



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, Thursday 20 April 2023, 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

14 April 2023

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/81764375764?pwd=OWgvNFdjTDJON1FS1pHYkF6YjBDdz09>

Meeting ID: 81764375764 Passcode: 653014

If you wish to join by audio telephone only, dial: 0208 080 6592 or 0330 088 5830 and use the Meeting ID and passcode above (normal call charges will apply).

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

- 182./22 To receive apologies for absence and to approve reasons for absence where considered appropriate**
- 183./22 To note any declarations of interest from Councillors**
- 184./22 To determine any requests for dispensation**
- 185./22 To approve the minutes of the meeting held on 16 March 2023**
- 186./22 To consider Policing matters**
- 187./22 To receive a presentation from Off the Streets**
- 188./22 To hear representations from members of the public**
No decisions may be made in relation to this item.
- 189./22 To note any reports from community groups and representatives**
- 190./22 To note any reports from North Northamptonshire Councillors**
- 191./22 Special Motion - Previous Resolution (Events Committee)**
In accordance with Standing Orders 7 and 9 the following motion by Councillor Coleman was notified to the Proper Officer and seven Councillors (Cllrs: Coleman, Gardiner, Healy, Larmour, Murphy-Ryan, Sawford, and Window) gave written notice of it.

Councillor Coleman will MOVE that:-

"the decision to invite Mr Hollobone MP to open the Coronation event on 7 May 2023 be revoked, and an alternative proposal for either a local community figure or no formal opening for the event be debated and agreed."

The Council is REQUESTED to consider the motion.

- 192./22 To receive a reports from Committees and Panels**
192.1./22 To receive a report from the Events Committee
A meeting of the Events Committee took place on 30 March 2023 and determined a number of matters in relation to the Party in the Park celebration of the Coronation. Details of the decisions made are set out in Report No. 1. The Council is REQUESTED to note the report.
- 192.2./22 To consider flag flying**
- 193./22 To consider the membership of the Events Committee**
The Committee was established with six Councillors and following recent resignations currently has three vacancies. The Council is REQUESTED to consider appointing Councillors to the Committee.
- 194./22 To receive and comment on matters in the Planning and Licensing Report**
194.1./22 To consider commenting on planning applications
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).
- 194.2./22 To consider commenting on potentially significant applications in neighbouring parishes**
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).
- 194.3./22 To consider commenting proposed street names**
The following suggestions have been submitted for the naming of streets at the development at land at Gaultney Farm, Pipewell Road, Desborough: Reed Street, Heddles Way, Tackler Close.

The Council has been REQUESTED to inform North Northamptonshire Council if it has any objections to the use of these names.
- 195./22 To consider any response to the Kettering Energy Park – draft masterplan document consultation and engagement event**
The Council has been informed that First Renewable Developments have published a [draft Masterplan](#) for Kettering Energy Park and are seeking [feedback](#) on their proposals. Details of the proposals and consultation are given in Appendix B. The Council is REQUESTED to consider any response.
- 196./22 To approve the finance report**
The finance report is set out at Appendix C. Further information will be provided to Councillors in due course.
The Council is RECOMMENDED to approve the report.
- 197./22 To consider and if so resolved to approve accounts for payment and note payments made**
The report set out at Appendix D 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 will be updated before the meeting as information is received. The Council is RECOMMENDED to approve payments and note those payments made under delegated authority.
- 198./22 To consider arrangements for an Annual Town Meeting**
The Annual Town Meeting is a meeting for all the local government electors for the Parish. It is NOT a Meeting of the Parish Council at which the public can participate.

Information relating to the law around Town Meetings has been circulated separately to Councillors. In summary, any Annual Town Meeting must be held between 1 March and the 1 June (inclusive) and should not commence before 6 pm. The Town Council may

choose to fix date of the meeting. The meeting may be summoned by: the Chair of the Town Council, or two Town Councillors, or six local government electors in the area. It should be noted in passing that there is no obligation on any person, group, or body to actually call a meeting.

The Notice to convene the Meeting must be signed the person or persons convening the meeting and should be displayed in some conspicuous place (or places) in the Parish.

The Agenda should specify the business to be transacted in a manner which is clear to those reading it. That is to say, the ambiguous "Any Other Business" and similar misleading subjects must always be avoided.

The Chair of the Town Council, if present, must preside. If the Chair is absent, the Vice-Chair, if present, presides. In the absence of both the Chair and Vice Chair of the Town Council, the Town Meeting elects a Chairman for that meeting.

Parish Councillors, who are also electors for the Parish, have the same rights to attend, vote, and speak, as any other "elector". There are no additional rights for Town Council Members, except for the Chair or Vice Chair (and then only in acting as chairman of the meeting).

The Council is REQUESTED to consider the matter.

