



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 17 March 2022, 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.

Members of the press and public are requested to attend remotely if at all possible (further details below).

Signed.

Graham Thomson
Town Clerk

11 March 2022

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/86858695571?pwd=SThGTWtWNG9aa05EYzBERDFpcURSQT09>

If necessary, use the following - Meeting ID: 868 5869 5571 Passcode: 3944385

If you wish to join by audio telephone only (your normal call charges will apply) dial one of the following numbers: 0208 080 6592 or 0330 088 5830 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

141./21 Chair's welcome and announcements

142./21 To note and if so resolved to approve apologies for absence

143./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.

144./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.

145./21 To approve the minutes of the meeting held on 17 February 2022

The minutes of the meeting held on 17 February 2022 have been circulated.
The Council is REQUESTED to approve the minutes for signing.

146./21 To hear representations from members of the Public

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

147./21 To consider and determine the Council's response to the war in Ukraine

147.1./21 To note the legal position with regard to the use of Council funds

Members can't fail to have been affected by the attacks on the territorial integrity and the sovereignty of Ukraine. There have been many calls for support in cash and kind from a variety of UK, Ukrainian, and other international individuals and agencies. When considering what the Council's response might be it is important to acknowledge the Council's legal position.

There may well be suggestions that the Council should give money to support the people of Ukraine. Local authorities are creatures of statute. Their rôle is defined in numerous different Acts of Parliament and Councils are unable to act unless given the power to do so by legislation. It is not the case that we can do things unless they are barred: Parliament must have actively created a law to allow us to act. The most relevant piece of legislation is Section 137 of the Local Government Act 1972. Subsequent legislation specifically retained S137(3). S137(3) of that Act says local Councils can make donations only to a charity in furtherance of its work in the United Kingdom. So for example the Council would be able to donate to a charity assisting refugees once they get to the UK but not before. Equally, S137(1) prevents giving money to individuals requiring that any grant "...is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants..." which must be proportionate to the population. The Council's internal auditor has confirmed that "If residents and electors want to give money to an international appeal, they are welcome to. It is not the place of Parish Councils to send precepted funds abroad."

However, there is nothing stopping any Councillor or member of the public from giving money or practical aid to any of the various charities or the Disasters Emergency Committee.

The Council is REQUESTED to:-

- a) note the legal position; and,
- b) ask members of the public who wish to give, to support the [Disasters Emergency Committee](#) appeal.

147.2./21 To consider endorsing a statement from the political leadership of the Council of European Municipalities and Regions (CEMR)

The National Association of Local Councils (NALC) has joined the Local Government Association (LGA) in endorsing a statement from the political leadership of the Council of European Municipalities and Regions (CEMR), which strongly condemns the multiple attacks and violations of the territorial integrity and sovereignty of Ukraine. CEMR's statement was published on 24 February 2022 and strongly condemns the multiple attacks and violations of the territorial integrity and sovereignty of Ukraine. The statement also expresses full support and solidarity to the Ukrainian people and their peers in local and regional government.

NALC has joined the LGA in supporting CEMR's call on local and regional governments throughout Europe to [endorse the statement](#), which any councillor may sign. The full statement says:

"European local and regional governments strongly support their peers in Ukraine.

"We, local and regional leaders across Europe, strongly condemn the multiple attacks and violations of the territorial integrity and sovereignty of Ukraine. We express our full support and solidarity to the Ukrainian people and our peers in local and regional government. We will not accept that our European values and integrity be attacked again by the Russian Federation after the violation of Georgian territories by Russia in 2008. We are firmly opposed to the dismemberment of a free and democratic state in Europe.

"The escalation of violence, repeated bombings and attacks on Ukrainian cities and territories are a serious threat to the preservation of peace and democracy across Europe. We call on the Federation of Russia to cease its attack, to leave the national territory of Ukraine, to respect all international treaties and fundamental principles of international law and to recognise the full sovereignty of Ukraine over all its territories, including Donbas and Crimea.

"Firmly convinced of local democracy and city diplomacy, based on the values of peace that unite our municipalities across Europe since 1951, we stand by the Ukrainian municipalities, cities, hromadas, districts, raions and their representative associations. They are in the front line to protect the population and provide basic services to offer them good quality living conditions and daily survival. The destruction of infrastructure by the belligerents jeopardises the efficient and safe maintenance of basic public services provided by Ukrainian local and regional governments to their citizens.

"As European local and regional governments, representing 60 national associations across 40 European countries, including Ukraine, we will continue to work to support them in their efforts. Not only are we ready to support our peers in the country with the materials and expertise they may need in the days and weeks to come. Municipalities and regions will probably have to face soon the human consequences of such a tragedy

for Europe, probably resulting in a flow of humanitarian refugees. Coordination with our national governments will be essential.”

The Council is REQUESTED to consider endorsing the statement by CEMR.

148./21 To consider flag flying in the town

The Council owns a large number of flags and flagpoles. Most of these were purchased by the Town Council in 2011 (using a grant from the Town Centre Partnership) and they are owned and insured by the Town Council. The flags include national flags of France and Belgium as well as the Commonwealth flag, and the flags of the Saints of the home nations. Although the flags and poles are owned by the Town Council, the Town Centre Partnership currently pays for the flags to be put up and taken down, with the exception of flying the Commonwealth Flag which the Town Council is expected to pay for.

