



Oundle Town Council

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Minutes of the annual meeting of the Town Council held on Thursday 2nd May 2013 at 7.30pm in the Council Chamber, The Courthouse, Mill Road, Oundle.

Present: Cllrs Chapple, Chesser, Durman, Fitzgerald, Fraser, Higgins, King, N Oakes, S Oakes, Radcliffe and Wood.

Minutes: Debra Raper

13.01. Election of Mayor

To vote on the election of Mayor and to receive the Declaration of Acceptance of Office.

PROPOSITION: 'that Cllr Higgins is elected Mayor for the 2013/14 term'.

Proposed: Cllr King **Seconded:** Cllr Fraser **For 9 Against 0 Abstention 2**

Cllr Higgins duly signed the Declaration of Acceptance of Office and thanked fellow Councillors for the opportunity to continue in office.

13.02. Election of Deputy Mayor

To vote on the election of Deputy Mayor.

PROPOSITION: 'that Cllr Fraser is elected Deputy Mayor for the 2013/14 term'.

Proposed: Cllr Higgins **Seconded:** Cllr Wood **For 9 Against 0 Abstention 2**

13.03. Apologies for Absence

13.03.01. To note apologies for absence.

Apologies for absence were received from Cllrs Elliot (personal), Rose (personal) and Stagg (personal).

13.03.02. To accept apologies for absence.

RESOLUTION: 'that apologies for absence are accepted from Cllrs Elliot and Rose'.

Resolved Unanimously

Note: Apologies for absence have already been extended to Cllr Stagg.

13.04. Declarations of Interests

The following declarations of interest from Members and Officers under Section 50 of the Local Government Act 2000 (*Standing Order 35*) were received:

13.04.01. Disclosable Pecuniary Interests.

None.

13.04.02. Other Interests.

All members declared an interest relating to Item 13.12.01.01 -

Planning Application. Reason: Fellow Councillor

Cllr Chapple declared an interest in Item 13.12.01.05 – Planning Application Reason: Mother in Law lives in close proximity.

Cllr King declared an interest in Item 13.12.03 – Advertising boards.
Reason: Works for an establishment that uses A boards.

13.04.03. To consider any requests for Dispensation.

None.

13.04.04. To report any gifts or hospitality accepted over the value of £50.00.

None.

13.04.05. To report any inappropriate gifts or hospitality offered.

None.

13.05. Minutes of the Previous Meetings – Planning Committee Minutes 04/04/2013

PROPOSITION: *'To approve and sign the minutes of the Planning Committee meeting held on 4 April 2013 as an accurate record.'* (Standing Order 10c)

Proposed: Cllr Fraser **Seconded:** Cllr N Oakes **Resolved Unanimously**

13.06. Review of Actions of the Previous Meetings – 4 April 2013

It was noted that the following action was pending:

Reference	Action	Responsibility	Due Date
PC/04.04.13/01.	To review Policy Guidance Document and submit to Full Council.	Chris Elliot	02.05.2013

13.07. Representations from Interested Parties

None.

13.08. Consideration of Requests from Interested Parties

None.

13.09. Signing & Sealing

RESOLUTION: *'that the Town Mayor, Deputy Town Mayor and Proper Officer may seal any document required by law to be issued under seal on behalf of the Council.'* (Standing Order 14b.)

Proposed: Cllr N Oakes **Seconded:** Cllr Radcliffe **Resolved Unanimously**

13.10. Membership of Working Parties and Representations on Other Bodies

13.10.01. Election of members of Committees and Working Parties:

Committee/Working Party	Membership	Elected
Planning Committee	Mayor and or Deputy and no more than 14 Councillors but not less than 6 in total	Cllr Chapple (Head) Cllr Chesser Cllr Durman Cllr Fraser Cllr N Oakes Cllr Radcliffe Cllr Rose
Estate Management Committee	Mayor and or Deputy plus 6 Councillors	Cllr Chesser Cllr Durman Cllr Fraser Cllr King (Head) Cllr N Oakes Cllr Rose

		Clr Wood
Communications & Engagement Working Party	6 Councillors	Clr Durman Clr Elliot (Head) Clr Higgins Clr N Oakes Clr S Oakes Clr Stagg
Operations Management Committee	Mayor, Deputy Mayor, Head of Estate Management, Head of Planning, Head of Communications & Engagement plus 2 Councillors	Clr Chapple Clr Elliot Clr Fraser Clr Higgins (Head) Clr King Clr Radcliffe Clr Stagg
Neighbourhood Planning Working Party	4 Councillors, 2 of whom must be on the Planning Committee	Clr Chapple Clr Fraser Clr King Clr Wood
Fletton House Acquisition Working Party		Clr Chapple Clr Fitzgerald Clr Fraser Clr King Clr Stagg Clr Wood

