



# Oundle Town Council

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**Minutes of the Meeting of the Town Council held on Tuesday 22<sup>nd</sup> January 2019 at 7.30pm in The Oundle Suite, Fletton House, Fletton Way, Oundle.**

**Members Present:** Cllrs J Hutton, P Peel, R Sparkes, T Stagg, C Humphreys, T Robinson, S Baker, I Clarke, and M Glen

**In attendance:** Emma Baker – Town Clerk  
1 member of the public

## **18.186. Apologies for Absence**

- 18.186.01. To receive apologies for absence.  
Apologies have been received from Cllrs Fuller, Chapple, N Oakes, S Oakes and V Chesser
- 18.186.02. To accept apologies for absence.  
The apologies were accepted.

## **18.187. 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.)

- 18.187.01. To declare any Disclosable Pecuniary Interests.  
None
- 18.187.02. To declare any Other Interests.  
Cllr Robinson item 18.195.01
- 18.187.03. To consider any requests for Dispensation.  
None
- 18.187.04. To report any gifts or hospitality accepted over the value of £50.00.  
None
- 18.187.05. To report any inappropriate gifts or hospitality offered.  
None

## **18.188. Minutes of Previous Meetings – Full Council**

- 18.188.01. PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 18<sup>th</sup> December 2018 as an accurate record.'* (*Standing Order 10c*)  
The minutes were approved.

**Proposed:** Cllr Robinson

**Seconded:** Cllr Humphreys

**Resolved:** 7 in favour  
2 abstentions

18.188.02. PROPOSITION: *'To approve and sign the minutes of the Neighbourhood Plan Full Council meeting held on 8<sup>th</sup> January 2019 as an accurate record.'*  
(Standing Order 10c).

Proposed: Cllr Robinson

Seconded: Cllr Stagg

Resolved: 8 in favour  
1 abstention

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

*For a maximum of 15 minutes.*

Member of the public addressed the meeting regarding the removal of the grit bin in Nene View. He informed the Councillors that the residents of Nene View were concerned that the bin has been removed and could the Council reconsider their decision not to take on responsibility. Mayor informed the meeting that Northamptonshire County Council made the decision to remove the bin however it would be discussed later in the meeting.

The Mayor introduced the Heartstart members Alan Williamson and Trevor Brant, who gave a short presentation on the training they provide.

They thanked OTC for the grant which has been very important for the Heartstart group. He also thanked the Oundle Town Council staff for being so helpful. The Heartstart group in Oundle was formed in 2011. They have held over 200 courses across the district. The grant has been vital to the group to help pay for new equipment to continue with the training sessions. The group would like to carry out a training session for the Councillors in the future.

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

There were none.

**18.191. Reports**

18.191.01. District Councillors Report

There were no District Councillors in attendance.

**18.192. Town Matters**

18.192.01. To receive an update on North Bridge.

Latest update from Northamptonshire Highways is that work should be completed by December 2019. The information on the new route for the X4 bus has been received and will be circulated.

18.192.02. To receive an update from East Northants Council regarding a Waste Amnesty day to take place in Irthlingborough and to consider whether Oundle could host a Waste Amnesty day.

It was agreed that the clerk get some more information on how the process works.

18.192.03. To agree OTC representatives to attend a meeting with Tom Pursglove MP regarding Fletton Field on 1<sup>st</sup> February at 10.00am

The Mayor and Clerk agreed to attend the meeting.

**18.193. Council Matters**

18.193.01. To receive the Clerks Report.

The Clerks report was received. It was agreed that the Clerk should find out if the Co-op or Waitrose would be interested in running the plastic bottle scheme.

18.193.02. To receive notification of the next Oundle Area Local Parish Councils meeting on 26<sup>th</sup> February at 6.00pm in the Oundle Suite and to agree Councillor attendees.

Cllr Roy Sparkes and the Mayor will attend the meeting.

18.193.03. To consider email from residents regarding reinstating a grit bin in Nene View.

Cllr Humphreys – the Council needs to consider what the Council are willing to take over from Northamptonshire Highways.

It was agreed that the Council would give the residents some bags of salt tomorrow. The Council are very sympathetic to the residents and will supply some salt. The Clerk will ask NCC to review the grit bin assessment again and find out if the bin can be returned.

18.193.04. To receive an invite from Sue Ryder Thorpe Hall to visit the Hospice.

The invitation was received. The Mayor would be willing to visit the Hospice. The Mayor will liaise with the Deputy Mayor before responding.

#### 18.194. Financial Matters

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

The accounts for December 2018 were approved.

The monthly bank balances as at 31<sup>st</sup> December were as follows:

Natwest Current Account £11,230.89, Natwest Reserve Account £288,636.50 and Scottish Widows Account £189,223.88

**Proposed:** Cllr Robinson

**Seconded:** Cllr Glen

**Resolved:** All in favour

18.194.02. Payments for December 2018.

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

The payments for December were approved.

**Proposed:** Cllr Glen

**Seconded:** Cllr Clark

**Resolved:** All in favour

18.194.03. To receive the Internal Control Verification checklist as completed on 14<sup>th</sup> December.

The checklist was received.

#### 18.195. Neighbourhood Plan

18.195.01. To receive an update on the Neighbourhood Plan.

Cllr Peel gave an update from the meeting held at ENC on 21<sup>st</sup> January. The deadline for the comments on the Local Plan site allocations has been extended to 18<sup>th</sup> February. Cllr Robinson will circulate the minutes from the meeting to the Councillors.

