



Oundle Town Council

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Minutes of the Extraordinary Full Council Meeting held on Tuesday 4th August 2020 at 7.30pm via Zoom.

Present: Cllr David Chapple, Cllr Tony Robinson, Cllr Clive Humphreys, Cllr Jerry Hutton, Cllr Ian Clark, Cllr Val Chesser and Cllr Peter Peel.

Minutes: Lisa Allan – Deputy Clerk & Estates Officer.

Attendance: 1 member of the public

20.57 To receive and accept apologies for absence – Apologies received from:
Apologies were received and accepted from Cllr Glen, Cllr Fuller, Cllr Oakes and Cllr Sparkes.

20.58. Declarations of Interests
To receive and consider any declarations of interest from Members under Section 50 of the Local Government Act 2000 (*Standing Order 13*)
(This requirement applies only in respect of matters, which are to be considered by the Council at this meeting.)

- 20.58.01. To declare any Disclosable Pecuniary Interests - None.
- 20.58.02. To declare any Other Interests – Cllr Robinson - Item 20.71 - Resident of St Christopher’s Drive.
Cllr Clark – Item 20.69 – Resident of St Peter’s Road.
Cllr Chesser – Item 20.65 – Strong interest in the Joan Strong Centre.
- 20.58.03. To consider any requests for Dispensation - None.
- 20.58.04. To report any gifts or hospitality accepted over the value of £50.00 - None.
- 20.58.05. To report any inappropriate gifts or hospitality offered -None.

20.59. Public Participation from Interested Parties or Members of the public – None.

20.60. Consideration of Requests from Interested Parties – None.

20.61 Planning Applications
Please note: Councillors are asked to review the Planning Applications before the meeting commences.

20.61. To consider Planning Applications

Item	Reference	Details
20.61.01	20/00784/LBC 4 East Road, PE8 4BX Susie Russell	Formation of extended parking area at Lime House 4 East Road. No objection subject to any contrary views of the Conservation Officer.

20.61.02	20/00802/FUL 31 Hillfield Road, PE8 4QR Susie Russell	Erection of Single Storey Rear Extension (Re-submission of 20/00305/FUL). No objection.
20.61.03	20/00812/FUL Sudborough House, Wood Lane, PE8 5TP Ian Baish	Proposed single storey new entrance porch and first floor extension plus single storey rear extension, essentially a minor revision to the previous planning approval ref. 18/02419/FUL. No objection.
20.61.04	20/00858/TCA Havelock Cottages, East Road, PE8 4DA Brian Ogden	T1 - Juniper - remove due to proximity to wall; T2 - Crab apple - reduce crown by 1.5m; T3 - Gleditsia - reduce crown by 1.5m; T4 - Thorn - reduce crown by 1.5m. Object to T1 - Juniper - remove due to proximity to wall. Object on the basis that there is insufficient information for OTC to make an informed comment. OTC feel there is insufficient evidence to support removal of this tree and would like further information from the Tree Officer before making further comment unless the Tree Officer feels removal is essential. No objection to the other aspects of this application.
20.61.05	20/00846/LBC 96 West Street, PE8 4EF	Internal Structural Alterations to extant planning and listed building consent. No objection subject to any contrary views of the Conservation Officer.

20.62. To consider recent approval of large developments in Oundle and the implications it will have on Oundle and to consider OTCs response to further significant development beyond those in the LP2.

The draft response was considered. It was decided that Cllr Chapple would make amendments to the draft response and arrange for it to be circulated, as necessary. It was also decided that this information be circulated with other local parish councils. The aim of this being to get other parishes behind any future actions taken in this regard.

20.63. To approve list of payments.

The list of payments was approved.

20.64. To receive report regarding Oundle War Memorial and decide next steps.

The report was received. The following actions were approved unanimously:

To improve the signage around the war memorial, more explicit signs asking all visitors not to sit on the WM.

Provide an OTC poster to the local takeaway businesses requesting their customers be respectful of the WM and refrain from using it as a picnic area.

Subject to approval from the RBL at their next meeting, arrange for extra planters to be placed on all sides of the WM thus minimising the amount of areas which could potentially be used as seating.

20.65. To receive EPC report on the Joan Strong Centre and decide next steps.

The report was received. The following actions were approved unanimously:

The Council will not pursue renewal of their lease at the minute but allow the existing one to roll on.

Council have decided to allow them to continue with their element of the refurb of the kitchen, with OTC fixing the damp issue and re-plastering.

Council will review the options within the scope of the EPC requirements and plan a schedule of works. A new lease will be issued once we have completed the agreed works and obtained a satisfactory EPC report.

20.66. To consider the recommencement of classes at Fletton House & QVH.

20.66.01 To receive an update on the Health & Safety procedures put in place by the Slimming World Group and approve recommencement of classes at Fletton House from 11th August 2020.

The update was received.

Further concerns were discussed regarding maximum numbers and when the social distancing recommendation of 1 metre with risk mitigation (where 2 metres is not viable), is acceptable. The DC to clarify with Environmental Health what these 'risk mitigations' are and ensure that the actions being put in place are within current Government guidelines and are sufficient to satisfy Environmental Health regulations.

Once the Clerk & D Clerk are satisfied these points have been addressed, it was decided unanimously to allow SW to return to FH with 3 classes, instead of 4, to enable longer cleaning times in between classes.

