

Oundle Town Council

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

Telephone: 01832 272055

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

Minutes of the Town Council held on Tuesday 7th June 2016 at 7.30pm in The Oundle Suite, Fletton House, Fletton Way, Oundle.

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

Minutes: Hanneke Soans

16.18. Apologies for Absence

- 16.18.01. To receive apologies for absence.
Cllr Chapple
- 16.18.02. To accept apologies for absence.
Accepted

16.19. 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.)

- 16.19.01. To declare any Disclosable Pecuniary Interests.
None
- 16.19.02. To declare any Other Interests.
None
- 16.19.03. To consider any requests for Dispensation.
None
- 16.19.04. To report any gifts or hospitality accepted over the value of £50.00.
None
- 16.19.05. To report any inappropriate gifts or hospitality offered.
None

16.20. Minutes of Previous Meetings – Full Council

- 16.20.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 17th May 2016 as an accurate record.'* (*Standing Order 10c*)

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

16.21. Representations from Interested Parties

None received.

16.22. Consideration of Requests from Interested Parties

None received.

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

A public question “when will the Annual Town Minutes be available?” As soon as the clerk has typed them up, hopefully by the end of the week.

A public question “Will the power point shown at the Annual Town Meeting be available on the council website?”

16.23. Signing & Sealing

RESOLUTION: ‘that any two Councilors’ 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 Chesser

Seconded: Cllr Oakes

Resolved Unanimously

16.24. Council Matters

16.24.01 To accept Danny Moody’s report on the amended profile of the Council from a Profile 4 to a Profile 3.

Proposed: Cllr Oakes

Seconded: Cllr Piercy- Hughes

Resolved Unanimously

16.24.02 To consider suggested amendments to the current standing orders to be debated at the next Full Council meeting on Tuesday 21st June.

These were noted and will go on the next agenda for comments.

16.24.03 To review the weight limit being proposed for South Bridge.

Cllr Piercy-Hughes gave an overview of the current weight restrictions in the town which are 7.5 tonne. However the weight limit for South Bridge will be 18 tonne which will enable access for emergency vehicles.

PROPOSITION” That South Bridge weight limit should be 7.5 tonne instead of 18 tonne.”

Proposed: Cllr Piercy-Hughes

Seconded: Cllr Oakes

Resolved Unanimously

It was agreed to submit this proposition to Highways and Cllr Heather Smith.

16.25. Planning Applications

Item	Reference	Details
16.25.01	16/01018/FUL	<u>Lamorna, Glapthorn Road</u> Construction of a detached single storey garage and store. No Objection
16.25.02	16/00920/FUL	<u>Land between The Ship Inn and 90 South Road</u> New detached two bedroom dwelling. No Objection
16.25.03	16/00904/LBC	<u>The Great Hall, New Street</u> Installation of acoustic insulation and destratification fans to internal roof structure to both the Grade II Great Hall and the East Wing. Upgrade of lighting and upgrade to interior finish. Install fixed theatre seating, floor repair and improvement to balcony seating. No Objection
16.25.04	16/00934/TCA	<u>11 Market Place</u> T1 – Leylandii – remove No Objection
16.25.05	16/00933/FUL	<u>27 St Peters Road</u> Demolition of existing garage, erection of a new attached double garage, reduce depth of north elevation ground floor window, alterations to existing front elevation dormer including new pitched roof and new pitched roof over part of a single storey lounge to rear. No Objection
16.25.06	16/00922/AMD	<u>94 Glapthorn Road</u> Non material amendment- revision of boot/utility room to house fitted units pursuant to application 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 dated 20.01.16. No Objection
16.25.07	16/00895/CND	<u>6A East Road</u> Discharge of conditions pursuant to 16/00328/FUL: Proposed replacement dwelling Condition 3 – Tree

		Protection Plan Condition 4 – Arboricultural Method Statement Condition 6 – scheme of external finishes Condition 7 – Levels Condition 8 – Construction Management Plan.
16.25.08	16/00888/FUL	<u>12 New Street</u> Three replacement windows and replacement windows with French doors. No Objection
16.25.09	16/00889/LBC	<u>12 New Street</u> Removal of internal ground floor walls, three replacement windows and replacement of window with French doors. No Objection
16.25.10	16/00874/FUL	<u>18 Victoria Road</u> Single storey rear white UPVC conservatory. No Objection
16.25.11	16/00817/FUL	<u>1 East Road</u> Two storey side extension. No Objection

16.25.02 Planning Outcomes

Item	Reference	Outcome
16.25.02.01	<u>47 Rock Road</u> Two storey side extension and proposed dropped kerb.	Recommendation: No Objection Outcome: Granted
16.25.02.02	<u>Herne Lodge and Land Ashton Road</u> Proposed amendments to house type for plot 8 on approved development.	Recommendation: No Objection Outcome: Granted

16.25.02.03	<p><u>Oundle School, Blackpot Lane</u></p> <p>Amendment to surface water drainage network in association with application 15/01430/FUL</p>	<p>Recommendation:</p> <p>No Objection</p> <p>Outcome:</p> <p>Granted</p>
-------------	---	---

16.25.03. Planning Appeal

Outline: Demolition of existing buildings and redevelopment for six town houses (only landscaping and appearance matters reserved) at 38 West Street, Oundle.

