



Oundle Town Council

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

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Minutes of the Meeting of the Town Council held on Tuesday 15th September 2020 at 7.30pm via Zoom.

Members Present: Cllrs T Robinson, D Chapple, I Clark, J Hutton, C Humphreys, V Chesser, D Fuller, P Peel, and M Glen

In attendance: Emma Baker – Town Clerk
member of the public

Absent:

20.82. Apologies for Absence

20.82.01. To receive apologies for absence.
Apologies were received from Cllr Sparkes.

The Mayor informed the meeting that Cllr Oakes had resigned from OTC. He thanked her for her contribution to Oundle Town Council.

20.83. 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.)

- 20.83.01. To declare any Disclosable Pecuniary Interests.
20.83.02. To declare any Other Interests. Cllr Clark declared an interest – item 20.91.01. Cllr Robinson declared an interest – item 20.91.06.
20.83.03. To consider any requests for Dispensation.
20.83.04. To report any gifts or hospitality accepted over the value of £50.00.
20.83.05. To report any inappropriate gifts or hospitality offered.

20.84. Minutes of Previous Meetings

20.84.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 17th July 2020 as an accurate record.'* (*Standing Order 12*).
The minutes were amended to read 11.30am instead of pm. Once amended they were dated and signed by the Mayor.

Proposed: Cllr Humphreys **Seconded:** Cllr Clark **Resolved:** All in favour

20.84.02. PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 21st July 2020 as an accurate record.'* (*Standing Order 12*).
The minutes were approved.

Proposed: Cllr Humphreys **Seconded:** Cllr Clark **Resolved:** All in favour

20.84.03. PROPOSITION: *'To approve and sign the minutes of the Extraordinary Full Council meeting held on 4th August 2020 as an accurate record.'* (Standing Order 12).

The minutes were approved.

Proposed: Cllr Humphreys **Seconded:** Cllr Clark **Resolved:** All in favour

20.84.04. PROPOSITION: *'To approve and sign the minutes of the Extraordinary Full Council meeting held on 1st September 2020 as an accurate record.'* (Standing Order 12).

The minutes were approved.

Proposed: Cllr Humphreys **Seconded:** Cllr Clark **Resolved:** All in favour

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

There were none.

20.86. Consideration of Requests from Interested Parties

There were none.

20.87. Reports

20.87.01. Mayor's Report

The Mayor apologised for not circulating a report prior to the meeting.

20.87.02. District Councillors Report

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

20.88. Town Matters

20.88.01. To consider approval for James Dean can bring their fair to the Recreation Ground on New Road from 20th to 27th September.

The proposal for the fair to come to Oundle was not approved.

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

20.88.02. To consider approval for the James Town Circus to come to the Recreation Ground in October.

It was agreed that more information on the risk assessment was required and that once received if the Clerk was satisfied enough mitigation had been included in the RA she would have authority to allow the circus to go ahead.

Proposed: Cllr Robinson **Seconded:** Cllr Fuller **Resolved:** 7 in favour
1 against and 1 abstention

20.88.03. To consider approval for Freedom Leisure to run an Xplorer event on 27th October at the Recreation Ground on New Road.

It was agreed that the Xplorer event could go ahead.

Proposed: Cllr Robinson **Seconded:** Cllr Fuller **Resolved:** All in favour

20.88.04. To consider having a Town App for people to download to encourage shopping locally.

It was agreed that the Clerk continue investigating into having a Town App and liaise with the OBA. Cllrs Fuller, Hutton and Humphreys agreed to assist



with the project.

20.88.05. To receive report on revocation of Weight Limit Order on South Bridge.
It was agreed that the Clerk ask for the weight limit order not to be revoked.
Proposed: Cllr Robinson **Seconded:** Cllr Glen **Resolved:** 6 in favour
2 against 1 abstention

20.88.06. To receive information regarding installation Virgin Park and Charge points.
The information was received. The Councillors were happy that the chargers were being installed but not happy with the locations. Cllr Hutton and the Clerk would continue to correspond with TO and NCC to find out how the locations were approved and whether other locations could be considered.

20.89. Council Matters

20.89.01. To receive the Clerks Report.
The Clerk apologised for not circulating the report prior to the meeting and would circulate it tomorrow.

20.89.02. To consider request to make some amendments to the Volunteer Action lease as suggested by the VA Trust.
The amendments were not approved and the Council agreed to renew the lease with the existing terms. The Clerk would inform VA of this.
Proposed: Cllr Robinson **Seconded:** Cllr Fuller **Resolved:** 7 in favour
1 against.

20.89.03. To receive an update on Remembrance Day procedures and consider request to pay for a traffic warden to come to Oundle on 8th Nov 2020.
The Council were happy to take responsibility for the Remembrance Day procedures and asked the Clerk to continue to liaise with the RBL. It was agreed to defer payment for the traffic warden until nearer the day.

20.89.04. To receive the draft North Northamptonshire blueprint to be presented at the North Shadow Executive meeting.
The information was received.

20.89.05. To receive an update on the North Northants Unitary Rural Working Party.
The update was received and it was agreed that a reminder and letter would be sent to the Councillors who had not responded as well as the ones who had. A Zoom meeting would be arranged for early October.

