



# Oundle Town Council

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**Minutes of the Meeting of the Town Council held on Tuesday 17<sup>th</sup> October 2017 at 7.00pm in The Oundle Suite, Fletton House, Fletton Way, Oundle.**

**Members Present:** Cllrs R Sparkes, V Chesser, J Hutton, D Chapple, D Fuller and C Humphreys  
**In attendance:** Emma Baker – Town Clerk  
District Councillors J Vowles, P Stearn and R Reichhold  
County Councillors Heather Smith  
2 members of the public

## 17.99. Apologies for Absence

- 17.99.01. To receive apologies for absence.  
Apologies for absence were received from Cllrs N Oakes, S Oakes, P Peel, and M Glen
- 17.99.02. To accept apologies for absence.  
The apologies for absence were accepted.

## 17.100. 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.)

- 17.100.01. To declare any Disclosable Pecuniary Interests.  
None
- 17.100.02. To declare any Other Interests.  
17.111.01 Cllr Chapple is a member of the Glaphorn Neighbourhood Plan Working Party.  
Cllr Sparkes declared an interest as a resident of the village of Glaphorn.
- 17.100.03. To consider any requests for Dispensation.  
None
- 17.100.04. To report any gifts or hospitality accepted over the value of £50.00.  
None
- 17.100.05. To report any inappropriate gifts or hospitality offered.  
None

## 17.101. Minutes of Previous Meetings – Full Council and Extraordinary

- 17.101.01. PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 19<sup>th</sup> September 2017 as an accurate record.'* (*Standing Order 10c*)  
The minutes were approved.

**Proposed:** Cllr Chesser

**Seconded:** Cllr Chapple

**Resolved:** 4 in favour  
1 Abstention

17.101.02. PROPOSITION: *'To approve and sign the minutes of the Neighbourhood Plan Full Council meeting held on 3<sup>rd</sup> October 2017 as an accurate record.'*  
(Standing Order 10c)

The minutes were approved

Proposed: Cllr Fuller

Seconded: Cllr Humphreys

Resolved: All in favour

**17.102. Cllr Heather Smith Leader of Northamptonshire County Council and County Councillor for Oundle.**

Cllr Smith attended the meeting to update the Council on Unitary Authorities and possible devolved duties from County and District Councils down to Town and Parish Councils. Cllr Smith was invited by the Mayor to attend our meeting to talk to us about Unitary Authorities. Northamptonshire currently has a three tier structure, County Council, Borough and District Councils and Town and Parish Councils. A report has been commissioned with three different models of two tier structures. However, as yet there have been no decisions made. At present there has not been any progress about Unitary Councils in Northamptonshire.

The discussion moved onto the latest news releases from Northamptonshire County Council which contain proposals on cuts to services for the next financial year. The services involved are libraries, highways and bus services. The County Council are voting on whether to agree to the consultation on Thursday evening.

7.18pm Cllr Hutton arrived at the meeting.

There was a discussion about the Oundle library service and how it would be affected. There are 3 options 2 of which Oundle Library would remain open, however the if the third option was chosen then Oundle library would close. Cllr Smith informed the meeting that if we were interested in looking at funding the library she would ask an officer to come and speak to the Town Council. The Councillors did not want the library to close and would prefer option 1 or 2. However it was agreed that we would need to know the costs before any decision could be made. Councillor Smith agreed to get an officer to send some information to the Clerk.

The changes to the transport and highways services would include the removal of all money paid to subsidise public transport in the county which includes the money spent on Call Connect and County Connect bus services. There would be a reduction in Highway winter services which includes the number of roads gritted and charging parishes for filling grit bins. Other highway services affected would be gully cleaning and weed killing, a reduction in road marking and the Parish enhancement gang service would be stopped.

Cllr Smith informed the meeting that for some time Northamptonshire had been under funded by government and there has been a campaign to get fairer funding. The Mayor thanked Cllr Smith for attending the meeting.