This relates to Coles Yard and the Conservation Officer had voiced concerns about one property which needs to be preserved.

Revisit 16/00810/ADV Oundle Wharf Station Road

Cllr Chesser has visited the site and met with the applicant. The new signs applied for will replace all the existing signs and A-boards. Council then agreed to alter its original decision to No Objection.

16.26. Estates Matters

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).

16.26.01. To make a decision on the future marketing of The Courthouse.

This is on a separate confidential minute.

16.27. Staffing Matters

16.27.01. To accept the role for an Administration Assistant to work 20 hours a week for 3 months initially.

This is on a separate confidential minute.

16.27.02. To consider staffing in the Hub.

This is on a separate confidential minute.

Following these agenda items the meeting will be re-opened to the public.

16.28. Correspondence for Action

16.28.01. To accept the control and management of the Oundle.info domain to be transferred and paid annually at a cost of £12 per year by Oundle Town Council.

Proposed: Cllr Oakes Seconded: Cllr Butler Resolved Unanimously

16.28.02. To agree to a request from the Fairtrade Group to update Oundle town signs to show "Fairtrade town" and the position on the sign in relation to the twinning plates.

It was agreed that Council need to know the cost implications and the proposed sign layout before this can be agreed.

16.29. Correspondence for Information

16.30. Any Other Relevant Matters for Report

It was agreed to buy a flag for Armed Forces Day in June.

Cllr Oakes wants to chase ENC about the complaint against him and *other* councilors as he feels it is taking too long time to resolve. Cllr Chesser advised this was being investigated.

There being no further business the meeting closed at 9.05pm.

Signature:.....

Dated:.....

Date: 02/06/2016

Time: 15:15:27

OUNDLÉ TOWN COUNCIL

Page: 1

Balance Sheet

From: Month 1, April 2015

To: Month 12, March 2016

Chart of Accounts:

Summary Layout of Accounts

	<u>Period</u>	<u>Year to Date</u>	
Fixed Assets			
Buildings Market	1,764,999.00	2,950,000.00	
Community Assets	0.00	52,000.00	
Other Assets	11,526.53	89,264.18	
Open Spaces	0.00	105,071.59	
Market Licence	0.00	30,000.00	
	1,776,525.53		3,226,335.77
Current Assets			
Trade Debtors	11,800.20	22,651.38	
The Hub	500.00	500.00	
Reserve Account (Bank)	17,069.70	51,814.67	
Scottish Widows	(503,241.17)	218,416.90	
VAT	0.00	1,880.39	
	(473,871.27)		295,263.34
Current Liabilities			
Trade Creditors	(6,319.62)	7,624.90	
Other Creditors, Returnable Deposits	(38.00)	3,150.00	
Creditors PAYE, Salaries & Pensions	(793.68)	4,105.20	
VAT	66,213.93	0.00	
Bank Current Account	6,006.08	1,124.08	
Suspense Account	48.00	48.00	
	65,116.71		16,052.18
Current Assets less Current Liabilities:	(538,987.98)		279,211.16
Total Assets less Current Liabilities:	1,237,537.55		3,505,546.93
Long Term Liabilities			
PWLB - CH - 100k - Ends 2019 March	(6,697.12)	18,184.97	
PWLB - QVH - 460k - Ends 2059	(3,409.86)	438,967.41	
	(10,106.98)		457,152.38
Total Assets less Total Liabilities:	1,247,644.53		3,048,394.55
Capital & Reserves			
Asset Reserve	1,799,964.16	3,248,766.29	
Capital Reserve	0.00	185,598.35	
Brought Forward Reserves	(34,965.16)	131,384.38	
P & L Account	(517,354.47)	(517,354.47)	
	1,247,644.53		3,048,394.55