20.89.06. To consider reintroducing OTC committee meetings via Zoom.
It was agreed to reintroduce the committees starting with the first meeting being a planning meeting on 6th October.

20.89.07. To discuss item from JAG Meeting agenda for Parish Representatives requested to identify, in advance of the meeting, the issues they wish to raise with our local policing team.
Anti-social speeding from loud cars and motorcycles in the town, unauthorised parking and anti-social behaviour were considered the priorities in Oundle.



20.89.08. To approve Christmas light switch on 4th December and combine with late night shopping in Oundle.

The date was approved. Cllr Peel informed the meeting that he would arrange for the tree to be installed on 29th November. He would need volunteers to help stop the traffic on the day.

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

20.90. Financial Matters

20.90.01. To approve the Bank Reconciliation, Balance Sheet and Hub Trading Account for July and August 2020.

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

Barclays Account £455,519.21

The accounts were approved.

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

20.90.02. Payments for August 2020.

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

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

20.90.03. To consider approving quote for two new laptops for the office.

The quote was approved.

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

20.90.04. To consider budget for new maintenance van.

It was agreed that more information was required. It was approved that the Clerk could hire another van if required.

Proposed: Cllr Chapple **Seconded:** Cllr Fuller **Resolved:** All in favour

20.90.05. To approve the reimbursement of £500 for electricity usage for Christmas lights from 2016 to 2019.

Cllr Hutton agreed to work out the cost by calculating the usage.

20.91. Planning Matters

20.91.01. Planning applications

Item	Reference	Details
20.91.01.01	20/00865/FUL 2 WENTWORTH DRIVE, Oundle	Demolition of conservatory and rear boundary wall and new single storey rear extension and conversion of garage to habitable room and erection of new boundary wall. <i>The Council agreed to object to the application due to the loss of the parking spaces.</i>
20.91.01.02	20/00895/FUL 43 SOUTH ROAD, Oundle	New link extension and access gates. <i>No objection</i>

20.91.01.03.	20/00901/LDP 97 BENEFIELD ROAD, Oundle.	New single storey extension to the rear of the property. Permitted Development
20.91.01.04.	20/00246/FUL 4 HILLFIELD ROAD, Oundle	Replacement of part brick and part uvc conservatory. No objection
20.91.02.05.	20/00814/FUL 24 ST PETERS ROAD, Oundle	New pitched roof to garage to form a store and new dormer windows and removal of existing toilet and utility room. Replacement of faux stone cladding with faux timber cladding. No objection
20.91.02.06.	20/00952/FUL 9 LATHAM ROAD, Oundle	Removal of conservatory and replacement with 2 storey rear extension No objection
20.91.02.07.	20/00974/FUL 10 ROCKINGHAM HILLS, Oundle	Single storey rear extension and erection of new front porch. No objection
20.91.02.08.	20/00173/FUL Abbott House residential home historic Glapthorn Road PE8 4JA	Demolition of existing redundant care home and erection of 31 retirement living Apartments. Amended plans. Clr Chapple agreed to draft the objection and send to the Clerk and Deputy Clerk.

20.91.02. To receive the latest Planning Outcomes.
The outcomes were received.

Item	Reference	Details
20.91.02.01	20/00724/FUL 14 Rockingham Hills Oundle Peterborough Northamptonshire PE8 4QA	Second storey extension to above existing rear / side extension Our comments: No objection. GRANTED 17/8/20
20.91.02.02.	20/00659/FUL & 20/00660/LBC 10 Stoke Hill Oundle Peterborough Northamptonshire PE8 4BH	New windows and doors (rear); New door opening (rear); New disabled WC and internal alterations; General associated works as per the Design and Access statement Installation of new windows and doors (rear); New door opening (rear); New disabled WC and internal alterations; General associated works as per the Design and Access statement

		<p>Our comments: Oundle Town Council has no objection to the application subject to the views of the Conservation Officer. However, the Council would like ENC to consider the objections they have received from neighbouring residents.</p> <p>GRANTED 20/8/20</p>
20.91.02.03.	<p>20/00802/FUL 31 Hillfield Road Oundle Peterborough Northamptonshire PE8 4QR</p>	<p>Erection of Single Storey Rear Extension (Re-submission of 20/00305/FUL)</p> <p>Our comments: No objection.</p> <p>GRANTED 2/9/20</p>

- 20.91.03. To receive response to Freedom of Information request sent to ENC for housing information for Oundle.
The response was received.
- 20.91.04. To receive email from ENC referring to the inclusion of Oundle NP policies in the Local Plan and agree to arrange a meeting with ENC planning officers.
It was agreed that the Clerk arrange a meeting, Cllr Hutton and Humphreys agreed to attend.
- 20.91.05. To consider OTC response to the Changes to the Current Planning System consultation.
It was agreed that this item would be deferred to the Planning Committee meeting on 6th October.
- 20.91.06. To consider whether OTC would be interested in the management and maintenance of the open space in the St Christopher's Drive development as part of the S106 agreement.
It was agreed that the council would not be adopting the open space in St Christopher's Drive.
- 20.91.07. To consider proposal for OTC to agree to an alternative tree planting mitigation as part of the S106 agreement for the Pexley Court, Oundle 19/01546/FUL Application for two dwellings.
The Council agreed that as they still stood by their objections to the development they would not agree to alternative tree planting.
- 20.91.08. To consider information received from Thrapston Town Council regarding sale of Diocese land at Titchmarsh / Thrapston.
Further information had been received asking for an investigation into the sale by the Bishop of Peterborough.

