

**Minutes of the meeting of Desborough Town Council
held in Desborough Library and streamed online by Zoom on Thursday 21 April 2022**

Councillors present: P Sawford (Chair), L Burnham, A Coleman, D Cornwall, J Gardiner, T Healy, J French, D Larmour, S Roberts, A Window and H Wood

Councillors not present: B Murphy-Ryan

Also present: NNC Cllr Howes (by Zoom to item 184./21), G Thomson (Town Clerk), and four members of the community.

176./21 CHAIR'S WELCOME AND ANNOUNCEMENTS

The Chair welcomed to the meeting those present in person and online and he outlined the health and safety, and the Covid, precautions and requirements. He stated that he had attended an event which had raised £1,610 for the hospice.

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

177./21 TO NOTE AND IF SO RESOLVED TO APPROVE APOLOGIES FOR ABSENCE

The Town Clerk reported that apologies for absence had been received from Cllr Murphy-Ryan.

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

178./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.

Cllr Burnham declared an interest in item 182./21 insofar as it related to the vehicle operator licence.

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

179./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.**

180./21 TO APPROVE THE MINUTES OF THE MEETING HELD ON 17 MARCH 2022

Extracted from the report of the Town Clerk:-

The minutes of the meeting held on 17 March 2022 have been circulated.

The Council is REQUESTED to approve the minutes for signing.

It was suggested that Minute 159./21 should read:

"(ii) the Town Clerk seek an early meeting between Councillors the Police, Fire and Crime Commissioner and the local Police to discuss the issues raised in the discussion."

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

181./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.

A member of the public asked about the celebrations to mark the Queen's forthcoming jubilee.

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

182./21 TO RECEIVE AND NOTE THE PLANNING AND LICENSING REPORT

Extracted from the report of the Town Clerk:-

The Council is REQUESTED to:-

(a) *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); and,*

- (b) *note the action taken in relation to the application for an increase from 15 vehicles to 45 vehicles and 50 trailers to 90 trailers at the existing operating centre at Bear Way, Magnetic Park, Harborough Road, Desborough.*

**RESOLVED that:-
the information contained in the Appendix be noted.**

182.1./21 [OF0224018](#) Bear Way, Magnetic Park, Harborough Road, Increase at existing operating centre from 15 vehicles to 45 vehicles, and 50 trailers to 90 trailers.

Cllr Burnham, having declared an interest in this item, left the meeting and took no part in the discussion or voting thereon.

It was reported that the Unitary Council had a limited range of powers of objection. It was noted that the site was already in use for this purpose and there were severe traffic tailbacks at times.

RESOLVED that:-

- i) **the representations made to North Northamptonshire Council be noted; and,**
- ii) **the information be noted.**

Cllr Burnham returned to the meeting following consideration of item OF0224018.

183./21 TO CONSIDER ANY UPDATE ON THE LAWRENCE FACTORY SITE AND THE DESBOROUGH CONSERVATION AREA

Extracted from the report of the Town Clerk:-

The Council is REQUESTED to consider any update received.

It was noted that at a recent meeting Historic England had reiterated its firm view that the buildings and the site were worthy of protection. It was reported that ALDI Stores Ltd had not submitted a planning application. It was also noted that the site was currently designated for housing and even if it was redesigned for retail there would be no guarantee that any particular interested party would be successful in obtaining the site. During a full discussion it was suggested that the Council gauge the strength of feeling of the local community in support of a retail / employment solution. It was reported that any redesignation of the Conservation Area would be subject to legal processes including public consultation and that the only current viable and deliverable scheme was the Council housing proposal.

With regard to the Housing Allocation Scheme it was reported that Local Lettings Policies could be agreed for specific areas or developments to reflect local circumstances and could have regard to housing management considerations such as the social mix of tenants, density, age range, vulnerability of tenants, community stability, and the Equality Act / Framework.

RESOLVED that:-

- i) **investigations be made into how to challenge the views of Historic England;**
- ii) **consideration be given to means of gauging the views of the town; and,**
- iii) **the information be otherwise noted.**

184./21 TO RECEIVE ANY REPORTS FROM UNITARY COUNCILLORS

Extracted from the report of the Town Clerk:-

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

NNC Councillor Howes stated that he had nothing further to report.

RESOLVED that:-

the information be noted.

185./21 TO RECEIVE ANY REPORTS FROM COMMUNITY GROUPS AND REPRESENTATIVES

Extracted from the report of the Town Clerk:-

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

No reports were presented.

RESOLVED that:-

the information be noted.