Date: 3.6.2016

Time: 08:40:00

OUNDL TOWN COUNCIL

Budget Report

From : Month 1, April 2015

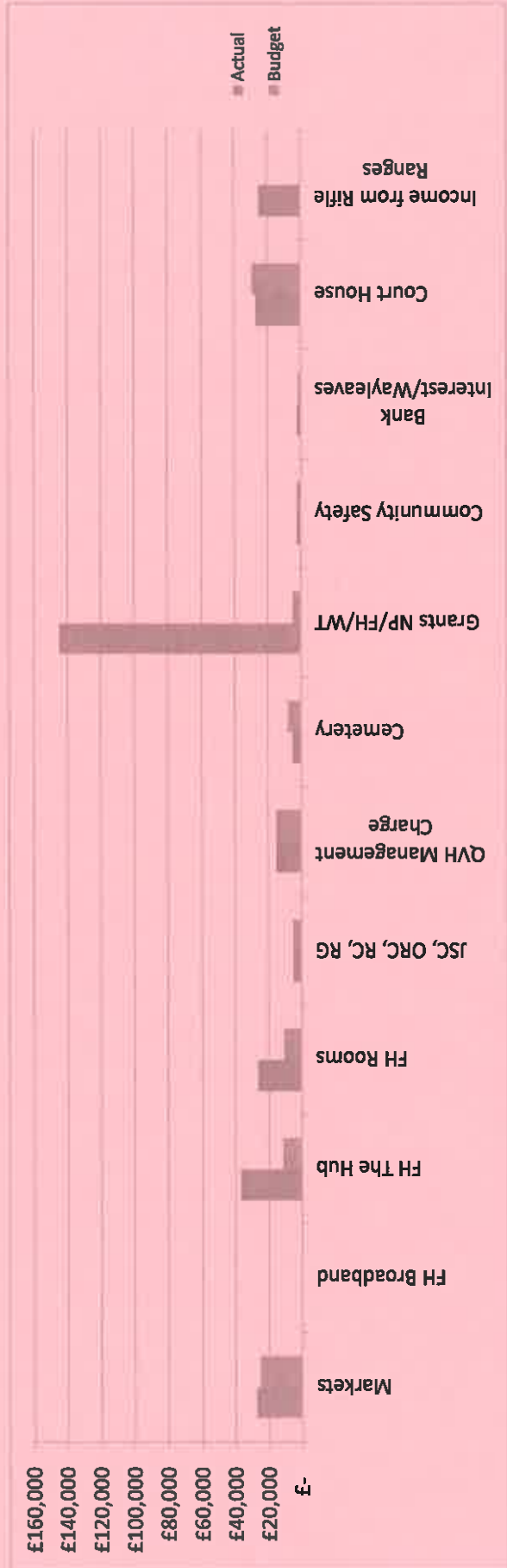
To : Month 12, March 2016

Summary Chart of Accounts:

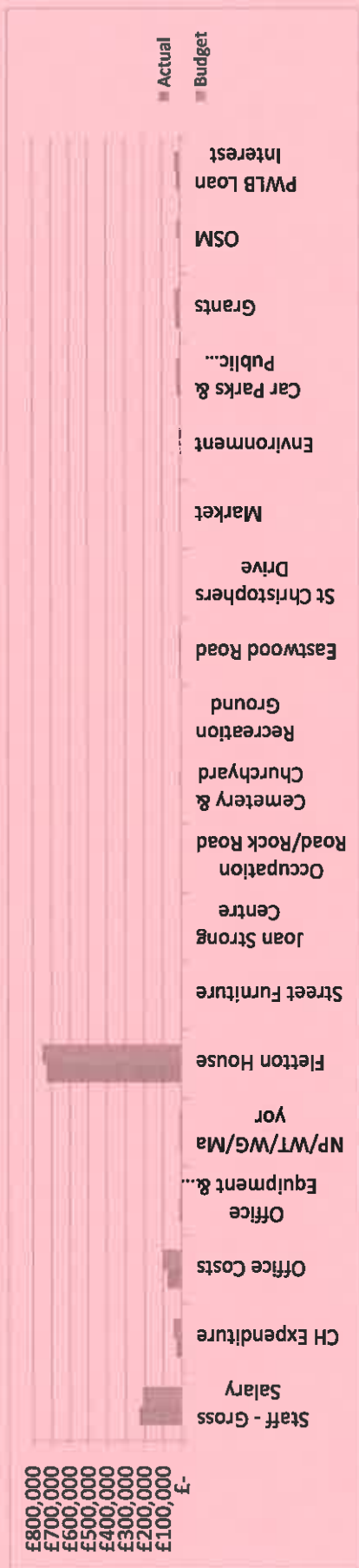
		<u>Year to Date</u>		
		<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Income				
Markets	£	27,406.49	£ 25,100.00	£ 2,306.49
FH Broadband	£	264.18	£	£ 264.18
FH The Hub	£	36,942.12	£ 11,264.67	£ 25,677.45
FH Rooms	£	27,179.35	£ 10,500.00	£ 16,679.35
JSC, ORC, RC, RG	£	4,950.24	£ 5,215.41	-£ 265.17
QVH Management Charge	£	15,000.00	£ 15,000.00	£ -
Cemetery	£	5,266.00	£ 8,000.00	-£ 2,734.00
Grants/Sponsorship/NP/FH/WT/WG	£	144,392.19	£ 5,000.00	£ 139,392.19
Community Safety	£	2,500.00	£ 2,500.00	£ -
Bank Interest & Wayleaves	£	2,259.42	£ 1,340.00	£ 919.42
Court House	£	26,775.26	£ 29,305.83	-£ 2,530.57
Income from Rifle Ranges	£	25,034.84	£	£ 25,034.84
B/Fwd Budgets	£	-	£ 815,340.00	-£ 815,340.00
Precept	£	336,543.00	£ 336,543.00	£ -
	£	654,513.09	£ 1,265,108.91	-£ 610,595.82
Expenditure				
Staff - Gross Salary	£	228,412.25	£ 209,501.74	-£ 18,910.51
CH Expenditure	£	29,119.04	£ 43,224.00	£ 14,104.96
Office Costs	£	77,025.30	£ 102,301.86	£ 25,276.56
Office Equipment & Rentals	£	12,681.38	£ 8,370.00	-£ 4,311.38
NP/WT/WG/Mayor	£	11,815.44	£ 13,500.00	£ 1,684.56
Fletton House	£	726,306.72	£ 748,113.29	£ 21,806.57
Street Furniture	£	110.00	£ 5,300.00	£ 5,190.00
Joan Strong Centre	£	42.41	£ 500.00	£ 457.59
Occupation Road/Rock Road	£	334.00	£ 500.00	£ 166.00
Cemetery & Churchyard	£	503.60	£ 7,293.94	£ 6,790.34
Recreation Ground	£	290.00	£ 1,000.00	£ 710.00
Eastwood Road	£	8,343.19	£ 10,997.67	£ 2,654.48
St Christophers Drive	£	2,881.69	£ 2,629.54	-£ 252.15
Market	£	3,497.03	£ 4,028.00	£ 530.97
Environment	£	1,910.00	£ 6,000.00	£ 4,090.00
Car Parks & Public Conveniences	£	19,898.10	£ 23,624.67	£ 3,726.57
Grants	£	25,293.20	£ 28,470.20	£ 3,177.00
OSM	£	2,917.57	£ 19,161.00	£ 16,243.43
PWLB Loan Interest	£	20,486.64	£ 30,593.00	£ 10,106.36
	£	1,171,867.56	£ 1,265,108.91	£ 93,241.35
Net Profit/(Loss):	-£	517,354.47	£ 0.00	-£ 517,354.47

