



# Oundle Town Council

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**Minutes of the Meeting of the Town Council held on Tuesday 21<sup>st</sup> June 2022 at 7.30pm in the Oundle Suite in Fletton House.**

**Members Present:** Cllrs D Chapple, I Clark, D Fuller, R Reichhold, L Holland, J Arnold, V Chesser and R Desbois

**In attendance:** Emma Baker – Town Clerk  
A representative from Ashton pc and a representative from the FFA.

**Absent:** Cllr King

## **22.23. Apologies for Absence**

- 22.23.01. To receive apologies for absence.  
Apologies were received from Cllrs Hutton, Jones and Davis and NNC ward Cllrs Harrison and Best.

## **22.24. 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.)

- 22.24.01. To declare any Disclosable Pecuniary Interests.  
22.24.02. To declare any Other Interests.  
Cllr Clark declared an interest – item 22.33.02.  
22.24.03. To consider any requests for Dispensation.  
22.24.04. To report any gifts or hospitality accepted over the value of £50.00.  
22.24.05. To report any inappropriate gifts or hospitality offered.

## **22.25. Minutes of Previous Meetings**

- 22.25.01. PROPOSITION: *'To approve and sign the minutes of the Annual meeting of the Town Council held on 17<sup>th</sup> May 2022 as an accurate record.'* (*Standing Order 10c*)

The minutes were approved.

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

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

There were none

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

There were none.

## 21.28. North Northants Council

- 22.28.01. To receive report from NNC Ward Councillor  
Apologies were received from Cllr Harrison and Cllr Best

## 22.29. Town Matters

- 22.29.01. To approve the draft response to the UK Shared Prosperity Fund consultation.  
It was agreed that the Clerk upload the consultation as approved by OTC  
**Proposed:** Cllr Fuller                      **Seconded:** Cllr Reichhold                      **Resolved:** All in favour
- 22.29.02. To approve request from Fletton Field Association to submit a formal application to NNC to transfer Fletton Field to Oundle Town Council  
The request for submit a formal application to NNC was approved.  
**Proposed:** Cllr Fuller                      **Seconded:** Cllr Chapple                      **Resolved:** All in favour
- 22.29.03. To receive a report on the Queen's Platinum Jubilee Celebrations and consider any actions to be carried out after the event including sending a letter to the Queen.  
Cllr Fuller thanked OTC's for their support and informed the meeting that the event came in under budget. He asked if OTC could send letters of thanks to the FFA and OBA, this was agreed. It was agreed by all that the celebrations over the Friday and Saturday had been a success. The letter to the Queen was approved.
- 22.29.04. To receive update on Ukraine Crisis and collaboration with Polish town council.  
Cllr Arnold informed the meeting that the group had had it's first meeting. Cllr Best and the Mayor were present. The Baptist Church have been doing a lot to help and the group are working closely with them. A Support group starts on 1<sup>st</sup> July. Biata going to Poland next week to speak with the Polish town hall in Barcin to see how we can help. OTC given a grant to the church.
- 22.29.05. To receive the letter regarding The Riverside site and consider any actions.  
A meeting with NNC, OTC, OBA and Ashton parish council to discuss the plans and how they can be moved forward has been arranged for 7<sup>th</sup> July.

## 22.30. Council Matters

- 22.30.01. To receive the Mayor's report  
The Mayor's report was received.
- 22.30.02. To receive the Clerks report.  
The Clerk's report was received.
- 22.30.03. To approve terms and references for Estates Management Committee, Finance and General Purposes Committee, Planning Committee and Climate Working Party.  
The terms of reference were approved with some slight amendments made to the planning committee ones.  
**Proposed:** Cllr Fuller                      **Seconded:** Cllr Chesser                      **Resolved:** All in favour



22.30.04. To receive the Consultation on Draft Hackney Carriage & Private Hire Policy and Conditions and consider response.