**17.103. Public Participation from Interested Parties or Members of the public**

*For a maximum of 15 minutes.*

Cllr Stearn gave an overview on cycle/walking track project that he and Cllr Vowles are involved in. The Green way project is a cycle / walking track in East Northamptonshire. The track has been completed from Rushden, Stanwick Lakes to



Thrapston. The next phase is to link Thrapston to Oundle and then eventually to Peterborough. There are currently two possible ways into Oundle which are being costed at present.

#### **17.104. Consideration of Requests from Interested Parties**

There were none.

#### **17.105. Reports**

##### **17.105.01. Mayor's Report**

The Mayor has attended several meetings in the last month. The Oundle and District Association of Trade, the Museum Trust meeting and the Museum Trust Management Committee meeting. He attended a meeting with the Rugby Club to discuss the new workshop and has met with the Chairman of Glapthorn Parish council to discuss the Neighbourhood Plan. Other meetings attended include the JAG meeting to discuss policing and community issues and he attended the Northants AGM with the Clerk, former Mayor Gwen Radcliff who is a Vice-President of Northants CALC.

##### **17.105.02. District Councillors Report**

Cllr Reichhold ENC representative for the Rural Services network has received the information on the fair funding review, which he will forward to the Clerk for circulation. As an observer on the Board of Community Law Cllr Reichhold has been very impressed by the board and the services they offer.

#### **17.106. 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 Fuller

**Seconded:** Cllr Chapple

**Resolved:** All in favour

#### **17.107. Town Matters**

17.107.01. To consider purchasing mobile flashing speeding signs to put up in Oundle  
Defer to the next meeting.

17.107.02. To consider a request from a resident regarding the clock in the market square.  
The Council agreed at a previous meeting that they would wait to find out what is going to happen with the building before they make any decisions about the repairing the clock.

17.107.03 To report on emails received from East Northants Council regarding S106 money available for Oundle Town Council.  
The report was received. There were some suggestions that some of the S106 funding be used for the cycle / walking track.

17.107.04 To confirm arrangements for Remembrance Sunday Parade and approve expenditure on road closure signage.



The expenditure of £200 was approved. The Mayor informed the Councillors that we still need volunteers to help marshall the road closures. The roads will be closed from 1.30 to 4.30pm.

**Proposed:** Cllr Fuller

**Seconded:** Cllr Humphreys

**Resolved:** All in favour

#### **17.108. Council Matters**

17.108.01. To elect a member for the Finance and General Purposes Committee.  
Councillor Chesser was elected onto the Finance and General Purposes Committee.

**Proposed:** Cllr Fuller

**Seconded:** Cllr Chapple

**Resolved:** All in favour

17.108.02. To receive the Clerks monthly report.  
The Clerks report was received.

17.108.03. To determine the Council's position with the Museum Trust composition  
It was agreed that an investigation is needed and that the Town Council Trustees go through the documents they have and discuss with the other Trustees and the Museum Management Committee.

17.108.04. To discuss ideas for the next edition of the Oracle  
The next Oracle is due out by the end of November. The Oracle will need to be approved at the meeting to be held on 7<sup>th</sup> November.  
Suggestions for articles were:  
An article on the cycle way from Cllr Stearn.  
The latest news releases from Northamptonshire County Council from Cllr Fuller.  
An article on S106 money and boardwalk the Clerk.  
Thank you to the museum for their exhibition from Cllr Chapple  
Ask Cllr Peel to write a Speedwatch update.  
An update on flood wardens from Cllr Fuller.

#### **17.109. Financial Matters**

17.109.01. To approve the Bank Reconciliation, Balance Sheet, Budget Report and Hub trading account for September 2017  
The Bank Reconciliation, Balance Sheet, Budget Report and Hub trading account for September 2017 will be available at the next full council meeting.

17.109.02. Payments for September 2017  
PROPOSITION: 'That the schedule of payments for September 2017 as presented at this item are paid up and that all related documentation and cheques are signed'.  
The payments for September were approved.

**Proposed:** Cllr Fuller

**Seconded:** Cllr Chapple

**Resolved:** All in favour

17.109.03. To approve and accept the Annual Return for the year ended 31 March 2017 following completion of the audit by BDO Stoy Hayward LLP.  
The Annual Return for the year ended 31<sup>st</sup> March was approved.



