



Oundle Town Council

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Minutes of the Meeting of the Town Council held on Tuesday 16th April 2019 at 7.30pm in The Oundle Suite, Fletton House, Fletton Way, Oundle.

Members Present: Cllrs J Hutton, P Peel, C Humphreys, T Robinson, D Chapple, R Sparkes, N Oakes, S Oakes, M Glen and I Clarke

In attendance: Emma Baker – Town Clerk
5 members of the public
County Councillor Annabel de Capell Brooke
District Councillors P Stearn and R Reichhold

Absent: Cllrs V Chesser and S Baker

18.253. Apologies for Absence

- 18.253.01. To receive apologies for absence.
Apologies have been received from Cllrs Stagg and Fuller
- 18.253.02. To accept apologies for absence.
The apologies were accepted.

18.254. 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 13*)
(This requirement applies only in respect of matters, which are to be considered by the Council at this meeting.)

- 18.254.01. To declare any Disclosable Pecuniary Interests.
- 18.254.02. To declare any Other Interests.
Cllr Robinson as a resident of St Christopher's Drive - Item 18.262.
Cllr Chapple former member of the Glapthorn Neighbourhood Plan working group and a Councillor on Glapthorn Parish Council – Item 18.262.
Cllrs D Chapple, J Hutton, R Sparkes and N Oakes – Item 18.260.02.
- 18.254.03. To consider any requests for Dispensation.
None
- 18.254.04. To report any gifts or hospitality accepted over the value of £50.00.
None
- 18.254.05. To report any inappropriate gifts or hospitality offered.
None

18.255. Minutes of Previous Meetings – Full Council

- 18.255.01. PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 19th March 2019 as an accurate record.'* (*Standing Order 12*)
The minutes were approved.

Proposed: Cllr Robinson **Seconded:** Cllr Humphreys **Resolved:** 8 in favour

18.255.02. PROPOSITION: *'To approve and sign the minutes of the Neighbourhood Plan Full Council meeting held on 2nd April 2019 as an accurate record.'* (Standing Order 12).

The minutes were approved.

Proposed: Cllr Peel **Seconded:** Cllr Robinson **Resolved:** 7 in favour

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

For a maximum of 15 minutes.

A resident raised the issue of single use plastic and if the Council would consider making the market plastic free.

Cllr Annabel de Capell Brooke introduced herself to the Councillors and members of the public present. She gave an update on issues and projects she has been involved in since being elected. She has been involved with project in Kings Cliffe opening up the old railway line. Underground have been working on a Youth project in Kings Cliffe. Cllr de Capell Brooke wants to increase links with Oundle through the Youth project. She has met with the Fletton Field group to give her support and has spoken to NCC regarding the sale of the land. She has also met with Transition Oundle and OTC regarding New Road traffic issues. She has also helped Prince William School get confirmation of work needed to be carried out on school buildings.

18.257. Consideration of Requests from Interested Parties

There were none.

18.258. Reports

18.258.02. Mayor's Report

The Mayor attended a concert and other events during the Festival of Music of Drama as well as other Council business.

18.258.01. District Councillors Report

Cllr Reichhold gave an update on Unitary Council preparations.

18.259. Town Matters

18.259.01. To receive a report from Cllr Robinson following a meeting with a resident and Northamptonshire Highways to discuss traffic on New Road.

Cllr Robinson gave an update on the meeting he had with the resident of New Road and Northamptonshire Highways. They discussed certain possibilities which Highways are going to have a look at such as reducing the speed limit to 20mph, removal of the bus stop at the top of the road and installing a one-way system.

18.259.02. To consider response to consultation on Fletton Field Section 77 Consultation.

It was agreed that the Clerk and Mayor would draft a response and submit it to ENC.

18.259.03. To consider purchasing a mobile vehicle activated sign for Oundle.

It was agreed that the Clerk look into the cost of the signs.

- 18.259.04. To consider purchasing a Red Ensign to fly on Merchant Navy Day.
It was agreed that the Clerk purchase a flag for flying on Merchant Navy Day.

Proposed: Cllr Robinson

Seconded: Cllr Glen

Resolved: All in favour

18.260. Council Matters

- 18.260.01. To receive the Clerks Report.

The report was received.