There are other celebrations throughout the year which are not marked with flags, including this year the Queen’s Jubilee. It has recently been suggested that the Council considers flying the national flag of Ukraine. New flags would cost in the order of £35 per flag and the cost of displaying flags in accordance with relevant health and safety regulations is to be determined.

The Council is REQUESTED to consider if it wishes other flags to be flown and if so decided to approve the purchase of flags and the engagement of appropriate contractors to put up and take down the flags.

149./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.

150./21 To discuss the Desborough Conservation Area

In 2007, the then Kettering Borough Council pursued the creation of a conservation area in Desborough (the area appraisal is on the Town Council’s website [here](#) or follow these links: Desborough Town Council > Documents > Neighbourhood Plan > Desborough Conservation Area (2007)). The document describes the conservation area thus:

“Although the former boot and Shoe factory site to the west and related residential area to the east form the majority of the conservation area, the conservation area also encloses the properties of Station Road (now the town’s main shopping street), including the Station House, as well as a section of the remaining historic core of the town to the south of the conservation area in the High Street.”

“The bulk of the conservation area is made up of workers’ housing. These houses are characterised by their grouping in terraced rows along New Street, Mansefield Close and Burghley Close and along the southern side of Gladstone Street. The houses are tightly spaced creating a high density, late Victorian domestic townscape.”

The Council is REQUESTED to consider the matter.

151./21 To receive any reports from community groups and representatives

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

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

Pursuant to the decision at the last meeting that a public celebration be held in the Dunkirk Avenue Recreation ground on Saturday 4 June 2022 an application has been made to NNC for permission to use the site. Information has also been submitted to the Police in accordance with the requirements of NNC. It is important that the Council agrees at an early stage details such as the timings, types of entertainment, types of any stalls, charges, security, stewarding, and so on.

The Council is REQUESTED to consider the matter.

153./21 To consider proposals for a street market

The Council is REQUESTED to consider any updated suggestions.

154./21 To determine any changes to policy documents

The Council’s various policies and procedures set out on the Council’s website are reviewed regularly. A review of the Standing Orders and the Financial Regulations is underway and a review of the Council’s Social Media policy has been undertaken.

The Council is REQUESTED to notify the Town Clerk of any suggested alterations to any current constitutional or policy document and to consider the draft Social Media policy circulated separately to Councillors.

155./21 To consider attendance at NNC's Strategic Town & Parish Forum

The Council has been advised that the Unitary Council will be holding a Strategic Town & Parish Forum via Zoom on Tuesday 13 September commencing at 7.00pm. An agenda and any accompanying papers will be circulated nearer the time. The Council is REQUESTED to consider if attendance is deemed appropriate and if so to determine representation.

156./21 To consider the replacement of the Council's printer

The Council's main printer has developed a fault and is uneconomical to repair. Although the Council's printing has drastically reduced in line with the Council's intentions to reduce its environmental impact it is still necessary to have a printer / scanner / copier capable of reasonable print runs. Following investigations into current and planned usage and the various types of machine available it is RECOMMENDED that the Council approve the purchase of an Epson WorkforcePro 4745 multifunction machine together with an initial supply of ink cartridges and the removal of the old Brother machine at a cost of £279.94 plus VAT.

157./21 To consider installation of power points in the town

It has previously been suggested that the Council fund the installation and operation of power points around the town centre with a view to them being used for market stalls street entertainment, and the cost of electricity used be recharged to the user. Initial investigations have revealed that the cost of the type of pop-up or bollard itself would be about £3,000 (plus VAT). Each would need to be installed (involving excavation to a depth of at least one metre depending on the specific design) at additional cost, and would also need the electricity cabling to supply the power point. It would also be necessary to secure permission from the highway authority or landowner and a formal legal deed executed.

It is estimated that the total cost per power point would be in the order of £5,000 plus VAT and in view of the high cost per power point the Council's views are sought.

158./21 To consider solar power for the TVAS speed signs

The Council owns three vehicle activated speed signs (the white signs). The signs are not new and some problems have been encountered with the signs not producing data, although they generally do display the speeds of passing motorists. The signs are each powered by two lead acid batteries which are charged in the office and changed regularly. It is now possible to replace these batteries with solar powered units which would remove almost entirely the need for mains electricity to charge the batteries (except in a particularly dark winter) and would reduce greatly the risks inherent with batteries being changed at height from a ladder. The cost of introducing solar power would be in the order of £500 per sign.

The Council is REQUESTED to consider whether or not to change the signs to solar power as outlined and if so determined to adjust the budget for 2022/23 accordingly.

159./21 Proposed one-way system and parking restrictions Gladstone Street / Nichols Street

Northamptonshire Highways has informed the Council that details of the programme dates for the works have been received from the Engineering Team. Changes have been made to the proposed design following consultation and will have been communicated to affected parties by the week ending 25/3/22 when outstanding objections will have been responded to.

