



Oundle Town Council

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Minutes of the Meeting of the Town Council held on Tuesday 16th June 2020 at 7.30pm via Zoom.

Members Present: Cllrs T Robinson, D Chapple, I Clark, J Hutton, C Humphreys, D Fuller, V Chesser, P Peel, M Glen and T Stagg
Cllr Fuller left the meeting at 8.30pm.

In attendance: Emma Baker – Town Clerk
Leigh Guirlando – Oundle Chronicle

Absent: Cllrs S Oakes and R Sparkes

20.20. Apologies for Absence

20.20.01. To receive apologies for absence.
There were no apologies received.

20.21. 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.)

20.21.01. To declare any Disclosable Pecuniary Interests.

20.21.02. To declare any Other Interests.

20.21.03. To consider any requests for Dispensation.

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

20.21.05. To report any inappropriate gifts or hospitality offered.

20.22. Minutes of Previous Meetings

20.22.01. PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 19th May 2020 as an accurate record.'* (*Standing Order 12*).

The minutes were approved.

Proposed: Cllr Fuller **Seconded:** Cllr Clark **Resolved:** 8 in favour

20.22.02. PROPOSITION: *'To approve and sign the minutes of the Extraordinary Full Council meeting held on 28th May 2020 as an accurate record.'* (*Standing Order 12*).

The minutes were approved.

Proposed: Cllr Clark **Seconded:** Cllr Hutton **Resolved:** 7 in favour

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

There were none.

20.24. Consideration of Requests from Interested Parties

There were none.

20.25. Reports

20.25.01. Mayor's Report

The Mayor informed the meeting that he had spent a considerable time this month working on the objection to the St Christopher's Drive planning application that is going to be discussed at the ENC Planning Committee Meeting on 24th June.

20.25.02. District Councillors Report

The report from Cllr Reichhold had been circulated to all councillors prior to the meeting.

20.26. Town Matters

20.26.01. To receive report on matters relating to the reopening of the shops and businesses in Oundle and to consider how the Town Council can assist with keeping the customers and pedestrians safe whilst social distancing measures are in place.

The report was received. There was some discussion about the safety for pedestrians within the town when trying to pass queuing customers on the pavement. It was agreed that this would need to be monitored regularly.

20.26.02. To consider request from a member of the public to look at traffic calming measures for West Street and in the Market Place.

The Councillors had received the response from Northants Highways and agreed that speed bumps in the road would not help. It was agreed that the Clerk ask that people report any anti-social behaviour and speeding vehicles in the town to the police. The new CCTV may help with identifying any anti-social behaviour in the town. The Clerk will respond to the residents who had written to the Council.

20.26.03. To receive an update on the cycleway proposal.

The update was received. There was some discussion about who would be leading the project and it was agreed that the Town Council would lead the project with assistance from Transition Oundle. The feasibility report had not been completed at the time of the meeting.

20.27. Council Matters

20.27.01. To receive the Clerks Report.

The report was received.

20.27.02. To receive an update following the farmers market and discuss any feedback from customers or staff.

The Clerk informed the meeting that on the whole the farmers market had gone well. Some extra marshalling would need to be in place for the fish and egg stalls to help with social distancing. Although there have been some complaints from customers the Thursday market was running well.

20.27.03. To receive request from Oundle Music Trust to use the Market place for the

food festival on 17th July 2021.

It was agreed that the Oundle Music Trust could have the food festival on the Market Place n 17th July 2021.

20.27.04. To receive a letter from a resident concerning the request to put two names on the War Memorial and to consider response.

It was agreed that the Clerk respond to the resident to inform them that the Royal British Legion were investigating and that the Council would not put the names on the war memorial unless they received approval from the RBL and War Memorial Trust.

20.27.05. To discuss the affect the sale of the property on East Road may have for future possibilities for the Joan Strong Centre and the long stay car park.

It was agreed that the Clerk contact the agent to let them know that OTC was interested in purchasing the property.

20.27.06. To consider when the Council is going to open the Hub café and what safety measures will need to be put in place before it is safe to open.

It was agreed that the Hub would remain closed due to the Covid 19 pandemic.

20.27.07. To consider whether to hold the next full council meeting on 21st July in the Council building instead of having a Video Conference meeting.

It was agreed that a decision could not be made at this time but would be reviewed in another month.

20.28. Financial Matters

20.28.01. To approve the Bank Reconciliation, Balance Sheet and Hub Trading Account for April and May 2020.

The monthly bank balance as at 31st May 2020 is as follows:

Barclays Account £638,221.73

The accounts were approved.

Proposed: Cllr Glen

Seconded: Cllr Chesser

Resolved: All in favour

20.28.02. Payments for May 2020.

PROPOSITION: 'That the schedule of payments for May 2020 as presented at this item are paid up and that all related documentation and cheques are signed'.

