



Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough PE8 4JA

Telephone: 01832 272055

Email: admin@oundle.gov.uk Website: www.oundle.gov.uk

To: All members of Oundle Town Council

You are hereby summoned to attend a meeting of the Town Council to be held on **Tuesday 15th November 2016** at 7.30pm in The Oundle Suite, Fletton House, Fletton Way, Oundle.

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or other special reasons. The public's exclusion from part or all of the meeting shall be by resolution which shall give the reason for their exclusion (Standing Order 3c).

Subject to standing order 3c above and at the discretion of the chairman of the meeting and at a convenient time in the transaction of business, members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda and the chairman will adjourn the meeting for this purpose (Standing Order 3d).

Photographing, recording, broadcasting or transmitting the proceedings of the meeting by any means is permitted without the Council's prior consent (Standing Order 3I).

AGENDA

16.127. Apologies for Absence

- 16.127.01. To receive apologies for absence.
- 16.127.02. To accept apologies for absence.

16.128. Declarations of Interests

To receive and consider any declarations of interest from Members and Officers under Section 50 of the Local Government Act 2000 (*Standing Order 35*)
(This requirement applies only in respect of matters, which are to be considered by the Council at this meeting.)

- 16.128.01. To declare any Disclosable Pecuniary Interests.
- 16.128.02. To declare any Other Interests.
- 16.128.03. To consider any requests for Dispensation.
- 16.128.04. To report any gifts or hospitality accepted over the value of £50.00.
- 16.128.05. To report any inappropriate gifts or hospitality offered.

16.129. Minutes of Previous Meetings – Full Council

- 16.129.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meetings held on 18th October 2016 as an accurate record.'* (*Standing Order 10c*)

16.130. Representations from Interested Parties

None received.

16.131. Consideration of Requests from Interested Parties

Public Participation section for a minimum of 15 minutes in every Full Council Meeting;

16.132. Reports

- 16.132.01. Mayors Report
- 16.132.02. Police Report
- 16.132.03. District Councillors Report

16.133. Signing & Sealing

RESOLUTION: 'that any two Councillors and the Proper Officer may seal any document required by law to be issued under seal on behalf of the Council.' (Standing Order 14b.)

16.134. Town Matters

- 16.134.01 To agree to amend the parking signage in West Street & New Street as per the Traffic Regulation Order issued in 2014 as the existing signage is incorrect.
- 16.134.02 Update on Fletton Field enquiry.

16.135. Operations Management Matters

- 16.135.01. To approve the Balance Sheet and Budget Report – October 2016.
- 16.135.02. Payments for October 2016.
PROPOSITION: 'That the schedule of payments for October 2016 as presented at this item are paid in the amount of £51,172.62 and that all related documentation and cheques are signed'.
- 16.135.03. To approve the payment of the invoice for asbestos removal from Fletton House agreed in 2014 for the amount of £35,109.04 including VAT.
- 16.135.04. Sensitive commercial matters

16.136. Council Matters

- 16.136.01. To agree to adopt the 2014 ENC Councillor Code of Conduct.

16.137. Planning Matters

- 16.137.01. To receive the minutes from the Planning Committee meeting held on 1st November 2016.

16.138. Estate Matters

- 16.138.01. To receive the minutes of the Estate Management Committee meeting held on 1st November 2016.
- 16.138.02. To approve the rental rates for the workshop units at The Courthouse as proposed by Berry's.
- 16.138.03. To approve and accept the offer from a tenant who wishes to occupy an office in The Courthouse.

- 16.138.04. To consider and approve a quote to decorate the inside of The Courthouse up to an amount of £5,600.00.

16.139. Communications

- 16.139.01 To approve funding to complete user testing of the current website oundletowncouncil.co.uk in line with the information architecture, as to be supplied by the IT hosting company. This is to be a 3-5 days piece of work at market day rate of up to £500 excluding VAT.

Please note that in view of the special and/or confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw (Standing Order 3c).

16.140. Personnel Matters

- 16.140.01. To receive the minutes of the Personnel Committee held on 8th November 2016.

After this section the meeting will be re-opened to the public.

16.141. Correspondence for Action

None received

16.142. Correspondence for Information

- 16.142.01 Member Briefing Boundary Commission Review for England 2016.
16.142.02 Details of ENC's Council Tax Support scheme.

16.143. Any Other Relevant Matters for Report

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**Hanneke Soans
Interim Clerk
11th November 2016**