



Oundle Town Council

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Minutes of the Meeting of the Town Council held on Tuesday 19th July 2022 at 7.30pm in the Oundle Suite in Fletton House.

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

In attendance: Emma Baker – Town Clerk
I member of the public

22.39. Apologies for Absence

22.39.01. To receive apologies for absence.

Apologies were received from Cllr Fuller, Reichhold and Davis

22.39.01. To accept apologies for absence

Apologies were accepted from Cllrs Fuller, Reichhold and Davis

22.40. 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.)

22.40.01. To declare any Disclosable Pecuniary Interests.

Cllr Chapple declared an interest as Trustee and acting solicitor for the Museum Trust – item 22.46.06.

22.40.02. To declare any Other Interests.

Cllr Chesser and King declared an interest as Trustees for the Museum Trust – item 22.46.06.

Cllr Clark declared an interest resident of St Peter's Road – item 22.49.03

And as an employee of Oundle School – item 22.50.03.

22.40.03. To consider any requests for Dispensation.

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

22.40.05. To report any inappropriate gifts or hospitality offered.

22.41. Minutes of Previous Meetings

22.41.01. PROPOSITION: *'To approve and sign the minutes of the meeting of the Town Council held on 21st June 2022 as an accurate record.'* (*Standing Order 10c*)

The minutes were approved.

Proposed: Cllr Clark

Seconded: Cllr King

Resolved: All in favour

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

There were none

22.43. Consideration of Requests from Interested Parties

There were none.

21.44. North Northants Council

- 22.44.01. To receive report from NNC Ward Councillor
Apologies were received from Cllr Best and Cllr Harrison

22.45. Town Matters

- 22.45.01. To receive an update on Fletton Field.
The update was received. There was some discussion about whether it would be worth asking for the development status on the land to be amended, however it was agreed that we should wait to receive the report from NNC first.
- 22.45.02. To receive an update on Heartstart / Oundle First Responders.
The update was received. The Mayor informed the meeting that the Heartstart group had been delivering the poster, that the Comms and Admin Officer had designed which gives the locations of the defibrillators in the town, to the shops in town. They have also booked some training sessions for members of the public in Fletton House.
- 22.45.03. To receive an update on Speedwatch group.
The Mayor inform the meeting that there were enough volunteers for the group to operate and that one of the volunteers had agreed to act as the co-ordinator.
- 22.45.04. To receive an update following the meeting to discuss transportation, traffic flow in the town and Riverside Hotel plans.
OBA/ ward councillors and OTC.

22.46. Council Matters

- 22.46.01. To receive the Mayor's report
The Mayor's report was received.
- 22.46.02. To receive the Clerks report.
The Clerk's report was received. It was agreed that the Clerk send a copy of the speeding report to the police. The Clerk agreed to change the flashing screen to a smiley face.
- 22.46.03. To consider if OTC wants to make any nominations for the Birthday 2023 Honours.
It was agreed that if anyone has a potential candidate they would need to inform the Clerk.
- 22.46.04. To receive the Consultation on Draft Hackney Carriage & Private Hire Policy and Conditions and consider response.
Noted.



- 22.46.05. To receive notice to terminate the lease with the Pre-School.
The letter was received. It was agreed that the Clerk write to thank them for their service. The Estates Committee will have a look at the space during the inspection of Fletton House consider ideas for its future use.
- 22.46.06. To consider letter from Oundle Museum regarding lease.
Cllr Chapple briefed the Councillors on how he was helping the trust sort out the new lease. There are some concerns from the Trustees about being liable and this needs to be addressed in the constitution before the lease is finalised.
Cllr Chapple then left the meeting at 7.55pm.

Following a discussion it was agreed that the Clerk respond to the museum trust to update them of the situation.

Cllr Chapple returned to the meeting 20.02pm.
- 22.46.07. To approve change to the scheduled Personnel/Finance Committee meeting from October to September.
It was agreed to move the Personnel/Finance meeting to the 13th September Personnel and cancel the Finance meeting on 11th October.
- 22.46.08. To approve the OTC Appraisal Policy.
Subject to two amendments (removing the word interview and including agreement of the employee in the job description changes) the policy was approve.

Proposed: Cllr Clark

Seconded: Cllr Desbois

Resolved: All in favour

22.47. Financial Matters

- 22.47.01. To approve the Bank Reconciliation Balance Sheet and Budget for June 2022.

The monthly bank balance as of 30th June 2022 is as follows:

Unity Trust Bank Account	£87,446.20.
Unity Trust Instant Access Savings Account	£500,100.68

The accounts were approved.

Proposed: Cllr Clark

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

- 22.47.02. Payments for June 2022

PROPOSITION: *'That the schedule of payments for June 2022 as presented at this item are paid up and that all related documentation and cheques are signed'.*

Proposed: Cllr Clark

Seconded: Cllr King

Resolved: All in favour

- 22.47.03. To approve the quote for Christmas lights and to extending the lights along West Street.

The quote of £17,737.68 for the Christmas lights for 2022 and to extend the lights a long West Street was approved.

Proposed: Cllr Clark

Seconded: Cllr Chapple

Resolved: All in favour



22.47.04. To agree to give retrospective approval for the July list of payments at the September meeting subject to prior checking from Verification Councillors.
The approval was granted.

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

22.48. Highways Matters

22.48.01. To receive an update from the Transport Study working party and consider contents of the report.

The members of the working party informed the meeting that there was still some data to be added before the report was finalized. It was confirmed that copies of the transport studies that had been carried out for the recent developments had been made given to TPP. It was agreed that the working party meet to discuss the comments that have been submitted by councillors and report back to the Council.