2015/16 Year End Executive Summary

Red: More than 10% variance Amber: Less than 10% variance Green: Better than or equal to budget



Income YTD: £204k Better than Budget - The Hub £25k Up FH Room Hire 16k Up + £25k Rifle Club Sale & £132k from ENC S106 monies



Expenditure YTD: £93k Under budget – Despite staff wages being over budget by £18k Savings spread across most budget heads

OTC Monthly Payments - May 2016

<u>Cheque No</u>	<u>Payee</u>	<u>Reason</u>	<u>£(incl VAT)</u>
	CHEQUES		£19,154.20
9669	Julie Hughes	Refund of Cancelled Opera Tickets	£50.00
9670	Mr J Holman	Refund of Cancelled Opera Tickets	£50.00
9671	Mrs E Cooper	Refund of Cancelled Opera Tickets	£50.00
9672	Mrs Gallon	Refund of Cancelled Opera Tickets	£50.00
9673	Mr R Scott	Refund of Cancelled Opera Tickets	£20.00
9674	Mr C Wallace	Refund of Cancelled Opera Tickets	£0.00
9675	Cancelled	Cancelled	£25.00
9676	Angela Hill	Refund of Cancelled Opera Tickets	£396.25
9677	H Soans	Refund of expenses for the Hub	£45.00
9678	Cindy Alderman	Refund of Cancelled Wedding Show	£40.00
9679	T Baldwin	Refund of Cancelled Wedding Show	£45.00
9680	Jo Poulter	Refund of Cancelled Wedding Show	£0.00
9681	Local Living	Lost cheques 9540..9629..9660 (3*£300) £900	£4,141.86
9682	NCC Pension	Pension	£383.44
9683	S Prince	Hub reimbursement of expenses	£312.05
9684	Abacus	Stationery	£584.40
9685	B-Safe	Replaced smoke detector	£289.57
9686	Bluemoon	IT services	£77.00
9687	Colemans	Stationery	£94.84
9688	Coles	Materials for repairs	£344.56
9689	E-On	Unmetered supplies - 3 months	£337.54
9690	ENC	GLEH Course & waster sacks	£450.00
9691	Little Soup Kitchen	The Hub Soup	£420.00
9692	K Mears	Churchyard, Co-Op litter picking - Apr to June	£0.00
9693	Cancelled	Cancelled	£48.00
9694	Oundle Medical Practice	Professional fees	£105.85
9695	Oundle News	Newspapers	£342.92
9696	Oundle Spares & repairs	Maintenance materials	£163.50
9697	Pick Arthey	Fuel * 2 months	£200.00
9698	Postage by phone	Franking machine postage	£17.71
9699	RVS Group	Photo copies	£320.04
9700	Siemens	Franking machine rental - 6 months	£19.22
9701	P Smith	Refund of expenses for the ATM	£87.30
9702	Sheriff Amenity	Weed killer	£2,090.35
9703	SSE Swalec	ER, FH, SO, CH Electricity & Gas	£11.23
9704	Stu Pots	Materials for repairs	£389.00
9705	Tandee	Baskets & Troughs	£5,672.40
9706	TC Clarke	CH Boiler repairs	£1,650.00
9707	Thompson Tree Services	Ash tree removal Rockingham Hills	£44.40
9708	Total Promotions	Polo Red shirts	£179.98
9709	Trade UK	FH Shelving Units	£19,598.41
	Total Cheques		£19,598.41