13.10.02 Election of Council representatives to the following bodies:

The following representatives were appointed:

- 13.10.02.01 Oundle Museum Trust
Clrs Higgins, Fraser, Clr Chapple and Clr N Oakes.
- 13.10.02.02 Oundle Church Clock Fund
Clr Higgins and Fraser.
- 13.10.02.03 Youth Counselling Service (CHAT)
Clr Radcliffe and Clr Chesser.
- 13.10.02.04 Parson Latham's Council Representative
Clr Gwen Radcliffe & four existing Council nominations of Mrs June Round, Mrs Gwen Hayward, Mrs Andrea Lieber and Mr David Wills.
Clr Radcliffe advised that Mrs June Round has been elected vice president of the Trust. The Council may wish to consider Mr Paul Goldsmith in the future.
- 13.10.02.05 Larger Council Partnership
Clr Chapple and Clr Fitzgerald.
- 13.10.02.06 Community Safety Forum
Clr Radcliffe.
- 13.10.02.07 Fairtrade
Clr Higgins.
- 13.10.02.08 Association of Trade & Commerce
Clr Fraser and Clr Wood.
- 13.10.02.09 Volunteer Action (Representative)

- Cllr S Oakes.
- 13.10.02.10 Oundle Twinning Association
Cllr Elliot with Cllr Radcliffe as Deputy.
- 13.10.02.11 Oundle Transition Town
Cllr Fraser.
- 13.10.02.12 Oundle Carnival
Cllr Fraser.
- 13.10.02.13 Pocket Park/Environmental Coordinator
Cllr Higgins.
- 13.10.02.14 Youth Champion
Cllr Higgins.

13.11. Financial Matters

- 13.11.01. To review and amend the signatories on the Council bank account to ensure that the bank mandate is updated to reflect the signatories of the Mayor, Deputy Mayor, Clerk and serving Councillors.
The Clerk was asked to ensure that the bank mandates were updated to reflect the current Mayor, Deputy Mayor and all serving Councillors who wished to be bank signatories.

13.12. Planning Applications

- 13.12.01. Planning Applications
The following responses were agreed:

Item	Reference	Details	Outcome
13.12.01.01	EN/13/00526/TCA	T1 Holly – remove for the benefit of the yew and beech trees. T2 Yew – reduce branches outside natural shape to encourage growth into area repressed by holly tree. T3 Roninia Frisia – dead/dying – fell. TG4 3 Conifers – crown lift to 2.5m at Gardenways, Blackpot Lane.	No Objection
13.12.01.02	EN/13/00497/LBC	Removal of three internal ground floor walls: 1) between front and rear sitting rooms 2) between kitchen and rear lobby 3) between rear lobby and cloakroom at 21 Benefield Road.	No Objection
13.12.01.03	EN/13/00484/LBC	To extend the existing opening at ground floor level between the existing living room and new	No Objection

		kitchen and to add an additional velux conservation light to exiting house at 9 Stoke Hill.	
13.12.01.04	EN/13/00573/FUL	Single storey extension to create a bedroom at 48 Springfield Road.	No Objection
13.12.01.05	EN/13/00583/FUL	Erection of single storey B1 office building for personal use (re-submission of application 12/01018/FUL) at The Wharf House, Station Road.	No Objection with Comments Proposed: Cllr King Seconded: Cllr N Oakes For: 9 Against: 2 Comments: We are concerned that Highways have not given consideration to further impact of other developments within the area that have been approved since the original planning application was submitted. In addition, we believe that flooding within the area should be a consideration as we have concerns about this. We also request that the materials and style of development must be complement the surrounding area and buildings.
13.12.01.06	EN/13/00637/FUL	Ground floor rear extension at 12 Siddons Close.	No Objection: 8 Objection: 2 Abstention: 1

13.12.02. Planning Outcomes

The following planning outcomes were noted:

Item	Reference	Details	Outcome
13.12.02.01	EN/13/00284/FUL	Single storey extension to create garage at front of property, infill of storm porch to front elevation and installation of first floor window to side elevation at Watersedge, Riverside Close.	Recommendation: No Objection Outcome: Granted

