



# Oundle Town Council

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**Minutes of the Meeting of the Town Council held on Tuesday 19<sup>th</sup> January 2021 at 7.30pm via Zoom.**

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

**In attendance:** Emma Baker – Town Clerk  
3 members of the public  
Cllr Rupert Reichhold – ENC Councillor  
David Inman – Rural Services Network  
Leigh Giurlando – Oundle Chronicle

## **20.151. Apologies for Absence**

20.151.01. To receive apologies for absence.  
No apologies were received.

## **20.152. 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.)

- 20.152.01. To declare any Disclosable Pecuniary Interests.
- 20.152.02. To declare any Other Interests.
- 20.152.03. To consider any requests for Dispensation.
- 20.152.04. To report any gifts or hospitality accepted over the value of £50.00.
- 20.152.05. To report any inappropriate gifts or hospitality offered.

## **20.153. Minutes of Previous Meetings**

20.153.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 15<sup>th</sup> December 2020 as an accurate record.'* (*Standing Order 12*).  
The minutes were approved.

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

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

David Inman from the Rural Services Network spoke about the Rural Market Town Group and the benefits of being a member. He agreed to stay at the meeting as this going to be discussed as later in the meeting.

A resident gave a presentation about concerns of flooding at Warren Bridge. He explained the causes and what could be done to improve the situation. Cllr Reichhold suggested contacting the Environmental Agency and County Council member for Highways and send a

copy of the presentation.

The resident who has been campaigning to get Northants Highways to improve the pavements in Oundle reported that even though he had spoken at the December meeting to say that some progress had been made with Highways some of the fault reports had been rejected. He raised the issue with the path at Culme Close that is being lifted by the tree roots. The Clerk informed the meeting that the trees had recently been pruned but that only removal of the trees would stop the issues. It was agreed that we did not want to remove the trees as they are healthy but that other surfaces could be looked at for the path which would still allow the trees to remain.

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

There were none.

#### **20.156. Reports**

##### **20.156.01. Mayor's Report**

The Mayor informed the meeting that he was currently in lockdown but that most items are already on the agenda for discussion.

##### **20.156.02. District Councillors Report**

The Clerk had previously circulated a report from Cllr Reichhold, however he attended the meeting to give an overview of the report and was available to take any questions.

#### **20.157. Town Matters**

##### **20.157.01. To receive the email from East Northants Council regarding Tresham Garden Village Housing Needs Survey.**

The Survey was noted.

##### **20.157.02. To receive report following suggestion to use Oundle School Sports Centre as a vaccination centre.**

The report was received. It was agreed that the concerns that were being raised by residents who had not heard when they were going to be vaccinated were partly due to some of the notices that were being put on the Lakeside website that may be giving conflicting advice depending on where you live. Cllr Clark informed the meeting that he had spoken to the Oundle surgery and had offered to assist them with ideas of how to improve the communication.

#### **20.158. Council Matters**

##### **20.158.01. To receive the Clerks Report.**

The report was received.

##### **20.158.02. To consider request from resident to fill the vacancy of path warden for the Town Council.**

It was approved that Mr Tony Hoyle fill the vacancy of Path Warden for Oundle.

##### **20.158.03. To consider appointing a Police Liaison Officer.**

It was agreed that Cllr Fuller be appointed as Police Liaison Officer for OTC.



20.158.04. To receive letter from ENC regarding Fletton Field as an Asset of Community Value and to consider the response.  
It was agreed that the Asset of Community Value be renewed for Fletton Field.

20.158.05. To approve proposal to write to ENC and NCC to ask that there is no increase on Council Tax for 2021/2022.  
It was agreed that the Mayor would write a letter on behalf of the Council to be submitted in response to the Budget consultation.

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

20.158.06. To receive the notes and feedback on Parish Carbon Footprint tool Seminar.  
The notes were received.

20.158.07. To consider becoming members of the Rural Market Town Group.  
It was agreed that OTC become members of the Rural Market Town Group for the free period up to May 2021 and then review again to consider becoming members for the year.

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

#### 20.159. Financial Matters

20.159.01. To approve the Bank Reconciliation and Balance Sheet for ~~November~~ December 2020.  
The monthly bank balance as at 31<sup>st</sup> December 2020 is as follows:  
Barclays Account £563,480.46.  
The accounts were approved.

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

December

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

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

20.159.03. To receive the Finance and General Purposes draft minutes from the meeting held on 8<sup>th</sup> December.  
The minutes were received.

20.159.04. To receive the Internal Control Check report for the first quarter of the financial year.  
The internal control check for quarter 1 was received. Cllr Hutton informed the Clerk that he had not received the accounts for quarter 2 yet. The Clerk informed the meeting that she would ask the Finance Officer to send them to him.

20.159.05. To approve insurance cover for the Town Council and consider requests from our insurance provider and agree appropriate action.

The insurance renewal for OTC and risk assessment for the bollard removal were approved. The Clerk informed the Council that the Deputy Clerk was currently getting quotes to replace the locks to bring them up to the required standard and to get lockable self-closing caps on the bollards at the Churchyard.