199./22 To comment on proposals for the B576 weight limit

The Council has been informed that *"the proposal to revoke the section of 7.5t weight Limit between Pioneer Avenue and the link road (Fallow Road) was introduced as part of the S278 Technical Agreements for the Rothwell North Development following consultation with Northamptonshire County Council's Traffic Manager at the time.*

"Although the Weight Limit restriction signs are in place they are blanked over as the legal consultation process still has to be undertaken. The Development Team are chasing up the latest drawing from Persimmon Homes showing the link to the A6 which will allow the order for the revocation of the weight limit along the B576 to be formally advertised.

"This process will allow the Town Council and Ward Councillors to officially raise any concerns / objections they have regarding the proposals and the comments made will be formally considered and evaluated as part of this process."

Although the proposals have not been published the Council is REQUESTED to indicate a preference in relation to the weight limit.

In accordance with the Public Bodies (Admission to Meetings) Act 1960 the press and public may be excluded from the meeting during consideration of the undermentioned matters on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

200./22 To consider the Council's office arrangements and lease

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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).

- [NK/2023/0135](#) Osbourne Court, 14 Queen Street (land adj), Desborough
 Proposed development: Single storey rear extension with removal of rooflights
- [NK/2023/0081](#) Buxton Drive (land off), Desborough (Avant Homes Midlands)
 Proposed development: Variation of condition 2 of NK/2021/0237 in respect of approved plans
- [NK/2023/0136](#) 8 Swift Close, Desborough
 Proposed development: Two storey extension to front
- [NK/2023/0112](#) 150 Pioneer Avenue, Desborough
 Proposed development: Enlargement to 1 no. rooflight in west roofplane, alterations to windows and doors to south and east elevations
- [NK/2023/0138](#) 47 Station Road (land to the rear of), Desborough
 Proposed development: Demolish corrugated structure and erect two storey building to provide 7no. self contained flats over two floors and loft floor
- [NK/2023/0201](#) 7 Leys Avenue, Desborough
 Proposed development: KET/2017/0573 (Single storey rear extension with new porch area to front. Render finish to be applied to existing dwelling and proposed extension): Alterations to front porch design and window locations, add back door, render finish not required

Potentially significant applications in neighbouring parishes

- [NK/2023/0108](#) Rothwell North, Rothwell (Persimmon Homes Midlands)
 Proposed development: All details in respect of Phase 3 of KET/2007/0461 for 136 dwellings
- [NK/2023/0132](#) Woodside, Stoke Albany Road, Desborough
 Proposed development: 1 no. dwelling to replace mobile home and 5 no. pitches with creation of hard standing
- [NK/2023/0133](#) Stoke Albany Road (land off), Desborough
 Proposed development: Change of use from paddock to traveller site. Erection of community building, utility facilities, and vehicular access
- [NK/2023/0154](#) West Lodge Rural Centre, Back Lane, Desborough
 Proposed development: Change of use of agricultural barn to farm shop and cafe
- [NK/2023/0171](#) The Hermitage, Desborough Road, Brampton Ash
 Proposed development: NK/2021/0306, (Redevelop eastern half of business park to provide new employment units - Class E, formerly B1): Move approved building for access, minor amendments to doors and windows, minor amendments to timber cladding position / amount, reduce bin store to one no., rooflights removed, increase number of solar panels on roof, change to layout of central courtyard to include parking and removal of central Aco drain to perimeter, relocate cycle parking and reconfigure internal space within the building

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Kettering Energy Park – draft masterplan document consultation and engagement event

Click the underlined text to go to details (links are outside the Town Council’s control).

Policy Background

At Policy 26 (Renewable and Low Carbon Energy), the North Northamptonshire [Joint Core Strategy](#) (Part 1 Local Plan) identifies “Land at Burton Wold” as the main area of local opportunity for an “Energy Park” and provides guidance and criteria to assist interested parties to develop development proposals at the site, part of which includes the need to prepare a comprehensive masterplan, amongst other requirements.

On this basis, First Renewable Developments have prepared a [draft Masterplan](#) for Kettering Energy Park which outlines a vision for the site at Burton Wold and how it could be developed. The intention is that this [Masterplan](#), plus other relevant local and national policies, will guide proposals and applications related to Renewable Energy, including how new employment development at Burton Wold shall be served from this.

Public Consultation

This [Masterplan](#) is presently subject to a 7-week public consultation which runs up until **5:00pm** on **Monday May 22nd 2023**. More information on the Masterplan, and how responses can be made to First Renewable Developments on their proposals, is available at www.ketteringenergypark.co.uk/development-updates. This includes a [Feedback Form](#) for completion which invites comments on any or all key topic areas including Masterplan Vision, Environment and Biodiversity, Jobs and Economy, Renewable and Low Carbon Energy, Development and Design Principles (plus other general feedback).