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13.12.02.02	EN/13/00205/FUL	Change of use from industrial space (B2) to restaurant (A3) and pub 9A4) use with associated car park and footbridges at Barns at The Wharf, Station Road.	Recommendation: No Objection Outcome: Granted
13.12.02.03	EN/13/00102/FUL	Proposed new detached dwelling along with attached double garage and widening of existing vehicular access at 137 Glapthorn Road.	Recommendation: No Objection Outcome: Granted
13.12.02.04	EN/13/00172/TPO	G1 91 Tree) Ash Fell dead tree T3 Ash Remove split limb G4 92 Ash) Remove deadwood and thin crowns by 20% G5 (4 Ash) Remove deadwood and thin crowns by 20%.	Recommendation: No Objection Outcome: Granted
13.12.02.05	EN/13/00177/LBC	Remove existing half light window and stone infill and replace with timber box sliding sash window to match at 4 East Road.	Recommendation: No Objection Outcome: Granted
13.12.02.06	EN/13/00161/FUL	Single storey rear extension at 7 Herne Road.	Recommendation: No Objection Outcome: Granted
13.12.02.07	EN/13/00163/FUL	Proposed two storey rear extension at The Surgery, Glapthorn Road.	Recommendation: No Objection providing displaced parking is found within applicant's site. Outcome: Granted
13.12.02.08	EN/13/00145/LBC	Installation of a 12 panel 3.92kWh solar Photovoltaic system on the rear, south facing roof of the property at East Jericho, Jericho.	Recommendation: Objection Outcome: Refused
13.12.02.09	EN/13/00128/FUL	Two storey rear and single storey extension at 2 Rockingham Hills.	Recommendation: No Objection Outcome: Granted
13.12.02.10	EN/13/00086/FUL	Demolish existing rear garden room and build new single storey rear extension at 24 Benefield Road.	Recommendation: No Objection Outcome: Granted

13.12.02.11	EN/13/00009/FUL	Demolition of existing bungalow and proposed new house and garage at 8A Glapthorn Road.	Recommendation: No Objection Outcome: Granted
13.12.02.12	EN/12/01700/TPO	T1 (Ash) Fell T2 (Ash) Fell T3 (Ash) reduce crown by 20% and remove deadwood at 46 Creed Road.	Recommendation: Objection unless Tree Officer at ENC thinks works necessary. Outcome: Granted

13.12.03. Planning Withdrawals

The following planning withdrawals were noted:

Item	Reference	Details
13.12.03.01	EN/13/00329/FUL	Construction of new dwelling with integral garage accessed off Cotterstock Road – on land to rear of 62 Glapthorn Road.
13.12.03.02	EN/13/00112/FUL	Proposed erection of 2 No. Two bedroom semi-detached houses to the rear at Land between The Ship Inn and 90 South Road.

13.12.04. Planning Appeals

The following planning appeal outcome was noted:

Item	Reference	Details	Outcome
13.12.04.01	EN/12/00276/LBC	Replacement of ground floor windows and main front door of house at 25 North Street.	Appeal dismissed.

13.13. Oundle Town Council Planning Matters

To consider the action to be taken with A boards and signage within the town.

Cllr Chesser left the meeting at 9.02pm.

It was agreed that this matter would form part of the communication with local traders via the Portas group regarding their work relating to the presentation and attractiveness of the town centre.

13.14. Consultations, Conferences and Training

13.14.01. ENC Draft Economic development and Tourism Strategy 2013-16 Consultation. Comments by Friday 17 May 2013.

Cllr Radcliffe agreed that she would provide a summary statement for approval at the Full Council meeting to be held on 16 May 2013.

13.15. Correspondence for Action

13.15.01. Oundle Town Football Club: Permission to hold car boot sales on the 2nd Sunday of the month from May to October.

This was unanimously agreed.

13.16. Correspondence for Information

None.

13.17. Any Other Relevant Matters for Report

Cllr S Oakes noted that the emptying of dog bins within the town appeared to be an issue and that she would report the details to the office.

Cllr Radcliffe stated surprise that The Talbot had been used as a Polling Station as there was no parking and no ease of disabled access and noted that the Queen Victoria Hall would be a better venue. The office was asked to contact ENC regarding this.

Cllr Radcliffe also noted that there were charities putting up tables outside the market area on Thursdays collecting and selling things and asked the office to take action to prevent this.

Cllr Higgins advised that Cllrs N & S Oakes have extended an invitation to all Councillors to attend a barbeque at their home on 23rd June 2013 and that details of this will be circulated shortly.

Cllr Higgins concluded by stating that he had enjoyed the Oundle on your Bike events.

There being no further business the meeting closed at 9.18pm.

Signed: 

Dated: 16/05/13

Action Points – Full Council Meeting – 02.05.2013

Reference	Action	Responsibility	Due Date
FC/02.05.13/01.	Update all Committee and Working Party information for circulation to Councillors.	DR	16.05.2013
FC/02.05.13/02.	Update bank mandate information.	PS	31.05.2013
FC/02.05.13/03.	Ensure ENC reconsider using the Queen Victoria Hall as a venue for a Polling Station.	TB	30.06.2013
FC/02.05.13/04.	Ensure no additional stalls are operating within the town.	HS	31.05.2013