DIRECT DEBITS

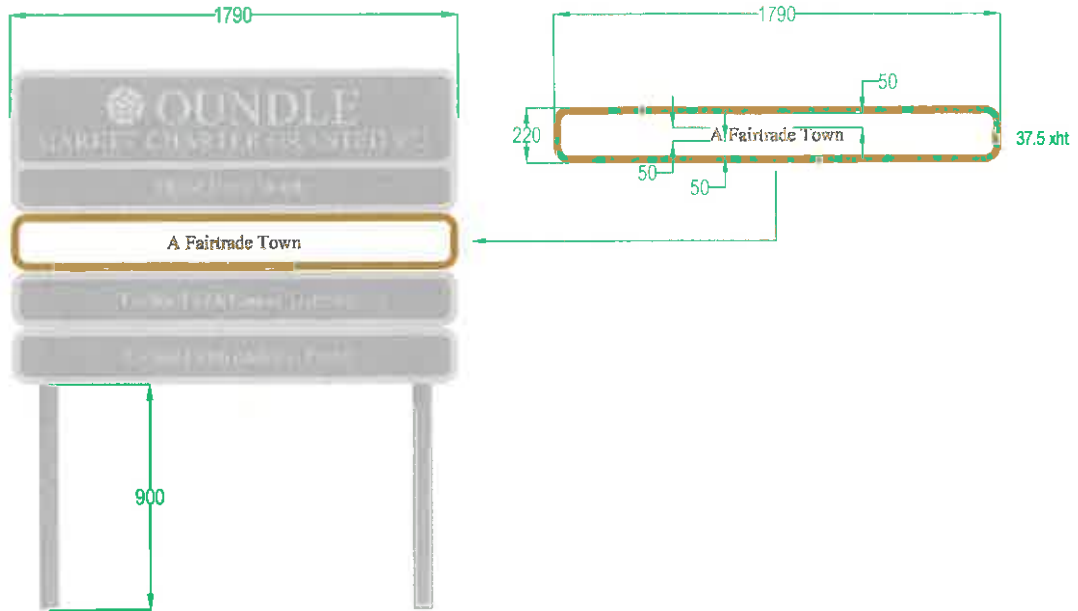
E.N.C.	Rates - monthly payment	
Eastwood Road	600920690	£206.00
CH Work Shop 2	600894519	£40.00
Courthouse	600849849	£293.00
Cemetery	600566656	£39.00
Market	600566096	£150.00
Drill Hall car park	600565385	£192.00
St Osyth's Public Convenier	600913607	£192.00
Herne Road car park	600928304	£480.00
Barclaycard	Bank Charges	£ 54.96
Biffa	Quarterly wheelie bin service	£ 323.15
Brakes	The Hub Food & Drink	£ 771.70
Clean4Sure	Cleaning services	£ 1,740.17
Direct365online	Feminine hygiene disposal	£ 85.55
E-Novation	Back Office EPOS System	£ 36.00
Goldsmiths	Rental for Unit 7	£704.00
HMC&Revenue	PAYE via Cottons	£5,100.41
ICO	Data Protection Registration annual fee	£35.00
Mathew Algie	Coffee	£908.26
Nat West Card	The Hub Food & Drink	£439.33
Personnel Advice & Solution	Monthly Personnel services	£120.00
Talk Talk	Broadband at Unit 7	£32.40
Telemaxx	Telephone charges	£295.69
Watering Well	Water for meetings	£14.21
Wireless Logic	ENB Line Rental	£10.80
WPS	M Insurance fee	£1,193.44
Annual contracts		
AbleClean	CH Window & Gutter cleaning	£102.00
Arrestapest	Rodent control	£12.42
B Safe	Fire alarm & Emergency lighting	£23.00
TC Clarke	Gas service	£17.90
Cottons Chartered Accountants	Payroll	£62.40
Smiths Fire	Fire fighting equipment	£32.20
	Total Direct Debits	£13,706.99

Signed by 2 councillors


Total Payments**£52,459.60**

DETAILS OF NON-STANDARD SIGNS		SIGN REFERENCE No.
TYPE OF SIGN LOCATION	VNP as shown	FT1

Manufacturers should note that the sign dimensions shown are approximate and that sign fabrication drawings for non-standard signs shall be submitted to the Engineer for approval 2 weeks before the date on which manufacture is to start and the Engineer is to be informed of this date.

