



Oundle Town Council

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

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Minutes of the Meeting of the Extraordinary Town Council held on Tuesday 18th October 2022 at 7.30pm in the Oundle Suite in Fletton House.

Members Present: Cllrs I Clark, R Reichhold, D Fuller, V Chesser and J Hutton.

In attendance: Emma Baker – Town Clerk
Rita Groves – Licensing Unit NNC
1 member of the public

Absent:

The Mayor opened the meeting with a minute's silence in memory of Cllr Paul King who passed away on 17th October.

22.69. Apologies for Absence

22.69.01. To receive apologies for absence.

Apologies were received from Cllr Davis, Holland, Chapple, Jones, Arnold and Desbois

22.69.01. To accept apologies for absence

Apologies were accepted from Cllrs Davis, Holland, Chapple, Jones, Arnold and Desbois

22.70. 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.)

22.70.01. To declare any Disclosable Pecuniary Interests.

22.70.02. To declare any Other Interests.

Cllr Hutton trustee declared an interest as he is a trustee for Creative Oundle – Item 22.76.07. and item 22.76.04 a member of Blooming Oundle 22.76.04.

22.70.03. To consider any requests for Dispensation.

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

22.70.05. To report any inappropriate gifts or hospitality offered.

22.71. Minutes of Previous Meetings

22.71.01. PROPOSITION: *'To approve and sign the minutes of the meeting of the Town Council held on 26th September 2022 as an accurate record.'* (*Standing Order 10c*)

The minutes were approved.

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

Rita Groves – NNC Licensing Unit use of sniffer dogs gave a presentation on how the process worked and what was involved when the police and licensing unit carried out the drug detection operation.

22.72. Consideration of Requests from Interested Parties

There were none.

21.73. North Northants Council

22.73.01. To receive report from NNC Ward Councillor

There were no ward councillors present.

22.74. Town Matters

22.74.01. To receive an update on Fletton Field following the North Northants Executive meeting to decide ownership.

The Mayor updated the meeting by informing everyone what had been agreed at the executive meeting with regards to Fletton Field. The Clerk informed the meeting that she had arranged a meeting with NNC officers to discuss the next steps. It was agreed that a letter of thanks would be sent to the Oundle ward councillors for their help.

22.76. Council Matters

22.76.01. To receive the Mayor's report

The Mayor's report was received.

22.76.02. To receive the Clerks report.

The Clerk's report was received.

22.76.03. To approve the Personnel Committee Terms of Reference.

The terms of reference were approved.

Proposed: Cllr Fuller

Seconded: Cllr Clark

Resolved: All in favour

22.76.04. To consider request from Blooming Oundle to have use of the water bowser in and any hanging baskets we have as they on entering Britain in Bloom in 2023.

It was agreed that Blooming Oundle could use the water bowser and use the hanging baskets. It was also agreed that a letter of thanks be sent to Blooming Oundle for the work they have done in maintaining the planters in the town.

22.76.05. To consider request from NNC Licensing Unit to use sniffer dogs in an evening to carry out spot checks for drugs in the pubs in Oundle.

It was agreed that OTC pay for the use of the sniffer dog in Oundle.

Proposed: Cllr Hutton

Seconded: Cllr Fuller

Resolved: All in favour

22.76.06. To consider information from the Rural Market Towns Group to continue with membership.

It was agreed that OTC renew the membership. The Clerk will contact the

parishes in the Oundle area to let them know that we are members.

22.76.07. To consider request from Creative Oundle for use of Recreation ground and Market place for the 2023 Food Festival.
The request was approved. The Clerk agreed to ask for a copy of CO public liability insurance.

22.76.08. To pass a resolution to sign up to the civility and respect pledge.
The resolution was approved and the pledge signed by the Mayor

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

22.76.09. To appoint a representative for the Museum Trust following the resignation of a Councillor.
It was agreed that this item be deferred to the next meeting.

22.76.10. To appoint a Verification Councillor to carry out the internal control checks for the Council.
It was agreed that this item be deferred to the next meeting.