The Mayor reported that the extension is for the Oundle Site Allocation documents. Secondly the meeting on 25<sup>th</sup> February at ENC is to look at the

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comments that they have received and to give feedback on the comments received. All comments will be on the ENC website by 18<sup>th</sup> February. It was agreed that the extension should be advertised in the next edition of the Nene Valley News and on our website, Facebook and twitter page.

**18.196. Planning Matters**

- 18.196.01. To receive the minutes from the Planning Committee meeting held on 8<sup>th</sup> January 2019.  
The minutes were 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 Robinson

**Resolved:** 8 in favour  
1 against

The meeting closed at 8.42pm

The meeting re-opened at 9.00pm

**18.197. Personnel Matters**

- 18.197.01. To approve the job description for the Communication and Administration Officer appointment for advertising.  
It was agreed that the appointment be advertised internally and externally.

**Proposed:** Cllr Sparkes **Seconded:** Cllr Peel

**Resolved:** All in favour

**18.198. Any Other Relevant Matters for Report Only**

Cllr Humphreys informed the meeting that the Oundle fun run was well attended and suggested that OTC should get more involved with the events within the Town. Cllr Clark presented the board with the names which was produced in memory of the men of Oundle and Ashton lost their lives in the Great War 1914 -1919, which has been donated to OTC by Oundle School. Cllr Sparkes will show it to the British Legion and the Museum Trust.

There being no further business the meeting closed at 9.05pm.

Signature:  .....

Dated:  .....

OTC Monthly Payments - December 2018

Cheque payment date January 22nd

<u>Cheque No</u>	<u>Payee</u>	<u>Reason</u>	<u>Total Salary</u>	<u>£</u>	<u>£(incl VAT)</u>
					<b>14,030.05</b>
<b><u>CHEQUES</u></b>					
10583	Lite	Replacement for chq 10567 - Returned to NW	£		17,580.00
10584	J Woollard	Replacement for chq 10581 - Returned to NW	£		32.97
10585	E-On UK PLC	Replacement for chq 10562 - Returned to NW	£		161.92
10586	Lite	Replacement for chq 10583 - Returned to NW	£		17,580.00
10587	NCC Pension	Monthly Pension - December	£		1,702.04
10588	Trustees of the QVH	(QVH 973) Paid in to OTC in error	£		78.00
10589	Abacus	Stationery	£		142.74
10590	Berrys	Letting services	£		1,243.20
10591	Bluemoon	IT Support	£		34.56
10592	CAG Consult LLP	Neighbourhood Plan Consultant fee	£		9,261.00
10593	Clean4Shaw	Cleaning of SO, CH & FH	£		2,719.57
10594	Colemans	Stationery	£		72.85
10595	Coles	Material for CH	£		31.89
10596	Cottons	Additional cost for 2 payroll runs	£		30.00
10597	E-On Energy Solutions	Street lighting maintenance	£		81.76
10598	E-On UK PLC	Un metered Electricity	£		167.32
10599	Fox Directories	Oundle Advertiser	£		110.00
10600	Glasdon UK Ltd	Bollard Handles	£		34.09
10601	Hobart UK	Dishwasher call out charge	£		168.00
10602	The Mailing Room	Franking M/c Printer head & Ink	£		177.54
10603	MB Fire Training	Fire Warden Course	£		350.00
10604	K Mears	Litter Picking	£		160.00
10605	Oundle Spares & repairs	Paint brush	£		14.69
10606	Pick Arthey	Fuel	£		110.46
10607	QJ Marketing	www.oundle.info Quarterly charge	£		360.00
10608	RVS Group	Photocopies	£		40.34
10609	Total Promotions Ltd	Maintenance work clothing	£		59.98
10610	Waterland Associates	Maintenance Workshop Planning Application	£		672.60
10611	E-On UK PLC	Replacement for chq 10585 - Returned to NW	£		161.92
		<b>Total Cheques</b>	<b>£</b>		<b>17,822.63</b>
<b><u>DIRECT DEBITS</u></b>					
	Aviva Pension	Monthly Pension	£		-
	Barclaycard	Bank Charges	£		87.03
	Barton Telecom Services	Telephone monthly fee	£		205.58
	Biffa	Quarterly wheelie bin service	£		358.96
	Brakes	The Hub Food & Drink	£		551.76
	British Gas	Gas FH	£		-
	Direct365online	Feminine hygiene disposal	£		113.16
	HMC&Revenue	PAYE via Cottons	£		3,766.63
	Mathew Algie	Coffee m/c rental & Coffee	£		721.76
	NW	Quarterly bank charges	£		42.00
	NW Card	The Hub Food & Office stationery	£		1,210.52
	Post By Phone	Postage	£		300.00
	PWLB Loan	PWLB QVH Loan - 6 months	£		11,396.60
	Sage	Sage accounts	£		86.40
	SSE Swalec	FH/SO/CH/ER Gas & Electric	£		1,468.02
	Talk Talk	Broadband at Unit 7	£		34.80
	Waitrose	The Hub	£		291.41
	Watering Well	Water for meetings	£		13.99
	WPS	M Insurance fee	£		1,425.76
		<b>Total Direct Debits</b>	<b>£</b>		<b>22,074.38</b>
<b>Signed by 2 councillors</b>			<b>Total Payments</b>	<b>£</b>	<b>53,927.06</b>

NB This figure is in addition to "Regular Monthly SO & DD payments 2018-19" agreed at FC June 2018