



# Oundle Town Council

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## Minutes of the Meeting of the Town Council held on Tuesday 16<sup>th</sup> February 2021 at 7.30pm via Zoom.

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

**In attendance:** Emma Baker – Town Clerk  
2 members of the public  
Cllr Rupert Reichhold – ENC Councillor

### 20.172. Apologies for Absence

- 20.172.01. To receive apologies for absence.  
Apologies were received from Cllrs Hutton and Sparkes
- 20.172.02. The apologies were accepted.

### 20.173. 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.)

- 20.173.01. To declare any Disclosable Pecuniary Interests.
- 20.173.02. To declare any Other Interests. Cllr Fuller item 20.179.05 Cllr Peel item 20.180.02
- 20.173.03. To consider any requests for Dispensation.
- 20.173.04. To report any gifts or hospitality accepted over the value of £50.00.
- 20.173.05. To report any inappropriate gifts or hospitality offered.

### 20.174. Minutes of Previous Meetings

- 20.174.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 19<sup>th</sup> January 2021 as an accurate record.'* (*Standing Order 12*).  
The minutes were approved.

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

- 20.174.02 PROPOSITION: *'To approve and sign the minutes of the Extraordinary Full Council meeting held on 22<sup>nd</sup> January 2021 as an accurate record.'* (*Standing Order 12*).

The minutes were approved.  
**Proposed:** Cllr Robinson                      **Seconded:** Cllr Clark                      **Resolved:** All in favour

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

Concerns were raised about the poor state of the road in Rock Road. It was agreed that Fix My Street was the best place to report issues with Highways.

### 20.176. Consideration of Requests from Interested Parties

There were none.

### 20.177. Reports

#### 20.177.01. Mayor's Report

The Mayor informed the meeting that he had been working on a response to the Local Plan.

#### 20.177.02. District Councillors Report

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

### 20.178. Town Matters

#### 20.178.01. To approve quote of f £93,274.61+VAT for a new cycleway on Glapthorn Road including the installation of a crossing.

The quote was approved.

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

#### 20.178.02. To receive the Definitive Map Modification Order information from Northants CALC and consider the impact on Oundle.

The information was received.

### 20.179. Council Matters

#### 20.179.01. To receive the Clerks Report.

The report was received.

#### 20.179.02. To approve the meeting schedule for 2021/2022.

It was agreed that the Annual Town Meeting would most probably be an online meeting but would go ahead on 27<sup>th</sup> May as planned. The schedule was approved.

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

#### 20.179.03. To approve resolution for OTC to put an offer in to purchase the garage on New Road being sold by East Northants Council.

It was agreed that this was something that the Council should try to purchase. An extraordinary meeting was arranged for 23<sup>rd</sup> February to agree the offer.

#### 20.179.04. To consider how we are going to promote the Election to be held on 6<sup>th</sup> May 2021 and encourage people to stand.

Cllr Clark informed the meeting that there would be an article in the Advertiser to promote the elections and notices on all noticeboards to encourage people to come forward.

#### 20.179.05. To discuss New Road and the issues raised by new resurfacing including communications and Oundle broader road issues.



Cllr Clark reported that work was going to be carried out on the roads in Oundle and the Town Council was getting little notice when it was happening. It was agreed that the Clerk contact Cllr de Capell Brooke to inform her of the issues and see if communication could be improved.

#### 20.180. Financial Matters

20.180.01. To approve the Bank Reconciliation and Balance Sheet for January 2020.

The monthly bank balance as of January 2021 is as follows:

Barclays Account £537,645.09

The accounts were approved.

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

20.180.02. Payments for January 2021.

PROPOSITION: *'That the schedule of payments for January 2021 as presented at this item are paid up and that all related documentation and cheques are signed'.*

Approved

**Proposed:** Cllr Robinson                      **Seconded:** Cllr Chesser                      **Resolved:** 7 in favour  
1 abstention

20.180.03. To receive the Finance and General Purposes draft minutes from the meeting held on 9<sup>th</sup> February 2021.

The minutes were received.

20.180.04. To receive the Internal Control Check report for the second quarter of the financial year.

The Internal Control Check report for the second quarter was received.

20.180.05. To review the Internal Control Policy.

The amendments agreed at the Finance Committee meeting were approved.

20.180.06. To review the Financial Risk Assessment

The risk assessment was reviewed and agreed.

20.180.07. To review the Effectiveness of the Internal Audit Review Document

The document was agreed.

20.180.08. To approve quote to maintain grass areas at the Cemetery.

It was resolved that the Council pay for 10 cuts of the cemetery grass for 1 year at a cost of £9,200.


There was a conversation about the extra land the Town Council was going to be given from the development on Stoke Doyle Road. It was reported that the development may not go ahead which could cause a problem for the Town Council. It was agreed to add this to the Estates Committee meeting agenda for further discussion.

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

#### 20.181. Planning Matters

20.181.01 To receive the minutes from the Planning Committee meeting held on 2<sup>nd</sup> February 2021.

The minutes were received.



- 20.181.02. To receive notification from ENC regarding the Local Plan Part 2 Pre-submission draft (Regulation 19) consultation and agree to defer to the next Planning Committee meeting for consideration before approval at the March Full Council meeting.

