

**Minutes of the meeting of Desborough Town Council
held in Desborough Library (streamed online by Zoom) on Thursday 18 April 2024**

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

Immediately prior to the meeting the Chair welcomed those present. He reminded members of the public about the rules relating to speaking during meetings.

161./23 TO CONSIDER AND IF SO RESOLVED TO APPROVE REASONS FOR ABSENCE
It was reported that Cllr Coleman had submitted an apology for absence on the grounds of work.

RESOLVED that:-
the reason for apology be noted.

162./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 and/or vote in accordance with the Localism Act 2011.

The Town Clerk reported that no requests had been received.

RESOLVED that:-
the information be noted.

163./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 item 169.8./23 Harborough Road (land off), Desborough (Bloor Homes) AOC/0606/1913

RESOLVED that:-
the declaration be noted.

164./23 TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING HELD ON 21 MARCH 2024

Extracted from the report of the Town Clerk:-

The draft minutes of the meeting of the Council held on 21 March 2024 have been circulated.

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

165./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.

In response to a question from a member of the public the Chair confirmed that he would be convening a Meeting of Parish Electors for 23 May 2024 at 7pm in the Heritage Centre.

RESOLVED that:-
the information be noted.

166./23 TO CONSIDER ANY RESPONSE TO THE LOCAL GOVERNMENT BOUNDARY COMMISSION FOR ENGLAND REVIEW

Extracted from the report of the Town Clerk:-

Members will recall that the Local Government Boundary Commission for England (LGBCE) was undertaking a ward boundary review for North Northamptonshire Council. The changes to electoral arrangements arising from the review will come into effect for the scheduled local government elections in May 2025. The LGBCE's final recommendations which were taken forward into the [North Northamptonshire \(Electoral Changes\) Order 2024](#) also impact some Parish and Town Council ward boundaries. In light of the potential impact on local Parish and Town Council electoral arrangements, North Northamptonshire Council is considering preparations to undertake a

Initialed by the Chair: _____

Community Governance Review. It is seeking to understand the level of interest from Parish and Town Councils in undertaking a review of the electoral arrangements locally. Initially it would like to hear views on whether Town and Parish Councils would like to form part of the Community Governance Review.

The closing date for comments is 15 May 2024 and views on the following matters are sought:-

- Are there any parish meetings which should be incorporated into a parish council?*
- Should any parish councils be merged with another parish council or parish meeting?*
- Are any changes required to the existing boundaries of a parish to better reflect local communities? (this may be particularly relevant in areas where there has been housing development for instance.)*
- Are there any parish councils that should be renamed to better reflect the communities they represent?*
- Does the number of councillors on the Parish or Town Council still meet the administrative or business needs of the council?*

What would not be within the scope of this review:

- The ward boundaries of North Northamptonshire Council*
- Parliamentary boundaries*
- The conduct or membership of individual parish councils or meetings.*

[National Guidance on the Community Governance Review process can be found here.](#)

The Council is REQUESTED to consider the matter

It was noted that these reviews generally happened only every decade or so and if this opportunity was missed then there may not be another opportunity to propose any changes until 2034.

RESOLVED that:-

the Town Clerk be requested to confirm that the Town Council wishes to take part in the Community Governance Review with the following being considered for inclusion together with other emerging ideas:-

- the relative sizes of the wards and number of Members on each ward;**
- the continuing expansion of Loatland Ward in particular;**
- the potential for subdividing existing wards;**
- number of ward members in each Ward;**
- the boundary between the two existing wards and any consequential need to rename wards.**

167./23

TO NOTE THE LEVELLING UP FUND CULTURAL ALLOCATION FOR NORTH NORTHAMPTONSHIRE

Extracted from the report of the Town Clerk:-

At the end of March 2024, the Town Council was notified that North Northamptonshire Council had been provisionally awarded £5m of public money for capital investment in cultural projects in the area (running costs are not included). Cultural interventions can positively influence the prosperity of our communities and there is no definitive list of activities that this funding can support.

