



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 annual meeting of Desborough Town Council to be held in the Library building, on Thursday 15 June 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

9 June 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/81628058927?pwd=WDZUQ0VST0pOHhvcG9JNmVkdz09>

If necessary, use the following - Meeting ID: 816 2805 8927

Passcode: 74141

If you wish to join by audio telephone only (your normal call charges will apply) dial one of the following numbers: 0131 460 1196, 0203 481 5237, 0208 080 6591, 0208 080 6592 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. No person may speak at the meeting unless invited to do so by the Chair.

AGENDA

- 23./23 To consider and if so resolved to approve apologies for absence.**
- 24./23 To consider any requests for dispensation**
To consider any requests for dispensation for Councillors with an interest to be allowed to speak in accordance with the Localism Act 2011.
- 25./23 Register of Disclosable Pecuniary Interest & other Registrable Interests**
Members are reminded that they are personally responsible for ensuring that these declarations are complete and are kept up to date and that they should be submitted to the Monitoring Officer at North Northamptonshire Council. This is a legal requirement. 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.
- 26./23 To receive and approve the minutes of the meeting held on 18 May 2023**
- 27./23 To hear representations from Members of the Public**
Note: no decisions can be made in response to matters raised under this item.
- 28./23 To consider the appointment of representatives to outside bodies**
As Members may know, appointments and nominations to "outside bodies" terminate at the statutory annual meeting of the Council, or until the Council decides otherwise (whichever is sooner). There is no right for any organisation to have Councillor or Council appointed representatives, and only rarely does a Council have a right to make appointments (this is usually for charities as a foundation Trustee).

Bodies which the Council has recently approved attendance and which it has not appointed Members to include: Kettering Rural Local Area Partnership, and English Regional Transport Association.

The Council is REQUESTED to consider appointing representatives.

29./23 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 the report attached at Appendix A.

30./23 To receive any information on the proposed one-way system and parking restrictions Gladstone Street / Nichols Street

An oral update will be given. The Council is REQUESTED to note the situation.

31./23 To receive reports on activity from the Police, North Northamptonshire Councillors, local groups, and volunteers

Any reports received will be circulated to Councillors.

The Council is REQUESTED to note any reports submitted.

32./23 To consider any comments in relation to the [draft proposals](#) for Electoral Boundaries in North Northamptonshire

In short, [the proposals](#) would combine the Desborough ward with the Cottingham part of the Corby Rural Ward.

The Council is REQUESTED to consider submitting any comment.

33./23 To receive the finance report

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

34./23 To approve the Annual Governance Statement (Appendix C)

35./23 To approve the Accounting Statements (Appendix D)

36./23 To note the dates for the public inspection of accounts (Appendix E)

37./23 To receive and note the Internal Auditor's Report (Appendix E to follow)

38./23 To consider and if so resolved to note and approve accounts for payment

The report set out at Appendix F details those invoices and payments for payment, those authorised in accordance with the scheme of delegation, and those where payment is by continuous authority; and the Council is RECOMMENDED to approve payments.

Details in the report may be updated before the meeting as information is received.

39./23 To consider a review of documents and policies

The following documents are listed as requiring review and confirmation, and the Council is REQUESTED to consider the matter.

[Standing Orders](#)

[Financial Regulations](#)

[Complaints Policy and Procedure](#)

[Freedom of Information Act Publication Scheme](#)

[Subject Access Request Procedure](#)

[Records Retention Policy](#)

[Data Protection Policy](#)

[Data Breach Policy](#)

[Privacy Policy](#)

[Grievance Procedure](#)

[Disciplinary Procedure](#)

[Employer Pensions Discretions Policy](#)

[Public interest disclosures policy](#)

[Member / Officer Protocol](#)

Desborough Town Council
15 June 2023

Planning and Licensing Matters

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/2023/0271](#)

Location: The George, 79 High Street, Desborough

Proposal: Full Planning Permission: Rope and post fencing to create drinking area with artificial grass and low level lighting. Bin store with lockable gates

[NK/2023/0274](#)

Location: The George 79 High Street, Desborough

Proposal: 1 no. set of foamex letters onto fascia sign externally illuminated with trough lighting; 1 no. externally illuminated foamex letters onto fascia sign; 2 no. externally illuminated hanging signs; 2 no. non-illuminated car park signs; 1 no. set of externally illuminated foamex letters onto wall; 2 no. wall lights; 1 no. LED floodlight

[NK/2023/0279](#)

Location: 20 Leys Avenue, Desborough

Proposal: Single storey rear extension with render, dormer windows to both side elevations with horizontal cladding to match roof covering, reposition and replace main access door and door canopy, changes to rear door and window to utility room (resubmission of NK/2022/0781)

[NK/2023/0285](#)

Location: 4 Pine Close, Desborough

Proposal: First floor side extension

[NK/2023/0326](#)

Location: Harborough Road (land off), Desborough

Proposal: KET/2019/0606 (Residential development of up to 260 dwellings with access considered) Introduction of 2x new conditions

Appendix B

Desborough Town Council
15 June 2023

Finance Report
Monthly Bank Reconciliation (31/05/2023)

Unity Trust Bank Current	£9,374.73
Unity Trust Bank Saver	£12,590.00
CCLA Public Sector Deposit Fund	£290,835.53
Reconciled Balance	£312,800.26

The dividend from the CCLA Public Sector Deposit Fund is reinvested each month into the fund. In May the dividend reinvested was £769.82.

Appendix F

Desborough Town Council
15 June 2023

Accounts for payment

Items may be added or adjusted as information is received.

+ Paid in accordance with delegated or continuous authority

* Emergency purchase in accordance with the Scheme of Delegation

	Power	Supplier	Description	Reason	S137	VAT	Total Amount
+	1	Desborough Library and Community Hub	Town Council Office	Office Rent	-	£0.00	£798.00
+	4	LGSS Pensions, and Mr G Thomson	Salaries & all Employment Costs	Pension & salary payments (June pending)	-	£0.00	£3,048.65
+	2	Talk Talk Business	Town Council Office	Internet and telephone	-	£8.09	£48.54

	Power	Supplier	Description	Reason	S137	VAT	Total Amount
+	1	Lloyds bank	Town Council Office	Lloyds bank card fee	-	£0.00	£3.00
	9	Cllr French	Events - Coronation	Thank you cards	-	£0.00	£18.83
	9	Sunshine Pre-School	Events - Coronation	Power supply	-	£0.00	£50.00

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 | | |