



# Oundle Town Council

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## Minutes of the Meeting of the Town Council held on Tuesday 15<sup>th</sup> October 2019 at 7.30pm in The Oundle Suite, Fletton House, Fletton Way, Oundle.

**Members Present:** Cllrs C Humphreys, T Robinson, T Stagg, I Clark, M Glen, R Sparkes and D Chapple.

**In attendance:** Emma Baker – Town Clerk  
Mark Felton and David Wood – Transition Oundle  
Ashton Parish Council Members Stephen Ellis and Sarah New

**Absent:** Cllr S Baker

### 19.76. Apologies for Absence

- 19.76.01. To receive apologies for absence.  
Apologies have been received from Cllrs Chesser, Fuller, Hutton, N Oakes and S Oakes and Peel.
- 19.76.02. To accept apologies for absence.  
The apologies were accepted.

### 19.77. Declarations of Interests

To receive and consider any declarations of interest from Members 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.)

- 19.77.01. To declare any Disclosable Pecuniary Interests - None.
- 19.77.02. To declare any Other Interests – Cllr's Robinson, Chapple, Sparkes & Oakes – Trustees of the Oundle Museum.
- 19.77.03. To consider any requests for Dispensation - None.
- 19.77.04. To report any gifts or hospitality accepted over the value of £50.00 - None.
- 19.77.05. To report any inappropriate gifts or hospitality offered - None.

### 19.78. Minutes of Previous Meetings

- 19.78.01. PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 17<sup>th</sup> September 2019 as an accurate record.'* (*Standing Order 12*).  
The minutes were approved.

**Proposed:** Cllr Chapple      **Seconded:** Cllr Humphreys      **Resolved:** All in favour

### 19.79. Public Participation from Interested Parties or Members of the public

Representation from Transition Oundle – Mark Felton and David Wood.

The Cycle Tract Proposal Report had been previously circulated to the Councillors. Having cycle tracks in the town will make it easier to get around in Oundle on a bike meaning less cars needing to park in the town. Neil Holland NCC Cycling Officer has

reviewed the proposal report. A short video was played showing the 2 proposals. TO would like the Council to consider the proposals at a future meeting. The Mayor thanked the members of TO for the presentation.

#### 19.80. Consideration of Requests from Interested Parties - None

#### 19.81. Reports

19.81.01. Mayor's Report

The Mayor's report was received.

19.81.02. District Councillors Report

Cllr Reichhold's report was received by the Council.

#### 19.82. Town Matters

19.82.01. To consider proposal that Oundle Town Council and Ashton Parish Council apply for a grant to "light up" North bridge and get funding to restore the old Riverside Hotel to an Arts Centre.

Cllr Humphreys gave a brief update on his proposal and how this could be an opportunity for us to get financial assistance to restore the old Riverside Hotel and light up the bridge. The Ashton Parish Council representatives agreed with the proposal and said that Ashton Parish Council would support and application to the Rothschild Foundation. It was agreed that OTC submit the proposal to the foundation.

**Proposed:** Cllr Humphreys

**Seconded:** Cllr Chapple

**Resolved:** All in favour

19.82.02. To receive an update on North Bridge.

Listed building consent has been approved and work is due to start in the next 6 weeks.

#### 19.83. Council Matters

19.83.01. To receive the Clerks Report.

The report was received.

19.83.02. To consider proposal from cleaning company to purchase the public toilets in St Osyth's car park.

It was agreed that the Clerk find out if the company would consider having a long term lease instead of having the freehold.

19.83.03. To approve the re-election of the 5 Oundle Town Council nominated Trustees to represent the Council on the Parson Latham's Hospital "Scheme" for the next 4 year term.

The re-election of the 5 Oundle Town council nominated Trustees was approved.

It was agreed that the Clerk ask Cllr Peel to speak about what the Parson Latham's Hospital Scheme does at the next meeting.

**Proposed:** Cllr Chapple

**Seconded:** Cllr Robinson

**Resolved:** All in favour

19.83.04. To approve the Oundle Town Council Environmental Policy.

The policy was approved.

