



Desborough Town Council
Town Clerk: Graham Thomson
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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 21 July 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 are reminded of the guidance previously issued in relation to decision-making and publicity during pre-election periods (known as the purdah rules) which are set out in the Local Government Act 1986, and the Code of Recommended Practice on Local Authority Publicity published in 2011

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

Signed,

Graham Thomson
Town Clerk

14 July 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/88442731393?pwd=VXc3YkIKVFhRc0FwWncwV0h5dDZCUT09>

Meeting ID: 884 4273 1393 Passcode: 190401

One tap mobile: +442080806592,,88442731393#,,,,*190401# 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 or 0330 088 5830 and use the Meeting ID and passcode 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.

Before the meeting begins the Chair may make announcements.

AGENDA

- 40./22 To receive apologies for absence and to approve reasons for absence where appropriate**
- 41./22 To note any declarations of interest from Councillors**
- 42./22 To consider any requests for dispensation**
- 43./22 To approve the minutes of the meeting held on 16 June 2022**
- 44./22 To hear representations from members of the public**
- 45./22 Planning and Licensing Report**
- 45.1./22 To receive and comment on matters in 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).

Representatives of Bellway Homes have been requested to attend the meeting to discuss application [NK/2021/0356](#).
- 46./22 To note the by-election to fill the Town Council vacancy**

As Members know, the by-election is to be held on 4 August 2022 for the vacant seat on the Council for Loatland Ward. The costs of the by-election fall entirely to the Town Council and

are estimated at £8,500. The actual cost will vary depending on the quantity of postal votes returned and costs of counting the ballots. The costs will be accommodated from the budgetary provision of £15,000.

The Council is REQUESTED to note the information.

46.1./22 To consider membership of Committees and Panels

The membership of Council bodies such as Committees and Panels is a matter for the Council to determine. The Council is REQUESTED to consider the membership of Committees and Panels.

47./22 To consider recommendations from the Community Grants Advisory Panel

The Panel received information in relation to the undermentioned application which would be funded from the Council's budget of £15,000 and in accordance with S137 of the Local Government Act 1972.

47.1./21 Desborough in Bloom

The request was for £1,500 out of a total of £1,500 for a contribution towards greenhouses, glazing, and bulbs and plants. Without a grant from the Council, or with a smaller grant, the remaining funds the works would only proceed with difficulty. The Council's policy ([here](#)) states that "*The size of any grant awarded is at the discretion of the Council and will not normally exceed £1,250*". Having given due consideration to the application the Advisory Panel RECOMMENDED that the Council awards a grant of £1,500 as an exception to the normal policy.

47.2./21 Community Grant Awarding Policy

The Panel noted that a number of grants in recent years had exceeded the policy's normal limit of £1,250 and RECOMMENDED that the Council gives consideration to removing the limit.

48./22 To consider information in relation to the Rothwell North development

48.1./21 A6 Strategic Link Road

The Council has been informed that Persimmons Homes plans to open the A6 roundabout for construction traffic (not the public yet) over the August bank holiday weekend. This is not yet confirmed. The projected date for the road to be fully open for the general public is December/January in line with the occupation of the 150th property.

The Council is REQUESTED to note the information.

48.2./21 ANPR Monitoring System

The Council has been informed that the ANPR cameras are in need of repair and the system would be out of order for some weeks whilst this is carried out. Given the imminence of the opening of the link road for construction traffic, and the generally good compliance rates, the Council has been asked if it is necessary for the system to be repaired.

During the original planning process, the Council expressed a view that the ANPR system should remain in place following the opening of the Strategic Link Road, and cameras be moved or added to in order to detect any construction vehicles using any route through Desborough parish.

The Council's views are REQUESTED.

48.3./21 Charitable Funds

Members may be aware that following advice and warnings, vehicles which arrived or left the site which did not use the approved route were issued with fines. The intention was for the proceeds to be used for charitable purposes locally. Persimmons has suggested that once the ANPR system is removed and the amounts of money tallied, that the two Town Councils be issued with half of the fines pot each to issue to charities as each Council sees fit.

