



Desborough Town Council
Town Clerk: Graham Thomson
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To: All Town Councillors

You are hereby summoned to attend the Meeting of Desborough Town Council to be held in the **Library, High Street, Desborough** on **Thursday 17 January 2019**, commencing at **7pm** for the purpose of transacting the following business. Members of the press and public are invited to attend.

Signed,

Graham Thomson
Town Clerk

11 January 2019

AGENDA

- 171./18 Chairman's welcome and announcements**
- 172./18 Apologies for absence**
To consider and if so resolved to approve apologies for absence.
- 173./18 Declarations of interest**
To note any declarations of interest from Councillors.
- 174./18 Requests for Dispensation**
To note any requests for dispensation for Councillors with an interest to be allowed to speak which have been approved by the Town Clerk in accordance with the Localism Act 2011.
- 175./18 To receive and approve the minutes of the meeting held on 20 December 2018**
- 176./18 To hear representations from Members of the Public**
Note: no decisions can be made in response to matters raised under this item.
- 177./18 To receive the finance report**
The Council is RECOMMENDED to approve the report (Appendix A).
- 178./18 To consider and if so resolved to approve accounts for payment**
The report set out at Appendix B details those invoices and payments and the Council is RECOMMENDED to approve payment. Details in the report will be updated before the meeting as information is received.
- 179./18 To appoint members to an Awards Advisory Working Party**
Nominations have been received for an Honoured Citizen award. In accordance with the Council's policy an Awards Advisory Working Party of three Councillors and three voting non-Councillor members of the community should be convened to consider nominations. Publicity during the initial stages of consideration would be prejudicial to the public interest and the names and details of Awards made will be published in the future. Therefore, the Advisory Working Party will exempt the details of nominations and discussions in accordance with Section 22 of the Freedom of Information Act 2000 and will hold its discussions in private. The Council is RECOMMENDED to appoint an Awards Advisory Working Party of three Councillors and three voting non-Councillor members of the community.
- 180./18 To receive a report on the Autumn 2018 consultation**
A report of the responses to the Council's consultation exercise is attached at Appendix C. Following the publication of the results, a public consultation meeting was held on 8 January 2019. The meeting was attended by 40 members of the public and nine Councillors. The meeting worked through the preferences expressed and ideas proposed for use of the Council's balances. The Town Clerk has attempted to provide costings for items identified as priorities.
- 181./18 To determine the Council's Budget for 2019/20**
The Council is required to set a budget each year which should cover the cost of all its duties and any discretionary expenditure it might wish to make. As Members will know, there is intense public interest in the Council's budget and spending plans. In particular, there is great interest in the Library and car parking. Under normal circumstances, it would be expected that proper estimates (although not quotations or tenders) would be available to inform the Council in determining the budget. However, the short period of time between the consultation and the

date by which any precept must be submitted to Kettering Borough Council means that not all budgetary processes have been completed.

The views expressed in both the consultation process and the consultation meeting have been taken into account in preparing the DRAFT budget for 2019/20. A DRAFT budget based on the anticipated costs of the items identified as priorities is attached at Appendix D. The DRAFT budget contains a number of contingency sums, provisional items, and some which may not occur in the coming financial year. Further details of these items will be available at the meeting.

Subject to the Council's decisions on projects and expenditure for the coming year, the Responsible Financial Officer would urge the Council to aim to reduce the high level of balances within a two to three year period. This would also allow the Council to manage the expenditure adequately, retain a buffer against the impact of the probable reorganisation of local government in the County and current national uncertainties.

Annual end of year comparison

	2014/15	2015/16	2016/17	2017/18	2018/19 Estimates
Opening bank balances	£23,729	£26,721	£21,835	£290,774	£308,261
Desborough Town Council Precept	£20,000	£67,000	£350,000	£349,700	£280,000
Other income	£18,895	£31,755	£37,435	£17,493	£46,000
Spending	£35,903	£103,623	£118,496	£349,706	£137,000
Carried forward	£26,721	£21,853	£290,774	£308,261	£497,261

The Council is REQUESTED to identify those items on which it wishes to proceed, to authorise the Town Clerk to clarify estimates for those items to be considered further, and to approve the budget for 2019/20.

182./18 To determine the Council's Precept for 2019/20

If the Council determines that the expenditure budgeted cannot or should not be funded entirely from reserves and income it must resolve to make a precept (or charge from one local authority to another) specifying the rate of tax to be charged on its behalf. Currently, the capacity of Town and Parish Councils to set precepts is uncapped unlike Borough and County Councils. However, it is imprudent to assume that this situation will remain. If the Council chose to set a very low or even zero precept and the following year a cap was introduced the Council would not be able to function. Even if no such cap was introduced, to have a low (or nil) precept then to impose a precept which is dramatically higher would be unwise. Having said that, it would be equally unwise to attempt to reduce the Council's reserves within the coming financial year.

