



Oundle Town Council

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Minutes of the Town Council held on Tuesday 22nd March at 7.30pm in The Oundle Suite, Fletton House, Fletton Way, Oundle.

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

Minutes: Hanneke Soans

15.228. Apologies for Absence

15.228.01. To receive apologies for absence.

None

15.228.02. To accept apologies for absence.

None

15.229. 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.)

15.229.01. To declare any Disclosable Pecuniary Interests.

None

15.229.02. To declare any Other Interests.

15.236.02 Springfield garden group Cllr Chapple declared an interest as the request letter is from a friend of his wife.

15.229.03. To consider any requests for Dispensation.

None

15.229.04. To report any gifts or hospitality accepted over the value of £50.00.

None

15.229.05. To report any inappropriate gifts or hospitality offered.

None

15.230. Minutes of Previous Meetings – Full Council

15.230.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 16th February 2016 as an accurate record.'* (*Standing Order 10c*)

These will be considered at the end of the meeting.

15.230.02 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 1st March 2016 as an accurate record.'* (*Standing Order 10c*)

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

Wheeler

15.231. Representations from Interested Parties

David Wood on behalf of Transition Oundle about "Business Start – up programme" which commences on 5th April.

The programme was due to start on the 5th April, however due to lack of uptake the decision was made to cancel the course.

As support from Council is no longer required. We were asked to consider if Oundle Town should be doing more to assist new businesses?

Neil Fraser on behalf of the Neighbourhood Plan.

Mr Fraser read out the proposal under agenda item 15.238.

The NP stumbled a bit last July as a public meeting had to be cancelled and has since been put in a state of scrutiny, looking at all the work produced so far. The two contentious issues are housing and green space and the papers are ready to come to Council, however recent events meant this has been put on hold.

The overall plan is very developed but it does need improved work on the evidence base which should come from the community. The group requests that Oundle town council let us continue this work and take the document away to alter it, and then bring it back through the community and we seek the town council's approval to allow us to do this.

15.232. Consideration of Requests from Interested Parties

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

15.233. Reports

15.233.01. Mayors Report

A verbal update was given by the acting chair that they had attended the topping out ceremony at the new Si Tec block at Oundle School and what a spectacular building it was going to be.

15.233.02. Police Report

The police gave an update on the lorry watch scheme in the town following concerns raised by the public on the amount of construction traffic. Signage will be going up this weekend.

15.233.03. District Councillors Report

Rupert Reichhold gave an update on policy & resources committee meeting.

15.234. 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 Chapple

Seconded: Cllr N. Oakes

Resolved Unanimously

15.235. Operations Matters

15.235.01. To approve the Budget Report & Balance Sheet – February 2016.

15.235.02. Payments for February 2016.

PROPOSITION: *'That the schedule of payments for February 2016 as presented*

at this item are paid in the amount of £52,106.96 and that all related documentation and cheques are signed'.

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

- 15.235.03. To receive and accept the draft meetings schedule and any proposed membership criteria for Committees and to note any requirement to update the Council's Standing Orders.
Following the earlier decision made about the NP scrutiny committee these meetings will no longer be required. The current standing orders on the web site are incorrect and show Thursday's as being Council meeting dates when this should be altered to show Tuesday's. Following previous Full Council meeting decisions about standing orders, council are awaiting model standing orders coming from NCALC, ENC and the National Association of Local Councils which we will use to update the town councils current standing orders.
It was agreed committee structures would be reviewed once we are back up to 14 councillors. Cllr Chapple said he would like planning applications to be considered by Full Council.
- 15.235.04. To review and approve any updates to the Council's Risk Assessment Financial Management policies.

As standing orders are being reviewed as above it was agreed that all councillors need a new hand book, including insurance details, staff responsibilities, and property details.
- 15.235.05. To review and approve any updates to the Council's Effectiveness of the Internal Audit Policy and to confirm our ongoing provider.

If every councillor has available to them more documentation it would minimise the risk. Understanding the whole organisation and its objectives. All councillors should receive all key documents and these should be reviewed on an annual basis.
- 15.235.06. To accept a request from two member of staff to join the pension scheme.

A request to join the LGPS pension scheme was received from the Hospitality Officer and the Communications Administration Officer with effect from 01.04.2016 was agreed.

15.236. Estate Matters

- 15.236.01. To consider recommendations from a tree survey carried out on behalf of the Council by RGS Arboricultural Consultants and to agree up to a £2,000 spend on emergency tree works recommended.