NNC stated that it was seeking projects to include in the investment plan. Projects should be of a significant scale, meaning at least £500,000k and / or have a strategic impact on the area. Project proposers have to provide details of the impact of potential projects and the state of readiness of the proposal to enable NNC to assess the merits of different interventions, and prioritise which project(s) should be included in the investment plan.

NNC must submit an investment plan for the funding by 10 May 2024 detailing the project(s) for which it wishes to use the funding and the closing date for applications to be submitted to NNC is 22 April 2024, only 25 days after the first notification to the Town Council.

The investment plan must make full justification for the activity being planned, fitting within the crucial role culture can play in levelling up and supporting pride in place. The investment plan must include details of financial profiles, outputs & outcomes, stakeholder support, reassurance to the Government that the project(s) brought forward in the investment plan represent value for money, are deliverable, and are a local priority with broad stakeholder support, including from local MPs. The project(s) will also need to meet any relevant statutory requirements including the Subsidy Control Act 2022 and requirements under the public sector equality duty (section 149 of the Equalities Act 2010). The investment plan must demonstrate that all the £5m grant funding can be spent by the end of March 2026. The delivery plans, milestone and output & outcome profiles should also demonstrate when the project(s) would be physically completed. Although the Government intends that projects will be completed by March 2026 it understands where match-funding for a project is involved completion may go beyond this date.

The Town Clerk sought to clarify the dates and requirements and it was confirmed that NNC expected detailed plans for capital projects in excess of £1/2 Million to be submitted in three weeks over the Easter weekend after Councils had already fixed budgets for the coming year. In response, NNC confirmed that it would be challenging unless a feasibility study, or similar work, had already

Initialed by the Chair: _____

been undertaken. The Town Council has no proposals which meet the criteria in terms of size, scale, preparedness, and stakeholder and community support. Even if such a proposal existed The Council is REQUESTED to consider the matter.

It was noted that any attempt to produce a costed, workable scheme to produce a bid at this stage would be wasteful.

RESOLVED that:-

the information be noted and no bid be submitted.

168./23 TO NOTE ANY REPORTS ON ACTIVITY FROM THE POLICE, NORTH NORTHAMPTONSHIRE COUNCILLORS, AND LOCAL GROUPS

North Northamptonshire Council Cllr McElhinney was congratulated on his recent election.

NNC Cllr Howes stated that the records of NNC were ambiguous with regard to watering flower displays in the various towns. NNC Cllr McElhinney stated that he was the Treasurer of Desborough in Bloom and that the watering had always been funded by Kettering Borough Council and subsequently NNC. The Town Clerk confirmed that he had advised NNC that the Town Council had not funded the costs. NNC Cllr Howes undertook to work with the Town Clerk to resolve the matter.

NNC Cllr Howes stated that he could give no further information with regard to the former Lawrence's factory site nor the Beech Close site. In response to a question relating to street lights at the War Memorial NNC Cllr Howes stated that he and NNC Cllr McElhinney were trying to resolve the situation.

RESOLVED that:-

the information be noted.

169./23 TO CONSIDER ANY RESPONSE TO PLANNING AND LICENSING APPLICATIONS AND NOTE ANY RESPONSES MADE

The Council is REQUESTED to consider making comment on any planning or licensing matter set out in the report attached at Appendix 1 and to note any comments made.

169.1./23 NORTH DESBOROUGH (LAND AT), DESBOROUGH (BELLWAY HOMES LTD EAST MIDLANDS) AOC/0169/1716

RESOLVED that:-

the Town Clerk be authorised to comment that the Town Council is concerned at the potential environmental and biodiversity issues owing the potential for flooding on and from the site, and the Town Council requests that no consent be granted until a satisfactory plan in relation to surface water and the treatment of flooding on and from the site is approved by appropriately qualified consultees.

169.2./23 NO. 25 CHESTNUT DRIVE, DESBOROUGH NK/2024/0154

RESOLVED that:-

no objection be made.