A trial was undertaken, with the kind assistance of Desborough Fire and Rescue, with regard to the turning circle of an appliance exiting right from Nichols Street into Gladstone Road and this confirmed that the proposed parking restrictions in the vicinity of No. 48 / 50 Gladstone Road are required to maintain access for larger vehicles. Slight adjustments to road marking layouts are being made to help accommodate the other two comments received from residents.

Subject to changes required by the Road Safety Audit and following statutory consultation, the next phases are as follows (dates are approximate):-

Week ending 08/04/2022

Stage 1-2 Road Safety Audit (RSA) to be carried out on slightly revised design

Week ending 15/04/2022

TRO application submitted for statutory consultation and processing following receipt of RSA (4 weeks required plus time to deal with any further objections arising)

Week ending 15/04/2022

Final target cost received

Week ending 08/07/2022

On site construction date commencement (approximately 2 weeks)

The Council has previously approved the payment of interim costs of up to £9,660 to fund the Traffic Regulation Orders and Parking Restriction Revision. The most recent best estimated cost of the whole scheme was £94,754 (the initial expenditure outlined above was expected to fall within the 2021/22 financial year) and the 2022/23 budget has a provision of £87,000 for the remaining works.

Once the final estimated cost of the scheme is received the Council will be asked to approve the scheme as a whole and the expenditure (in accordance with the Local Government and Rating Act 1997 s30, Highways Act 1980 S274A, and the Local Government Act 1972 s101).

The Council is RECOMMENDED to approve the report.

160./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 in Appendix A (any other applications notified before the meeting will be added to the list).

161./21 Finance matters

161.1./21 To approve the finance report

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

161.2./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.

161.3./21 To consider and if so resolved to approve a debit card from Unity Bank

The report of the internal auditor in summer last year recommended the Council to consider using a Council debit or charge card for purchases where it is not possible to pay by invoice and bank transfer. In the current financial year, the cost of such purchases has been about £250 which is paid out of a personal account and reclaimed from Council funds. The Council is RECOMMENDED to authorise the Responsible Finance Officer to obtain a card from Unity Bank (the Council's bank) for use where paying on invoice by bank transfer is not possible.

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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).

A. Planning matters

[NK/2022/0103](#)

Location: 85 Braybrooke Road (land adj.), Desborough
 Proposed development: 1 no. dwelling

[NK/2022/0111](#)

Location: 1 Eyam Close, Desborough
 Proposed development: Single storey rear extension

[NK/2022/0065](#)

Location: Cheaney Factory Shop, 2 Rushton Road, Desborough
 Proposed development: Single storey side extension, remove front timber porch and associated works

[NK/2022/0086](#)

Location: 43 Roman Way, Desborough
 Proposed development: Erection of wooden pod in rear garden for dog grooming and change of use of site

[NK/2022/0092](#)

Location: 73 Harrington Road,, Desborough
 Proposed development: Change of Use from school caretakers residential bungalow to meeting/training facility for Loatlands Primary School

[NK/2022/0114](#)

Location: Willowbrook Stud Farm, Rushton Road,, Desborough
 Proposed development: Demolition of two equestrian buildings and the provision of a new private driveway

[NK/2022/0148](#)

Location: 24 Headlands, Desborough
 Proposed development: Single storey rear extension with render and associated works

[NK/2021/0321](#)

Location: Gaultney Farm (land at), Pipewell Road, Desborough
 Approval of Reserved Matters: All details in respect of [KET/2018/0623](#) for residential development of up to 70 dwellings

B. Licensing applications

[22/00204/LAPNEW](#)

Location: Desborough Library High Street, Desborough
 Type: New, Premises Licence

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Finance Report

Monthly Bank Reconciliation		28/02/2022
Unity Trust Bank Current		£16,439.93
Unity Trust Bank Saver		£100.01
CCLA Public Sector Deposit Fund	Dividend reinvested £38.01	£270,589.66
Reconciled Balance		£287,129.60

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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 (March)	£0.00	£666.66
+	4	LGSS Pensions and Mr G Thomson	Salaries & all Employment Costs	HMRC, pension and salary payments (March)	£0.00	£6,338.52
+	2	TalkTalk	Town Council Office	Broadband / phone (Mar)	£5.59	£33.54
+	10	NetWise UK	Town Council Office	Domain name	£16.00	£96.00
+	10	Fluid Branding Ltd	Welcome Back Fund	Branded card protector	£140.00	£840.00
+	10	4imprint Direct Ltd	Welcome Back Fund	Branded bags	£382.20	£2,293.20
+	2	Mr G Thomson	Administration	Postage	£0.00	£7.92
+	2	Rusev Services Ltd	Administration	Portable Appliance Testing	£0.00	£66.00
	11	SLCC Ltd	Memberships and Subscriptions	Membership	£0.00	£270.00
	5	Spendlove Contracting	Administration	Commonwealth Day Flags	£14.40	£86.40
	5	North Northamptonshire Council	Administration	Supply and installation of Christmas Lights 2021	£570.00	£3,420.00

+ 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
10. Local Government Act 1972, s.142
11. Local Government Act 1972, s.143