



# Oundle Town Council

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## Minutes of the Meeting of the Town Council held on Tuesday 20<sup>th</sup> June 2017 at 7.30pm in The Oundle Suite, Fletton House, Fletton Way, Oundle.

**Members Present:** Cllrs R Sparkes, V Chesser, P Peel, D Chapple, C Best and M Glen  
**In attendance:** Emma Baker – Town Clerk  
 1 member of the public

### 17.23. Apologies for Absence

- 17.23.01. To receive apologies for absence.  
 Apologies for absence were received from Cllrs N Oakes, S Oakes, D Fuller, C Humphreys  
 Apologies were also received from District Councillors J Vowles and R Reichhold
- 17.23.02. To accept apologies for absence.  
 The apologies for absence were accepted.

### 17.24. 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.)

- 17.24.01. To declare any Disclosable Pecuniary Interests.  
 Cllr Peel on item 17.32.09
- 17.24.02. To declare any Other Interests.  
 Cllr Chapple, on item 17.33.02  
 Cllrs Chapple, Sparkes, Best on item 17.32.08
- 17.24.03. To consider any requests for Dispensation.  
 None
- 17.24.04. To report any gifts or hospitality accepted over the value of £50.00.  
 None
- 17.24.05. To report any inappropriate gifts or hospitality offered.  
 None

### 17.25. Minutes of Previous Meetings – Full Council and Extraordinary

- 17.25.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 23<sup>rd</sup> May 2017 as an accurate record.'* (*Standing Order 10c*)  
 The minutes were approved.

**Proposed:** Cllr Peel      **Seconded:** Cllr Best      **Resolved:** 5 in favour 1 abstention

- 17.25.02 PROPOSITION: *'To approve and sign the minutes of the Extraordinary meeting held on 6<sup>th</sup> June 2017 as an accurate record.'* (Standing Order 10c)  
The minutes were approved

Proposed: Cllr Peel

Seconded: Cllr Glen

Resolved: All in favour

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

*For a maximum of 15 minutes.*

None

**17.27. Consideration of Requests from Interested Parties**

There were none.

**17.28. Reports**

17.28.01 Mayor's Report

During the month, the Mayor attended the civic service for the inauguration of the Chairman East Northants Council and a Girl Guide event in Corby which was to commemorate the work that Lady Juliet Townsend as Chief Commissioner for Girl Guides. The event was hosted by Lord Lieutenant David Laing. The girl guides from around the County performed some entertainment which was judged. The 38<sup>th</sup> Girl Guide Corby Troup and the Corby young cadets won the prizes. Last Sunday the Mayor attended Cotterstock church to commemorate the new Tenor Bell being installed. The service was led by the Bishop of Peterborough, the local MP was there along with the Chairman of ENC, District Councillors and the County Councillor.

17.28.02. Police Report

No report received

17.28.03. District Councillors Report

Apologies received

**17.29. Signing & Sealing**

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

Proposed: Cllr Best

Seconded: Cllr Chapple

Resolved: All in favour

**17.30 Town Matters**

17.30.01. To receive the inspectors report regarding the land known as Fletton Field, Glapthorn Road, Oundle. (Emailed on 13/06/2017)

The report was received.

**17.31. Council Matters**

17.31.01 To receive the Clerks monthly report.

The Clerks report was received.

It was agreed that the Clerk write to Cllr Reichhold him if he can write to Cadent Ltd to ask for them to revisit the complaint from the resident of the Strongland flats.



Cllr Best passed on thanks from the resident living next to the pub, who was pleased with the quick response to their complaint.

17.31.02 To consider the amendments to Standing Orders for approval at the July Full Council meeting  
Amendments were considered and agreed for approval at the July meeting.

17.31.03 To approve the Financial Regulations  
The amendments were considered and agreed. The new Financial Regulations were approved.

**Proposed:** Cllr Chapple

**Seconded:** Cllr Chesser

**Resolved:** All in favour

### 17.32. Financial Matters

17.32.01. To approve the Balance Sheet and Budget Report for April and May 2017  
The Bank Reconciliation, Balance Sheet, Budget report and Trial Balance were approved. Cllr Glen gave a report on the finances.  
Some questions were raised regarding the figures for the Hub. Cllr Glen informed the Council that he is attending regular meetings with the team leaders of the hub, the Clerk and the Mayor to look at the income and expenditure.

**Proposed:** Cllr Glen

**Seconded:** Cllr Peel

**Resolved:** All in favour

17.32.02. Payments for May 2017  
PROPOSITION: 'That the schedule of payments for May 2017 as presented at this item are paid up and that all related documentation and cheques are signed'.  
The payments for May were approved.