**Proposed:** Cllr Chapple

**Seconded:** Cllr Chesser

**Resolved:** All in favour

17.109.04. To note the Issues Arising Report and to agree actions required.  
The issues were noted.

17.109.05 To confirm that the Notice of Conclusion of Audit has been displayed on the notice board from 2<sup>nd</sup> October and will remain so for at least 14 days and that the requisite information of Section 1 to 3 of the Annual return has been made available by appointment.  
This was noted.

17.109.06 To approve the Clerks attendance on the General Data Protection Regulations Made Simple course at Northants CALC on Tuesday 30<sup>th</sup> January 2018.  
The Clerks attendance on the course was approved.

**Proposed:** Cllr Fuller

**Seconded:** Cllr Hutton

**Resolved:** All in favour

17.209.07 To agree to spend up to £21,400 to repair the Colly Weston roof on the rear of The Courthouse.  
The expenditure up to £21,400 to repair the Colly Weston roof on the rear of the Courthouse was approved

**Proposed:** Cllr Fuller

**Seconded:** Cllr

**Resolved:** All in favour

17.109.08 To receive the minutes from the Finance and General Purposes Committee held on 10<sup>th</sup> October 2017  
The minutes were received.

#### **17.110. Planning Matters**

17.110.01. To receive the minutes from the Planning Committee meeting held on 3<sup>rd</sup> October 2017.  
The meeting minutes were received.  
Cllr Chapple informed the meeting that Cllr N Oakes had been unable to attend the last planning meeting so there was not a planning presentation for the meeting. It was felt that the software to create presentations should be held in the office in future. At the Finance and General Purposes meeting it was agreed to investigate the cost of purchasing the software and identifying any training that might be needed.

17.110.02. To consider letter from resident regarding the footpath/cycleway linking the Ashton Road development site with East Road.  
It was agreed that the Clerk forward the letter to the ENC planning officers to investigate.

#### **17.111. Neighbourhood Plan**



17.111.01. To receive an update on the Neighbourhood Plan and to report on the proposals for the way forward

Some progress has been made to get information and we had some information from the former mayor former Cllr Paul King. The presentation from the meeting which should have taken place in 2015 was shown which had some maps in it that could be used for the public consultations. There was a discussion as to whether Fletton Field should it be included in the NP as green space.

**17.112. Estates Matters**

17.112.01. To receive the minutes from the Estates Committee meeting held on 26<sup>th</sup> September 2017.

The minutes were received.

**17.113. Correspondence for Action**

None

**17.114. Correspondence for Information**

None

*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).*

**Proposed:** Cllr Sparkes

**Seconded:** Cllr Chapple

**Resolved:** All in favour

The meeting closed at 9.23pm

The meeting opened at 10.07pm

**17.115. Finance and Personnel Matters**

17.115.01. To discuss sensitive Neighbourhood Plan issues.

Letters sent to Provision and Glapthorn PC. Glapthorn have agreed to meet with OTC and ENC to discuss Cross boundary sites. Public consultations dates have been booked during November. It was agreed that we should use Oundle info, Facebook and twitter to publicise the NP.

17.115.02. To receive an update on the accounting procedures review report

The update was received. It was agreed that the Clerk invite Chris Moses to attend the Full Council meeting on 21<sup>st</sup> November.

17.115.03. To discuss staffing matters

An update on staffing matters was received.

17.115.04. To discuss arrangements for a Staff Christmas party.

It was agreed that the Christmas party would take place on Friday 22<sup>nd</sup> December at lunchtime in the Hub.

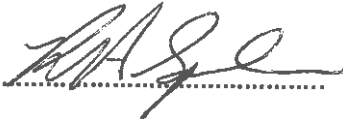
**17.116. Any Other Relevant Matters for Report only**

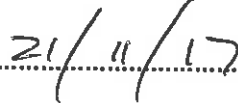


CLlr Fuller introduced the new flood warden to the Councillors.

CLlr Fuller asked if the Council could consider installing electric car chargers in the town.

There being no further business the meeting closed at 10.09pm.

Signature:  .....

Dated:  .....