




Oundle Town Council

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Minutes of the Town Council Finance & General Purposes Committee and Personnel Committee Meeting held on Monday 26th September 2022 at 7.00pm in The Oundle Suite, Fletton House, Oundle.

Present: Cllrs: Cllrs I Clark, D Chapple, L Holland, R Reichhold, J Hutton and V Chesser.
Clerk: Emma Baker
Finance Officer: ~~Paul Smith~~ 
In attendance:

FGP22.08. Apologies for Absence

22.08.01. To receive apologies for absence.
The apologies were received and accepted from Cllr King

FGP22.09. Declarations of Interests

To receive and consider any declarations of interest from Members and Officers under Section 50 of the Local Government Act 2000 (*Standing Order 35*) (This requirement applies only in respect of matters, which are to be considered by the Council at this meeting.)

22.09.01. To declare any Disclosable Pecuniary Interests.
There were none

22.09.02. To declare any Other Interests.
There were none

FGP22.10. Representations from Interested Parties

A period of no longer than 10 minutes will be allocated for members of the public to address the meeting about items on this agenda at the Chairman's discretion. (*Standing Order 3d and 3e*).

FGP22.11. Consideration of Requests from Interested Parties

None received.

FGP22.12. Minutes of Previous Meetings – Finance & General Purposes Committee meeting

22.12.01. PROPOSITION: 'To approve and sign the minutes for the Extraordinary Personnel Meeting meeting held on 1st March 2022 as an accurate record.' (*Standing Order 12*).

The minutes were approved.

Proposed: Cllr Holland

Seconded: Cllr Chapple

Resolved: All in favour

- 22.12.02. PROPOSITION: 'To approve and sign the minutes for the Finance and General Purposes Committee meeting held on 14th June 2022 as an accurate record.' (Standing Order 12).
The minutes were approved.

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

FGP 22.13. Financial Matters

- 22.13.01. To receive the accounts for July and August 2022
The accounts were received. There were some questions regarding the debtors list and the reduction in income for some rooms in Fletton House. The Clerk agreed to forward the questions to the Finance Officer.

- 22.13.02. To consider the grant application from Literary Festival
A grant for £500 was approved

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

- 22.13.03. To consider the grant application from Oundle Baptist Church.
The grant to cover £45 for room hire was not approved. It was agreed that we would start charging for the room hire from Friday 30th September and ask the group to send details of how they had spent the previous grant given. The group would be asked to re-apply for the grant in December.

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

- 22.13.04. To consider the grant application from Oundle Rowing Club.
It was agreed that the application would be deferred until December to give the Mayor a chance to meet with the rowing club.

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 Clark **Seconded:** Cllr Chapple **Resolved:** All in favour

The meeting closed at 7.36pm
The meeting opened at 7.48pm

FGP22.14 Personnel Matters

- 22.14.01. To review the terms of reference for the Personnel Committee.
No changes to be made to the Terms of Reference.

- 22.14.02. To receive the appraisals for 2022 and consider any actions.
The appraisals were received. The Mayor gave a brief overview of how the new appraisal system had gone and that the staff were



happy and had praised the Clerk. The Mayor thanked the Clerk for her effective leadership.

22.14.03. To consider and approve the request for office staff to continue flexible working from home procedure.
The flexible working procedure was approved. It was agreed that it would be reviewed in 6 months.

FGP 21.15. Any other business for Report only
None to report.

There being no further business the meeting closed at 7.49pm

Signed:.....

Dated:.....