Views can also be given by email at ketteringenergypark@northnorthants.gov.uk or by post to:

Planning Policy Team, North Northamptonshire Council, Municipal Offices, Bowling Green Road, Kettering NN15 7QX

Engagement event

As part of the consultation process, First Renewable Developments are holding a public engagement event between **2:30 and 7:30pm** on **Friday 21 April** at the **Harold Mason Centre, Burton Latimer**. Anyone who would like to find out more about the energy park proposals can come along and view material and speak with promoters and officers from North Northamptonshire Council at the following address:

Harold Mason Centre (aka The Civic Centre), 120 High Street, Burton Latimer, Northants, NN15 5RH

Next Steps

Following the 7-week consultation on the Masterplan, it is intended that responses received, plus any changes proposed to the document, shall first be reported to North Northamptonshire Council’s Planning Communities Executive Advisory Panel (EAP) on Monday 12 June 2023 and then forwarded to the appropriate committee for approval.

Following this process it is understood that First Renewable Developments, as site promoters, shall submit planning applications to the Council, of which the Masterplan will form part, for its consideration.

Contact Us

If you have any queries relating to this consultation, please contact Planning Policy at planningpolicy@northnorthants.gov.uk or call Customer Services on 0300 126 3000 and request a call back from the Planning Policy team.

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Finance Report

| Monthly Bank Reconciliation | | 31/03/2023 |
|---------------------------------|--|--------------------|
| Unity Trust Bank Current | Service charges of £18.00 paid Income of £21.00 room hire | £923.74 |
| Unity Trust Bank Saver | Interest of £149.12 received | £22,917.29 |
| CCLA Public Sector Deposit Fund | Dividend reinvested Mar £704.16 | £239,256.31 |
| Balance | | £263,097.34 |

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Accounts for payment

Items will be added or adjusted as information is received.

| | Power | Supplier | Description | Reason | S.137 | VAT | Total |
|---|-------|--|---------------------------------|--|-------|---------|-----------|
| + | 1 | Desborough Library and Community Hub | Town Council Office | Office Rent (Apr) | - | £0.00 | £798.00 |
| + | 2 | TalkTalk | Town Council Office | Broadband/phone (Apr) | - | £6.64 | £39.86 |
| + | 4 | LGSS Pensions, Mr G Thomson | Salaries & all Employment Costs | HMRC, pension and salary payments (Apr) | - | £0.00 | £3,048.85 |
| | 21 | Cllr H Wood | Democratic Services | Chair's allowance | - | £0.00 | £500.00 |
| + | 1 | Unity Bank (Lloyds) | Administration | Payment card fee | - | £0.00 | £3.00 |
| | 6 | Northants CALC | Membership and Subscriptions | Subscription | - | £2.00 | £3,261.16 |
| + | 9 | Thistle Loos Ltd | Projects - Events Coronation | Toilets | - | £174.00 | £1,044.00 |
| + | 9 | North Northants Council | Projects - Events Coronation | Rent of Dunkirk Avenue Recreation Ground | - | £0.00 | £129.00 |
| + | 9 | North Northants Council | Projects - Events Coronation | Deposit for Dunkirk Avenue Recreation Ground (refunded if no damage) | - | £0.00 | £900.00 |
| + | 1 | Autela Payroll Services | Salaries & all Employment Costs | Payroll | - | £11.69 | £70.16 |
| + | 1 | Payment Card | Town Council Office | Hygiene products | - | £1.82 | £10.90 |
| | 23 | English Regional Transport Association | Membership and Subscriptions | Subscription | - | £0.00 | £15.00 |

+ Paid in accordance with delegated or continuous authority

Duties and Powers

- | | | | |
|----|---|----|--|
| 1 | Local Government Act 1972 s.111 & s.150 | 13 | Accounts & Audit Regulations 2015 |
| 2 | Local Government Act 1972 s.112 | 14 | Highways Act 1980, s.274A & Local Government and Rating Act 1997 s.30 |
| 3 | Local Government Act 1972 s.133 | 15 | Local Government Act 1972 s.137 |
| 4 | Local Government Act 1972 s.140 & s.140A and s.145 & s.150, Local Government Act 2000 s.101 | 16 | Public Health Act 1936, s.234 |
| 5 | Local Government Act 1972 s.142 | 17 | Road Traffic Regulation Act 1984, s72, Highways Act 1980, s96 |
| 6 | Local Government Act 1972 s.143 | 18 | Town and County Planning Act 1990, s.61F(1),(2), & Planning and Compulsory Purchase Act 2004, s.38C(2) |
| 7 | Local Government Act 1972 s.144 & s.145 | 19 | Representation of the People Act 1983 (as amended) s36 |
| 8 | Local Government Act 1972 s.144 & s.145, Public Health Act 1936 s.87 | 20 | Local Government Act 1972, s150 & Data Protection Regulations 2018 |
| 9 | Local Government Act 1972 s.145 | 21 | Local Authorities (Members' Allowances) (England) Regulations 2003 |
| 10 | Local Government Act 1972 s.150 | 22 | Local Government Act 1972 s15(5) & s34(5) |
| 11 | Local Government Act 1972 s.150 & Data Protection Regulations 2018 | 23 | Local Government and Rating Act 1997, s 29 |
| 12 | Local Government Act 1972 s.174 | | |

