



# Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough, PE8 4JA

Telephone: 01832 272055

Email: [admin@oundle.gov.uk](mailto:admin@oundle.gov.uk) Website: [www.oundle.gov.uk](http://www.oundle.gov.uk)

## Minutes of the Meeting of the Town Council held on Tuesday 17<sup>th</sup> November 2020 at 7.30pm via Zoom.

**Members Present:** Cllrs T Robinson, D Chapple, I Clark, J Hutton, V Chesser, P Peel, and M Glen

**In attendance:** Emma Baker – Town Clerk  
1 member of the public  
Cllr Rupert Reichhold – ENC Councillor

**Absent:** Cllr Humphreys

### 20.122. Apologies for Absence

20.122.01. To receive apologies for absence.  
Apologies were received from Cllr Sparkes and Cllr Fuller

### 20.123. 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.)

- 20.123.01. To declare any Disclosable Pecuniary Interests.
- 20.123.02. To declare any Other Interests.
- 20.123.03. To consider any requests for Dispensation.
- 20.123.04. To report any gifts or hospitality accepted over the value of £50.00.
- 20.123.05. To report any inappropriate gifts or hospitality offered.

### 20.124. Minutes of Previous Meetings

20.124.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 20<sup>th</sup> October 2020 as an accurate record.'* (*Standing Order 12*).  
The minutes were approved.

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

20.124.02. PROPOSITION: *'To approve and sign the minutes of the Extraordinary Full Council meeting held on 9<sup>th</sup> November 2020 as an accurate record.'* (*Standing Order 12*).

The minutes were approved.

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

### 20.125. To consider and approve co-option of Councillor to Oundle Town Council.

It was agreed to defer this item to the December meeting as the candidate was having difficulties logging on to the meeting.

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

The Chairman of the OBA attended the meeting to answer any questions relating to the Communications working party proposals.

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

There were none.

**20.129. Reports**

20.129.01. Mayor's Report

The Mayor gave a verbal report and updated the council on the response he had received from the Ombudsman, which was discussed later in the meeting.

20.127.02. District Councillors Report

The Clerk had previously circulated a report from Cllr Reichhold. Cllr Reichhold gave a verbal update on the matters that he had raised in the report.

**20.130. Communications Working Party Matters**

20.130.01. To receive an update from the communications working party and consider proposals.

Cllr Clark updated the members on the recent meeting with representatives from the OBA. The marketing plan proposal presentation from the OBA had been previously circulated to the Councillors. The proposals were to upgrade the Oundle.info website with the Love Oundle theme, the OBA to apply for a grant to support one year's worth of Social Media marketing and we start to research with the OBA and others, local tourism apps that could offer community benefit.

The Councillors agreed that this project was a good idea for the town.

20.130.02. To approve the quote to upgrade the Oundle.info website.

It was agreed to approve up to £4,000 to cover the cost of the new Love Oundle website to replace the Oundle.info website

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

**20.131. Town Matters**

20.131.01. To receive the East Northamptonshire Electric Vehicle Parking Places TRO consultation and consider OTC response.

It was agreed that the Council support the installation of the charging points and ask that Highways consider allowing any vehicle to park in the bays during the day for up to 4 hours.

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

20.131.02. To receive an update on the proposed cycle way on Glapthorn Road and Cotterstock Road.

Cllr Hutton updated the members and informed them that he would be meeting with a representative from Transition Oundle and Northants Highways to discuss what the best options would be for the amount of



funding OTC has for the cycleway.

## 20.132. Council Matters

20.132.01. To receive the Clerks Report.

The report was received.

20.132.02. To receive the Public Consultation on the Draft North Northamptonshire Housing Allocation Scheme and consider OTC response.

It was agreed that this item be deferred to the planning committee meeting in December and that Cllr Peel would write a report on his findings.

20.132.03 To consider the Sports Holiday Club Proposal for 2021 for approval.

Cllr Clark informed the meeting that he had raised the proposal with the schools in Oundle and felt that we could provide a sports holiday club locally, which could give better value for the money.

The Council agreed it was a good idea and that it should be pursued.

20.132.04. To approve the OTC Financial Regulations.

The Financial Regulations were approved.

20.132.05. To consider Christmas closing times for OTC Office at Fletton House.

It was agreed that the OTC office would close on 23<sup>rd</sup> December 2020 and re-open on 4<sup>th</sup> January 2021.

## 20.133. Financial Matters

20.133.01. To approve the Bank Reconciliation, Balance Sheet and Hub Trading Account for October 2020.

The monthly bank balance as at October 2020 is as follows:

Barclays Account £646,922.02.

The accounts were approved.

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

20.133.02. Payments for October 2020.

PROPOSITION: *'That the schedule of payments for October 2020 as presented at this item are paid up and that all related documentation and cheques are signed'*.

Approved

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

20.133.03 To approve the receipt of the External audit report and certificate for year end 31<sup>st</sup> March 2020.

The External audit report and certificate were approved.

