



Oundle Town Council

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Minutes of the Meeting of the Town Council held on Tuesday 21st December 2021 at 7.30pm in the Oundle Suite.

Members Present: Cllrs D Chapple, I Clark, L Holland, V Chesser, J Arnold and L Jones

In attendance: Emma Baker – Town Clerk
Paul Eveleigh – Fletton Field Association

21.94. Apologies for Absence

- 21.94.01. To receive apologies for absence.
Apologies were received from Cllr Fuller, Cllr Desbois, Cllr Hutton, Cllr King, Cllr Reichhold Cllr Davis and NNC Cllr Harrison.
- 21.94.02. To accept apologies for absence.
The apologies were accepted.

21.95. 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.)

- 21.95.01. To declare any Disclosable Pecuniary Interests.
21.95.02. To declare any Other Interests.
21.95.03. To consider any requests for Dispensation.
21.95.04. To report any gifts or hospitality accepted over the value of £50.00.
21.95.05. To report any inappropriate gifts or hospitality offered.

21.96. Minutes of Previous Meetings

- 21.96.01. PROPOSITION: *'To approve and sign the minutes of the meeting of the Full Council meeting held on 16th November 2021 as an accurate record.'*
(*Standing Order 12*).

Proposed: Cllr Chesser

Seconded: Cllr Jones

Resolved: All in favour

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

There were none

21.98. Consideration of Requests from Interested Parties

There were none

21.99. North Northants Council

- 21.99.01. To receive report from NNC Ward Councillor

Cllr Harrison was unable to attend the meeting.

21.100. Town Matters

21.100.01. To receive further information and consider purchasing Bleed Control kits to be accessible for people to use in an emergency.

Following a discussion, it was agreed that we purchase one kit to install at the QVH or in a position that the First Responders recommend.

Proposed: Cllr Clark

Seconded: Cllr Jones

Resolved: 5 in favour
1 against

21.100.02. To consider the proposed business plan from FFA, and consider further action, including supporting FFA as our managing body in principle.

Cllr Chesser and the Mayor met with Paul Eveleigh to discuss the draft plan. The Mayor thank Paul for all his work drafting the business plan. It was agreed that OTC write a letter to the FFA confirming their support of the plan and the FFA as the managing body.

Proposed: Cllr Clark

Seconded: Cllr Chapple

Resolved: All in favour

21.100.03. To receive an update from the Jubilee Working Party.

The update was received. There was a discussion about the plan being over ambitious and whether we should concentrate on holding an event on Fletton Field. It was agreed that we should concentrate on the event at Fletton Field. Cllr Holland requested that the working party present the plan to the Council. The Clerk agreed to speak to the members of the Jubilee working party at their next meeting in January.

21.100.04. To receive an update on the proposed Transport Study.

The update was received. The quote for the proposal had been received from TPP. The working party will meet in January to consider the quote and report back at the next full council meeting.

21.101. Council Matters (IC)

21.101.01. To receive the Mayor's report.

The report was received. Cllr Holland thanked the Mayor for arranging the Christmas drinks event, even though it has had to be cancelled due to covid restrictions.

21.101.02. To receive the Clerk's report.

The report was received. The Mayor thanked Rebecca for her help with his communication requests. He also thanked the staff for their hard work during the year.

21.101.03. To receive letter from resident regarding concerns with infrastructure in Oundle.

It was agreed that the Mayor draft a letter to send to the Unitary Councillors and the CEO of the Clinical Commissioning Group. The Clerk will send the letter with a copy of the resident's letter.



21.101.04. To receive the insurance schedule for the next year.
The insurance schedule for 2021 was received.

21.101.05. To consider adopting the new Code of Conduct as endorsed by NCALC and adopted by NNC.
It was agreed that OTC adopt the new Code of Conduct. The Clerk agreed to circulate the code to all the Councillors and inform NNC that OTC had adopted the code.

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

21.101.06. To consider whether to go ahead with the weekly market on Thursday 2nd June 2022 as it is a bank holiday for the Platinum Jubilee.
Jan
It was agreed that the market goes ahead on Thursday 2nd June as normal.

21.101.07. To receive an update on the skate park and agree plan and proposal to go to tender.
It was agreed that the OTC move to the next stage and get interested parties to come forward and quote for the refurbishment of the skate park.

21.101.08. To approve the Climate Change Working Party Terms of Reference.
The Terms of Reference were approved subject to an amendment to change Chairman to Chair.

Proposed: Cllr Clark **Seconded:** Cllr Jones **Resolved:** All in favour

21.101.09. To consider request from Creative Oundle for use of the Market Place for the Food Festival on 18th June 2022.
It was agreed that the Creative Oundle can use the marketplace for the food festival.

21.102. Financial Matters

21.102.01. To approve the Bank Reconciliation, Balance Sheet and Budget for November 2021.
The monthly bank balance as of 30th November 2021 is as follows:
Unity Trust Bank £608,966.01.

Proposed: Cllr Holland **Seconded:** Cllr Jones **Resolved:** All in favour

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

The payment list was approved.

Cllr Chapple asked that we publish the cost of the Christmas lights so that residents are aware how much we spend on the lights.

