



Oundle Town Council

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

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Minutes of the Meeting of the Town Council held on Tuesday 19th October at 7.30pm in the Oundle Suite.

Members Present: Cllrs D Chapple, I Clark, P Davis, L Holland, J Hutton, R Reichhold, P King, V Chesser, J Arnold and R Desbois.

In attendance: Emma Baker – Town Clerk
Paul Eveleigh - Save Fletton Field Group and Transition Oundle

Absent: Cllr Jones

21.68. Apologies for Absence

- 21.68.01. To receive apologies for absence.
Apologies were received from Cllr Fuller
- 21.68.02. To accept apologies for absence.
The apologies were accepted.

21.69. 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.)

- 21.69.01. To declare any Disclosable Pecuniary Interests.
- 21.69.02. To declare any Other Interests.
- 21.69.03. To consider any requests for Dispensation.
- 21.69.04. To report any gifts or hospitality accepted over the value of £50.00.
- 21.69.05. To report any inappropriate gifts or hospitality offered.

21.70. Minutes of Previous Meetings

- 21.70.01. PROPOSITION: *'To approve and sign the minutes of the Annual meeting of the Full Council meeting held on 21st September 2021 as an accurate record.'* (*Standing Order 12*).

Proposed: Cllr Hutton

Seconded: Cllr Chesser

Resolved: All in favour

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

Paul Eveleigh from the Save Fletton Field Group gave an overview of what work they are doing on the first draft of the business plan. He informed the Councillors that they would be invited to a meeting at the end November to view the draft and give input. The plan will be ready for approval at the end of the year and then presented to NNC in February.

End of the year deadline for the plan to be approved prior to being sent to NNC.

It was suggested that OTC to write to NNC to ask for guidance on what they want to see in

the plan.

21.72. Consideration of Requests from Interested Parties

There were none

21.73. Town Matters

21.73.01. To consider Consultation on Licensing Act 2003 Statement of Licensing Policy 2022 to 2027

Noted.

21.73.02. To receive notification of road closures on Cotterstock Road and Glaphorn Road on 16th January and Woodnewton Road and Cotterstock Road on 13th March 2022 for a running event.

The notification was received.

21.73.03. To consider request from Minister of the Baptist Church to hold Carol Service in Market Place on Christmas Eve.

The councillors approved the request for the Carol service but asked that social distancing was adhered to.

21.73.04. To consider the No Smoking in Parks proposal from NNC.

The Councillors supported the proposal.

21.74. Council Matters (IC)

21.74.01. To receive the mayor's report.

The Mayors report was received.

21.74.02. To receive the Clerk's report.

The report was received.

21.74.03. To approve the Personnel Terms of Reference.

The terms of reference were approved.

Proposed: Cllr Davis

Seconded: Cllr Arnold

Resolved: All in favour

21.74.04. To receive the information regarding the Welcome Back Fund Toolkit.

The information was received. The Mayor asked that we invite the photographer to the Christmas Market.

21.74.05. To consider request from Northants ACRE regarding the Good Neighbour Scheme.

The Council supports the scheme and would like to invite them to attend a market.

21.74.06. To receive the minutes from the Jubilee Working Party.

The minutes were received. Another meeting has been held since the first one. The next meeting will take place in the next couple of weeks. Cllr Hutton asked if Fletton Field could be included in the celebrations. Cllr King informed the meeting that the Fletton Field group have been invited to be part of the Jubilee working party.



21.74.07. To consider initiating a review of the risk assessment for Fletton House with a view to re-opening it safely as a public building.

It was agreed that Fletton House would re-open by 1st November during the hours of 9am – 2pm. It was agreed that we continue to ask for risk assessments from hirers and have signage in place advising people to wear masks, adhere to social distancing and use sanitiser. Cllr Holland asked that members of the public must be informed that the Hub café is still closed.

21.74.08. That Oundle Town Council agree in principle with carrying out the study in 2021/22 fiscal year and allocate £15,000 (at risk or from reserves) in order to go to the market and start the process with a view to commencement in January 2022, or that Oundle Town Council agree in principle with carrying out the study in 2022/23 fiscal year and allocate £15,000 into budget in order to go to the market and start the process with a view to commencement in April 2022.

Cllr King gave an overview of what the original report recommended. Some of the schemes were taken up but others were not approved by NCC. The environmental impact on transport will be considered in the next study. It was agreed that quotes would be obtained for the work to be carried out. Cllr King will consult with the Clerk before quotes be obtained. It was approved that the money to fund the project would be taken from general reserves this financial year and the amount agreed would be up to £15,000.

Proposed: Cllr Davis

Seconded: Cllr Clark

Resolved: All in favour

21.75. Financial Matters

21.75.01. To approve the Bank Reconciliation, Balance Sheet and Budget for September 2021.

The monthly bank balance as of 30th September 2021 is as follows:
Unity Trust Bank £422,704.05

Proposed: Cllr Holland

Seconded: Cllr King

Resolved: All in favour

21.75.03. Payments for September 2021.

PROPOSITION: 'That the schedule of payments for September 2021 as presented at this item are paid.'

