



# Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough, PE8 4JA  
Telephone: 01832 272055  
Email: [admin@oundle.gov.uk](mailto:admin@oundle.gov.uk) Website: [www.oundle.gov.uk](http://www.oundle.gov.uk)

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## Minutes of the meeting of the Town Council held on Tuesday 17<sup>th</sup> May 2016 at 7.30pm in the Oundle Suite, Fletton House

Present: Cllrs Butler, Chapple, Chesser, Piercy-Hughes, Oakes and Sparkes

Minutes: Hanneke Soans

### 16.01. Apologies for Absence

- 16.01.01. To receive apologies for absence.  
None
- 16.01.02. To accept apologies for absence.  
None

### 16.02. 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.)

- 16.02.01. To declare any Disclosable Pecuniary Interests.  
None
- 16.02.02. To declare any Other Interests.  
Item 16.11.04.02 Cllr Chapple declared an interest as he is a resident of Glapthorn and is assisting with the NP.  
Item 16.11.04.02 Cllr Sparkes is also a resident of Glapthorn.
- 16.02.03. To consider any requests for Dispensation.  
None
- 16.02.04. To report any gifts or hospitality accepted over the value of £50.00.  
None
- 16.02.05. To report any inappropriate gifts or hospitality offered.  
None

**16.03. Election of Mayor**

Cllr Chesser was proposed as Mayor for the year and accepted the position.

**Proposed:** Cllr Piercy - Hughes    **Seconded:** Cllr Sparkes    **Resolved Unanimously**

**16.04. Election of Deputy Mayor**

Cllr Chapple was proposed and accepted the position as Deputy Mayor.

**Proposed:** Cllr Sparkes    **Seconded:** Cllr Piercy - Hughes    **Resolved Unanimously**

**16.04. To elect/confirm the Council representatives to the following bodies:**

16.04.01 Oundle Museum Trust

Cllr N. Oakes, Cllr Chapple, Cllr Chesser, Cllr Sparkes

16.04.02 Oundle Church Clock Fund

Cllr Chesser, Cllr Chapple

16.04.03 Youth Counselling Service (CHAT)

16.04.04 Parson Latham's Representative

The council are happy to accept the existing representatives.

**16.05. Minutes of Previous Meetings – Full Council**

16.05.01    PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 26<sup>th</sup> April 2016 as an accurate record.'* (Standing Order 10c)

**Proposed:** Cllr N Oakes    **Seconded:** Cllr Piercy-Hughes    **Resolved Unanimously**

**16.06. Representations from Interested Parties**

None received.

**16.07. Consideration of Requests from Interested Parties**

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

None

**16.08. Reports**

**16.08.01. Mayors Report**

None

**16.08.02. Police Report**

PCSO Tim Butter gave an update on the crime figures for this quarter compared to the same period last year. Cycle theft has increased. Theft of personal property has been added. Shop lifting has increased from 9 to 23 incidents. A member of the public requested road traffic accident figures. It was agreed this information will be available for the next meeting. A request has been received for Community Speed Watch to be re-activated.

**16.08.03. District Councillors Report**

Cllr Vowles gave an update on Community Speed watch being used in Cotterstock effectively. Cllr Reichhold has been elected as leader of ENC and he advised how ENC are supporting the dementia friends program. Cllr Reichhold hopes to hold his civic service at St Peters in Oundle later in the year.

*WAC hear*

## 16.09. 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.)

**Proposed:** Cllr Sparkes   **Seconded:** Cllr Chesser   **Resolved Unanimously**

## 16.10. Financial Matters

### Payments for April 2016.

PROPOSITION: *'That the schedule of payments for April 2016 as presented at this item are paid in the amount of £33,527.65 and that all related documentation and cheques are signed'*.

**Proposed:** Cllr Sparkes   **Seconded:** Cllr Piercy-Hughes   **Resolved Unanimously**

## 16.11. Planning Applications

Please note: Councillor's are asked to review the Planning Applications before the meeting commences.

Item	Reference	Details
16.11.01.01	16/00888/FUL	<b><u>12 New Street</u></b> Three replacement windows and replacement of window with French Doors. <b>No Objection</b>
16.11.01.02	16/00720/LBC	<b><u>4 Mill Road</u></b> Replace window frames and glazing to staircase turret at ground, first and second floor level <b>No Objection as long as conservation officer is happy.</b>
16.11.01.03	16/00807/FUL  16/00808/LBC	<b><u>69 Benefield Road</u></b> Single and two storey rear extension, internal alterations, detached single storey double car port with workshops and stores. <b>Objection as this is a substantial alteration to a listed building.</b>
16.11.01.04	16/00755/FUL	<b><u>Oundle C of E Primary School</u></b> Full application for the retention and conversion of original school building to form five townhouses and studio apartment. Outline: Application for the demolition of school buildings and erection of six apartments and four mews cottages. <b>Conversion: No Objection however we would request the erection of houses suitable for the elderly or first time buyers. Also that construction traffic does not use New Road until other sites in the town are complete. Also request consideration of town's infrastructure.</b> <b>Demolition: No Objection with the same conditions as above.</b>

16.11.01.05	16/00736/FUL	<b><u>28 Hillfield Road</u></b> Remove existing 2m high boundary wall and erection of new 2m high boundary wall. <b>No Objection</b>
16.11.01.06	16/00874/FUL	<b><u>18 Victoria Road</u></b> Single storey rear white UPVC conservatory. <b>No Objection</b>
16.11.01.07	16/00810/ADV	<b><u>Oundle Wharf Station Road</u></b> Erection of two totem style forecourt signs. <b>Objection until there is an overall design strategy for the whole site. Proper graphic design.</b>
16.11.01.08	16/00817/FUL	<b><u>1 East Road</u></b> Two storey side extension. <b>No Objection</b>