169.3./23 GAULTNEY FARM (LAND AT), PIPEWELL ROAD, DESBOROUGH (LOVELL PARTNERSHIPS LTD) AOC/0623/1816

RESOLVED that:-

the Town Clerk be authorised to comment that the Town Council is concerned that the noise attenuation and ventilation issues had not been designed in to the properties at an earlier stage and requests that no consent be granted until a satisfactory, workable, plan in relation to both noise and ventilation has been approved by appropriately qualified consultees.

169.4./23 GAULTNEY FARM (LAND AT), PIPEWELL ROAD, DESBOROUGH (LOVELL PARTNERSHIPS LTD) AOC/0623/1817

RESOLVED that:-

the Town Clerk be authorised to comment that the Town Council is concerned at the potential environmental and biodiversity issues owing the potential for flooding on and from the site, and the Town Council requests that no consent be granted until a satisfactory plan in relation to surface water and the treatment of flooding on and from the site is approved by appropriately qualified consultees.

169.5./23 NO. 4 BREAKLEYS ROAD, DESBOROUGH NK/2024/0186

RESOLVED that:-

no objection be made.

Initialed by the Chair: _____

- 169.6./23 NORTH DESBOROUGH (LAND AT), DESBOROUGH (BELLWAY HOMES LTD EAST MIDLANDS) AOC/0169/1717**
RESOLVED that:-
the Town Clerk be authorised to comment that the Town Council is concerned at the proposals relating to management fees at a time when estate management fees are under review nationally following the Competition & Markets Authority's Feb 2024 [study](#) into housebuilding concluding *inter alia* that:-
- these charges are often high and unclear to homeowners;
 - one-off, unplanned charges for significant repair work can cost thousands of pounds and cause considerable stress to homeowners
 - many homeowners are unable to switch estate management providers, receive inadequate information upfront, have to deal with shoddy work or unsatisfactory maintenance, and face unclear administration or management charges which can often make up 50% or more of the total bill.
- The Town Council notes that over 43% of the charges to be levied under this application relate to management company fees and other charges and in no way relate to costs of maintaining the development, and with these charges entirely uncapped, the costs to residents could escalate unreasonably, and with residents having no say or appeal mechanism. The Town Council therefore wishes the Planning Authority to protect purchasers by:-
- a) limiting the percentage of fees not directly related to maintenance
 - b) requiring the applicant to secure full adoption of the estate.
- 169.7./23 NO. 33 PIONEER AVENUE, DESBOROUGH NK/2024/0208**
RESOLVED that:-
no objection be made.
- 169.8./23 HARBOROUGH ROAD (LAND OFF), DESBOROUGH (BLOOR HOMES) AOC/0606/1913**
RESOLVED that:-
no objection be made.
- 169.9./23 THE GRANGE, HARBOROUGH ROAD, DESBOROUGH (BELLWAY HOMES LTD EAST MIDLANDS) NK/2024/0199**
RESOLVED that:-
the Town Clerk be authorised to comment that the Town Council is concerned at the potential environmental and biodiversity issues owing the potential for flooding on and from the site, and the Town Council requests that no consent be granted until a satisfactory plan in relation to surface water and the treatment of flooding on and from the site is approved by the relevant consultees.
- 170./23 TO CONSIDER RESPONDING TO THE KETTERING ENERGY PARK AMENDED MASTER PLAN AND ADDITIONAL CONSULTATION**
Extracted from the report of the Town Clerk:-
In April 2023 [North Northamptonshire Council promoted](#) First Renewable Developments' public consultation on the draft Kettering Energy Park Masterplan. Following feedback from the local community and other stakeholders, an [amended Masterplan](#) has been prepared by First Renewable Developments. This responds to [recommendations](#) from the Council's [Planning Communities Executive Advisory Panel](#) and now proposes, amongst [other changes](#), less warehousing and more biodiversity net gain. As a result, there is now a further opportunity for all stakeholders to share feedback on this amended Masterplan.
Further information is available on [First Renewable Developments' website](#). This includes [Technical documents](#) that have informed development of the [Masterplan](#) as well as a [feedback form](#) and [alternative points of contact](#) including telephone number, email address (KetteringEnergyPark@connectpa.co.uk) and postal address.
Representations can also be made at a public exhibition by First Renewable Developments to be held on Saturday 20 April 2024 between 10:30 and 13:30 at the Finedon Community Centre.
Consultation on the [amended Masterplan](#) closes at midnight on 15 May 2024. Further information on this consultation is available on the [NNC Consultation Hub](#).
The Council is REQUESTED to consider any response.
- RESOLVED that:-**
the Town Clerk be requested to collate any comments from Town Councillors and submit views on behalf of the Council.
- 171./23 TO RECEIVE THE FINANCE REPORT**