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

21.102.03. To approve the budget and precept for 2022 – 2023.
The budget was approved. It was agreed that a precept of £521,738.00 would be requested. £42,375.68 will be taken from general reserves and added as income to the budget which will mean that the increase to the tax payer will be 5% in 2022-2023.

Proposed: Cllr Clark

Seconded: Cllr Chapple

Resolved: All in favour

21.102.04. To receive the minutes from the Finance & General Purposes Committee meeting held on 14th December 2021.
There minutes were received.

21.102.05. To receive the Pension House Review and Audit report
The report was received. It was agreed that the Clerk ask the Pension House if there are any environmentally friendly pension schemes that we should invest in.

21.102.06. To consider upgrading the phone system in Fletton House to VoIP system.
It was agreed that the Clerk get recommendations from our current telephone service provider.

21.103. Planning Matters (DC)

21.103.01 To receive the minutes from the Planning Committee meeting held on 7th December 2021.
The minutes were received.

21.104. Estate Management Matters (PD)

21.104.01. To receive the minutes from the Estates Management Committee meeting held on 23rd November 2021.
The minutes were received.

21.104.02. To consider installing a tabletop drinks machine in the Hub space.
Installing a drinks machine in the Hub was approved. It was agreed that the Clerk wait until the New Year before we go ahead with the order once we know what restrictions we will have to follow due to the pandemic.

21.105. Communications Working Party (IC)

21.105.01. To receive the report from the Communication Working Party and next OTC News for the January Advertiser.
The report was received.

21.106. Correspondence for Information

21.106.01. Employment Law Update November 2021
Received

21.106.02. NALC Chief's Bulletin.
Received by email

21.106.03. Northants CALC Update
Received.

21.107. Any Other Relevant Matters for Report Only

Cllr Holland asked if the Council should consider some of the absences and that the Mayor speaks to anyone who is persistently absent.



The meeting closed at 8.50 pm.

Signature:.....

Dated:.....18/1/22.....

OTC Monthly Payments - November 2021

Unity Bank Online payment date December 23rd

Payee	Reason	£(incl VAT)	
		Total Salary	£
			10,725.06
Fosse Surveying	Topographical Survey St Peters Church	£	1,494.00
Martyn Ladkin	Christmas Market Refund	£	95.00
Mrs Bradley	Christmas Market Refund 2020	£	80.00
Lowick Vineyard SH Gibbard	Christmas Market Refund 2021	£	80.00
Rotary Club	Christmas Grotto Donation	£	350.00
NCC Pension	Monthly Pension - December	£	1,572.19
Anglotech	Monthly Photocopier printing costs	£	105.85
Aspiring Trees	St Peters Church Tree works	£	720.00
BBB Printing	ID Badge	£	5.80
Bluemoon	IT Support	£	411.62
Clean4Shaw	CH, FH, SO Cleaning Contract * 2	£	2,304.00
Cll I Clarke	Re-Imbursement	£	16.05
Colemans	Stationery	£	19.99
Coles	Maintenance equipment	£	58.50
County Life	Nene Valley News Advertisement	£	297.60
DC Construction	Various CH Water repairs	£	305.00
Fox Directories	Oundle Advertiser Editorial Page * 2	£	500.00
D Saxby	Christmas wrapping paper	£	5.00
E-On UK PLC	Unmetered supplies	£	229.76
GBSG	Intruder alarm CH Call out	£	22.00
Joan Strong Centre	Contribution towards repairs	£	500.00
John Dawson	H&S Advice	£	100.00
Kevin Mears	Monthly Litter Picking	£	200.00
Keycraft	Christmas Grotto Presents	£	290.16
PDS Sound & Lighting	Christmas Lighting	£	280.20
Pick Arthey	AF16 DPK MOT & Repairs	£	446.17
PRS Perform	Annual PRS/PPL Fees	£	383.62
Pumpkin Prints	Love Oundle Stickers	£	869.88
RG & MF Sadlers	FH & CH Repairs	£	396.53
Siemens	Franking machine lease	£	214.02
SLCC	Membership EB	£	349.00
Smith of Derby	Town Clock annual maintenance	£	300.00
Sparx	Christmas Lights	£	15,476.40
Stu-Pots	Keys & Wasp Powder	£	19.81
Total Clothing	Maintenance Work T-Shirts	£	38.35
Yarwell & Nassington Band	Playing at the Christmas Market	£	275.00
	Total	£	28,811.50
Unity DIRECT DEBITS & Other Payments			
Aviva Pension	Monthly Pension (Oct & Nov)	£	3,074.00
Barton Telecom Services	Telephone monthly fee	£	276.90
Biffa	CH/FH Monthly wheelie bin service	£	167.71
Crown Gas	CH,ER,FH Electric	£	792.71
EDF Energy	FH Electric	£	600.94
HMC&Revenue	P32 PAYE via Cottons	£	3,392.55
PostByPhone	Franking machine	£	100.00
Pozitiv Energy	CH,ER,SO Electric	£	773.46
Talk Talk	Broadband at Unit 7	£	41.94
Unity Bank Charges	Monthly Bank Charges	£	17.54
Unity Debit Card	All	£	576.03
QVH	HMRC VAT Refund	£	527.55
	Total Direct Debits	£	10,341.33
	Total Payments	£	49,877.89

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

DL/Accounts/Accounts Monthly