



Oundle Town Council

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

Telephone: 01832 272055

Email: admin@oundle.gov.uk Website: www.oundle.gov.uk

Minutes of the Meeting of the Town Council held on Tuesday 15th February 2022 at 7.30pm in the Oundle Suite.

Members Present: Cllrs D Chapple Deputy Mayor, L Holland, J Arnold, J Hutton, P King, R Reichhold, and P Davis

In attendance: Emma Baker – Town Clerk
Paul Eveleigh - Platinum Jubilee Working Party

Absent: R Desbois

21.120. Apologies for Absence

21.120.01. To receive apologies for absence.

Apologies were received from Cllrs Clark, Fuller, Jones, Chesser and NNC Cllr Harrison

Cllr Chesser was granted a leave of absence due to personal commitments

21.120.02. To accept apologies for absence.

The apologies were accepted.

21.121. 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.)

21.121.01. To declare any Disclosable Pecuniary Interests.

21.121.02. To declare any Other Interests.

Cllr Reichhold resident of Warren Bridge near to Stoke Doyle Road.

Cllr Arnold Item 21.126.02.

21.121.03. To consider any requests for Dispensation.

21.121.04. To report any gifts or hospitality accepted over the value of £50.00.

21.121.05. To report any inappropriate gifts or hospitality offered.

21.122. Minutes of Previous Meetings

21.122.01. PROPOSITION: *'To approve and sign the minutes of the meeting of the Full Council meeting held on 18th January 2022 as an accurate record.'* (*Standing Order 12*).

Proposed: Cllr King

Seconded: Cllr Reichhold

Resolved: All in favour

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

Jubilee Working Party – Preparations going well. The outline for the day will be confirmed by the end of February.

21.127.07. To review the OTC Covid Risk Assessment and consider lifting restrictions.
The Council agreed to lift the restrictions for OTC buildings.

21.127.08. To consider whether the Council will give the additional bank holiday on Friday 3rd June as gesture of goodwill to the staff.
The Council agreed to give the staff the additional bank holiday as a gesture of goodwill. It was agreed that the staff contract be reviewed to amend the bank holiday entitlement wording.

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

21.128. Financial Matters

21.128.01. To approve the Bank Reconciliation, Balance Sheet and Budget for January 2022.

The monthly bank balance as of 31st January 2022 is as follows:
Unity Trust Bank £519,179.60.

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

21.128.02. Payments for January 2022.
PROPOSITION: 'That the schedule of payments for January 2022 as presented at this item are paid.'

The payment list was approved.

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

21.128.03. To receive the Interim Internal Audit Report.

The report was received. The staff involved were thanked for their work on the interim internal audit.

21.128.04. To receive the Internal Control Check List.

The report was received.

21.128.05. To approve the Financial Risk Assessment.

The Financial Risk Assessment was approved.

21.128.06. To approve the Internal Control Policy.

The Internal Control Policy was approved.

21.128.07. To the Effectiveness of the Internal Audit review document.

The Effectiveness of the Internal Audit Review document was approved.

21.128.08. To approve the quote to repair the entrance to the car park at Fletton House.

The quote for £2,800 to repair the entrance was approved.

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

21.128.09. To approve the quotes to complete the Electricity Inspection Quotes for Fletton House.

The quote for £2,310 was approved.

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

21.129. Highways Matters

21.129.01. To approve the quote for the proposed Transport Study.

The quote for £15,000 was approved

Proposed: Cllr Chapple

Seconded: Cllr King

Resolved: All in favour

Cllr Davis declared an interest.

21.129.02. To consider complaints from residents of St Peter's Road regarding concerns about parking for people attending rugby matches at the rugby club in Occupation Road.

Cllr Davis gave an update on the recent arrangement between the Rugby Club and Oundle Town Council to use the Recreation ground for car parking and he asked for OTC to consider that the recreation ground be used for parking on a more permanent arrangement. It was agreed to refer this decision to the Estates Committee.

21.129.03. To receive an update on the installation of the Speed Indicator Device and to consider the data downloaded so far.

The information was received.

21.129.04. To consider request from relative of victim in recent road traffic accident.

OTC had no objections to the request. It was agreed that the Clerk Contact Northants Highways to ask for permission to install the plaque.

21.129.05. To receive information from NNC regarding the Enhanced Partnership under the Bus Service Act Stakeholder Consultation and to consider how to respond.

The information was noted.

21.130. Planning Matters (DC)

21.130.01 To receive the minutes from the Planning Committee meeting held on 1st February and the extraordinary meeting held on 7th February 2022.

