan Advisory Committee.

It was noted that NNC had stated that there were no current plans to attempt to devolve any services, assets, or liabilities to town and parish councils in the immediate future.

**RESOLVED that:-
the grant of £992.45 be accepted and the asset mapping task be delegated to the Neighbourhood Plan Advisory Committee.**

150./21 To consider any update on the North Northamptonshire Council's proposals in relation to the Lawrence Factory Site

Extracted from the report of the Town Clerk:-

The Council is REQUESTED to consider any update received.

The Chair reported the Council had formally written to Historic England seeking further information about its position in relation to the site, although it was noted that Historic England had indicated that it wished any development to retain the buildings. It was confirmed that although the site was within the conservation area, the buildings were not listed. It was also confirmed that NNC had no plans for any further consultation on the use of the site. It was noted that according to NNC, LIDL had withdrawn its interest in the site but that ALDI had not yet confirmed whether or not it wished to proceed. It was reported that ALDI were understood to be considering a number of sites in the area.

Following a lively discussion during which it was noted that owing to the high cost and the funding mix of the housing proposal a decision on the future use of the site was time critical and

that a decision on the site was imminent, it was

RESOLVED that:-

Historic England be invited to discuss its views on the future of the site with the Council.

151./21 To receive any reports on:

151.1./21 CCTV Installation and Upgrade

Extracted from the report of the Town Clerk:-

As Councillors will know, the expansion of the CCTV system has been planned for some time and over that time has evolved. The current situation (at the time of writing) is that the four old cameras have been replaced and new cameras (with required columns and associated works) installed at most of the new locations. Six cameras are now fully operational with the remainder waiting for the contractor or subcontractor to complete matters.

The Council has been informed that the cameras which are fully operational now are:-

- Station Road / Havelock Street
- High Street / Station Road
- High Street / Dunkirk Avenue
- Dunkirk Avenue Recreation Ground adjacent to the Bowls Club
- Leisure Centre at The Grange (two cameras)

The Council has been informed that the cameras which are not yet fully operational are:-

- Lower Street near the War Memorial gardens (bespoke column being made: target installation date late March 2022)
- Chaplins Lane (Dunkirk Avenue Recreation Ground, in the north-west corner) (awaiting installation of columns at the same time as Lower Street)
- Braybrooke Road, opposite Hilltop Avenue (awaiting electricity supply)
- Braybrooke Road / Straight Furlong (awaiting electricity supply)
- B576 / Harborough Road (Grange estate roundabout) (awaiting electricity supply)
- B576 opposite Lower Street (awaiting adjacent camera to go live)

Much has been said about the changes over time with this project and it must be understood that the project did indeed change over the course of time at the Town Council's requests. At no point in the process did the Borough Council / Unitary Council agreed to the volunteer monitoring of any cameras (the data belongs to that Council and it must comply with relevant data protection rules). Although some Police officers were initially accepting of the idea of local volunteer monitoring in the Desborough station it is understood that this position changed early in the process and is not now the case.

An initial scoping exercise in 2019 estimated the costs of monitoring to be approximately £8,736 per year which would have to be funded by the Town Council. As requested by and reported to the Council, negotiations took place with a view to reducing the costs and an agreement reached that the replaced and new cameras would be entirely the responsibility of the Borough/Unitary Council (for installation, ownership, ongoing maintenance, and liability) and would be monitored by its control centre at no cost to the Town Council. It was clarified between the parties and approved by the Town Council that KBC (as it then was) had given the go ahead as long as the Town Council was aware that they were contributing for the upgrade to the cameras as part of the main KBC CCTV system and the overall ownership of the system will still remain with KBC.

The Council has been advised that since January, the new/replaced cameras have been used in the evenings when dark in relation to identified trouble makers which would not have been able to with the previous cameras. Other notable uses have been to monitor a highly intoxicated male at the request of the police; assisting with the investigation into a break-in Station Road at the time; and looking for a vehicle involved in a robbery.

Following the Council's earmarking of funds for a potential further extension of the system, initial informal approaches have been made to the North Northamptonshire Council to investigate crime hotspots and the practicality of siting of cameras at the Rushton entrance to the town.

The Council is REQUESTED to note the report.

The Town Clerk reported that although there was no single contract document between the two Councils for the works and responsibilities, the Councils had been clear on the precise content and scope of the agreement. The Town Clerk confirmed that the reasons for the final cost of the scheme being higher than the original budget estimate had been explained to Councillors at the time and he undertook to circulate the information.

RESOLVED that:-

the information be noted.

151.2./21 Proposed one-way system and parking restrictions Gladstone Street / Nichols Street

Extracted from the report of the Town Clerk:-

The Council will recall that the formal consultation was carried out by the Highways Authority (HA) before Christmas. Of the very few responses received there were objections. The responsible

office at the HA and the engineers looked at the objections to consider ways of resolving them in order to address the residents' concerns. It was hoped that one could be resolved with a small alteration to the parking restrictions, which should allow the resident to park their vehicle outside their property, but still maintain the required visibility in the area. Another issue may be resolved with some additional road markings to direct approaching traffic away from the side that they have blind access from.

However, the most difficult one to resolve was the objection raised to the proposed parking restricting opposite the Nichols Street Junction. Under the proposal any vehicle travelling from Nichols Street will have to turn right into Gladstone Street to exit the system. This is not a problem for a regular sized vehicle but the highways design section is concerned that a larger vehicle such as a refuse lorry or fire appliance will only be able to make this manoeuvre if there are parking restrictions opposite the junction as indicated within the red box indicated on the drawing below. The design team have used a programme to track the path of a larger vehicle turning right out of Nichols Street which indicates that the area outside No 48 / 50 needs to be kept clear however these programmes are notoriously generous in the room they give a vehicle to manoeuvre and in reality this can often be made in a far more reduced turning circle. The HA proposed to arrange for a trial with a larger vehicle to make the right turn movement (shown in yellow on the plan at Annexe 1) to see if a vehicle on site can physically make this manoeuvre when cars are parked opposite. This will allow them to consider if the restrictions are required at all on this side or at least if they could be partially reduced in length. Any update will be provided at the meeting.