Extracted from the report of the Town Clerk:-

The Council is RECOMMENDED to approve the report (Appendix 2).

RESOLVED that:-
the report be accepted.

172./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 3 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 will be updated before the meeting as information is received.

RESOLVED that:-
the payments set out in the schedule be approved.

173./23 TO RECEIVE A REPORT FROM THE PERSONNEL COMMITTEE

The minutes of the Personnel Committee meeting held on 11 April 2024 are attached at Report No. 1.

RESOLVED that:-
the report be accepted.

174./23 EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED that:-

in accordance with the Standing Order 10 and the Public Bodies (Admission to Meetings) Act 1960, the press and members of the public be temporarily excluded from the following item of business on the grounds that it involves the likely disclosure of information of a confidential nature and to do otherwise would be prejudicial to the public interest.

175./23 TO CONSIDER A STAFFING MATTER ARISING OUT OF THE REPORT OF THE PERSONNEL COMMITTEE

NOT FOR PUBLICATION BY VIRTUE OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 ON THE GROUNDS THAT IT INVOLVES THE LIKELY DISCLOSURE OF INFORMATION OF A CONFIDENTIAL NATURE PREJUDICIAL TO THE PUBLIC INTEREST

A staffing matter arising out of the report of the Personnel Committee was considered and it was RESOLVED that:-
the proposed actions be approved.

176./23 READMITTANCE OF THE PUBLIC AND PRESS

Extracted from the report of the Town Clerk:-

RESOLVED that:-
members of the press and public be invited back into the meeting.

The meeting closed at 19:58

Chairman: _____

Date: _____

Initialed by the Chair: _____

Desborough Town Council
18 April 2024

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).

- Application: [AOC/0169/1716](#)
Location: North Desborough (land at), Desborough (Bellway Homes Ltd East Midlands)
Proposal: Condition Nos. 22 (Surface water drainage) and 23 (Foul water drainage) of KET/2017/0169
Biodiversity issues: Flooding risk. Anglian Water is satisfied with the proposals.
- Application: [NK/2024/0154](#)
Location: 25 Chestnut Drive, Desborough
Proposal: Two storey rear extension
Biodiversity issues: None identified
- Application: [AOC/0623/1816](#)
Location: Gaultney Farm (land at), Pipewell Road, Desborough (Lovell Partnerships Ltd)
Proposal: Condition No. 26 (Noise) of KET/2018/0623
Biodiversity issues: Deals with external noise mitigation and potential overheating of properties if windows remain closed to reduce noise.
- Application: [AOC/0623/1817](#)
Location: Gaultney Farm (land at), Pipewell Road, Desborough (Lovell Partnerships Ltd)
Proposal: Condition No. 29 (Road Safety Audit) of KET/2018/0623
Biodiversity issues: Refers *inter alia* to drainage, storm sewer design, footpath design, and accesses.
- Application: [NK/2024/0186](#)
Location: 4 Breakleys Road, Desborough
Proposal: Single storey rear extension
Biodiversity issues: None identified
- Application: [AOC/0169/1717](#)
Location: North Desborough (land at), Desborough (Bellway Homes Ltd East Midlands)
Proposal: Condition No. 26 (Management of the public realm) of KET/2017/0169
Biodiversity issues: Deals with maintenance of the estate and public realm not carried out by NNC or Anglian Water.
- Application: [NK/2024/0208](#)
Location: 33 Pioneer Avenue, Desborough
Proposal: Single storey rear extension
Biodiversity issues: None identified
- Application: [AOC/0606/1913](#)
Location: Harborough Road (land off), Desborough (Bloor Homes)
Proposal: Condition No. 8 (Materials) of KET/2019/0606
Biodiversity issues: None identified
- Application: [NK/2024/0199](#)
Location: The Grange, Harborough Road, Desborough (Bellway Homes Ltd East Midlands)
Proposal: Variation of Condition 2 of NK/2021/0191 in respect of amendments to approved plans
Biodiversity issues: Deals with drainage and landscaping
-