Proposed: Cllr Stagg

Seconded: Cllr Robinson

Resolved: All in favour

20.28.03. To complete and approve the Annual Governance Statement (Section 1 of the Annual Return) 2019/2020.

Section 1 of the Annual Return for 2019/2020 was approved and signed by the Chairman.

Proposed: Cllr Chapple

Seconded: Cllr Clark

Resolved: All in favour

20.28.04. To approve the Accounting Statement (Section 2) of the Annual Return 2019/2020.
 Section 2 of the Annual Return for 2019/2020 was approved and signed by the Chairman.
Proposed: Cllr Chapple **Seconded:** Cllr Robinson **Resolved:** All in favour

20.28.05. To receive the Internal Audit Report for year ending March 2020.
 The internal audit report was received.

20.28.06. To receive the insurance valuation report for Oundle Town Council properties.
 The valuations were received.

20.29. Planning Matters

19.29.01. The latest planning outcomes were received.

Item	Reference	Details
20.29.01.01	20/00327/FUL 10 Victoria Road, Oundle, PE8 4AY	New infill porch and changes to fenestration on rear elevations <i>Awaiting the Deputy Mayor's response.</i> Outcome: Permission Granted 29th May 2020
20.29.01.02.	20/00350/FUL 23 Victoria Road, PE8 4AY Susie Russell	Single storey rear extension, single storey from extension including entrance canopy and internal alterations. <i>No Objection</i> Outcome: Permission Granted 26th May 2020
20.29.01.03.	20/00359/FUL 18A Glaphorn Road, PE8 4JQ Susie Russell	Rear single storey kitchen extension and new front porch. <i>No Objection</i> Outcome: Permission Granted 26th May 2020
20.29.01.04.	20/00369/TCA 9 Milton Road, Oundle PE8 4AB	Remedial work to a three-stemmed cherry tree in the rear garden. <i>No Objection subject to the to any views of the Tree Officer</i> Outcome: Permission Granted 10th June 2020.

20.30. Estates Management Matters

20.30.01. The Estates Report was received. It was agreed that the Clerk confirm that OTC were not liable for the materials for the new boardwalk in the event that they would be stolen before the work started. The Clerk informed the meeting that the trees on the Market Place were the responsibility of Northants Highways and they were aware that they would need to be removed as they are diseased.

20.31. Correspondence for Information

The following correspondence was received.

20.31.01. NCALC Mini Update 5th June 2020.

- 20.31.02. Email from NCALC 2nd June 2020 Be on Guard.
- 20.31.03. Email from AH Planning regarding assistance with responding to planning applications.
- 20.31.04. To receive the Covid 19 Briefings dated 27th May and 3rd June from the Community Resilience Hub.
- 20.31.05. Employment Law Update May 2020 Newsletter

20.32. Any Other Relevant Matters for Report Only

Cllr Chesser informed the meeting that she had been asked if a net could be put in the goal on the Recreation Ground.

Cllr Humphreys informed the meeting that the zebra crossing near to the marketplace was in a poor state and was difficult for anyone in a mobility scooter or wheelchair to cross.

The meeting closed at pm

Signature:  Dated: 

OTC Monthly Payments - May 2020

Barclays Online payment date June 18th

<u>Payee</u>	<u>Reason</u>	Total Salary	<u>£(incl VAT)</u>	
			£	14,678.81
NCC Pension	Monthly Pension	£	1,530.11	
Oundle Museum	50% of Town Trail Sales 2019 & 20	£	155.00	
Anglian Water	Cemetery Water Rates	£	300.29	
Bluemoon	IT Support	£	355.20	
Clean4Shaw	CH, FH, SO Cleaning Contract	£	856.09	
Cottons	Additional costs related to Furlough	£	120.00	
Elco Heating	FH Annual Boiler contract	£	1,046.52	
S Garrett Harvey	Grass cutting verges	£	1,062.00	
K Mears	Litter picking * 3	£	600.00	
Oundle Spares & Repairs	Maintenance	£	127.14	
RVS Group	Photocopier printing costs	£	41.09	
NCC Pension	Monthly Pension June	£	1,530.11	
	Total	£	7,723.55	
<u>Barclays DIRECT DEBITS</u>				
Aviva Pension	Monthly Pension	£	-	
Barclaycard	Bank Charges	£	56.11	
Barclays	Bank Charges	£	87.62	
Barclays Debit Card	All	£	806.99	
Barton Telecom Services	Telephone monthly fee * 2	£	255.21	
British Gas	FH, Electricity & Gas	£	733.41	
Direct365online	Feminine hygiene disposal	£	202.00	
Grenke Leasing	Photocopier Lease	£	124.70	
HMC&Revenue	PAYE via Cottons	£	3,602.46	
Mathew Algie	Coffee m/c rental & Coffee	£	188.16	
Pumpkin	Banners	£	190.20	
Talk Talk	Broadband at Unit 7	£	37.14	
Waitrose	The Hub	£	28.73	
Water Logic	Office Water	£	62.82	
	Total Direct Debits	£	6,375.55	
	Total Payments	£	28,777.91	

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