186./21 TO CONSIDER AND DETERMINE THE TOWN'S PREPARATIONS TO MARK THE QUEEN'S PLATINUM JUBILEE

186.1./21 TO NOTE ARRANGEMENTS IN RELATION TO THE VENUE

Extracted from the report of the Town Clerk:-

NNC has confirmed that the application for permission to use the site will not be granted until full risk assessments and public liability insurance are provided. Until specific details of the

proposals are clarified and determined by the Council it is not possible to finalise risk assessments and obtain confirmation of the insurance.

It was reported that the NNC would fence the relaid football pitch at its own expense.

RESOLVED that:-

the information be noted.

186.2./21 TO DETERMINE THE TIMINGS, ACTIVITIES FOR THE DAY, CHARGES, COSTS, PROCUREMENT PROCESSES, RISK ASSESSMENTS, INSURANCE, ANCILLARY ARRANGEMENTS, SECURITY, EQUIPMENT NEEDS, SETTING UP AND REMOVAL, AND LEGAL ADVICE

It was noted that provisional arrangements had been made pending decisions on the event from the Council. Amongst the provisional arrangements were the loan of staging from Sandersons, first aid from St John's Ambulance, local entertainers, and food and drink suppliers. It was noted that voluntary organisations such as the Carnival Committee and the Town Centre Partnership were not constrained by the same legislation as the Council.

RESOLVED that:-

- iv) **an Events Committee be formed comprising Councillors Burnham, Coleman, Cornwall, French, Healy, and Roberts;**
- v) **the Events Committee have delegated powers to approve matters and expenditure on items for the Queen's Platinum Jubilee celebrations up to the approved budget;**
- vi) **the Town Clerk be authorised to carry out procurement and expenditure on items for the Queen's Platinum Jubilee celebrations as agreed by the Events Committee up to the approved budget;**
- vii) **a meeting of the Events Committee be held as soon as possible.**

186.3./21 TO DETERMINE WHETHER OR NOT TO ACCEPT A GIFT OF MONEY TOWARDS THE COST OF THE EVENT

Extracted from the report of the Town Clerk:-

An offer of a cash gift "towards the Jubilee celebrations" has been received. Unlike voluntary organisations, Councils are bound by legislation relating to the treatment and use of gifts. Although the offer is very welcome there must be a specific Council approval to accept the gift. Advice from the SLCC suggests that there are potentially negative impacts and legal difficulties with accepting the gift. These include: clarification of the VAT implications; the specific use of the cash; the potential that the donation may create a charity (even though no-one intends this). The guidance is that legal advice (from solicitors familiar with the local council sector) is essential.

Section 139 of the Local Government Act 1972 controls the "acceptance of gifts of property"

- (1) *Subject to the provisions of this section a local authority may accept, hold and administer:*
 - (a) *for the purpose of discharging any of their functions, gifts of property, whether real or personal, made for that purpose; or*
 - (b) *for the benefit of the inhabitants of their area or of some part of it, gifts made for that purpose;*

and may execute any work (including works of maintenance or improvement) incidental to or consequential on the exercise of the powers conferred by this section.

- (2) *Where any such work is executed in connection with a gift made for the benefit of the inhabitants of the area of a local authority or of some part of that area, the cost of executing the work shall be added to any expenditure under section 137 above in computing the limit imposed on that expenditure by subsection (4) of that section.*

The Council is REQUESTED to consider the matter.

It was suggested that the company might provide bunting or promotional items to give aways to children.

RESOLVED that:-

Cllr Coleman be requested to approach Wacoal to seek a donation in kind as discussed rather than cash.

187./21 TO CONSIDER PROPOSALS FOR A STREET MARKET

Extracted from the report of the Town Clerk:-

The Council is REQUESTED to consider any information received.

It was noted that the Council had requested information about the feasibility of a street fair to be investigated. It was reported that previous street markets in Desborough had not been successful overall and that a market nearby was not as ebullient as it had been previously with

the exception of an Easter market.

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

188./21 TO DETERMINE ANY CHANGES TO CONSTITUTIONAL AND POLICY DOCUMENTS

Extracted from the report of the Town Clerk:-

The Council's various policies and procedures set out on the Council's website are reviewed regularly. The opportunity has been taken to update the documents with the most up to date guidance and templates from NALC and SLCC.

The Council is RECOMMENDED to adopt the revised documents.

**RESOLVED that:
consideration of the matter be deferred.**

189./21 TO RECEIVE ANY UPDATE AND DETERMINE ACTION ON THE PROPOSED ONE-WAY SYSTEM AND PARKING RESTRICTIONS GLADSTONE STREET / NICHOLS STREET

Extracted from the report of the Town Clerk:-

The Council is REQUESTED to consider any information received.

