

**Minutes of the meeting of Desborough Town Council  
held in Desborough Library (streamed online by Zoom) on Thursday 15 June 2023**

Councillors present: T Healy (Chair), A Coleman, D Cornwall, J French, J Gardiner, D Larmour, B McElhinney, and A Window  
 Councillors not present: B Murphy-Ryan, S Roberts, P Sawford, and H Wood  
 Also present: NNC Cllr Howes, two members of the community, and G Thomson (Town Clerk)

- 23./23 TO CONSIDER AND IF SO RESOLVED TO APPROVE APOLOGIES FOR ABSENCE. Apologies for absence were received from Cllrs Murphy-Ryan, Sawford, and Wood (personal matter).  
RESOLVED that:-**
- i) the apologies be noted; and,
  - ii) in accordance with the Local Government Act 1972 S85, the reasons for the absence of Cllr Wood be approved.
- 24./23 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.*  
**It was reported that no requests for dispensation had been received.**  
**RESOLVED that:-**  
**the information be noted.**
- 25./23 REGISTER OF DISCLOSABLE PECUNIARY INTEREST & OTHER REGISTRABLE INTERESTS**  
 Extracted from the report of the Town Clerk:-  
*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.*  
**Cllr Gardiner declared an interest in minute 29./23 “To receive and note the Planning and Licensing Report” insofar as it related to applications NK/2023/0279 and NK/2023/0326.**  
**RESOLVED that:-**  
**the information be noted.**
- 26./23 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON 18 MAY 2023**  
 The minutes of the meeting held on 18 May 2023 had been circulated .  
**RESOLVED that:-**  
**the minutes be approved and signed by the Chair.**
- 27./23 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 spoke about a Town Meeting which had been held and asked if the Council would be organising an Annual Town Meeting in 2024. Following a discussion it was noted that the Council had previously agreed to discuss at the January 2024 Council the possibility of fixing a date meeting for the Annual Town Meeting.**  
**RESOLVED that:-**  
**the comments be noted.**
- 28./23 TO CONSIDER THE APPOINTMENT OF REPRESENTATIVES TO OUTSIDE BODIES**  
 Extracted from the report of the Town Clerk:-  
*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.*

**RESOLVED that:-**

**the following appointments be made:-**

**Kettering Rural Local Area Partnership - Cllrs Sawford and Wood**

**English Regional Transport Association - Cllr Sawford**

**Strategic Rural Forum - Cllr Gardiner**

**29./23 TO RECEIVE AND NOTE THE PLANNING AND LICENSING REPORT**

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 the report attached at Appendix A.*

**Having declared an interest in this item in relation to applications NK/2023/0279 and NK/2023/0326, Cllr Gardiner left the meeting and took no part in the discussion or voting thereon.**

**RESOLVED that:-**

**no comments be made.**

**30./23 TO RECEIVE ANY INFORMATION ON THE PROPOSED ONE-WAY SYSTEM AND PARKING RESTRICTIONS GLADSTONE STREET / NICHOLS STREET**

Extracted from the report of the Town Clerk:-

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

**The Town Clerk reported that he had been advised that a meeting was to be held with the contractors for street lighting and highways in relation to the installation of the electrical connections for the illuminated signing elements of the scheme.**

**RESOLVED that:-**

**the information be noted.**

**31./23 TO RECEIVE REPORTS ON ACTIVITY FROM THE POLICE, NORTH NORTHAMPTONSHIRE COUNCILLORS, LOCAL GROUPS, AND VOLUNTARY GROUPS**

Extracted from the report of the Town Clerk:-

*Any reports received will be circulated to Councillors.*

*The Council is REQUESTED to note any reports submitted.*

**NNC Cllr Howes reported on recent activity and referred to the sale of the former Lawrence's building and site by NNC. He explained the background to the sale and stated that the sale prospectus would be issued in the following few weeks.**

**Following a full discussion about the recent history of the site and the involvement of outside agencies Cllr Howes stated that it was not possible to require any purchaser to develop the site and that NNC was required to secure best value for the sale.**

**In response to a question in relation to a possible pedestrian crossing on Harborough Road to the north of Gold Street, Cllr Howes stated that the matter was being investigated.**

**RESOLVED that:-**

**the Town Clerk be requested to write to NNC urging it to consult on the future use of the former Lawrence's factory and site before issuing the sale prospectus.**

**32./23 TO CONSIDER ANY COMMENTS IN RELATION TO THE DRAFT PROPOSALS FOR ELECTORAL BOUNDARIES IN NORTH NORTHAMPTONSHIRE**

Extracted from the report of the Town Clerk:-

*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.*

**It was reported that the proposals would join the communities of East Carlton, Cottingham, and Rockingham, with Desborough. Following a discussion in which it was noted that there were no close community ties between those villages and the town it was**

**RESOLVED that:-**

**the Town Clerk be requested to respond to the consultation accordingly.**

- 33./23 TO RECEIVE THE FINANCE REPORT**  
 Extracted from the report of the Town Clerk:-  
*The Council is RECOMMENDED to approve the report (Appendix B).*  
**RESOLVED that:-**  
**the report be approved.**
- 34./23 TO APPROVE THE ANNUAL GOVERNANCE STATEMENT 2022/23**  
**RESOLVED that:-**  
**the Annual Governance Statement be approved and signed by the Chair.**
- 35./23 TO APPROVE THE ACCOUNTING STATEMENTS 2022/23**  
**RESOLVED that:-**  
**the Accounting Statements be approved and signed by the Chair.**
- 36./23 TO NOTE THE DATES FOR THE PUBLIC INSPECTION OF ACCOUNTS**  
 The Town Clerk reported that the dates fixed were 3 July 2023 to 11 August 2023.  
**RESOLVED that:-**  
**the recommended dates for the public inspection of accounts be approved.**
- 37./23 TO RECEIVE AND NOTE THE INTERNAL AUDITOR'S REPORT**  
**RESOLVED that:**  
**the report be noted.**
- 38./23 TO CONSIDER AND IF SO RESOLVED TO NOTE AND APPROVE ACCOUNTS FOR PAYMENT**  
 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; and the Council is RECOMMENDED to approve payments.*  
*Details in the report may be updated before the meeting as information is received.*  
**RESOLVED that:-**  
**the payments be noted and approved.**
- 39./23 TO CONSIDER A REVIEW OF DOCUMENTS AND POLICIES**  
 Extracted from the report of the Town Clerk:-  
*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](#)  
**RESOLVED that:-**  
**the documents and policies be readopted.**

The meeting closed at 19:53

Chairman: \_\_\_\_\_

Date: \_\_\_\_\_

Initialed by the Chair: \_\_\_\_\_

**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

**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.

**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
+	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
	13	Do the numbers Ltd	Audit - internal	Audit fees	-	£0.00	£500.00

**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                                                             |    |                                                                                                        |

Initialed by the Chair: \_\_\_\_\_