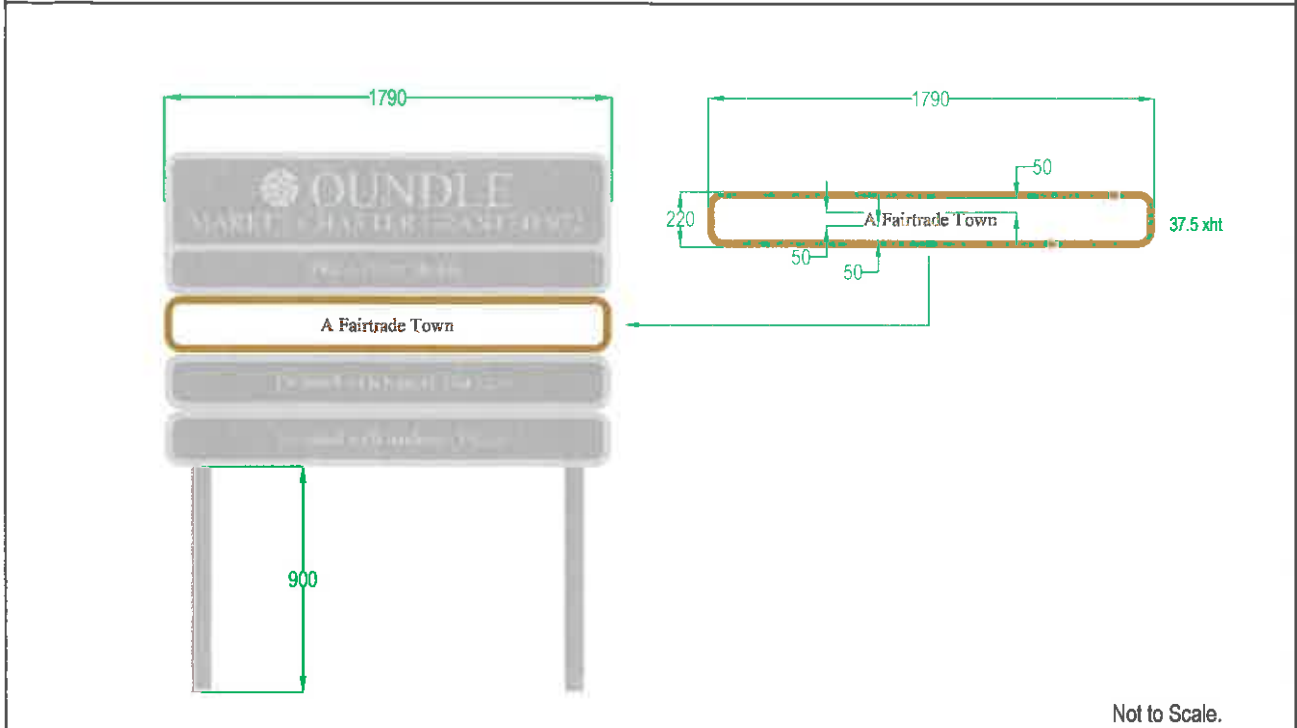


Not to Scale.

SPECIAL DETAILS		NOTES			
Install new sign in between the existing Oundle VNP and the existing 'Twinned with' signs as shown. Use existing posts and post extensions to achieve desired mounting height. Keep sign on reverse, the same height as 'Please Drive Slowly'. 1no. arrangement required.		See project Drg. No. S670-16-1004 for further details relating to site location of the sign. Diagram numbers refer to the numbers given in the The Traffic Signs Regulations and General Directions 2002 being the type and colour nearest to that under consideration. See Series 12 of the standard details for foundation details.			
SIGN DETAILS		POST DETAILS			
X HEIGHT (mm)	37.5	TYPE OF POSTS	Circular extension		
DIAGRAM NO.	-	TOTAL NO.	2		
ALPHABET	Times New Roman	NO. WITH WIDE BASE	-		
WIDTH (mm)	1790	LENGTH (mm)	65		
HEIGHT (mm)	220	POST DIAM/DIMS (mm)	76 diam		
AREA (sq m)	0.39	POST CENTRES (mm)	-		
MATERIAL	Class ref 2 (12899)	PLANTING DEPTH (mm)	-		
ILLUMINATION	=	FOUNDATION TYPE	-		
MOUNTING HEIGHT (mm)	900	FOUNDATION DIMS (mm)	=		
LATERAL CLEARANCE (mm)	1200				
		REVISION LETTER	TITLE CLO Area 1 Signing Works Oundle Fairtrade Signs		
		DRAWN BY DB	CHECKED BY MB	APPROVED BY SLH	DATE 08.06.16

DETAILS OF NON-STANDARD SIGNS		SIGN REFERENCE No. FT2
TYPE OF SIGN LOCATION	VNP as shown	

Manufacturers should note that the sign dimensions shown are approximate and that sign fabrication drawings for non-standard signs shall be submitted to the Engineer for approval 2 weeks before the date on which manufacture is to start and the Engineer is to be informed of this date.



SPECIAL DETAILS	NOTES
------------------------	--------------

Install new sign in between the existing Oundle VNP and the existing 'Twinned with' signs as shown.

Use existing posts and post extensions to achieve desired mounting height.

Keep sign on reverse, the same height as 'Please Drive Slowly'.

1no. arrangement required.

See project Drg. No. S670-16-1004 for further details relating to site location of the sign. Diagram numbers refer to the numbers given in the The Traffic Signs Regulations and General Directions 2002 being the type and colour nearest to that under consideration. See Series 12 of the standard details for foundation details.