The Council will recall previous advice in relation to offers of money, specifically that unlike voluntary organisations, Councils are bound by legislation relating to the treatment and use of gifts, and 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 size of the fund available will have a bearing on the ability of the Council to disburse the money in one year owing to the S137 limits. Further information is being sought and will be presented to the meeting.

The Council is REQUESTED to consider the matter in the light of information received.

49./22 To consider a report and recommendations from the Events Committee

A report from the Events Committee will be presented and the Council will be REQUESTED to extend the delegation of the organisation of specified events to the Committee.

50./22 To consider a proposal in relation to youth activities

Details of proposals in relation to funding workshops in the town and the provision of bleed kits will be presented to the meeting.

51./22 To consider signing the civility and respect pledge

Throughout the local government sector, there are growing concerns about the impact of bullying, harassment, and intimidation are having on councils, councillors, and staff, and the resulting effectiveness of local councils. In response, the Civility and Respect Project has been founded by the Civility and Respect Working Group and is supported by representatives from across the sector including: the National Association of Local Councils (NALC), County Associations (including the Northamptonshire County Association of Local Councils), the Society of Local Council Clerks, town and parish councils, and One Voice Wales (OVW).

The Working Group says that the Civility and Respect Pledge is being introduced because there is no place for bullying, harassment and intimidation within our sector. The pledge is easy for councils to sign up for and it will enable councils to demonstrate that they are committed to standing up to poor behaviour across our sector and to driving through positive changes which support civil and respectful conduct.

By signing the pledge the council would be agreeing that it will treat councillors, clerks, employees, members of the public, and representatives of partner organisations and volunteers with civility and respect in their roles. More details are available on the NALC website here: <https://www.nalc.gov.uk/our-work/civility-and-respect-project>.

The Council is REQUESTED to consider signing the pledge.

52./22 To receive any reports from community groups and representatives

53./22 To receive any reports from Unitary Councillors

54./22 To consider any update on the Lawrence Factory Site and the Desborough Conservation Area

55./22 To consider Policing matters

56./22 To consider a request in relation to Northamptonshire Highways' next parking review

Each year, a review is undertaken by the Highways Authority of requests it has received for changes to parking restrictions. Where suggestions are made in parishes, the relevant Council is asked if it supports the proposals. Proposals which do not attract the support of the parish Council are unlikely to be pursued. Proposals supported by the relevant Council are ultimately subject to formal consideration and legal processes before being enacted.

The Council has been informed of a request from Loatlands School in relation to space outside the school by the priority workings on Harrington Road. Evidently visitors to the school are parking close to the priority workings which is restricting access for other road users in the area. Proposals for the introduction of short sections of parking restriction opposite the priority

buildouts have been drafted (as indicated on the plan circulated separately). There are already existing parking restrictions on the buildout side of the road at both locations which are also indicated on the drawing. The

The Council is REQUESTED to consider supporting the application.

57./21 To receive an update on projects

58./22 To receive a report from the Neighbourhood Plan Committee

59./22 Finance matters

59.1./22 To approve the finance report (to follow)

59.2./22 To consider and if so resolved to approve accounts for payment and note payments made

The report set out at Appendix C (to follow) 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 and note those payments made under delegated authority.

59.3./22 To consider purchasing the Local Council Administration reference book

Arnold-Baker on Local Council Administration is a complete statement of the law relating to parish and community councils, in the form of an extensive though succinct narrative accompanied by comprehensive statutory materials. The cost of the updated book, which will be published in November 2022, is £137 plus £4 postage (plus VAT).

The Council is RECOMMENDED to approve the purchase.

60./22 To consider responding to NNC consultations

60.1./22 Draft Hackney Carriage & Private Hire Policy and Conditions

The policies of the four former Councils have been reviewed with the intention of having a single policy for the North Northants Council area. Details of the new proposed policy are available here: <https://northnorthants.citizenspace.com/licensing/north-northamptonshire-hackney-carriage/>. The consultation runs to 27 July 2022.

The Council is REQUESTED to consider any response.