**Proposed:** Cllr Robinson

**Seconded:** Cllr Fuller

**Resolved:** All in favour

#### 20.160. Planning Matters

20.160.01 To receive the minutes from the Planning Committee meeting held on 5<sup>th</sup> January 2021.

The minutes were received.

#### 20.161. Communications Working Party Matters

20.161.01. To approve quote for submitting articles into the Oundle Life Magazine in 3 editions a year at a cost of £810.00.

The quote was approved. It was agreed that Council place the article about the maintenance team in the April edition of Oundle Life and not the March one.

**Proposed:** Cllr Robinson

**Seconded:** Cllr Peel

**Resolved:** All in favour

#### 20.162. Rural Coordination Group

20.162.01. To receive an update following the RCG meeting on 18<sup>th</sup> January.

Cllr Chapple informed the meeting that the Rural Coordination Group meeting had gone very well. There were representatives from approximately 12 parishes in the area. The main issues such as traffic, flooding and footpaths were of a concern to most of the parishes. The Clerk has drafted the minutes from the meeting and Cllr Chapple agreed to write a list of aims and objectives for discussion at the next meeting in February.

#### 20.163. Correspondence for Information

20.163.01. To receive Employment Law Newsletter.

Received

20.163.02. To receive the Winter edition of the Village Viewpoint.

Received.

*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 Chapple

**Seconded:** Cllr Hutton

**Resolved:** 8 in favour  
1 against

The meeting closed at 8.56pm

The meeting opened at 9.05pm

#### 20.164. Confidential Matters

20.164.01. To consider request from Courthouse tenant.

It was agreed that the Clerk write to the tenant to inform him that the request was deferred to the next Finance and General Purposes Committee meeting in February.

20.164.02. To receive letter from Solicitor regarding a claim against OTC.  
The letter was received.

**20.165. Any Other Relevant Matters for Report Only**

Cllr Peel thanked Cllr Hutton for the suggestion to use the District Councillors empowerment fund for the purchase of laptops for the schools.

Cllr Chesser informed the meeting that the bridleways were now going to be redefined as footpaths.

Cllr Fuller informed the meeting that he has access to purchasing low-cost IT equipment for schools which may be of benefit for the schools in Oundle.

Cllr Chapple raised the concerns about flooding before Christmas which almost cut off the roads into Oundle.

Cllr Hutton gave a brief update on the cycleway project.

The meeting closed at 9.15pm.

Signature:.....

A handwritten signature in purple ink, consisting of a vertical line on the left, a loop at the top, and a horizontal line extending to the right.

16<sup>th</sup> Feb 2021

OTC Monthly Payments - December 2020

Barclays Online payment date January 21st

<u>Payee</u>	<u>Reason</u>	<u>£(incl VAT)</u>	
		Total Salary	£ 10,860.21
Kevin Mears	Litter picking November	£	200.00
NCC Pension	Monthly Pension	£	1,572.19
Oundle Business Association	Grant	£	2,620.00
Bluemoon	IT Support	£	420.46
City Locks	Insurance survey & report CH & FH	£	144.00
Clean4Shaw	CH, FH, SO Cleaning Contract	£	2,375.74
Colemans	Stationery	£	23.96
Coles	Maintenance	£	5.26
E-On Energy Solutions	Public lighting	£	77.75
Fox Directories	Oundle Advertiser	£	150.00
Hi-Rise Lifts	CH & FH Lift Service	£	420.00
Mailing Room	Change to Postal Rate	£	119.40
Marlowe Fire & Safety	FH Fire Alarm Technical Support	£	35.94
Kevin Mears	Litter picking December	£	200.00
Pick Arthey	Fuel	£	43.02
QI Marketing	Oundle.Info Quarterly Fee	£	360.00
RVS Group	Photocopier printing costs	£	90.00
RG & MF Sadlers	CH Heater Repair	£	51.00
SLCC	Membership Fee EB	£	344.00
T Clarke	CH Replace Valves	£	321.60
	<b>Total</b>	<b>£</b>	<b>9,574.32</b>
<b><u>Barclays DIRECT DEBITS</u></b>			
Aviva Pension	Monthly Pension	£	1,245.67
Barclays	Bank Charges	£	93.14
Barclays Debit Card	All	£	150.07
Barclaycard	Bank Charges	£	23.76
Barton Telecom Services	Telephone monthly fee	£	252.44
Biffa	CH/FH Monthly wheelie bin service	£	598.34
British Gas	FH, SO Electricity & Gas	£	2,574.07
Direct365online	CH Feminine hygiene disposal	£	125.95
HMC&Revenue	P32 PAYE via Cottons	£	3,321.34
Post By Phone	Franking machine	£	100.98
PWLB	QVH Loan	£	11,396.60
Talk Talk	Broadband at Unit 7	£	39.54
TVG Licence	FH TV Licence	£	157.50
	<b>Total Direct Debits</b>	<b>£</b>	<b>20,079.40</b>
	<b>Total Payments</b>	<b>£</b>	<b>40,513.93</b>

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