



Oundle Town Council

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Minutes of the Meeting of the Town Council held on Tuesday 20th February 2018 at 7.30pm in The Oundle Suite, Fletton House, Fletton Way, Oundle.

Members Present: Cllrs R Sparkes, V Chesser, J Hutton, N Oakes, S Oakes, D Fuller and D Chapple
In attendance: Emma Baker – Town Clerk

17.189. Apologies for Absence

17.189.01. To receive apologies for absence.

Apologies for absence were received from Cllr C Humphreys, M Glen, P Peel and I Clark

17.189.02. To accept apologies for absence.

The apologies for absence were accepted.

17.190. To receive address from the Mayor

The address was received by the Council.

17.191. 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.)

17.191.01. To declare any Disclosable Pecuniary Interests.

None

17.191.02. To declare any Other Interests.

Cllr Sparkes – item 17.200.02.

17.191.03. To consider any requests for Dispensation.

None

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

None

17.191.05. To report any inappropriate gifts or hospitality offered.

None

17.192. Minutes of Previous Meetings – Full Council and Extraordinary

17.192.01. PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 16th January 2018 as an accurate record.'* (*Standing Order 10c*)

The minutes were approved.

Proposed: Cllr N Oakes

Seconded: Cllr J Hutton

Resolved: 5 in favour

17.192.02. PROPOSITION: *'To approve and sign the minutes of the Neighbourhood Plan Full Council meeting held on 6th February 2018 as an accurate record.'*
(Standing Order 10c)

The minutes were approved

Proposed: Cllr Chesser

Seconded: Cllr Sparkes

Resolved: 5 in favour

17.193. Public Participation from Interested Parties or Members of the public

For a maximum of 15 minutes.

Member of the public asked how we are going to publicise all the information we have received regarding the Neighbourhood Plan. The Council agreed that a summary of the comments received would be made available.

17.194. Consideration of Requests from Interested Parties

There were none.

17.195. Reports

17.195.01. Mayor's Report

The Mayor deferred his report for this month.

17.195.02. District Councillors Report

There were no District Councillors in attendance.

17.196. 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 Fuller

Seconded: Cllr N Oakes

Resolved: All in favour

17.197. Town Matters

17.197.01. To consider and approve the suitable date for a Spring Litter Pick in Oundle.

It was agreed that the Litter pick would take place on Sunday 22nd April 2.00pm to 4.00pm.

17.197.02. To consider request from a resident to write a letter to businesses on the industrial estate to stop parking in the long stay car park.

It was agreed that a letter is sent to the businesses on the industrial estate to remind them not to park in Ashton Road and the long stay car park in East Road.

Proposed: Cllr Fuller

Seconded: Cllr Chesser

Resolved: All in favour

Cllr Chapple arrived at the meeting at 19.53.

17.198. Council Matters

17.198.01. To receive the Clerks monthly report.

The Clerks report was received.

17.198.02. To consider the Council's plan of action to comply with the EU General Data



Protection Regulation, which takes effect from 25th May 2018.

The Clerks report from the General Data Protection Regulation training course was received. The Clerk and Administration staff will be carrying out an audit of all the data kept by the Council to establish what is kept, why we keep and whether it should be kept.

17.198.03. To approve the March edition of the Oundle Oracle.

The March edition was approved.

Proposed: Cllr Fuller

Seconded: Cllr N Oakes

Resolved: All in favour

17.199. Financial Matters

17.199.01. To approve the Bank Reconciliation, Balance Sheet, Budget Report and Hub trading account for January 2018

The accounts for January 2018 were approved.

Proposed: Cllr N Oakes

Seconded: Cllr Fuller

Resolved: All in favour

17.199.02. Payments for January 2018

PROPOSITION: 'That the schedule of payments for January 2018 as presented at this item are paid up and that all related documentation and cheques are signed'.

The payments for January were approved.

Proposed: Cllr N Oakes

Seconded: Cllr Fuller

Resolved: All in favour

17.200. Planning Matters

17.200.01. To receive the minutes from the Planning Committee meeting held on 6th February 2018.

The meeting minutes were received.

Cllr Chapple declared an interest on item 17.200.02.

17.200.02. To receive notification of submission of the Neighbourhood development plan for Glaphorn: Consultation under Regulation 16 of the Neighbourhood Planning Regulations 2012.

Letter of acknowledgement will be sent to ENC.

17.201. Estate Matters

17.201.01. To receive the minutes from the Estates Committee meeting held on 23rd February 2018

The minutes were received.

17.201.02. To receive request from tenant in the Courthouse regarding heating issues in the office and to agree response.

It was agreed that the annual rent for 2018/2019 stay at the same rate as 2017/2018 annual rent.

Proposed: Cllr Fuller

Seconded: Cllr Hutton

Resolved: All in favour



17.201.03. To receive letter from prospective tenant for the Courthouse and to agree response.

The Council agreed to the terms of the letter from the prospective tenants.

17.202. Neighbourhood Plan

17.202.01. To receive an update on the Neighbourhood Plan.

There have been a series of meetings and surgeries in Fletton House and on the market. A meeting has been arranged for Saturday 24th February for the residents of St Christopher's Drive. The Mayor and Cllr Hutton will host the meeting.

The Mayor gave a brief summary on the planning history of the land at St Christopher's Drive, which has been refused planning in 2014. At a meeting between OTC and ENC planning officers from ENC informed the Mayor and Clerk that although planning has been refused previously due to the change in housing stock it may not get refused again. The settlement boundary has been revised to incorporate the 7 sites in the draft Neighbourhood Plan.

17.203. Correspondence for Information

None 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 Sparkes

Seconded: Cllr Chapple

Resolved: All in favour

The meeting closed at 8.26 pm

The meeting opened at 10.05pm

17.204. Neighbourhood Plan

17.204.01. To receive an update from meeting held on Tuesday 6th February.

The update was received.

17.205. Finance and Personnel Matters

17.205.01. To receive an update on grievances received and approve the response.

It was agreed that the responses to the grievances would be reviewed and brought back to the next full council.

Proposed: Cllr Fuller

Seconded: Cllr N Oakes

Resolved: All in favour

17.205.02. To receive an update from the Council Insurance Legal Helpline Solicitor.

The update was received.

17.205.03 To report on recent Hub staff resignation and to discuss and approve recruitment of new member of staff.

The report was received. It was agreed that we recruit a replacement Team



Leader.

Proposed: Cllr

Fuller

Seconded: Cllr S Oakes

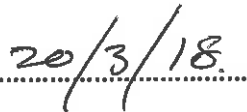
Resolved: All in favour

17.206. Any Other Relevant Matters for Report only

Cllr Chapple reported a pothole on New Road. Cllr Chesser informed the meeting that the pot hole she reported will be repaired by May 2018.

There being no further business the meeting closed at 10.13pm.

Signature:..........

Dated:..........