The Town Clerk reported that he had received an update on the matter earlier in the day as follows:-

"Changes were made to the design following consultation and re-communicated to affected parties by 25/03/22. Outstanding objections were responded to by the same date. All the responses to the objections received have been drafted but Engineers are waiting for the outcome of the Road Safety Audit before sending these out just in case they have to modify any of the responses slightly as a result of the Audit report.

"Stage 1-2 Road Safety Audit (RSA) was to be carried out on slightly revised design by week ending 08/04/22 - Regrettably the Road Safety Audit was cancelled on the planned date as one of the auditors contracted COVID and couldn't attend. This has however been reprogrammed for next Monday (25 April).

"Traffic Regulation Order application was to be submitted for statutory consultation and processing following receipt of RSA by week ending 15/04/22 – Subject to the Road Safety Audit report not identifying any major issues the Statutory Consultation process will commence next week.

"Final target cost received by week ending 22/04/22 –

"On site construction date commencement 04/07/2022 for approximately 2 weeks in total. - Unfortunately due to resources and has had to be reprogrammed for 24 July. It has been made clear that this date cannot go back any further however and will not change again."

He added that as before, once the scheme and costings were finalised the Council would be asked to confirm the grant to NNC for this work.

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

190./21 PROPOSED ONE-WAY SYSTEM AND PARKING RESTRICTIONS GLADSTONE STREET / NICHOLS STREET

Extracted from the report of the Town Clerk:-

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, and the Local Government Act 1972 s101).

The Council is RECOMMENDED to approve the report.

It was suggested that any future development of the Lawrence's site might be affected by the proposed one-way system. It was noted that there had been only a small number of respondents to the official consultation equally split between in favour and not. It was noted that the matter had been discussed for about thirty years or more.

A motion to defer all further work and expenditure on the matter for twelve months until the future of the town might be clearer having been defeated it was

RESOLVED that:-

the information contained in the report be noted.

191./21 TO CONSIDER SUSPENDING STANDING ORDER 4.1.3.

It was noted that the time allowed for the meeting under Standing Orders had run out and it was

RESOLVED that:-

in accordance with Standing Order 6.1.1. Standing Order 4.1.3. be suspended for 15 minutes.

192./21 TO RECEIVE AND NOTE THE PLANNING AND LICENSING REPORT

Cllr Burnham, having declared an interest in this item insofar as it related to [22/00204/LAPNEW](#), left the meeting during consideration of that item and took no part in the discussion or voting thereon.

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).

RESOLVED that:-

the report be noted except as set out in the .

192.1./21 [NK/2022/0086](#) 43 Roman Way, Desborough

Councillors expressed concern that the development would lead to an increase in traffic

RESOLVED that:-

a comment relating to the impact of increased traffic be made.

192.2./21 [NK/2022/0114](#) Willowbrook Stud Farm, Rushton Road, Desborough

Councillors expressed concern that the development might lead to a change of use in the future to residential use.

RESOLVED that:-

a comment requesting a condition to prevent change of use be made.

192.3./21 [NK/2021/0321](#) Gaultney Farm (land at), Pipewell Road, Desborough

It was suggested that the current proposals differed from those previously submitted and the proposal would move the access and affect the tree line leading to overdevelopment and intensity and reduce liveability.

RESOLVED that:-

an objection be made in relation to the relocation of the access, the overdevelopment and density of properties and the damage to trees.

Cllr Burnham returned to the meeting following consideration of item [22/00204/LAPNEW](#).

193./21 FINANCE MATTERS

193.1./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.

193.2./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.

193.3./21 TO CONSIDER AND IF SO RESOLVED TO APPROVE A DEBIT CARD FROM UNITY BANK

Extracted from the report of the Town Clerk:-

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.

RESOLVED that:-

the recommendation be accepted.

The meeting closed at 21:41

Chairman: _____

Date: _____

Initialed by the Chair: _____

Desborough Town Council
21 April 2022

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/2021/0988](#)

Location: North Desborough (land at), Stoke Albany Road, Desborough
Proposed development: Temporary construction access point.

[NK/2022/0183](#)

Location: 131 Federation Avenue, Desborough
Proposed development: Full Planning Permission: Two storey front and single storey rear extensions and convert garage to habitable accommodation.