**Proposed:** Cllr Stagg

**Seconded:** Cllr Humphreys

**Resolved:** All in favour

19.83.05. To approve the October Oundle Oracle.  
The Oracle was approved  
**Proposed:** Cllr Robinson      **Seconded:** Cllr Clark      **Resolved:** All in favour

19.83.06. To receive the notes from the Hub meetings.  
The notes were received.

#### 19.84. Financial Matters

19.84.01. To approve the Bank Reconciliation, Balance Sheet and Hub Trading Account for September 2019.  
The monthly bank balance as at 30th September was as follows:  
Barclays Account £638,498.46.  
**Proposed:** Cllr Glen      **Seconded:** Cllr Robinson      **Resolved:** All in favour

19.84.02. Payments for October 2019.  
PROPOSITION: *'That the schedule of payments for October 2019 as presented at this item are paid up and that all related documentation and cheques are signed'.*  
**Proposed:** Cllr Robinson      **Seconded:** Cllr Glen      **Resolved:** All in favour

19.84.03. To consider grant application from Oundle Amateur Theatrical Society  
It was agreed that a grant of £1,000 be given to the Amateur Theatrical Society.  
**Proposed:** Cllr Chapple      **Seconded:** Cllr Robinson      **Resolved:** 6 in favour

19.84.04. To approve the quote to repair the Courthouse roof and agree which budget the expenditure will come from.  
It was agreed that expenditure up to £26,000 would be approved. General Reserves would be used to cover the remaining about once the budget had been used.  
**Proposed:** Cllr Robinson      **Seconded:** Cllr Clark      **Resolved:** All in favour

19.84.05. To approve the expenditure to replace the soft surfacing and carry out repairs to play equipment on the recreation ground and St Christopher's Drive.  
The costs for repairs were approved. It was agreed to take the outstanding amount of £7,422 from General Reserves. The Clerk will ensure that the RoSPA inspection is circulated to the Estates Committee members.  
**Proposed:** Cllr Stagg      **Seconded:** Cllr Chapple      **Resolved:** All in favour

19.84.06. To receive an update on online banking process and approve the process going forward.  
The update was received and the revised banking process was approved.  
**Proposed:** Cllr Chapple      **Seconded:** Cllr Robinson      **Resolved:** All in favour



- 19.84.07. To approve the External Auditor report and the Annual Return for the year ending March 31<sup>st</sup> 2019.

The external auditor report and Annual Return was approved.

**Proposed:** Cllr Robinson

**Seconded:** Cllr Glen

**Resolved:** 6 in favour

- 19.84.08. To receive the minutes from the Finance & General Purposes and Personnel Committees joint meeting held on 8<sup>th</sup> October.

The minutes were received.

- 19.84.09. To consider information on Courthouse income and agree potential financial plan for the future of the Courthouse.

The rental information was received however more information is required before any decision can be made.

### 19.85. Neighbourhood Plan

- 19.85.01. To receive an update on the Neighbourhood Plan Public Hearing and to agree who will be attending to speak on behalf of the Council.

The update was 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 Chapple

**Seconded:** Cllr Robinson

**Resolved:** 3 in favour

The meeting closed at 9.06pm

The meeting opened at 9.33pm

- 19.85.02. To approve costs for a Planning Consultant to attend the public hearing on 29<sup>th</sup> October 2019.

The costs of up to £9,000 for the planning consultant to attend the public hearing was approved.

**Proposed:** Cllr Robinson

**Seconded:** Cllr Stagg

**Resolved:** 6 in favour

### 19.86. Planning Matters

- 19.86.01. To receive the minutes from the Planning Committee meeting held on 1<sup>st</sup> October 2019.

The minutes were received.

Cllr Chapple informed the meeting that the Planning guidance document had been revised and approved.

- 19.86.02. To receive an update on request from Planning Committee regarding ownership of bus shelters in the town.

The document was received.

### 19.87. Estates Management Matters

- 19.87.01 To receive the minutes from the meeting held on 24<sup>th</sup> September 2019.

The minutes were received.

A report on the new workshop would be produced by the Estates Committee to present to the Council at the November meeting.

**19.88. Correspondence for Information**

- 19.88.01. To receive ENC Town and Parish Council Briefing – Websites launched to provide public with latest Unitary Information.  
Noted.
- 19.88.02. To receive the Employment Law Update for September 2019.  
Noted.
- 19.88.03. To receive notes from the Oundle Area Parish Council meeting held on 24<sup>th</sup> September 2019.  
Noted. Ensure that a Councillor is available to attend.
- 19.88.04. To receive The Oundle Museum Autumn Newsletter.  
Noted.