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

20.133.04. To consider appointing a Verification Councillor to carry out the internal control for Oundle Town Council.

It was agreed that Cllr Hutton carry out the internal control check

20.133.05. To receive the Finance and General Purposes Committee minutes from the meeting held on 10<sup>th</sup> November 2020.

The minutes were received.

**20.134. Planning Matters**

20.134.01. To receive the minutes from the Planning Committee meeting held on 3<sup>rd</sup> November 2020.

The minutes were received.

20.134.02. To receive the response from the Ombudsman regarding the complaint against ENC.

The response was received. The Mayor informed the meeting that he has submitted a complaint as an individual. The Ombudsman is looking into whether a complaint can be lodged.

**20.135. Estates Management Matters**

20.135.01. To receive the minutes from the Estates Management Committee Meeting held on 27<sup>th</sup> October 2020.

The minutes were received.

20.135.02. To give authorisation to the Clerk to dispose of food items from the Hub store.

It was agreed that the Clerk could dispose of the food items that were left in the Hub store.

**20.136. Rural Coordination Group Matters**

20.136.01. To receive the minutes from the Rural Coordination Group meeting held on 28<sup>th</sup> October.

The minutes were received.

20.136.02. To agree Councillor attendance at the North Northants Focus Group meeting to be held on 9<sup>th</sup> December at 7pm.

It was agreed that Cllr Peel attend the meeting.

**20.137. Correspondence for Information**

20.137.01. To receive the Northants CALC mini update.

Noted.

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

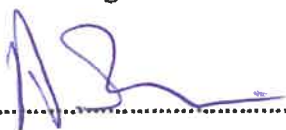
Cllr Peel suggested that the Council may need to consider how the Hub space might be used for people who are suffering from the pandemic financially.

Cllr Clark informed the meeting that he had started talks with Northants Highways on how to improve the road safety around the war memorial.

He also reported that a resident is looking at putting up signs for people to watch out for hedgehogs as they are declining in the Oundle area.

The meeting closed at 8.50pm.

Signature:.....



15<sup>th</sup> Dec 2020

OTC Monthly Payments - October 2020

Barclays Online payment date November 19th

<u>Payee</u>	<u>Reason</u>	<u>£(incl VAT)</u>	
		Total Salary	£
			<b>16,714.40</b>
Rampchild	Recreation Ground Halfpipe * 50%	£	7,560.00
Garret Harvey	Grass cutting cemetery	£	1,062.00
J Hallam Ltd	Van Fleet insurance update	£	129.54
NCC Pension	Monthly Pension October	£	1,588.71
Pumpkin	Laminated vinyl graphics	£	169.20
O Festival Music & Drama	Grant	£	500.00
Oundle Church Clock Fund	Grant	£	300.00
2Commune	Website annual licencing	£	480.00
Ableclean	CH Carpet Clean	£	456.00
Anglian Water	CH,ER,SO, Cemetery Water rates	£	536.74
Bluemoon	IT Support	£	424.06
Clean4Shaw	CH, FH, SO Cleaning Contract	£	2,342.22
Colemans	Stationery	£	4.08
DC Construction	Repairs SO Toilets	£	230.00
E-On UK PLC	Unmetered supplies	£	206.58
Fox Directories	Advertising	£	164.00
GBSG	CH Intruder alarm visit	£	101.38
K Mears	Litter picking	£	200.00
Oundle Spares & Repairs	JSC Heater hire	£	238.80
Pick Arthey	Fuel	£	110.20
PKF Littlejohn	Audit costs	£	1,560.00
Plantool	RG Security Fencing	£	241.73
Proludic	RG Platform & Fittings	£	180.62
RG & MF Sadler	Fire alarm service	£	268.73
SLCC	Virtual National Conference - Paul Smith	£	30.00
Smiths Fire	FH New fire extinguishers	£	306.00
	<b>Total</b>	<b>£</b>	<b>19,390.59</b>
<b><u>Barclays DIRECT DEBITS</u></b>			
Aviva Pension	Monthly Pension	£	2,001.49
Barclaycard	Bank Charges	£	63.68
Barclays	Bank Charges	£	102.13
Barclays Debit Card	All	£	2,281.84
Barton Telecom Services	Telephone monthly fee * 2	£	580.49
Biffa	CH Monthly wheelie bin service	£	137.71
British Gas	FH, SO Electricity & Gas	£	2,185.10
Direct365online	Defibrillator electrode pads	£	215.64
Grenke Leasing	Photocopy lease	£	238.79
HMC&Revenue	P32 PAYE via Cottons	£	4,955.02
Talk Talk	Broadband at Unit 7	£	39.54
	<b>Total Direct Debits</b>	<b>£</b>	<b>12,801.43</b>
	<b>Total Payments</b>	<b>£</b>	<b>48,906.42</b>

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