Cllr Chapple had previously circulated the first draft of the Council's response to the consultation. There was a discussion about policy 41 which had not been included in the response and referred to the Riverside development. Cllr Chapple agreed to speak to District Councillor Jake Vowles to get his thoughts on our response. The item would be discussed further at the next Planning Committee meeting at the beginning of March and final approval of OTC response would be made at the meeting on 16<sup>th</sup> March.

#### 20.182. Estate Management Matters

- 20.182.01. To receive the minutes from the meeting held on 26<sup>th</sup> January 2021.  
The minutes were received.

#### 20.183. Communications Working Party Matters

- 20.183.01. To receive an update from the working party.  
The update was received. Cllr Clark informed the meeting that the next edition of the advertiser was about to go to print. He agreed to add some text in about the Local Plan consultation and clear it with the Mayor before sending it to the printers.

#### 20.184. Rural Coordination Group

- 20.184.01. To receive the minutes from the January RCG meeting.  
The minutes were received. It was agreed that the next meeting would be arranged for the 8<sup>th</sup> March at 7.00pm.

#### 20.185. Correspondence for Information

- 20.185.01. To receive Clearing Snow and Ice Leaflet.  
Received
- 20.185.02. To receive the NCALC Update for January / February 2021.  
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 Robinson      **Seconded:** Cllr Humphreys      **Resolved:** 7 in favour  
1 against

The meeting closed at 8.53pm  
The meeting opened at 9.12pm

#### 20.186. Confidential Matters

- 20.186.01. To approve process for recruiting new Maintenance Operative and agree salary and grade.

It was agreed to follow the instructions given by the OTC HR Consultant.

**Proposed:** Cllr Robinson      **Seconded:** Cllr Chesser      **Resolved:** 7 in favour  
1 abstention.



20.186.02. To receive the report from the incident in the public toilets and consider request made by member of the public.

It was agreed that the matter be passed to the OTC insurance company.

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

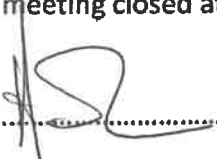
Cllr Chapple referred back to the footpath closures and that as a Council we should lobby our MP to change the law. It was agreed to add it to the next agenda.

There was an update on the Rugby Club ownership to be discussed at the Estates Committee meeting.

Cllr Humphreys informed the meeting that he had attended a meeting with a group of residents who were interested in producing a new Tree Trail map. Cllr Humphreys agreed to pursue the project with Cllr Hutton.

The meeting closed at 9.31pm.

Signature:.....



16<sup>th</sup> Mar 2021

OTC Monthly Payments - January 2021

Barclays Online payment date February 18th

<u>Payee</u>	<u>Reason</u>	<u>£(incl VAT)</u>	
		<u>Total Salary</u>	<u>£ 10,914.61</u>
Doors For Life	Pre School Door	£	417.00 ✓
James Hallam	Fleet Insurance	£	954.60 ✓
James Hallam	Engineering & Construction Insurance	£	1,109.92 ✓
NCC Pension	Monthly Pension	£	1,572.19 ✓
Oundle CE Primary School	Grant	£	3,000.00 ✓
Prince William School	Grant	£	3,000.00 ✓
Anglian Water	Water Rates	£	426.60 ✓
Bluemoon	IT Support	£	420.46 ✓
DC Construction	CH & SO Repairs	£	410.00 ✓
E-On UK PLC	Unmetered supplies * 3	£	613.07 ✓
ENC	Gambling Licence	£	20.00 ✓
Fox Directories	Oundle Advertiser	£	150.00 ✓
GBSG	CH & ER Intruder Alarm Monitoring	£	968.40 ✓
Kevin Mears	Litter picking Monthly	£	200.00 ✓
Oundle Carpet Weavers	30 Bags Rock salt	£	206.28 ✓
Pick Arthey	Fuel	£	100.26 ✓
Anglotech - RVS Group	Photocopier printing costs	£	65.99 ✓
SLCC	Membership Fees PS	£	289.00 ✓
BAAC	Joan Strong Centre Repairs	£	816.00 ✓
NALC	Course - EB/PS	£	76.00 ✓
<b>Total</b>		<b>£</b>	<b>14,815.77</b>
<b><u>Barclays DIRECT DEBITS</u></b>			
Aviva Pension	Monthly Pension	£	1,245.67
Barclays	Bank Charges	£	82.62
Barclays Debit Card	All	£	293.87
Barclaycard	Bank Charges	£	23.76
Barton Telecom Services	Telephone monthly fee	£	252.78
Biffa	CH/FH Monthly wheelie bin service	£	106.80
British Gas	FH, SO Electricity & Gas	£	3,018.22
Grenke Leasing	Photocopy lease	£	345.59
HMC&Revenue	P32 PAYE via Cottons	£	3,359.34
Talk Talk	Broadband at Unit 7	£	39.54
QVH	VAT Refund to QVH	£	667.71
<b>Total Direct Debits</b>		<b>£</b>	<b>9,435.90</b>
<b>Total Payments</b>		<b>£</b>	<b>35,166.28</b>

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

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