- 18.260.02. To consider letter received from the Oundle Museum Management Committee and agree a response.

There are some issues regarding the lease. Cllr Sparkes informed the meeting that the lease will be discussed at the Estates meetings and Museum Trust meetings. The Trust are working on a new Trust deed as the current one is out dated. It was agreed that the Clerk respond to the letter and apologise for any offence and reassure the Museum Committee that the Council wants to continue to work with them.

- 18.260.03. To receive briefing East Northamptonshire Council regarding Registers of Interest, Dispensations and Codes of Conduct.

The information was received.

- 18.260.04. To receive information from East Northants Council regarding Operation London Bridge and to review OTC policy.

It was agreed that the Council Officers would review the policy and report back to the meeting.

- 18.260.05. To consider request from resident regarding plastic free markets.

It was agreed that the market stall holders would be asked about reducing the plastic they use and for it to be included on the Estates Committee agenda for discussion.

- 18.260.06. To consider request from Vintage Festival group to use OTC licence for the Vintage Festival and to change the name of the Designated Premises Supervisor.

The request to use the OTC licence for the Vintage Festival and to change the Designated Premises Supervisor was approved.

Proposed: Cllr N Oakes

Seconded: Cllr Clark

Resolved: 9 in favour
1 abstention.

18.261. Financial Matters

- 18.261.01. To approve the Bank Reconciliation, Balance Sheet, Budget Report and Hub trading account for February 2019.

The accounts for March 2019 were approved.

The monthly bank balances as at 31st March were as follows:

Natwest Current Account £10,000.00, Natwest Reserve Account £164,343.41 and Barclays £202,214.06.

Proposed: Cllr Robinson

Seconded: Cllr Humphreys

Resolved: All in favour

18.261.02. Payments for March 2019.
PROPOSITION: *'That the schedule of payments for March 2019 as presented at this item are paid up and that all related documentation and cheques are signed'*.

The payments were approved

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

18.261.03. To receive the new pay scales for 2019-2020 to be implemented from 1 April 2019.

The pay increase was received.

18.261.04. To receive the minutes from the Finance and General Purposes Committee held on 9th April 2019.

The minutes were received.

18.261.05. To approve recommendations from Finance and General Purposes Committee for repayment of outstanding invoice from a tenant.

It was agreed that the rental would be back dated for the previous years and a credit given for the overpayment.

Proposed: Cllr Sparkes **Seconded:** Cllr N Oakes **Resolved:** All in favour

18.261.06. To review the LGPS Discretions policy.

The new policy was approved.

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

18.262. Neighbourhood Plan

18.262.01. To approve the members and Terms of Reference for the Neighbourhood Plan working party.

Cllr Robinson introduced the new draft policy for the working party. The policy was approved subject to a couple of amendments. Cllr Robinson to amend and circulate to the Council.

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

18.262.02. To receive an update from the Neighbourhood Plan Working Party.

Cllr Peel gave an update. The working party met last week to discuss the No houses on St Christopher's drive, increasing Herne Road, Millers, Field stays the same and remove Cotterstock Road. 324 houses in total in the NP. The Mayor continued to say that although all the sites were deliverable there were some sites that had more benefits for the town than others. A discussion regarding the two sites that are going to be removed could still be developed.

18.262.03. To approve amendments to the draft Neighbourhood Plan as recommended by the planning consultant.

The Plan will be redrafted to incorporate the change in sites with out NP. Produce a new draft for approval at the next meeting.

Proposed: Cllr Peel **Seconded:** Cllr Clark **Resolved:** 8 in favour
2 abstentions

ASC

- 18.262.04. To receive a letter from DLP regarding the East Northants Local Plan Part 2 – Oundle Site Assessments and to agree for the NP Working party to request a meeting with DLP.

It was agreed that the Clerk ask for a meeting to be arranged with DLP Consultants and ENC.

18.263. Planning Matters

- 18.263.01. To receive the minutes from the Planning Committee meeting held on 2nd April 2019.

The planning minutes were received.

18.264. Estate Management Committee

- 18.264.01. To receive the minutes from the Estates Management Committee meeting held on 26th March 2019.

The minutes were received.

- 18.264.02. To report of damaged board walk at Snipe Meadow and agree what action is required.

