



# 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 Extraordinary Town Council held on Monday 26<sup>th</sup> September 2022 at 8.00pm in the Oundle Suite in Fletton House.

**Members Present:** Cllrs D Chapple, I Clark, R Reichhold, L Holland, V Chesser and J Hutton.

**In attendance:** Emma Baker – Town Clerk  
2 members of the public

**Absent:** Cllrs Jones and Davis

### 22.54. Apologies for Absence

22.54.01. To receive apologies for absence.

Apologies were received from Cllr Fuller, Arnold, King and Desbois

22.54.01. To accept apologies for absence

Apologies were accepted from Cllrs Fuller, Arnold, King and Desbois

### 22.55. 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.)

22.55.01. To declare any Disclosable Pecuniary Interests.

Cllr Chapple declared an interest as Trustee and acting solicitor for the Museum Trust – item 22.61.05.

22.55.02. To declare any Other Interests.

Cllr Chesser declared an interest as Trustee for the Museum Trust – item 22.61.05.

22.55.03. To consider any requests for Dispensation.

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

22.55.05. To report any inappropriate gifts or hospitality offered.

### 22.56. Minutes of Previous Meetings

22.56.01. PROPOSITION: *'To approve and sign the minutes of the meeting of the Town Council held on 19<sup>th</sup> July 2022 as an accurate record.'* (*Standing Order 10c*)

The minutes were approved.

**Proposed:** Cllr Chapple

**Seconded:** Cllr Hutton

**Resolved:** All in favour

### 22.57. Public Participation from Interested Parties or Members of the public

Mr Paul Eveleigh from the Fletton Field Group asked the Council if they would support the Halloween event that was being held on Fletton Field on Saturday the 29<sup>th</sup> October.

## 22.58. Consideration of Requests from Interested Parties

There were none.

## 21.59. North Northants Council

- 22.59.01. To receive report from NNC Ward Councillor  
Apologies were received from Cllr Harrison

## 22.60. Town Matters

- 22.60.01. To receive an update on Fletton Field and consider request from the Fletton Field Association for the town council to support a Halloween event on the field.  
The Council agreed that it would support the event under the Town Council insurance.

## 22.61. Council Matters

- 22.61.01. To receive the Mayor's report  
The Mayor's report was received.
- 22.61.02. To receive the Clerks report.  
The Clerk's report was received.
- 22.61.03. To pass a resolution to sign up to the civility and respect pledge.  
It was agreed to defer the item to the October meeting when there are more Councillors in attendance.
- 22.61.04. To consider and approve extending the cemetery by using existing land which is currently not being used.  
This item is going to be discussed at the next Estates meeting on 27<sup>th</sup> September.

Cllr Chapple left the meeting.

- 22.61.05. To consider information relating to the Oundle Museum lease.  
The Council considered the information and agreed to amend the lease as suggested by the Solicitor.
- 22.61.06. To consider proposal to change the name of Fletton House to Queen Elizabeth House.  
It was agreed that we consult with the members of the public and continue to get more information and ideas before a decision is made.
- 22.61.07. To consider information from Char.gv to install a charging point at Fletton House.  
It was agreed to go ahead with the installation of the charging point.

**Proposed:** Cllr Hutton

**Seconded:** Cllr Chapple

**Resolved:** All in favour

- 22.61.08. To receive the invitation from Volunteer Action to attend the supporter recognition event and agree representative.  
It was agreed that the Mayor attend the evening event and Cllr Hutton



attend the day event. Cllr Clark evening one.

22.61.09. To appoint a representative for the Museum Trust following the resignation of a Councillor.

It was agreed that this item be deferred to the October meeting.

## 22.62. Financial Matters

22.62.01. To approve the Bank Reconciliation, Balance Sheet and Budget for July and August 2022.

The monthly bank balance as of 31<sup>st</sup> August 2022 is as follows:

Unity Trust Bank Account £89,287.14  
Unity Trust Instant Access Savings Account £400,100.68

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

22.62.02. Payments for July 2022

PROPOSITION: 'That the schedule of payments for July 2022 are retrospectively approved.'

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

22.62.03. Payments for August 2022

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

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

22.62.04. To consider opting out of the Smaller Authorities Audit Appointments central procurement arrangement.

It was agreed that the Council would not opt out of the arrangement

22.62.05. To approve quote of £2,260.80 +VAT for Marshalling at the Christmas Market event.

The quote was approved

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

22.62.06. To receive the internal control check for Q1 of the financial year.

The report was received. As Cllr Holland would no longer be able to carry out the internal control checks It was agreed that an item would be added to the October agenda to appoint a new Verification Councillor.

22.62.07. To approve the quote of £565.00 for fire safety training for staff.

The quote was approved.

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

## 22.63. Highways Matters

22.63.01. To consider request from a resident to have thinner yellow lines in conservation areas in the town.

It was agreed that the Clerk contact the Northants Highways representative and ask that future double yellow lines, to be installed in the conservation area will be thinner and paler and more in keeping with historic character.



- 22.63.02. To receive report from speed indicator device for August.  
The information was received.