16.11.02 Planning Outcomes

Item	Reference	Outcome
16.11.02.01	<u>16/00371/FUL 35 St Christopher's Drive</u> Garage conversion and single storey rear extension.	<b>Recommendation:</b> No Objection <b>Outcome:</b> Granted
16.11.02.02	<u>16/00308/FUL Cricket Pavilion Ashton Wold Ashton</u> Erection of wooden building to act as filing room for adjacent offices.	<b>Recommendation:</b> Noted <b>Outcome:</b> Granted
16.11.02.03	<u>16/00413/TPO 27 Benefield Road</u> T1 Ash – infected with Inonotus spp, Reduce by 8m.	<b>Recommendation:</b> No Objection <b>Outcome:</b> Granted
16.11.02.04	<u>16/00471/AMD 94 Glapthorn Road</u> Non material amendment: Alteration to two windows on front elevation pursuant to 15/02119/FUL. Proposed single storey garage, single storey extension, second storey bedroom extension, alterations to fenestration and new rendering and cladding finish to exterior.	<b>Recommendation:</b> No Objection <b>Outcome:</b> Granted
16.11.02.05	<u>16/00349/FUL Herne Lodge and Land at Ashton Road</u> New dwelling: substitution of house type for plot 7 on the approved development 12/01614/FUL	<b>Recommendation:</b> No Objection <b>Outcome:</b> Granted
16.11.02.05	<u>16/00487/LBC 6 Benefield Road</u> Two safety lights to side and rear. Replacement roof to existing brick shed. New air brick to ground floor rear wall. Replacement of existing wood effect UPVC windows with white UPVC windows.	<b>Recommendation:</b> No Objection <b>Outcome:</b> Granted
16.11.02.05	<u>16/00439/PNT Communication Mast Stoke Doyle Road</u> Installation of a 15m lattice mast & associated works.	<b>Recommendation:</b> <b>Outcome:</b> Advised by ENC that this proposal will not require prior

WAZ hester

**16.11.03. Planning Matters**

16.11.03.01 To note 15/00119/VAR Priors Hall Site Kirby Lane, Deene Corby, Amended plan and Environmental Statement.

This was put on the agenda to make people aware of its existence as it is a very large site that will impact on Oundle.

**16.11.04.02 Planning Consultation**

Application from Glapthorn Parish Council to designate the whole of the Glapthorn Parish area a Neighbourhood Area, for the purposes of Neighbourhood Planning.

Glapthorn wish to designate this area with a view to producing a NP. Council hope they will engage with Oundle as part of their plan.

**16.12. Neighbourhood Plan**

**16.12.01. An update from the NP group advising how the plan is going forward. PROPOSITION 'To approve £1,000 from the budget to progress the production of the NP and to seek permission to create a presence on the Oundle Info Website.'**

**Proposed:** Cllr Chapple

**Seconded:** Cllr Piercy – Hughes

Cllr Stern gave an update on the progress of the NP to date and requested that the group be allowed a 30 minute slot at the Annual Town Meeting to give an update to the town. This was agreed.

Cllr Sparkes asked why meetings were not going to be public, and was advised that once documents were in order the plan would go to the town, once at the ATM and once in September.

**16.13. Estates Matters**

16.13.01. To approve a quote from Gladstone Construction for £3,666.23 plus VAT to install cycle parking on the Market Place and in St Osyth's Car Park.

**Proposed:** Cllr Piercy-Hughes **Seconded:** Cllr Sparkes **Resolved Unanimously**

16.13.02. To approve a quote from Sadler Electrical for £880.12 plus VAT to install defibrillators at the Joan Strong Centre, the QVH, the doctors surgery and Pick Arthey Garage.

**Proposed:** Cllr Piercy-Hughes **Seconded:** Cllr Sparkes **Resolved Unanimously**

16.13.03. To accept a valuation from Woodfords of £750 to transfer the former compost storage area in the cemetery to the owners of the chapel.

**Proposed:** Cllr Chapple **Seconded:** Cllr Oakes **Resolved Unanimously**

*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*

*W.A. Chapple*

*public be temporarily excluded and they are instructed to withdraw (Standing Order 3c).*

16.13.04. To seek advice from Berry's in relation to the future marketing of The Courthouse.

**16.14. Staffing Matters**

16.14.01. To accept amendments to the role of Communications & Administrative Officer role with a view to recruiting.

Approve an internal advertisement with an increased role.

*See separate confidential minute.*

*Meeting re-opened to the public*

**16.15. Correspondence for Action**

16.15.01 To consider a request from a resident to arrange charging points for electric cars.  
The same resident has also approached Waitrose for an electric charging point.

**16.16. Correspondence for Information**

None received.

**16.17. Any Other Relevant Matters for Report**

Cllr Sparkes looked at our insurance policy and we should be informing our insurers of any changes. It was requested that we ask Chris Moses to contact our insurance company to give a statement for the insurance company on the events that have happened in the last few months.

An update was given that we need to close Snipe Meadow boardwalk which needs to be removed as it has collapsed in the centre. Signs will be put up to advise of actions taken and reasons. Cllr Chesser gave an update on the complaints received by ENC and that individuals have until 31<sup>st</sup> May to respond.

Danny Moody has requested updated information on the number of meetings held per year, and staffing numbers. This was agreed for submission.

There being no further business the meeting closed at 10.36pm.

Signature:.....*WAC Chesser*.....

Dated:.....*7.6.16*.....