**Proposed:** Cllr Glen

**Seconded:** Cllr Chesser

**Resolved:** All in favour

17.32.03 To receive the Internal Audit Report and agree action plan.  
The Internal Audit report was received. It was agreed to refer the action plan agreement to the next Finance and General Purposes Committee meeting.

17.32.04 To complete and approve the Annual Governance Statement (Section 1 of the Annual Return) 2016/2017.  
Section 1 of the Annual return was completed and approved.

**Proposed:** Cllr Best

**Seconded:** Cllr Peel

**Resolved:** All in favour

17.32.05 To approve the Accounting Statement (Section 2) of the Annual Return 2016/ 2017.  
It was approved

**Proposed:** Cllr Chapple

**Seconded:** Cllr Peel

**Resolved:** All in favour

17.32.06 To approve the Clerk and Estates Officer attendance at the SLCC Regional Training Seminar £69.00 per delegate  
It was approved.



**Proposed:** Cllr Chapple

**Seconded:** Cllr Glen

**Resolved:** All in favour

17.32.07 To consider grant application from Oundle (District) Phab Club.  
The grant application for £500 was approved

**Proposed:** Cllr Chesser

**Seconded:** Cllr Peel

**Resolved:** All in favour

17.32.08 To consider grant application from Oundle Museum Trust.  
The grant application for £1,000 was approved.

**Proposed:** Cllr Chapple

**Seconded:** Cllr Best

**Resolved:** All in favour

12.32.09 To consider grant application from Oundle Baptist Church.  
The grant application was not approved.

17.32.10 To approve the expenditure for the marketing brochure for Fletton House and the Queen Victoria Hall.  
It was agreed that the brochure would be produced by Sarah Webb and a budget of £2,000 was approved.

**Proposed:** Cllr Glen

**Seconded:** Cllr Best

**Resolved:** All in favour

### 17.33. Planning Matters

17.33.01 To receive the minutes from the Planning Committee meeting held on 6<sup>th</sup> June 2017.  
The meeting minutes were received.

17.33.02 To receive an update on the Neighbourhood Plan and to agree to engage the Planning Consultant to write an additional item for the Neighbourhood Plan regarding the land on the border of Oundle and Glapthorn.  
The Mayor informed the meeting that he had met with District Councillor Stearn Head of Planning at ENC and the Monitoring Officer regarding the land between the parishes of Oundle and Glapthorn. The possible development would have a vast impact on both the Glapthorn and Oundle Neighbourhood Plans. Both the Monitoring Officer and Cllr Stearn felt that both parishes should include something in their plans.  
Cllr Chapple and the Mayor will be attending the Glapthorn NP meeting this week to raise some questions regarding the land.  
It was agreed that the Council approve a sum of up to one day of the consultant's daily rate to work on the wording relating to the land between Glapthorn and Oundle. However, this would be delayed until after the meeting with Glapthorn NP working group.

**Proposed** Cllr Chapple

**Seconded** Cllr Best

**Resolved:** 5 in favour 1 against

It was agreed that the Council suspend Standing Order 16 relating to Chairman of estates until the July full council meeting.

**Proposed:** Cllr Chapple

**Seconded:** Cllr Peel

**Resolved:** 5 in favour 1 abstention

### 17.34 Estates Matters

17.34.01 To receive the minutes from the Estates Committee meeting held on 30<sup>th</sup> May 2017.



The minutes were received.

Cllr Best informed the meeting that quotes are being obtained for new bunting and the British Legion are going to consider getting a grant to pay for the addition of the missing name from the War Memorial.

Emergency repairs have been carried out on the boardwalk as it has broken in a couple of places.

The plans for the extension to the kitchen in Fletton House have been submitted to ENC. The Clerk has suggested that Project management plans should be completed for the extension to the kitchen and the new workshop before any further work is carried out.

Cllr Chapple offered to have a look at the new lease for the Joan Strong Centre.

17.34.02 To approve the updated Terms and Conditions for Hall and Room Hire bookings.

It was agreed that Fletton House and the Queen Victoria Hall terms and conditions for Hall and Room Hire should be separated. The item was referred to the next Estates.

**17.35 Communication and Marketing Matters**

17.35.01 To receive the notes from the Communication and Marketing Working Party held on 16<sup>th</sup> May and 8<sup>th</sup> June

The notes were received

**17.36. Correspondence for Action**

17.36.01 To consider email from resident regarding HGV Traffic in Oundle Conservation area.

It was agreed that the Clerk respond to the email from the resident.

17.36.02 To discuss the correspondence received regarding the Definitive Map and Rights of Way Improvement Plan

It was agreed that the write to Northamptonshire Highways to inform them that all the footpaths in Oundle are well used.

The Mayor thanked Cllr Val Chesser for all the work she did as Mayor last year.

There being no further business the meeting closed at 21.40 pm.

Signature:.....

Dated:.....18/7/17.....