[NK/2022/0217](#)

Location: 94 Federation Avenue (land to West of) Desborough
Proposed development: Full Planning Permission: 1 no. dwelling

[NK/2022/0203](#)

Location: 4 Woodgreen Close, Desborough, NN14 2JW
Proposed development: Single storey side extension with roof lantern to replace conservatory and additional window to ground floor south elevation

[NK/2022/0125](#)

Location: 51 Roman Way, Desborough, NN14 2QL
Proposed development: Two storey side and single storey front extension

B. Applications in adjacent parishes

[NK/2022/0234](#)

Location: Bowdlane Farm, Stoke Albany Road, Desborough
Proposed development: Full Planning Permission: Agricultural access with gates

C. Vehicle operator licence

[OF0224018](#)

Location: Bear Way, Magnetic Park, Harborough Road, Desborough
Application: Increase at existing operating centre from 15 vehicles to 45 vehicles, and 50 trailers to 90 trailers.

Parish councils do not have the statutory right to make an objection and are only able to make representations if they are owners or occupiers of affected land in the vicinity of an operating centre (which therefore excludes Desborough Town Council).

However, the guidance states that:

"Groups of residents, Parish Councils, or others who cannot be accepted as representors can consider the merit of approaching statutory objectors, such as local authorities, in order to put their case forward and ask them to consider making an objection."

In accordance with the Planning and Licensing Policy the following request was made to North Northamptonshire Council.

The Town Council is extremely concerned at the application for an almost doubling in the number of trailers and a tripling of the number of vehicles which would be allowed under the application for a variation in the Vehicle Operator Licence for Great Bear Distribution Ltd (application OF0224018).

The Town Council has the following concerns:-

a) Noise

The increase in vehicles and trailers will involve not only many more vehicles arriving and leaving the site but also a large increase in the movement of trailers within the site. This will cause an increase in noise and noise disturbance to residents of the adjoining quiet

residential area. Vehicles entering the site must wait outside the gate until permitted to enter. This leads to an increase in engine noise as diesel engines idle for some time until allowed in.

b) Vibration

The increase in vehicles and trailers will lead to many more hours of vehicles waiting on and around the site. Experience of the site demonstrates that many of the vehicles (on and immediately adjacent to the site) will have their engines idling. There will also be more vehicles entering and leaving the site leading to an increase in congestion at the entrance and will inevitably lead to an increase in vibration at the site which adjoins a quiet residential area. Vehicles entering the site must wait outside the gate until permitted to enter. This leads to an increase in engine vibration as diesel engines idle for some time until allowed in.

c) Fumes and Pollution

The increase in vehicles and trailers will lead to many more hours of vehicles waiting on and around the site. Experience of the site demonstrates that many of the vehicles (on and immediately adjacent to the site) will have their engines idling. There will also be more vehicles entering and leaving the site leading to an increase in congestion at the entrance and will inevitably lead to an increase in fumes and pollution at the site which adjoins a quiet residential area. Vehicles entering the site must wait outside the gate until permitted to enter. This leads to an increase in fumes and pollution as diesel engines idle for some time until allowed in.

d) Suitability

The site is close to the edge of the town and is visible from and adjoins a quiet residential estate. Land adjacent to the site and which shares the same access road to the road network is currently occupied by a petrol filling station and convenience shop. The remainder of the adjoining land has very recently received consent for a supermarket using the same access road. Shoppers arriving by car and bicycles will also be required to use that access road. This will pit shoppers, cyclists, and petrol buyers against Goods Vehicles. The planning consent granted for the supermarket was on the basis of the traffic as now without the planned increase under this application. Once the supermarket opens, the infrastructure may be insufficient to cope with the increase in vehicle movements caused if the application is allowed.

Appendix B

**Desborough Town Council
21 April 2022**

Finance Report

Monthly Bank Reconciliation		31/03/2022
Unity Trust Bank Current	Service charge £18.00	£726.82
Unity Trust Bank Saver	Interest £4.26	£34,104.27
CCLA Public Sector Deposit Fund	Dividend reinvested £68.36	£234,657.02
Reconciled Balance		£269,488.11

Payment of £992.45 was received from Northants CALC and £41 for room hire.

Initialed by the Chair: _____

**Desborough Town Council
21 April 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 (April)	£0.00	£666.66
+	4	LGSS Pensions and Mr G Thomson	Salaries & all Employment Costs	HMRC, pension and salary payments (April)	£0.00	£2,996.32
+	4	Autela Payroll Services	Salaries & all Employment Costs	Payroll	£8.40	£50.40
+	2	TalkTalk	Town Council Office	Broadband / phone (Apr)	£5.59	£33.54

+ 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, 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
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