SIGN DETAILS		POST DETAILS	
X HEIGHT (mm)	37.5	TYPE OF POSTS	Circular extension
DIAGRAM NO.	-	TOTAL NO.	2
ALPHABET	Times New Roman	NO. WITH WIDE BASE	-
WIDTH (mm)	1790	LENGTH (mm)	135
HEIGHT (mm)	220	POST DIAM/DIMS (mm)	76 diam
AREA (sq m)	0.39	POST CENTRES (mm)	-
MATERIAL	Class ref 2 (12899)	PLANTING DEPTH (mm)	-
ILLUMINATION	-	FOUNDATION TYPE	-
MOUNTING HEIGHT (mm)	900	FOUNDATION DIMS (mm)	-
LATERAL CLEARANCE (mm)	1200		

Northamptonshire Highways	REVISION LETTER	TITLE CLO Area 1 Signing Works Oundle Fairtrade Signs		
	DRAWN BY DB	CHECKED BY MB	APPROVED BY SLH	DATE 08.06.16



Hanneke Soans

From: Danny Moody <dmoody@northantscalc.com>
Sent: 08 June 2016 09:33
To: Hanneke Soans
Subject: FW: New Salary Scales Announced
Attachments: E02-16 - NALC and SLCC Salary Scales 2016-18 Final Version.pdf; salary_scales_2016_2017.xls; salary_scales_2017_2018.xls

From: Danny Moody [mailto:dmoody@northantscalc.com]
Sent: 20 May 2016 14:46
To: 'Oundle Town Council'
Subject: New Salary Scales Announced

To All Member Councils in Northamptonshire:

Yesterday the National Association of Local Councils (NALC) and the Society of Local Council Clerks (SLCC) issued a joint statement on revised salary scales for 2016/17 and 2017/18 (attached).

The figures equate to a 1% increase for 2016/17 and another 1% increase for 2017/18.

The scales are derived from the National Joint Council negotiations between the national employers organisations and the trade unions.

Also attached are the usual spreadsheets I produce for salary scales showing the hourly rates and allowing clerks to put in their contracted hours to see monthly and total gross pay.

All you have to do now is work out how you're going to spend your extra 1%!

I hope you have a good weekend.

Best regards,

Danny.

Danny Moody, MILCM
Chief Executive
Northamptonshire County Association of Local Councils
6, Litchborough Business Park
Northampton Road
Litchborough
Northamptonshire
NN12 8JB

Tel: (Office) 01327 831482
Email: dmoody@northantscalc.com

******Have you tried the Member Enquiry Service (MES) yet? If your enquiry is not complex or specific to your council e-mail it to mes@northantscalc.com and get an answer from an experienced, qualified and Northants-based local council clerk.******

Disclaimer:

The views expressed are personal and may not reflect those of Northamptonshire County Association of Local Councils, unless explicitly stated otherwise. The information contained herein is confidential and may also be subject to legal privilege. It is intended for the addressee only. Anyone reading this e-mail, other than the addressee, is hereby notified that any unauthorised disclosure or copying of its contents is strictly prohibited.

Northamptonshire County Association of Local Councils Ltd is a company limited by guarantee registered in England and Wales. Registered number: 7335699. Registered office: 6, Litchborough Business Park, Northampton Road, Litchborough, Northamptonshire, NN12 8JB.



E02-16

May 2016

2016 - 2018 NATIONAL SALARY AWARD

The National Joint Council for Local Government Services (NJC) has reached agreement on the following:

- New pay scales for 2016-2017 to be implemented immediately and backdated to 1 April 2016
- New pay scales for 2017-2018 to be implemented from 1 April 2017

Annex 1 lists the new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above which have been agreed between NALC and SLCC (based on the changes agreed by NJC). These apply from **1 April 2016**.

Annex 2 lists the new pay scales for clerks and other employees employed under the terms of the model contract including SCPs 50 and above which have been agreed between NALC and SLCC (based on the changes agreed by NJC). These apply from **1 April 2017**.

The recommendations in Annex 1 & 2 are made jointly by NALC and SLCC.

ANNEX 1

NJC has reached agreement on the pay scales for 2016-17. Consequently NALC and SLCC jointly recommend the below salary scales of all full and part-time clerks, employed under the terms of the model contract (including SCPs 50 and above) to be applied from 1 April 2016.

Pay scales from 1 April 2016

Scale	Points below Substantive range	Substantive Benchmark range	Points above Substantive range		
LC1					
	(15-17)	(18-22)	(23-25)		
15	£16,772	18	£17,891	23	£21,057
16	£17,169	19	£18,560	24	£21,745
17	£17,547	20	£19,238	25	£22,434
		21	£19,939		
		22	£20,456		
LC2					
	(26-29)	(30-34)	(35-38)		
26	£23,166	30	£26,556	35	£30,480
27	£23,935	31	£27,394	36	£31,288
28	£24,717	32	£28,203	37	£32,164
29	£25,694	33	£29,033	38	£33,106
		34	£29,854		
LC3					
	(39-42)	(43-47)	(48-51)		
39	£34,196	43	£37,858	48	£42,474
40	£35,093	44	£38,789	49	£43,387
41	£36,019	45	£39,660	50	£44,473
42	£36,937	46	£40,619	51	£45,580
		47	£41,551		
LC4					
	(52-55)	(56-60)	(61-68)		
52	£46,727	56	£51,573	61	£59,923
53	£47,885	57	£52,858	62	£61,678
54	£48,943	58	£54,623	63	£63,455
55	£50,313	59	£56,379	64	£65,198
		60	£58,145	65	£66,850
				66	£68,538
				67	£70,265
				68	£72,042

ANNEX 1 - PART-TIME CLERKS - HOURLY RATES April 2016

Salary scales and hourly pay rates for ALL part-time clerks are calculated by **pro-rata** reference to the standard NJC working week for all local government staff of 37 hours. To calculate the hourly pay rate for part-time clerks paid between LC1 and LC4, divide the full-time annual salary by 52 weeks and then by 37 hours rounded to the 3rd decimal place.