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

Cllr Chapple informed the meeting that his mother-in-law had been left for over 3.5 hours waiting for an ambulance to arrive after she had fallen. Cllr Chapple was concerned at the length of time emergency vehicles were taking to get to Oundle.

The meeting closed at 9.50pm

Signature:.....

Dated:.....

OTC Monthly Payments - September 2019

Barclays Online payment date October 17th

<u>Payee</u>	<u>Reason</u>	Total Salary	<u>£(incl VAT)</u>	
			£	14,960.71
NCC Pension	Monthly Pension	£	1,680.95	
Oundle & District Twinning Association	GRANT	£	250.00	
Oundle Festival of Music & Drama	GRANT	£	500.00	
2Commune	UKLC website hosting and license to 5.12.20	£	480.00	
Abacus	Stationery	£	295.13	
Ableclean	CH Carpet clean	£	384.00	
All Under Cover	Marquee for The Christmas Market	£	305.42	
Anglian Water	SO Water rates	£	1,663.34	
E Baker	Mileage	£	150.75	
Bluemoon	IT Support	£	181.92	
Clean4Shaw	Cleaning of SO, CH & FH	£	2,304.00	
Coles	CH Repairs	£	48.83	
DC Construction	Remove Bunting	£	500.00	
E-On UK Plc	Unmetered supplies	£	199.91	
E-On Highway Lighting	Street lighting Maintenance	£	77.75	
ENC	Dog Bins	£	54.89	
Fox Directories	Oundle Advertiser	£	330.00	
S Garrett Harvey	Grass cutting verges	£	1,035.00	
GBSG	CH Repairs New Battery	£	30.64	
Glasdon UK Ltd	8 Place Cycle Rack	£	3,477.60	
Inception Planning	Drafting of Neighbourhood Plan Letter	£	540.00	
Inkwell	Leaflet Design Changes	£	24.00	
Marlowe	FH Intruder alarm call out	£	435.00	
Kevin Mears	Litter Picking Oundle	£	200.00	
Oundle Spares & Repairs	Repairs & Maintenance	£	48.00	
Pension House	Workplace pension on going maintenance	£	600.00	
Pick Arthey	Fuel	£	117.68	
PKF Littlejohn LLP	Annual audit fee	£	1,560.00	
QI Marketing	www.oundle.info Quarterly fee	£	360.00	
RVS Group	Photocopies	£	43.99	
Siemens	Franking machine quarterly rental	£	160.02	
Smiths of Derby	Cancellation Fee	£	420.00	
Trade Uk	Pot Hole repairer	£	161.58	
Waterland Associates	Christmas Plan	£	396.00	
Woodbine	Balalnce of Reindeer hire	£	1,008.00	
		<b>Total</b>	<b>£</b>	<b>20,024.40</b>
<b><u>DIRECT DEBITS</u></b>	<b><u>Currently NW</u></b>			
Aviva Pension	Monthly Pension	£	1,212.35	
Barclaycard	Bank Charges	£	60.37	
Barclays	Bank Charges	£	27.82	
Barclays Debit Card	All	£	1,955.40	
Barton Telecom Services	Telephone monthly fee	£	265.71	
Biffa	Quarterly wheelie bin service	£	395.46	
Brakes	The Hub Food & Drink	£	356.15	
British Gas	Various sites	£	607.52	
Direct365online	FH/CH Feminine hygiene disposal	£	665.21	
HMC&Revenue	PAYE via Cottons	£	3,336.87	
Mathew Algie	Coffee m/c rental & Coffee	£	748.40	
Talk Talk	Broadband at Unit 7	£	37.14	
Waitrose	The Hub	£	133.31	
Watering Well	Water for meetings	£	15.11	
		<b>Total Direct Debits</b>	<b>£</b>	<b>9,816.82</b>
	<b>Total Payments</b>	<b>£</b>		<b>44,801.93</b>

This figure is in addition to "Regular Monthly SO & DD payments 2019-20" agreed at FC May 2019