22.48.02. To receive information regarding issues with trees on the Market place lifting the York stone and causing trip hazards.

It was agreed that the trees should not be removed and that Northants Highways should look at alternatives to prevent further trip hazards.

22.48.03. To receive notification of intention to add 40mph speed limit to Barnwell Road.

The changes to the speed limit were opposed and it was agreed that the Clerk send in objections to the consultation and inform Barnwell Parish Council of the objections.

22.49. Planning Matters

22.49.01. To receive the minutes from the Planning Committee meeting held on 5th July 2022.

The minutes were received. It was agreed that all councillors should be invited to the August planning meeting as the amended plans for the Stoke Doyle Road application are being discussed.

22.49.02. To receive report from Cllr Reichhold regarding NNC planning decision on site by St Christopher's Drive.

The report from Cllr Reichhold was received and it was agreed that it be included on the August planning committee meeting agenda.

22.49.03. To receive an update from correspondence with Vistry Homes regarding construction traffic in the centre of Oundle.

The update was received. Vistry has a new Site Manager who will be managing the situation and ensuring that all contractors and suppliers comply with the CMP. They are also looking at installing better directional signage on the routes.

22.34. Estates Management Committee

22.50.01 To receive the minutes from the Estates Committee meeting held on 28th June 2022.

The minutes were received. Cllr King is now head of the Estates Committee



and Cllr Arnold is Deputy. He thanked the Cllr Davis and Cllr Holland for all their work during the previous year. He also informed the meeting that he was working on the rolling maintenance plan that will include the whole portfolio for the council as well as regular maintenance program. to look at the whole portfolio. It was agreed that the Estates Officer report would be circulated with the draft minutes for future full council meetings.

22.50.02. To receive the Hub Manager report and consider ideas for events and community group meetings in The Hub for approval.

The council agreed to youth club and were impressed with what she has been doing.

22.50.03 To give close consideration to how much money should be spent on further repairs to the wall around the churchyard following the recent request to close the doorway through from the Gasgoigne building to the Churchyard until the repairs are carried out.

It was agreed that the gate remain closed until the work is completed. If Oundle School want to open the gate before the work has been done they will need to produce a survey to say that it is safe to open the gate. The quote of £23,737.20 was approved and it was agreed the funds would come from general reserves.

Proposed: Cllr Clark

Seconded: Cllr Chapple

Resolved: All in favour

22.51. Communications Working Party

22.51.01. To receive the latest article for the Advertiser.
The article was received.

22.52. Correspondence for Information

22.52.01. Thank you letters from Oundle First Responders.
Noted.

22.52.02. Thank you letter from FFA.
Noted

22.53. Any Other Relevant Matters for Report Only

Cllr Chesser informed the meeting that there was a lot of litter around the co-op.

Cllr King asked for a Comms meeting to be arranged.

Cllr Arnold informed the meeting that he now had two named charities in Poland that the support group can work with.

The meeting closed at 21.10pm



26/9/22

OTC Monthly Payments - June 2022

Unity Bank Online payment date July 21st

<u>Payee</u>	<u>Reason</u>	<u>£(incl VAT)</u>	
		Total Salary	£
			12,157.54
Paul Eveleigh	Queens Jubilee Expenses	£	392.77
NCC Pension	Monthly Pension - June	£	1,599.73
Anglotech	Monthly Photocopier printing costs	£	79.40
Bluemoon	IT Support	£	1,138.58
Clean4Shaw	CH, FH, SO Cleaning Contract Jan & May	£	2,414.34
Colemans	Stationery	£	29.99
E-On Energy	Street Light Maintenance	£	77.75
East Rose Energy Assessment	Joan Strong Centre	£	354.00
Fox Directories	Oundle Advertiser	£	150.00
G&S	Loan of Stage equipment	£	200.00
S Garret Harvey	Grass Cutting	£	2,166.00
Go Tow	Fix tow bar to works van	£	498.00
Lisa How	Water for FH	£	14.45
Marlowe	Annual CCTV/Intruder/Lighting contract	£	1,462.80
Kevin Mears	Monthly Litter Picking	£	200.00
Ncalc	Subscriptions & Training course	£	2,562.16
N-Power	Un-metered supplies	£	250.34
On-site Training	Mower Training	£	474.00
Pick Arthey	Fuel	£	248.97
Proludic	RG Repairs	£	115.03
Pumpkin Signs	QJ Signage	£	64.80
RG & MF Sadlers	CH Repairs	£	3,730.18
Smiths Fire	CH Replacement Fire Extinguisher	£	318.00
Tollers Solicitors	Arrange leases for CH tenants	£	1,507.20
Turtle Engineering	Bleed Control Cabinet	£	516.98
UK Identity	ID Badges	£	25.00
Weldon Stone	St Peters Church - Work to Walls	£	18,832.96
	Total	£	39,423.43
<u>Unity DIRECT DEBITS & Other Payments</u>			
Barton Telecom Services	Telephone monthly fee	£	225.23
Biffa	CH/FH Monthly wheelie bin service	£	718.13
Crown Gas	FH, CH, ER Gas	£	635.57
Direct 365	CH Feminine hygiene	£	140.18
EDF	FH, Electric	£	601.45
Pozitive	ER, CH, SO Electric	£	690.59
HMC&Revenue	P32 PAYE via Cottons	£	3,568.28
Talk Talk	Broadband at Unit 7	£	41.94
Unity Bank Charges	Monthly Bank Charges	£	35.54
Unity Debit Card	All	£	1,413.95
	Total Direct Debits	£	8,070.86
	Total Payments	£	59,651.83

This figure is in addition to "Regular Monthly 2022-23 payments" agreed at FC May 2022