20.66.02 To approve recommencement of Yoga classes at the QVH – subject to the correct Health & Safety procedures being put in place from 18th August 2020.

It was decided unanimously to allow the Yoga classes back to the QVH once the same checks as item 20.66.01 have been carried out and all assessments and H&S checks are in place.

20.67. To receive an update on the Skatepark Ramps and decide next steps.

The update was received and the following actions were approved unanimously:

The DC to arrange a date for the ROSAP Report to be carried out as soon as possible.

Subject to recommendations in this report agreeing with recommendation from RPM it was decided unanimously to carry out the temporary repairs to the half pipe skate ramp.

Further action was agreed to engage the community and explore ideas for new equipment and funding methods for the future upgrading of the whole Skatepark.

20.68. To receive and update on the Christmas Market and decide next steps.

The update was received and it was unanimously decided that the 2020 Christmas Market Event be cancelled.

A low-key small-scale light switch on to be planned.

20.69. To receive report on the St Peter's Road tree and decide next steps.

The report was received and it was unanimously decided that Cllr Chapple would look into this issue further.

20.70 To agree what action OTC want from the Ombudsman in answer to our complaint against ENC.

It was decided unanimously that Cllr Robinson would progress this action further.

20.71 To agree to a letter to be written to the Chair of the Planning Management committee pointing out errors in the information presented ref St Christopher's Drive.

It was decided unanimously that the Chair of the Planning Management committee and The Mayor would liaise and progress this action further.

20.72. Any Other Relevant Matters for Report Only

Attention was drawn to the unpleasant smell noticed throughout Oundle recently and questions were asked as to whether this was from the waste plant on Cotterstock Road. It was reported that this was not the case and the smell was from muck spreading in the local area.

Cllr Clark reported that Highways had failed to inform Stagecoach of the recent closure of North Bridge for resurfacing.

Council requested that a get-well message be sent to former OTC clerk.

Meeting ended: 9.26pm



15th Sept 2020

OTC Monthly Payments - July 2020

Barclays Online payment date August 13th

<u>Payee</u>	<u>Reason</u>	<u>£(incl VAT)</u>	
		Total Salary	£ 14,251.90
Arrestapest	CH Insecticidal treatment	£	82.02
BNP Paribas	Photocopier rental payment	£	319.91
NCC Pension	Monthly Pension	£	1,530.11
Bluemoon	IT Support	£	74.57
Environments for people Ltd	Snipe Meadow Boardwalk	£	74,760.00
S Garrett Harvey	Grass cutting verges	£	1,128.00
RVS Group	Photocopier printing costs	£	42.81
Sadlers	CH Repairs	£	533.78
Spendlove contracting	Maintenance materials	£	432.00
Ajay Banjara	Refund of March Market	£	43.68
T Polti	Refund of Christmas 2020 Market	£	80.00
S Lakeman	Refund of Christmas 2020 Market	£	80.00
Ann Maynard	Refund of Christmas 2020 Market	£	80.00
Pumpkin Print	Sneezeguard for reception	£	234.00
NCC	Cycle facility Glapthorn Road	£	4,560.00
The Rutland Craft Sausage Company	07.12.19 Xmas The Rutland Craft	£	175.00
Anglian Water	Water Rates * 5	£	313.70
Bluemoon	IT Support	£	364.30
Clean4Shaw	CH, FH, SO Cleaning Contract	£	2,304.00
Colemans	Repairs & Maintenance	£	4.47
Cottons	Additional Furloughing costs	£	60.00
CVL	Annual CCTV Maintenance	£	450.00
E-On UK PLC	Unmetered supplies	£	206.58
Fox Directories	Advertising	£	164.00
Garret Harvey	Grass cutting	£	1,062.00
John Dawson	Health & Safety	£	40.00
Marlowe Fire & Safety	FH Fire alarm fault	£	310.74
K Mears	Litter picking	£	200.00
Oundle Spares & Repairs	Maintenance	£	138.16
Pick Arthey	Fuel	£	141.21
RVS Group	Photocopier printing costs	£	108.03
Stu Pots	Keys	£	31.93
NCC Pension	Monthly Pension - August	£	1,530.11
2Commune	New Responsive website upgrade	£	900.00
		Total	£ 92,485.11
<u>Barclays DIRECT DEBITS</u>			
Aviva Pension	Monthly Pension July	£	1,864.55
Barclaycard	Bank Charges	£	58.11
Barclays	Bank Charges	£	80.78
Barclays Debit Card	All	£	286.57
Barton Telecom Services	Telephone monthly fee * 2	£	527.02
British Gas	FH, Electricity & Gas	£	2,142.42
Grenke Leasing	Photocopier Lease	£	238.79
HMC&Revenue	PAYE via Cottons	£	3,720.43
Information Commissioners Office	ICO Data Protection Fee	£	35.00
Post By Phone	Franking Machine Top Up	£	500.00
Talk Talk	Broadband at Unit 7	£	39.80
		Total Direct Debits	£ 9,493.47
Total Payments		£	116,230.48

This figure is in addition to "Regular Monthly SO & DD payments 2019-20" agreed at FC May 2019

DL/Accounts/Accounts Monthly