The payment list was approved.

Proposed: Cllr Hutton

Seconded: Cllr Holland

Resolved: All in favour

21.75.03. To approve the quote of £928.37 for full service of the ride on mower.

The quote was approved.

Proposed: Cllr Clark

Seconded: Cllr Davis

Resolved: All in favour

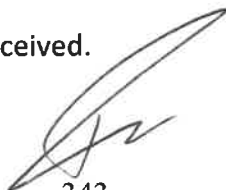
21.75.04. To receive the minutes from the Finance & General Purposes Committee and Personnel Committee meeting held on 12th October 2021.

The minutes were received.

21.76. Planning Matters (DC)

21.76.01 To receive the minutes from the Planning Committee meeting held on 5th October 2021.

The minutes were received.



21.77. Estate Management Matters (PD)

21.77.01. To receive the minutes from the Estates Management Committee meeting held on 28th September 2021.

The minutes were received. Cllr Holland informed the meeting that Creative Oundle had given a presentation at the meeting. Meetings to discuss a partnership between the QVH Trust and Creative Oundle would continue. The Clerk asked that all future meetings be arranged through the QVH Trust.

21.78. Correspondence for Information

21.78.01. Leader of NNC Update.

Noted.

21.78.02. Letter from NSRA confirming grant for Speed Indicator Device.

Noted.

21.78.03. Northamptonshire PFCC October Newsletter.

Noted.

21.78.04. Employment Law Update September 2021.

Noted.

21.79. Any Other Relevant Matters for Report Only

Cllr King informed the meeting that the police had been conducting speed checks in Oundle.

The Mayor informed the meeting that the work on the new cycleway on Glapthorn Road had been delayed until the new year.

Cllr Reichhold asked that a discussion about co-opting Phil Stearn be added to the November agenda.

The meeting closed at 8.40 pm.

Signature:.....

Dated:.....16/11/21.....

OTC Monthly Payments - September 2021

Unity Bank Online payment date October 21st

<u>Payee</u>	<u>Reason</u>	<u>£(incl VAT)</u>	
		<u>Total Salary</u>	<u>£</u>
			10,724.86
2 Commune	Oundle.Gov.Uk - 2 years	£	660.00
All Under Cover	5M Santas Hat Marquee Deposit	£	420.89
Anglotech	Monthly Photocopier printing costs	£	64.62
Anne Garraway	Credit Note 1045 Refund	£	15.00
Arrestapest	JSC Destroy wasps nest	£	66.00
Aspiring Trees	Victoria Road Tree works	£	260.00
Bluemoon	IT Support	£	417.34
Clean4Shaw	CH, FH, SO Cleaning Contract * 2	£	2,406.78
Colemans	Stationery	£	15.98
Coles	ER Repairs & Dog bin repairs	£	57.40
Cllr Clarke	Travel Expenses	£	27.00
E-On Energy Solutions	Quarterly street lighting	£	77.75
E-On UK Plc	Un metered supplies	£	229.76
Fox Directories	Oundle Advertiser Editorial Page	£	150.00
S Garret Harvey	Grass Cutting * 2	£	4,332.00
Grant	CHAT	£	3,500.00
Grant	Oundle Festival of Literature	£	500.00
Hunt & Coombs	Retrieval fees underpayment	£	10.00
Mailing Room	Ink Cartridge	£	57.54
Marlowe	FH Alarm call out	£	935.64
Kevin Mears	Monthly Litter Picking	£	200.00
Northamptonshire Acre	Annual Membership	£	35.00
North Northants Council	Quarterly Bin emptying charges	£	56.02
Pension House	Annual Pension Maintenance Fee	£	600.00
PHS Group	CH Hand dryers annual fee	£	516.34
Pick Arthey	Fuel	£	40.50
Pumpkin Prints	Love Oundle Stickers	£	160.20
QAS Mechanical	FH Heating Repairs	£	300.00
RG & MF Sadlers	FH & CH Repairs	£	241.39
	Total	£	16,353.15
<u>Unity DIRECT DEBITS & Other Payments</u>			
Aviva Pension	Monthly Pension	£	1,537.00
Barton Telecom Services	Telephone monthly fee	£	271.09
Biffa	CH/FH Monthly wheelie bin service	£	674.36
Crown Gas	CH,ER,FH Electric	£	269.13
Direct 365	CH/FH Feminine hygiene	£	735.30
EDF Energy	FH Electric	£	498.50
HMC&Revenue	P32 PAYE via Cottons	£	3,392.75
PostByPhone	Franking machine	£	50.00
Pozitiv Energy	CH,ER,SO Electric	£	1,357.14
Talk Talk	Broadband at Unit 7	£	41.94
Unity Bank Charges	Monthly Bank Charges	£	35.54
Unity Debit Card	All	£	217.57
	Total Direct Debits	£	7,543.32
	Total Payments	£	34,621.33

This figure is in addition to "Regular Monthly 2021-22 payments" agreed at FC May 2021

DL/Accounts/Accounts Monthly