The Council is REQUESTED to note the situation.

RESOLVED that:-
the information contained in the report be noted.

151.3./21 Welcome Back Fund

Extracted from the report of the Town Clerk:-

The Council is REQUESTED to consider any update received.

The Town Clerk reported that the anticipated final spend would be about £5,365.

RESOLVED that:-
the information be noted.

151.4./21 A possible street market for Desborough

Extracted from the report of the Town Clerk:-

The Council is REQUESTED to consider any update received.

It was reported that the proposal was for a monthly market on the last Saturday of each month for ten months of the year on Station Road. It was added that the intention would be to have local produce and local stallholders and that the market would become self financing. It was stated that provisional arrangements for a street market on Station Road on 30 April 2022 had been made.

It was reported that the cost of putting on the market including the closure of the road and stalls etc. was in the order of £17,000 per year. In response to a question about the proposed location it was stated that the current market site was too small to accommodate the intended twenty stalls. It was suggested that stallholders might be expected to be self-sufficient with their own stalls and generators etc. but that the involvement of Councillors in the market would be required.

It was also suggested that the Council should start with smaller test events on Havelock Square or the site of the existing weekly market, perhaps quarterly, to establish the principle and assess public support. It was stated that investigations were taking place into the possible provision of electricity in the highway in the vicinity of the War memorial, the town cross, and Havelock Square, which would reduce or remove the need for generators.

RESOLVED that:-

- i) **consideration of the matter be deferred to a future meeting for further consideration; and,**
- ii) **any arrangements for the proposed Station Road street market on 30 April 2022 be cancelled.**

151.5./21 Other projects

No reports relating to other projects were made.

RESOLVED that:-
the information be noted.

152./21 To consider the town’s preparations to mark the Queen’s Platinum Jubilee

Extracted from the report of the Town Clerk:-

The Council is REQUESTED to consider any update received.

It was suggested that the Jubilee be marked with a picnic in the park style event in the Dunkirk Avenue recreation ground incorporating entertainment, food sales, and bar facilities, to be held on the Saturday 4 June 2022 to avoid clashing with Rothwell’s event which it was understood to be scheduled for the Sunday. It was noted that consents and permissions would be necessary.

**RESOLVED that:-
the suggestion be approved.**

153./21 Finance matters

153.1./21 To approve the finance report

Extracted from the report of the Town Clerk:-

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

**RESOLVED that:-
the report be noted.**

153.2./21 To consider and if so resolved to approve accounts for payment and note payments made

Extracted from the report of the Town Clerk:-

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.

**RESOLVED that:-
the payments made and proposed be approved.**

The meeting closed at 21:25

Chairman: _____

Date: _____

Appendix A**Desborough Town Council
17 February 2022****The Planning and Licensing Report**

Click the underlined text to go to details of the application on the Planning Portal of North Northamptonshire Council (link is outside the Town Council's control).

[NK/2022/0026](#)

Location: 36 Breakleys Road, Desborough
Proposed development: Single storey rear extension

[NK/2022/0037](#)

Location: Judges Bridge SPC3/38, Pipewell Road, Desborough
Proposed development: Alteration to bridge parapets to enable line electrification

[NK/2021/0967](#)

Location: Magnetic Park (land at), Cockerel Rise / Harborough Road, Desborough
Proposed development: Erection of a new foodstore (Use Class E) and associated new access, parking, servicing, drainage, landscaping and highway works

[NK/2022/0027](#)

Location: 13 Wilton Close, Desborough
Proposed development: First floor front extension and single storey side extension to garage, alterations to single storey rear roof to include roof lantern

[NK/2022/0030](#)

Location: Builders Yard, Pipewell Road, Desborough
Proposed development: Siting of 23 no. storage containers and replacement boundary treatment

[NK/2022/0077](#)

Location: 76A Rushton Road, Desborough
Proposed development: Detached garage and workshop over with cladding and rooflights

[NK/2022/0091](#)

Location: Unit 1 17B, 17-19 Station Road, Desborough
Proposed development: Conversion of offices and store to one bedroom apartment with cycle store and amenity area

Appendix B**Desborough Town Council
17 February 2022****Finance Report**

Monthly Bank Reconciliation		31/01/2022
Unity Trust Bank Current		£16,439.93
Unity Trust Bank Saver		£100.01
CCLA Public Sector Deposit Fund	Dividend reinvested £20.65	£270,550.65
Reconciled Balance		£287,090.59

Appendix C**Desborough Town Council
17 February 2022****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 (February)	£0.00	£666.66
+	4	LGSS Pensions and Mr G Thomson	Salaries & all Employment Costs	HMRC, pension and salary payments (February)	£0.00	£2,971.53

Initialed by the Chair: _____

	Power	Supplier	Description	Reason	VAT	Total
+	2	TalkTalk	Town Council Office	Broadband / phone (Feb)	£5.59	£33.54
+	2	Mr G Thomson (Refund)	Town Council Office	Zoom subscription (2022/3)	£23.98	£143.88

+ 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, s.174
7. Local Government Act 1972, s.140, s.140A, s.145 & s.150, Local Government Act 2000 s.101
8. Local Government Act 1972, s.150
9. Local Government Act 1972, s.145

Annexe 1

Desborough Town Council
17 February 2022

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



Initialed by the Chair: _____