**22.64. Planning Matters**

- 22.64.01. To receive the minutes from the Planning Committee meeting held on 6<sup>th</sup> September 2022.  
The minutes were received. There was a discussion about a meeting with Cllr Harrison to discuss planning issues in Oundle and who else should attend. The Clerk agreed to contact Cllr Harrison for suitable dates.
- 22.64.02. To receive information regarding the preliminary plans for a new football clubhouse.  
Cllr Chapple updated the Council on the information regarding plans for a new football clubhouse.

**22.65. Estates Management Committee**

There were no items to discuss.

**22.66. Communications Working Party**

- 22.66.01. To receive the latest article for the Advertiser.  
The article was received.

**22.67. Correspondence for Information**

- 22.67.01. Letter from Buckingham Palace.  
22.67.02. Employment Law Newsletter August 2022.  
22.67.03. List of dates for Town/Parish meetings with the Commissioner, Chief Constable and Chief Fire Officer.  
All noted.

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

Cllr Hutton asked when the 30mph speed sign was going to be moved as per the recommendation in the planning conditions.  
As it was Cllr Holland's last meeting before she left the Council the Mayor thanked her for her hard work and commitment to the Council during her time as a Councillor everyone agreed and there was a round of applause in appreciation.

The meeting closed at 20.54 pm



18/9/22

OTC Monthly Payments - August 2022

Unity Bank Online payment date September 28th

Payee	Reason	Total Salary	£(incl VAT)	
			£	12,146.98
Canham Controls	FH R&M Boilers & Studio/Glaphorn Repairs	£	7,766.82	
NCC Pension	Monthly Pension - August & September	£	3,199.46	
Met Beauty - Millie Thwaites	Christmas Refund	£	80.00	
Swimex	Refund of deposit for CH OU 4 & 6	£	1,000.00	
J Walton	Refund of Grave Space payment 2016	£	245.00	
Healy's of Winwick	Christmas £15 Refund of Overpayment	£	15.00	
Anglotech	Monthly Photocopier printing costs	£	71.30	
Bluemoon	IT Support	£	594.24	
Buildbase	Maintenance Consumables	£	48.12	
Clean4Shaw	CH, FH, SO Cleaning Contract	£	2,304.00	
Colemans	Stationery	£	29.99	
<del>Crystal Oven Cleaning</del>	<del>FH Oven &amp; Kitchen cleaning</del>	<del>£</del>	<del>500.00</del>	
DC Construction	Bunting removal	£	500.00	
DF Stewart	De-Scale & cleansing of SO toilets	£	5,640.00	
EDF Energy	Annual electric metering	£	292.80	
Fox Directories	Oundle Advertiser Editorial Page	£	161.00	
S Garret Harvey	Grass Cutting	£	2,166.00	
M. Horsnail	Hub receipts	£	65.73	
Marlowe	FH Alarm call out	£	401.40	
Kevin Mears	Monthly Litter Picking	£	200.00	
MPS Ltd	FH Valve replacements	£	158.40	
N-Power	Un-metered supplies	£	251.73	
North Northants Council	FH Premises licence	£	180.00	
Oundle Tyre & Exhaust	Van puncture	£	22.80	
Parish On Line	Parish Online Annual Fee	£	288.00	
Pear Technology	Cemetery Mapping Annual support	£	270.00	
Pick Arthey	Fuel	£	282.52	
Proludic	RG Repairs & Maintenance	£	336.32	
RG & MF Sadlers	FH Repairs	£	63.60	
SLCC	National Conference & Training course	£	300.00	
Smiths Fire	FH Replacement Fire extinguisher	£	358.20	
Spendlove	Mowing Snipe Meadow	£	3,898.80	
Swan Fire	Fire Marshal Training	£	678.00	
Tollers	Preofessional Fees for CH Leases	£	1,440.00	
Weldon Stone	St Peters Church - Gascoigne Wall	£	12,391.20	
Woodbine Reindeers	Reindeer 25% Deposit for Xmas 2022	£	345.00	
	<b>Total</b>	<b>£</b>	<b>46,545.43</b>	
<b>Unity DIRECT DEBITS &amp; Other Payments</b>				
Aviva Pension	Monthly Pension			
Barton Telecom Services	Telephone monthly fee	£	218.57	
Biffa	CH/FH Monthly wheelie bin service	£	138.72	
Crown Gas	CH,ER,FH Electric	£	207.61	
EDF Energy	FH Electric	£	585.85	
HMC&Revenue	P32 PAYE via Cottons	£	3,462.64	
Pozitiv Energy	CH,ER,SO Electric	£	596.19	
Talk Talk	Broadband at Unit 7	£	44.94	
Unity Debit Card	All	£	427.32	
	<b>Total Direct Debits</b>	<b>£</b>	<b>5,681.84</b>	
	<b>Total Payments</b>	<b>£</b>	<b>64,374.25</b>	

*Paid by debit card*  
*[Signature]*

*46,045.43*  
*[Signature]*

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

DL/Accounts/Accounts Monthly