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Events Committee Approvals 30/03/2023

| Item | By | Decision | Comment | Cost / estimate |
|---|--------|---------------------|--|-----------------|
| Risk Assessment | GT | | | £0.00 |
| The marking up for the stalls will be done on Saturday 06/05. | DC, JF | Approved | Helped by two volunteers | £0.00 |
| Grass paint to be bought | GT, DC | Approved | DC to give GT details. Cost tbc | |
| The police have issued a temporary event licence and two officers will be present on the day | JF | Approved | | £0.00 |
| NNC are providing 8 litter bins | JF | Approved | Delivered 9am collected 6pm | £0.00 |
| Hire 140 plastic chairs and 35 plastic tables | SR, GT | Approved | GT to clarify collection / delivery and storage, to seek further quote and approve best price /delivery. | £524.40 |
| Mess tent and a gas urn plus 2 tables | DC | Approved | | £0.00 |
| 12 Gazebos are being borrowed from the carnival committee | JF | Approved | To be collected and stored on Saturday | £0.00 |
| Hire a Luton Van with tail lift for transportation | GT | Approved | DC to drive | £475.00 |
| A curtain sided trailer from Fox's Pallets. | JF | Approved | | £0.00 |
| First aid provider secured (probably need gazebo) | JF | Approved | Two people to be confirmed. Cost tbc | |
| Store the Gazebos in the Council's offices on Saturday 6/5 to Monday 8/5 dependent upon the carnival committee. Access will be required. | All | Approved | Detail to be confirmed | £0.00 |
| TH to arrange publicity via the evening telegraph etc | TH | Approved | | £0.00 |
| Charity groups in the town to be offered space FOC at the event. SR will speak to RBL, WRBL, DIB, Shed, Heritage Centre, Marlow House, Twinning Association, and religious groups. | SR | Approved | No information received | £0.00 |
| Volunteers to help to set up, keep the field clear of litter and take down. If insufficient volunteers come forward, stewards be sought from an agency as a last resort. | | Approved | Possible payment for necessary sustenance on the day. | £400.00 |
| Volunteers' event in the library on 29/04/23 | AC | Attendance approved | Attendance to seek volunteers | £0.00 |
| Philip Hollobone, MP to open the event | GT | Approved | GT to invite MP to officially open the event | £0.00 |
| Other Costs | | | | |

| Item | By | Decision | Comment | Cost / estimate |
|---|--------|---------------------|--|-----------------|
| Sound system for event to be hired | GT | Approved | Already paid in accordance with CII instruction | £400.00 |
| Bunting & flags to be obtained | JF | Approved | | £180.00 |
| Determine if Union flags to be flown in town | GT | Referred to Council | Council to be asked if it wishes to pay for the flags to be flown if consent is granted by the owner of the flags, flagpoles, and sockets (Town Centre Partnership) Noted TCP indicated it will not pay for flags to be flown. Approx £200 plus the cost of any replacement flags needed | |
| Artwork design – Poppies £250 for design of artwork for posters, banners, and programme | AC, GT | Approved | AC to submit, GT to approve 30 x A3 posters price to be confirmed | £250.00 |
| 2000 programmes. | JF | | | £180.00 |
| 5 banners 6' x 3' landscape | JF | | | £250.00 |
| Sponsorship in cash from local businesses | | | Approximately | £500.00 |
| Sponsorship in kind from local businesses | | | Water, gazebos | |
| The following stalls:- | | | | |
| A Prosecco and wine bar, pig roast, hot dogs, ice cream, cakes, pastries, tea and coffee, sweets, caricaturist, wood carvings, pizza, children's rides and entertainment, Indian food, other. | JF | Approved | Subject to contract (GT) prices between £20 and £150 | |
| Toilets in 2 blocks of 4 | GT | Approved | Delivery 9am / Collection 6pm 6 x event & 2 x disabled toilets Total £870 + VAT | £1,044.00 |
| The music events for the day could be as follows | | | 30 min or 45 min slots, £60 to £150 | |
| Annemarie | | | 1 x 30 | |
| Distraction | | | 2 x 45 | |
| Rusti Steel | | | 2 x 45 | |
| Ukulele band | | | 1 x 45 | |
| Barry Hale | | | compere | |