Cllr Chapple gave an update on the extraordinary meeting held on 7th February.

It was agreed that Cllr Chapple send a copy of OTC response to an Oundle resident who had emailed NNC planning to object to the application.

21.131. Estates Matters (PD)

21.131.01. To receive the minutes from the Estates Committee meeting held on 25th January 2022.

The minutes were received.

21.132. Climate Working Party

21.132.01. To receive an update from the Climate Working Party meeting.

The update was received. Cllr Arnold and Hutton updated the council. The working party will be looking at current carbon footprint and would like to look at the energy usage in FH with a view to reducing it.

21.133. Communication Working Party

21.133.01. To receive the latest article for the Advertiser.

The article 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 Davis

Resolved: All in favour

The meeting closed at 9.18pm

The meeting re-opened at 9.31pm

21.134. To consider update on OLB and approve delegation to produce plan for OTC to working party.

It was agreed that the Clerk and working party meet with the Church to discuss plans and that it is raised with Oundle School.

21.135. Correspondence for Information

21.135.01. Employment Law Update January 2022

Received

21.135.02. To receive the Northants Police Locally Identified Priorities Survey Outcome for September / December

Received.

21.136. Any Other Relevant Matters for Report Only

Cllr Holland had attended the Parson Latham's Trust meeting and informed the council that they are currently modernising the constitution. The accommodation is almost full with just one space remaining for a lady who needs accommodation.

Farmers Market there was some concern about traders parking outside Tesco.

Cllr Chapple informed the meeting that the Clerk had been in contact with the landowner of the land in Stoke Doyle Road regarding the Cemetery land. She had been informed that they were in an agreement with the developers and could not discuss the land with OTC at present.

The meeting closed at 9.32pm.

Signature:..........

Dated:..........

OTC Monthly Payments - January 2022

Unity Bank Online payment date February 17th

<u>Payee</u>	<u>Reason</u>	<u>Total Salary</u>	<u>£(incl VAT)</u>	
			£	
			£	10,724.86
Etta Gray	Christmas Market Refund		£	80.00
James Hallam Ltd	Insurance		£	1,033.00
Optimum Asbestos	Asbestos reinspection JSC		£	285.00
Toilets	Deposit for Hire Queens Jubilee		£	100.00
Oundle Football Club	Grant		£	4,500.00
Oundle Choral Society	Grant		£	500.00
NCC Pension	Monthly Pension - January		£	1,572.19
Anglotech	Monthly Photocopier printing costs		£	55.10
Aspiring Trees	Creed Road Tree works		£	980.00
Anglian Water	Water Rates FH/CH/SO/ER		£	1,343.47
Bluemoon	IT Support Contract		£	411.62
Canham	FH Dance Studio R&M		£	214.20
City Locks	Change locks to noticeboard at FH		£	180.00
Clean4Shaw	CH, FH, SO Cleaning Contract		£	2,778.00
Colemans	Stationery		£	19.99
Fox Directories	Oundle Advertiser Editorial Page		£	200.00
GBSG	Annual intruder alarm Eastwood Road		£	446.86
Kevin Mears	Monthly Litter Picking		£	200.00
Npower	Un metered supplies		£	432.91
Pick Arthey	Fuel		£	63.56
Pumpkin	RG & CCTV Signs		£	121.80
QI Marketing	www.loveOundle.org - 3 months		£	228.00
SLCC	Membership & Climate Change Course PS		£	348.00
UK Identity Ltd	ID Badges		£	20.20
		Total	£	16,113.90
<u>Unity DIRECT DEBITS & Other Payments</u>				
Aviva Pension	Monthly Pension (Oct & Nov)		£	1,537.00
Barton Telecom Services	Telephone monthly fee		£	269.02
Biffa	CH/FH Monthly wheelie bin service		£	191.28
Crown Gas	CH,ER,FH Electric		£	1,396.54
EDF Energy	FH Electric		£	710.46
Grenkele	Quarterly Photo copier rental		£	345.59
HMC&Revenue	P32 PAYE via Cottons		£	3,392.55
PostByPhone	Franking machine		£	100.00
Pozitiv Energy	CH,ER,SO Electric		£	1,927.79
Talk Talk	Broadband at Unit 7		£	41.94
Unity Bank Charges	Monthly Bank Charges		£	25.68
Unity Debit Card	All		£	277.44
		Total Direct Debits	£	10,215.29
	Total Payments		£	37,054.05

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