Proposed: Cllr Chapple **Seconded:** Cllr Sparkes **Resolved Unanimously**
- 15.236.02. To consider a request from the Springfield Garden Group for the Council to write a letter accepting responsibility for the maintenance and upkeep of a seat for the garden obtained with Lottery funding.

Wtch here

- 15.236.03. To approve garden design for the garden at the rear of the chapel to include an existing redundant concrete bunker.

It was agreed a land transfer could go ahead and the Clerk was asked to consult the council solicitor on what he feels the correct nominal amount would be to charge for this land disposal. The applicant would also have to pay the legal costs associated with the transfer. Also there would need to be a clause to allow access to the war graves nearby.

15.237. Planning Applications

Please note: Councillors are asked to review Planning Applications prior to the meeting.

| Item | Reference | Details |
|-----------|---|--|
| 15.237.01 | EN/16/00382/TCA | <u>35 West Street</u> T1- Sycamore – reduce laterals up to 2.5metres and reduce upper crown by up to 1.5metres to reduce sail area. T2 – Sorbus – reduce by 2 metres height No Objection |
| 15.237.02 | EN/16/00413/TPO | <u>27 Benefield Road</u> T1 – Ash – infected with inonotus reduce by 8metres No Objection |
| 15.237.03 | EN/16/00432/FUL | <u>Unit 4 Herne Park East Road</u> First floor mezzanine office to existing workshop, including provision of two windows at first floor level and new first floor door and external access stairs. No Objection |
| 15.237.04 | EN/16/00349/FUL | <u>Herne Lodge and Land at Ashton Road</u> New dwelling: substitution of house type for plot 7 on the approved development 12/01614/FUL. No Objection |
| 15.237.05 | EN/16/00439/PNT | <u>Communication Mast Stoke Doyle Road</u> Installation of a 15 metre lattice mast topped with two dipole antennas (height to top of antennas 17.8m) a 600mm diameter dish attached to mast at 14.5m to centre of dish along with a 1.6m x 2.6m equipment cabin and development ancillary thereto including meter cabinet, 2 GPS antennas attached to proposed cabin and overhead cable gantry on poles all within a 2.4m high palisade fenced enclosure. No Objection |
| 15.237.06 | EN/16/00371/FUL | <u>35 St Christophers Drive</u> Garage conversion and single storey rear extension. No Objection |
| 15.237.07 | EN/16/00328/FUL | <u>6A East Road</u> Proposed replacement dwelling. No Objection |
| 15.237.08 | EN/16/00264/VAR To review the Rationale received for Variation of Condition 2 – Planning Officer at ENC happy with | <u>2 Seymour Place</u> Extension to have a painted smooth render finish pursuant to Planning Permission 13/01440/FUL – first floor extension. OTC previous response – Objection as it will not match any of the other |

W. C. H. 2016

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|-----------|---|--|
| | rationale & awaits OTC comments – see comments on sheet from agent. | properties in this development. It is not in keeping or using original materials. Objection as it sets a precedent for other properties in the development to be altered in the same manner. |
| 15.237.09 | EN/15/00119/VAR To Note | Amended plan and Environmental statement received at Priors Hall Site Kirby Lane Deene – Variation of condition 4 'Mixed use: urban extension to Corby including residential up to 5100 units , 4 Schools, Hotel and changes to Rockingham Motor Speedway. Concerns about the traffic impact on Oundle. Put something in the planning conditions to stop construction traffic coming through the centre of Oundle. |

15.238. Neighbourhood Plan Update

PROPOSITION: *'The development of the Neighbourhood Plan is taken back into the Community by the formation of a Community led structure empowered to continue the development of the current Plan by OTC utilising the existing work-streams with scrutiny by the Community in a formal engagement and consultation process to deliver the draft plan to OTC for submission to ENC and final referendum by the Community of Oundle'*

Cllr Chapple gave a historical update on the NP process so far there are two ways of looking at the NP one is as a planning document or as a vision for Oundle in the future document. A new structure needs to be developed which would include more community members. Neil Fraser feels it should be community plan which includes the council as the council represent the community. Cllr Sparkes was in favour of what Neil Fraser is proposing as we need a wider spread of people in the town, including some members of the town council. And we need to keep it going.

Cllr Stearn advised most of the work has been done and it just needs re-writing. It should be a community plan not a town council.

The group agreed to give an update on progress on a monthly basis to Full Council meetings.

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

15.239. Any Other Relevant Matters for Report

None

There being no further business the meeting closed at 9.13pm.

Signature:.....*Witcher*.....

Dated:.....*5th April 2016*.....