20.92. Estates Management Matters

- 20.92.01. To receive the Estates Report.
The report was received.
- 20.92.02. To receive an update on the skatepark and consider quote for replacement



of the half pipe.

The quote to replace the half pipe of £12,600 was approved. £7,000 would be taken from the recreation ground budget and a further £5,600 taken from general reserves.

Proposed: Cllr Robinson **Seconded:** Cllr Clark **Resolved:** All in favour

20.92.03. To approve quote of £885.00 to carry out minor works on the Fire Alarm at Fletton House.

The quote was approved.

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

20.92.04. To consider letter of complaint about outbuilding at rear of old Cemetery Chapel.

It was agreed that the Clerk arranged a meeting with the owner of the Cemetery Chapel and Cllr Peel.

20.92.05. To consider increasing the budget for Cemetery maintenance.

The Clerk informed the meeting that the quote to cut the grass and strim in the Cemetery would cost £2,300. The quote was approved. £2,000 would be taken from the Cemetery budget and a further £300 taken from general reserves.

Proposed: Cllr Robinson **Seconded:** Cllr Clark **Resolved:** All in favour

20.93. Correspondence for Information

20.93.01. Employment Law Update July and August 2020.

The correspondence was noted.

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 Robinson **Seconded:** Cllr Chesser **Resolved:** 8 in favour
1 against

The meeting Closed at 10.10pm

The meeting re-opened at 10.29pm

20.94. Personnel Matters

20.94.01. To receive an update on The Hub and consider next steps.

It was agreed that regrettably the Hub café would not be opening which will result in the redundancy of 5 members of staff. The Clerk would arrange a meeting to meet with the staff affected.

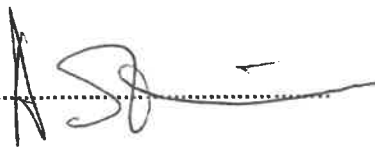
Proposed: Cllr Robinson **Seconded:** Cllr Hutton **Resolved:** All in favour

20.95. Any Other Relevant Matters for Report Only

Cllr Chesser asked for an update on the premises license application for Oundle News. There was a discussion about the Councils decision to object and whether they would respond to the information received from the licensing unit informing the council that their objections were not a valid objection that could be considered.



The meeting closed at 10.33 pm.

Signature: 

Dated: 20th Oct 2020

OTC Monthly Payments - August 2020

Barclays Online payment date September 17th

<u>Payee</u>	<u>Reason</u>	<u>£(incl VAT)</u>	
		Total Salary	£ 14,449.33
Lisa Allan	Mileage	£	19.80
Bluemoon	IT Support	£	355.20
Clean4Shaw	CH, FH, SO Cleaning Contract	£	2,419.08
Colemans	Repairs & Maintenance	£	11.97
Coles	Repairs & Maintenance	£	30.54
Cottons	Additional Furloughing costs	£	60.00
DF Stewart Services	SO Toilet blockage	£	156.00
ENC	Premises Licence	£	180.00
E-On UK PLC	Unmetered supplies	£	206.58
Fox Directories	Advertising	£	164.00
Healys of Winwick	05.12.20 Healys of Winwick	£	90.00
M.BERNIE B Collins	Market Refund	£	49.92
Mailing Room	Royal Mail Compulsory update	£	395.98
Mark Harrod	Foldable Football Goals	£	1,353.60
Marlowe Fire & Safety	FH Fire alarm fault	£	941.20
K Mears	Litter picking	£	200.00
Oundle Spares & Repairs	Maintenance	£	806.39
Pear Technology	Cemetery Mapping	£	270.00
Pick Arthey	Fuel	£	80.44
RG & MF Sadler	SO Faulty sensor	£	51.00
RVS Group	Photocopier printing costs	£	60.79
Siemens	Franking machine Quarterly rental	£	160.02
	Total	£	8,062.51
<u>Barclays DIRECT DEBITS</u>			
Aviva Pension	Monthly Pension	£	1,907.94
Barclaycard	Bank Charges	£	57.57
Barclays	Bank Charges	£	88.25
Barclays Debit Card	All	£	227.84
Barton Telecom Services	Telephone monthly fee * 2	£	275.56
British Gas	FH, Electricity & Gas	£	1,082.97
HMC&Revenue	P32 PAYE via Cottons	£	3,726.63
Post By Phone	Franking Machine Top Up	£	500.00
Mathew Algie	Coffee m/c rental & Coffee	£	376.62
Talk Talk	Broadband at Unit 7	£	37.14
	Total Direct Debits	£	8,280.52
	Total Payments	£	30,792.36

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