It was agreed that this item be deferred to the July meeting.

22.30.05. To consider holding an event for parish chairs and clerks in Fletton House in the Hub.

It was agreed that this would be a good idea and that September would be a suitable time to hold it.

22.30.06. To receive document on OFR/HSO "mayor's charity" initiative, and decide further action.

The information was received and it was thought that a Mayor's fund raising quiz would be a good idea. The question was raised as to whether this would be formalised for all future Mayors. It was resolved to discuss this as a future meeting in the new year.

### 22.31. Financial Matters

22.31.01. To approve the Bank Reconciliation Balance Sheet and Budget for May 2022.  
The monthly bank balance as of 31<sup>st</sup> May 2022 is as follows: Unity Trust Bank £645,351.54. The accounts were approved.

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

22.31.02. Payments for May 2022

PROPOSITION: *'That the schedule of payments for May 2022 as presented at this item are paid up and that all related documentation and cheques are signed'.*

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

22.31.03. To approve the quote of £4,700.00 to carry out maintenance on the drainage system for the public toilets in the Co-op car park.

The quote was approved.

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

22.31.04. To approve request to open an account at Buildbase in Thrapston.

The request to set up an account was approved.

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

22.31.05. To receive the minutes from the Finance and General Purposes Committee meeting held on 14<sup>th</sup> June 2022.

The minutes were received.

### 22.32. Highways Matters

22.32.01. To receive the draft Transport Study, with an aim to review its contents and feedback next month.

The report was received and it was agreed that it would be revisited at the July meeting in order to give members a chance to read it.

### 22.33. Planning Matters

22.33.01. To receive the minutes from the Planning Committee meeting held on 7<sup>th</sup>



June 2022.

The minutes were received.

- 22.33.02. To consider concerns regarding construction traffic for development on Cotterstock Road coming through the town and not using correct route to the development.

It was agreed that the Clerk contact the developer to inform them that the construction traffic was not following the approved route and to try to set up a meeting between the developer and the council.

#### **22.34. Estates Management Committee**

- 22.34.01 To receive the minutes from the Estates Committee meeting held on 24<sup>th</sup> May 2022.

Minutes received.

- 22.34.02. To receive an update of the proposed plans for the Skatepark.

The Mayor gave an update on the progress following the site meeting with users and the designer. Some amendments were made to the original plan. The next stage is to look into getting permitted development and applying for funding.

#### **22.35. Climate Working Party**

- 22.35.01. To receive report from the Climate working party.

The mayor gave an update on what the working party had discussed at their recent meeting. Cllr Hutton had found that we can attached a reader to our heating system to find out how much energy is being used at quite low cost.

#### **22.36. Communications Working Party**

- 21.36.01. To receive the latest article for the Advertiser.

The article was received.

#### **22.37. Correspondence for Information**

- 22.37.01. Employment Law Update May 2022

Received.

- 22.37.02. Email from Northants CCG "One month to go to Oundle Medical Practise transfer.

Received.

- 22.37.03. Email from Boots offering early placement of flu vaccinations for public sector staff.

Received.

#### **22.38. Any Other Relevant Matters for Report Only**

Cllr Arnold asked who answered questions on our social media. The Mayor informed him that the Comms and Admin Officer responded to all social media posts.

Cllr Arnold asked about the potential development on Herne road. He was informed that it was only in the idea stage at present and no formal application has been submitted yet.

Cllr Chapple informed the meeting that there had been a complaint from a resident in West Street who was not happy with the road closure for the food festival.



The Clerk gave an update on how the new Hub Manager was settling in.  
Cllr Chesser informed the meeting that there had been an article in the Sunday Times about Oundle and surrounding villages.

The meeting closed at 8.35pm

A handwritten signature in blue ink, appearing to be 'J. Chesser', written in a cursive style.

19/7/22.