It was agreed that the find out from our insurance company that the Council is not liable if anyone injures themselves when the boardwalk is closed off whilst quotes are obtained to repair the damage.

18.265. Correspondence for Information

- 18.265.01. To receive letter from Pactrac Tri Club regarding Triathlon events in Oundle.

Noted.

- 18.265.02. Oundle Museum Spring Newsletter.

Noted.

- 18.265.03. Personnel Advice & Solutions March Newsletter – Employment Law Update.

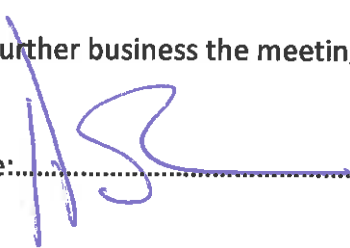
Noted

18.266. Any Other Relevant Matters for Report Only

The Mayor informed the meeting that he would draft the presentation for the Annual Town meeting and circulate to the Councillors over the weekend.

There being no further business the meeting closed at 9.00pm.

Signature:.....



Dated:.....

21 May 2019

OTC Monthly Payments - March 2019

Barclays Online payment date April 18th

Reference	Payee	Reason	Total Salary	£	£(Incl VAT)
					13,936.29
NCC Pension		Monthly Pension - March	£	1,678.40	
Abacus		Stationery	£	123.54	
Lisa How		Reimbursement of travel	£	85.28	
BB Printing		ID Badge	£	5.20	
Bluemoon		IT Support	£	261.24	
Caterfix		Dishwasher repair	£	192.00	
Clean4Shaw		Cleaning of SO, CH & FH	£	2,315.94	
Clyde & Co		McDade v Oundle Town Council	£	100.00	
Colemans		Till roll	£	104.42	
Coles		Materials	£	2.50	
County Life		Nene Valley News	£	129.60	
D Cooper		Install town bunting	£	560.00	
DF Stewart		Unblock toilets. Co-Op & FH	£	432.00	
E-On Energy Solutions		Street lighting maintenance	£	81.76	
E-On UK PLC		Un metered Electricity	£	206.58	
ENC		Premises licence & Dog bins	£	289.78	
Fox Directories		Oundle Advertiser	£	110.00	
S Garrett Harvey		Grass cutting verges	£	1,035.00	
Inception Planning Ltd		Neighbourhood Plan	£	7,304.64	
Inkwell		Loyalty cards & Oracles	£	579.00	
Marlowe Fire & Security		FH Security Alarm	£	666.97	
Kevin Mears		Litter Picking	£	200.00	
NABMA		NABMA Annual Subscriptions	£	358.00	
Oundle Spares & repairs		Petrol mower	£	427.19	
RVS Group		Photocopies	£	26.90	
RG & MF Sadler		CH & Hub Repairs	£	1,120.60	
Trustees of North Family Pension Scheme		Herne Park, East Road Rent	£	100.00	
Stupots		AA Batteries	£	9.98	
Vanessa Williams		Level 2 Food Hygiene & Safety Course	£	24.00	
		Total Cheques	£	18,530.52	
		DIRECT DEBITS			
Aviva Pension		Monthly Pension	£	-	
Barclaycard		Bank Charges	£	79.63	
Barton Telecom Services		Telephone monthly fee	£	272.88	
Biffa		Quarterly wheelie bin service	£	395.46	
Brakes		The Hub Food & Drink	£	986.22	
British Gas		Gas FH	£	-	
Direct365online		Feminine hygiene disposal	£	164.39	
HMC&Revenue		PAYE via Cottons	£	3,605.98	
Mathew Algie		Coffee m/c rental & Coffee	£	940.40	
NW		Quarterly bank charges	£	42.00	
NW Card		The Hub Food & Office stationery	£	4,612.06	
Pitney Bowes		Postage	£	200.44	
Sage		Sage accounts	£	86.40	
SSE Swalec		FH/SO/CH/ER Gas & Electric	£	1,460.22	
Talk Talk		Broadband at Unit 7	£	34.80	
Waitrose		The Hub	£	133.39	
Watering Well		Water for meetings	£	-	
WPS		M Insurance fee	£	1,375.55	
		Total Direct Debits	£	14,389.82	
		Total Payments	£	46,856.63	

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