Appendix 2

**Desborough Town Council
18 April 2024**

**Finance Report
Monthly Bank Reconciliation (31/03/2024)**

Unity Trust Bank Current	£2,352.08
Unity Trust Bank Saver	£68,223.78
CCLA Public Sector Deposit Fund	£167,807.40
Balance	£238,383.26

The dividend from the CCLA Public Sector Deposit Fund is reinvested each month into the fund. The dividend reinvested was £696.39. Interest received from the savings account was £459.95

Appendix 3

**Desborough Town Council
18 April 2024**

Accounts for payment

Items may be added or adjusted as information is confirmed.

	Power	Supplier	Description	Reason	S137	VAT	Total Amount
+	1	Lloyds bank	Town Council Office	Lloyds bank card fee	-	£0.00	£18.00
+	4	LGSS Pensions, HMRC, and Mr G Thomson	Salaries & all Employment Costs	Contractual employment related payments	-	£0.00	£4,361.92
+	1	Desborough Library and Community Hub	Town Council Office	Office Rent	-	£0.00	£798.00
+	2	Talk Talk Business	Town Council Office	Internet and telephone	-	£8.97	£53.80
+	1	Harlequin Print Shop	Town Council Office	Toner	-	£8.00	£47.99
+	1	Viking	Town Council Office	Stationery	-	£16.21	£97.26

Rights, Duties and Powers

+ Paid in accordance with delegated or continuous authority

1 Local Government Act 1972 s.111 & s.150

4 Local Government Act 1972 s.140 & s.140A and s.145 & s.150, Local Government Act 2000 s.101

2 Local Government Act 1972 s.112

6 Local Government Act 1972 s.143

25 Local Government Act 1972 s.111

Initialed by the Chair: _____

Desborough Town Council
18 April 2024

**Minutes of the meeting of the Personnel Committee
Of Desborough Town Council
held in the large meeting room at library on Thursday 11 April 2024**

Councillors present: D Cornwall, T Healy P Sawford
Also present: G Thomson (Town Clerk)

- 1. ELECTION OF CHAIR.**
DECIDED that:-
Cllr P Sawford elected as Chair of the Committee for the 2023/24 municipal year.
- 2. APPOINTMENT OF VICE-CHAIR.**
DECIDED that:-
Cllr Cornwall be appointed as Vice-Chair of the Committee for the 2023/24 municipal year.
- 3. APOLOGIES FOR ABSENCE.**
The Town Clerk reported that no apologies for absence had been received.
- 4. DECLARATIONS OF INTEREST.**
The Town Clerk reported that no declarations of interest had been made.
- 5. TO CONSIDER A MOTION FOR THE EXCLUSION OF THE PRESS AND PUBLIC:**
DECIDED that:-
in accordance with Standing Orders, and the Public Bodies (Admission to Meetings) Act 1960, as amended by the Local Government Act 1972, the Committee exclude the press and public for the remaining agenda item by reason of the confidential nature of the business to be transacted on the grounds that publicity would be prejudicial to the public interest.
- 6. TO CONSIDER STAFFING MATTERS**
The Committee discussed staffing matters and determined future staffing issues.

The meeting closed at 15:04