With regard to reserves, the Good Councillor's Guide to Finance and Transparency (DCLG) states: "*Local councils need to hold an amount in reserves to meet unexpected expenditure, otherwise they could run out of money before the end of the financial year. A council should typically hold between 3 and 12 months expenditure as a general reserve.*"

Kettering Borough Council requires the precept decision to be communicated to it by 25 January 2019. Following the setting of the budget, the Town Clerk will advise on the impact of the spending proposals and the possible precept.

It is RECOMMENDED that the Council determines the precept to be charged.

183./18 To note items of information

The report of the Town Clerk (Appendix E) contains information on the following matters and the Council is recommended to note the information contained in the report. No decisions of a financial nature will be made in relation to this item.

- 183.1./18 To note the report received from the County Councillor
- 183.2./18 To note any report received from Kettering Borough Councillors
- 183.3./18 To receive a report on Vehicle Speeds, Traffic, and CCTV
- 183.4./18 To receive and note updates from Desborough community groups and representatives
- 183.5./18 To note any report received from the Police

FINANCE REPORT

Monthly Bank Reconciliation

Bank reconciliation	11/01/2019
Barclays Current	£23,517.54
Barclays Business Saver	£445,522.27
Unpresented payments	£5,227.16
Reconciled Balance	£463,812.65

Graham Thomson
Town Clerk

Accounts for Payment

Further items will be added as received.

Supplier	Reason	VAT	Total Amount
Talk Talk Business	Internet and telephone	£9.59	£57.67
SurveyMonkey	Online Consultation (January)	£11.66	£70.00
Starboard Systems Ltd.	Scribe accounts software and support	£69.40	£416.40
Graham Thomson	Salary (January 25 hours / week) Overtime (December 60 hours)	£0.00	£2,052.16
HMRC	PAYE / NI (employee's and employer's contributions) November (to be paid in March)	£0.00	£786.07
LGSS Pensions	Pension (employee's and employer's contributions) December	£0.00	£884.93

Graham Thomson
Town Clerk

Desborough Town Council Autumn 2018 Consultation Results

The consultation exercise undertaken by the Council has now concluded. A special meeting was held in Desborough Library on Tuesday 8 January 2019 at 7pm to discuss the budget for the coming year.

The Council would like to thank all those who engaged with the process in whatever form: by returning the paper leaflet, by completing the online survey, by speaking with us directly, by email, and by letter.

Responses were received from 118 different streets covering both wards. We received 417 comments by the closing date, broken down as follows:-

Respondent out of area	1
Respondent commented twice	7
Insufficient information to identify respondent	5
No information to identify respondent	46

Of the 358 valid responses to the question: "Do you agree that using some of the Desborough Town Council reserves to buy the library building is a good thing?" responses were as follows:-

	Valid responses		All responses (excluding duplicates & out of area)	
No opinion	8	2.2%	9	2.2%
Unsure	20	5.6%	30	7.3%
No	43	12.0%	60	14.6%
Yes	287	80.2%	311	75.9%

The question asking for comments and other suggestions on how the reserves could be used produced a number of ideas including the following:-

No comment made	234
Improve car parking	45
Road improvements / Traffic calming / speed reduction	26
General town improvements	20
Public Toilets	13
Action on the Lawrences Factory site	12
One way system (Gladstone St.)	12
Precept (to abolish, reduce, or to not increase)	12
Retail / shopping improvements	12
Additional Police or PCSOs, or crime detection by CCTV	8
Bus stops / shelters / improve service	7
One way systems (other places)	6
Provision of Grit / Salt bins	5
Play area (other areas)	5
Swimming pool	5

Other suggestions (suggested by fewer people) included: bollards or railings at pedestrian crossings or the railway bridge; a new pedestrian bridge over the railway; improvements to the GP surgery and provision; providing support to local charities and organisations; encouraging walking and cycling; provision of litter bins; a children's Play area (in Loatlands Ward); more public seating; provision of teenage shelters or youth clubs; the introduction of a handyman scheme; improved communications between the Council and the community; improvements to the market or provision of an indoor market; a McDonald's restaurant, a Beefeater restaurant, or a family pub.

Graham Thomson
Town Clerk
Desborough Town Council
9 January 2018

Desborough Town Council

Provisional draft budget

The draft budget pages will be circulated separately.

Desborough Town Council

Information Items

183.1/18 To note the report from the County Councillor

My report is short this month, due to the Christmas break and the usual frenetic activity [at NCC] to get the budget process completed by the end of February.

INCOMPLETE FOOTPATH AT NEW BP STATION

A new footpath has been constructed by the developer, from the BP site, but stops just short of the connecting point with the existing footpath.

The section 278 application has been made for this footpath and NCC is waiting for a bond payment before completing this path.

This work should be completed by the end of January, following the pre-start meeting, traffic management agreement and road space booking schedule.

183.2/18 To note any report from the Kettering Borough Councillors

Cllr Mike Tebbutt: There have been no developments over the Christmas/New Year period, a report on the January meeting will be provided for next month.

183.4/18 To receive updates from Desborough community groups and representatives

183.6/18 To note any report from the Police

Graham Thomson
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