For part-time clerks in LC1 and part LC2, for example, the hourly rates, payable from 1 April 2016 are:

Scale LC1 and part LC2 (SCP - Spinal Column Point)

SCP 15	£8.717
SCP 16	£8.924
SCP 17	£9.120
SCP 18	£9.299
SCP 19	£9.647
SCP 20	£9.999
SCP 21	£10.363
SCP 22	£10.632
SCP 23	£10.944
SCP 24	£11.302
SCP 25	£11.660
SCP 26	£12.041
SCP 27	£12.440

SALARY RATES (BELOW LC Scale) (only applicable to staff other than the Clerk)

SCP	£	Hourly £p	SCP	£	Hourly £p
6	£14,514	£7.544	11	£15,507	£8.060
7	£14,615	£7.596	12	£15,823	£8.224
8	£14,771	£7.677	13	£16,191	£8.415
9	£14,975	£7.783	14	£16,481	£8.566
10	£15,238	£7.920			

ANNEX 2

NJC has reached agreement on the pay scales for 2017-18. Consequently NALC and SLCC jointly recommend the below salary scales of all full and part-time clerks, employed under the terms of the model contract (including SCPs 50 and above) to be applied from 1 April 2017.

Pay scales from 1 April 2017

Scale	Points below Substantive range	Substantive Benchmark range	Points above Substantive range
LC1			
	(15-17)	(18-22)	(23-25)
15	£17,072	18 £18,070	23 £21,268
16	£17,419	19 £18,746	24 £21,962
17	£17,772	20 £19,430	25 £22,658
		21 £20,138	
		22 £20,661	
LC2			
	(26-29)	(30-34)	(35-38)
26	£23,398	30 £26,822	35 £30,785
27	£24,174	31 £27,668	36 £31,601
28	£24,964	32 £28,485	37 £32,486
29	£25,951	33 £29,323	38 £33,437
		34 £30,153	
LC3			
	(39-42)	(43-47)	(48-51)
39	£34,538	43 £38,237	48 £42,899
40	£35,444	44 £39,177	49 £43,821
41	£36,379	45 £40,057	50 £44,918
42	£37,306	46 £41,025	51 £46,036
		47 £41,967	
LC4			
	(52-55)	(56-60)	(61-68)
52	£47,194	56 £52,089	61 £60,522
53	£48,364	57 £53,387	62 £62,295
54	£49,432	58 £55,169	63 £64,090
55	£50,816	59 £56,943	64 £65,850
		60 £58,726	65 £67,519
			66 £69,223
			67 £70,968
			68 £72,762

ANNEX 2 - PART-TIME CLERKS - HOURLY RATES April 2017

Salary scales and hourly pay rates for **ALL** part-time clerks are calculated by **pro-rata** reference to the standard NJC working week for all local government staff of 37 hours. To calculate the hourly pay rate for part-time clerks paid between LC1 and LC4, divide the full-time annual salary by 52 weeks and then by 37 hours rounded to the 3rd decimal place.

For part-time clerks in LC1 and part LC2, for example, the hourly rates, payable from 1 April 2017 are:

Scale LC1 and part LC2 (SCP - Spinal Column Point)

SCP 15	£8.873
SCP 16	£9.054
SCP 17	£9.237
SCP 18	£9.392
SCP 19	£9.743
SCP 20	£10.099
SCP 21	£10.467
SCP 22	£10.739
SCP 23	£11.054
SCP 24	£11.415
SCP 25	£11.777
SCP 26	£12.161
SCP 27	£12.564

SALARY RATES (BELOW LC Scale) (only applicable to staff other than the Clerk)

SCP	£	Hourly £p	SCP	£	Hourly £p
6	£15,014	£7.804	11	£15,807	£8.216
7	£15,115	£7.856	12	£16,123	£8.380
8	£15,246	£7.924	13	£16,491	£8.571
9	£15,375	£7.991	14	£16,781	£8.722
10	£15,613	£8.115			



1 Culme Close
Oundle
Peterborough
PE8 4QQ

16 May 2016

Oundle Town Council
Fletton House
Glaphorn Road
Oundle
Peterborough
PE8 4JA

To whom it may concern,

We are writing to enquire whether we could purchase the land adjacent to our house. See attached map. At the moment the land is not used for any purpose and we would like to extend our garden.

We would like to offer £2500 to purchase this land, subject to re-routing the footpath.

We look forward to hearing from you.

Kind regards

Simon and Katie Bayliss

