



Oundle Town Council

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Minutes of the Meeting of the Town Council held on Tuesday 18th July 2017 at 7.30pm in The Oundle Suite, Fletton House, Fletton Way, Oundle.

Members Present: Cllrs R Sparkes, V Chesser, P Peel, N Oakes, S Oakes, C Best and M Glen
In attendance: Emma Baker – Town Clerk
Absent: Cllrs D Fuller and C Humphreys

17.41. Apologies for Absence

- 17.41.01. To receive apologies for absence.
Apologies for absence were received from Cllr D Chapple
Apologies were also received from District Councillors J Vowles and R Reichhold
- 17.41.02. To accept apologies for absence.
The apologies for absence were accepted.

17.42. 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.)

- 17.42.01. To declare any Disclosable Pecuniary Interests.
None
- 17.42.02. To declare any Other Interests.
None
- 17.42.03. To consider any requests for Dispensation.
None
- 17.42.04. To report any gifts or hospitality accepted over the value of £50.00.
None
- 17.42.05. To report any inappropriate gifts or hospitality offered.
None

17.43. Minutes of Previous Meetings – Full Council and Extraordinary

- 17.43.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 20th June 2017 as an accurate record.'* (*Standing Order 10c*)
The minutes were approved.
- Proposed:** Cllr Peel **Seconded:** Cllr Chesser **Resolved:** 5 in favour 2 abstentions

- 17.43.02 PROPOSITION: *'To approve and sign the minutes of the Extraordinary meeting held on 4th July 2017 as an accurate record.'* (*Standing Order 10c*)

The minutes were approved

Proposed: Cllr S Oakes

Seconded: Cllr Glen

Resolved: 6 in favour 1
abstention

17.44. Public Participation from Interested Parties or Members of the public

For a maximum of 15 minutes.

None

17.45. Consideration of Requests from Interested Parties

There were none.

17.46. Reports

17.46.01 Mayor's Report

The Mayor's report was received.

During the month the Mayor attended the Larger Councils Partnership meeting where Unitary Authorities were discussed. The Mayor met with the Police to discuss cover for Armistice Day on Saturday 11th November and the Remembrance Day Parade and service. The Police are unable to help but will provide police signs and cones for the day.

It was agreed that the Clerk write to the Chief Inspector to ask for assistance.

17.46.02. Police Report

No report received

17.46.03. District Councillors Report

Apologies received

17.47. 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 N Oakes

Seconded: Cllr Glen

Resolved: All in favour

17.48 Town Matters

17.48.01. To consider request from Co-chair of PFA at Prince William School for the Council to write a letter of support to be included with their application for funding.

It was approved that the Clerk write a letter of support.

Proposed: Cllr N Oakes

Seconded: Cllr Peel

Resolved: All in favour

17.49. Council Matters

17.49.01 To receive the Clerks monthly report.

The Clerks report was received.

17.49.02 To consider amending Standing Order 16 to allow the Deputy Mayor to be the Chairman of the Estates Committee.



It was agreed to amend Standing Order 16 to read:

"The Town Mayor and Deputy Town Mayor shall be voting members of the Finance and General Purposes Committee and Personnel Committee and the Town Mayor or in his absence the Deputy Town Mayor shall be the Chairman of those committees and one or the other or both shall be members of the Estates Management Committee and of the Planning Committee;"

Proposed: Cllr Peel **Seconded:** Cllr N Oakes **Resolved:** All in favour

17.49.03 To approve the Standing Orders.
The amendments were considered and agreed. The Standing Orders were approved.

Proposed: Cllr Peel **Seconded:** Cllr S Oakes **Resolved:** All in favour

17.49.04 To review the current Dog Control Orders approved by East Northants Council.
It was agreed that the Councillors contact the Clerk with areas where dog control orders are not in force but are required. The Clerk will contact ENC with details of current dog control orders to remain in force.

Proposed: Cllr Sparkes **Seconded:** Cllr N Oakes **Resolved:** All in favour

17.50. Financial Matters

17.50.01. To approve the Bank Reconciliation, Balance Sheet and Budget Report for June 2017
The Bank Reconciliation, Balance Sheet, Budget report and Trial Balance were approved. Cllr Glen gave a report on the finances.
It was agreed that a more detailed written explanation would be given with the budget figures and the Properties would be separated as individual properties instead of a collective figure.

Proposed: Cllr Glen **Seconded:** Cllr Peel **Resolved:** All in favour

17.50.02. Payments for June 2017
PROPOSITION: 'That the schedule of payments for June 2017 as presented at this item are paid up and that all related documentation and cheques are signed'.

The payments for June were approved.

Proposed: Cllr Glen **Seconded:** Cllr N Oakes **Resolved:** All in favour

17.50.03 To receive the minutes from the Finance and General Purposes and Personnel Committee meeting held on the 11th July 2017.
The minutes were received.

17.50.04 To agree to produce a monthly Hub Trading account.
It was agreed that a monthly Hub Trading account would be circulated prior to the full council meeting.

Proposed: Cllr Sparkes **Seconded:** Cllr Chesser **Resolved:** All in favour



- 17.50.05 To agree to produce monthly Room Occupancy Reports for Fletton House and the Courthouse to show how income compares to expenditure for each room.

It was agreed to include a monthly room occupancy report for Fletton House and the Courthouse.

Proposed: Cllr Glen **Seconded:** Cllr Peel **Resolved:** All in favour

- 17.50.06 To ask all Committee and Working Group Heads to assess the financial requirements for the next Financial Year and to advise the Head of Finance and the Mayor by September for inclusion in the budgets.

This was noted.

17.51. Planning Matters

- 17.51.01 To receive the minutes from the Planning Committee meeting held on 4th July 2017.

The meeting minutes were received.

- 17.51.02 To receive an update on the Neighbourhood Plan and to report on the proposals for the way forward

The Mayor's Neighbourhood Plan Report was received. In future the Full Council will meet to prepare the Neighbourhood Plan. The meetings will take place an hour before the Planning Committee meeting on the first Tuesday of every month until the plan is made. The meeting schedule will be updated to include the Neighbourhood Plan meetings and circulated.

Proposed Cllr Sparkes **Seconded** Cllr Best **Resolved:** All in favour

- 17.51.03 To receive the Oundle Draft Neighbourhood Plan NPIERS Report.

The NPIERS report was received and will be reviewed at the Extraordinary meeting on 1st August 2017.

17.52 Estates Matters

- 17.52.01 To receive the minutes from the Estates Committee meeting held on 27th June 2017.

The minutes were received.

Cllr Best – Snipe Meadow urgent repairs have been carried out. A quote for further repairs to the boardwalk has been received and will be reviewed at the next Estates meeting. It was agreed that the Clerk would look into getting funding for the repairs. A review of the changing room and kitchen extension will be carried out as the ballet school teacher has some reservations with the design.

17.53. Correspondence for Action

- 17.53.01 To consider consultation from Northamptonshire County Council on Northamptonshire Fire and Rescue Service.

Noted.

- 17.53.02 To consider the Commissioning Healthwatch Northamptonshire 2018 – 2021 Consultation from Engagement Team Public Health.



17.53.03 Noted.
To consider the Commissioning Support for the Voluntary and Community Sector 2018 – 2021 Consultation Engagement Team Public Health.
Noted.

The Mayor gave reported on the Glaphorn Neighbourhood Plan leaflet that he had received. The leaflet shows the sites on the Oundle boundary that will not be included in the Glaphorn NP and a proposal to move the village envelope.

There being no further business the meeting closed at 8.47pm.

Signature:..........

Dated:.....19/9/17.....