61./22 Houses in Multiple Occupation

Houses in Multiple Occupation (HMOs) are properties rented to more than two people who are not from the same household (i.e. family) but share basic facilities like a kitchen or bathroom. It does not include self-contained flats where none of the facilities are shared, but includes houses containing bedsits, hostels and shared houses. NNC wants feedback from residents, landlords and others to help understand the views and experiences of people regarding HMOs in North Northamptonshire. Details of the consultation are available here: <https://northnorthants.citizenspace.com/property-services/houses-in-multiple-occupation/>. The consultation runs to 9 September 2022.

The Council is REQUESTED to consider any response.

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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). Links will be updated as uploaded on the Planning Portal.

[NK/2021/0356](#)

Location: Desborough North (land at), Desborough, NN14 2SR
Proposed development: All details in respect of KET/2017/0169 for residential development of 700 dwellings

[NK/2022/0255](#)

Location: 54 Church View Road, Desborough
Proposed development: Conversion of double garage to bedsit

[NK/2022/0375](#)

Location: 91 Union Street, Desborough
Proposed development: Two storey rear extension including conversion of roof space and window to first floor front elevation

[NK/2022/0379](#)

Location: The Nook, 26A Loatland Street, Desborough
Proposed development: Summerhouse in rear garden

[NK/2022/0441](#)

Location: 5 Carriage Close, Desborough
Proposed Development: Full Planning Permission: Garage conversion

[KET/2016/0044](#)

Location: Desborough (land to south of), Rothwell Road, Sycamore Drive, Desborough
Proposed Development: Approval of Reserved Matters: All details in respect of KET/2016/0044 for up to 304 dwellings

[NK/2022/0447](#)

Location: 37 Copelands Road, Desborough
Proposed Development: Full Planning Permission: Single storey rear extension with roof lantern, single storey side infill extension under existing projection to include repositioning window to front elevation, new roof over existing rear extension

Applications in neighbouring parishes

[NK/2022/0372](#)

Applicant: Persimmon Homes Midlands
Location: Rothwell Central (Land to West), Rothwell
Proposed development: Residential development of up to 220 dwellings with access only considered

[NK/2022/0407](#)

Applicant: SPL Powerlines
Location: Desborough Road (land off), Rushton
Proposed development: H1 Hedgerow - to remove 40m to facilitate the new alignment of the road and allow vehicle restraint barrier to be installed

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Finance Report

Monthly Bank Reconciliation		30/06/2022
Unity Trust Bank Current		£1,164.84
Unity Trust Bank Saver		£4,011.96
CCLA Public Sector Deposit Fund	Dividend reinvested June £229.97	£325,106.74
Reconciled Balance		£330,283.54

Other income received: Bank interest: £11.96

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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 (July)	£0.00	£666.66
+	2	TalkTalk	Town Council Office	Broadband / phone (June)	£5.04	£30.24
+	4	LGSS Pensions and Mr G Thomson	Salaries & all Employment Costs	HMRC, pension and salary payments (July)	£0.00	£3,025.94
+	1	Mr G Thomson	Town Council Office	Hygiene products	£1.25	£7.49
+	1	Unity Bank	General office and sundry expenses	Service charge	£0.00	£18.00
+	9	Desborough Library and Community Hub	Queen's Jubilee	Hire of furniture	£0.00	£100.00
	14	West Northamptonshire Council (Highways Authority)	Town Centre Road Improvements (Gladstone St / Nichols St)	Gladstone Street / Nichols Street One Way (traffic calming)	£0.00	£85,052.18

+ Paid in accordance with delegated or continuous authority

Duties and Powers

- 1 Local Government Act 1972 s.111 & s.150
- 2 Local Government Act 1972 s.112
- 3 Local Government Act 1972 s.133
- 4 Local Government Act 1972 s.140 & s.140A and s.145 & s.150, Local Government Act 2000 s.101
- 5 Local Government Act 1972 s.142
- 6 Local Government Act 1972 s.143
- 7 Local Government Act 1972 s.144 & s.145
- 8 Local Government Act 1972 s.144 & s.145, Public Health Act 1936 s.87
- 9 Local Government Act 1972 s.145
- 10 Local Government Act 1972 s.150
- 11 Local Government Act 1972 s.150 & Data Protection Regulations 2018
- 12 Local Government Act 1972 s.174
- 13 Accounts & Audit Regulations 2015
- 14 Highways Act 1980, s.274A & Local Government and Rating Act 1997 s.30