OTC Monthly Payments - May 2022

Unity Bank Online payment date June 23rd

Payee	Reason	£(incl VAT)	
		Total Salary	£
			10,894.15
The Ship	Accommodation - Queens Jubilee	£	39.00
James Richard	Circus Deposit refund	£	100.00
J Hough Chockabilly	Queens Jubilee Refund	£	50.00
S Setchfield Grandma's Rolling Pin	Queens Jubilee Refund	£	50.00
DONATION	First Responders Jubilee Attendance	£	200.00
GRANT	First Responders	£	1,000.00
GRANT	Oundle Bowling Club	£	1,500.00
GRANT	Oundle Tennis Club	£	2,000.00
GRANT	Oundle Baptist Church	£	3,000.00
GRANT	Creative Oundle	£	600.00
Tony Hoyle	Jubilee Insurance Refunds	£	34.25
Jake Cunningham	Jubilee Insurance Refunds	£	26.55
Simon Marsden	Jubilee Insurance Refunds	£	80.78
Keith Luckey	Jubilee Insurance Refunds	£	21.60
Matt Carter	Jubilee Insurance Refunds	£	34.25
Anglotech	Monthly Photocopier printing costs	£	108.25
Bluemoon	IT Support	£	375.40
Institute of Cemetery Management	Annual Membership	£	80.00
Clean4Shaw	CH, FH, SO Cleaning Contract Jan & May	£	2,304.00
Colemans	Stationery	£	24.98
DM Cutmore & Sons	QJ - Straw Bales	£	108.00
DC Construction	QJ - Bunting erection	£	500.00
Fox Directories	Oundle Advertiser	£	200.00
S Garret Harvey	Grass Cutting	£	4,332.00
Gutter Solutions	St Osyths toilets gutter replacement	£	1,152.00
Hereward Sports	Plaques for Bowls	£	48.00
Hi Rise Lifts	Quarterly lift service	£	420.00
ISA CAM	Road closure staff	£	3,424.80
Juggling World	QJ Entertainment	£	250.00
Kevin Mears	Litter Picking May	£	200.00
N-Power	Un metered electric supplies	£	280.83
Graham Nicklin	St Osyths toilet painting	£	1,415.00
Optimum Asbestos Solutions	Asbestos reports	£	1,195.00
Pick Arthey	Fuel	£	65.00
Pumpkin Signs	QJ Signage	£	233.22
Rock & Roll Rockabilly	QJ Entertainment	£	800.00
RG & MF Sadlers	CH Repairs	£	63.60
Speedy Assets	Generator on Fletton Field	£	375.78
Transport Planning Practice	Oundle Traffic Survey Review & report	£	5,899.32
Balls Up Juggling	QJ Entertainment	£	360.00
UK Identity	Badge ID's	£	16.40
Yarwell Band	QJ Entertainment	£	200.00
	<b>Total</b>	<b>£</b>	<b>24,431.58</b>
<b><u>Barclays DIRECT DEBITS &amp; Other Payments</u></b>			
Aviva Pension	Monthly Pension April & May	£	3,127.88
Barton Telecom Services	Telephone monthly fee	£	223.47
Biffa	CH/FH Monthly wheelie bin service	£	131.71
Crown Gas	FH, CH, ER Gas	£	989.46
Direct 365	CH Feminine hygiene	£	222.23
EDF	FH, Electric	£	502.08
HMC&Revenue	P32 PAYE via Cottons	£	3,567.88
Pozitive	ER, CH, SO Electric	£	791.13
Talk Talk	Broadband at Unit 7	£	41.94
Unity	Bank Charges	£	17.54
Unity Debit Card	All	£	706.67
	<b>Total Direct Debits</b>	<b>£</b>	<b>10,321.99</b>
	<b>Total Payments</b>	<b>£</b>	<b>45,647.72</b>

This figure is in addition to "Regular Monthly 2022-23 payments" agreed at FC May 2022

DL/Accounts/Accounts Monthly