22.76.11. To receive the report from the Northants CALC AGM.
The report was received.

22.76. Financial Matters

22.76.01. To approve the Bank Reconciliation, Balance Sheet and Budget for September 2022.

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

Unity Trust Bank Account £81,512.49

Unity Trust Instant Access Savings Account £600,764.05

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

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

The payments were approved.

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

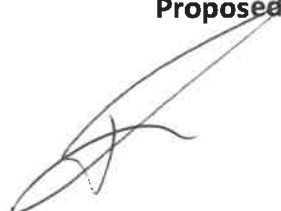
22.77.03. To receive the Finance / Personnel Committee meeting minutes from the meeting held on 26th September.
The minutes were received.

22.77.04. To approve receipt of the Annual Governance & Accountability Return interim report for the year ended 31 March 2022.

The interim report was received and it was agreed that the council wait to receive any further information.

22.77.05. To consider quotes to clean, repair and replace guttering on Fletton House
The quote for £1,116.00 was approved.

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



22.77.06. To approve quotes to carry out further repairs to the Churchyard wall and to purchase more coping stones.

The quote of £4,695.48 was approved.

Proposed: Cllr Fuller

Seconded: Cllr Clark

Resolved: All in favour

22.78. Highways Matters

There were no matters to report.

22.79. Planning Matters

22.80.01. To receive the minutes from the Planning Committee meeting held on 4th October 2022.

The minutes were received.

22.81. Estates Management Matters

22.81.01. To consider the proposal from Youth Unite to hold a Youth Club at Fletton House.

It was agreed that Youth Unite could use the space twice a week and that the agreement would be reviewed within 3 months. The Clerk with ask the Estates Officer to put future use of the space on the next Estates Committee agenda.

22.81.02. To receive the Hub report.

The Council were pleased with how the Hub was being used and with the work the Hub Manager has been doing. They thanked her for all her efforts.

22.81.03. To consider what OTC can do to help people keep warm this winter.

It was agreed that the public living room space would be advertised as a warm space for people to come to.

22.82. Communications Working Party

22.82.01. To receive the latest article for the Advertiser.

The article was received and the Comms and Admin Officer praised for her efforts.

22.83. Correspondence for Information

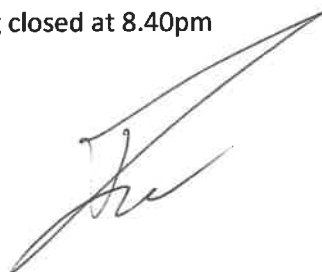
22.83.01. The Police Liaison Representative Scheme.

The document was noted.

22.84. AOB for report only

Cllr Chesser informed the meeting that she had heard that the Citizens Advice Bureau would be using the Hub free of charge. The Clerk informed the meeting that there must be some misunderstanding as this had not been agreed but she would check with the Hub Manager.

The meeting closed at 8.40pm



15/11/22.

OTC Monthly Payments - September 2022

Unity Bank Online payment date October 20th

<u>Payee</u>	<u>Reason</u>	<u>£(incl VAT)</u>	
		<u>Total Salary</u>	<u>£</u>
			12,147.38
NCALC	Off to a flying start - J Arnold	£	44.00
Plugtest	PAT Testing	£	340.80
NCC Pension	Monthly Pension - October	£	1,599.73
Oundle School	Refund of payments CH Rent	£	5,193.15
2 Commune	Annual UKLC Website hosting	£	480.00
Ableclean	CH Carpet cleaning	£	456.00
All Under Cover	5M Santas Hat Marquee Deposit	£	461.15
Anglotech	Monthly Photocopier printing costs	£	84.91
Beacon	CH & FH Legionella testing	£	752.00
Bluemoon	IT Support	£	435.84
Clean4Shaw	CH, FH, SO Cleaning Contract * 2	£	2,426.28
E-On Energy Solutions	Quarterly street lighting	£	77.75
Oundle Festival of Literature	GRANT	£	500.00
HSP Planning	Pension on going maintenance	£	600.00
Kim Brohhammer	HUB Cakes	£	49.58
S Garret Harvey	Grass Cutting * 2	£	2,166.00
NCALC	E-Learning MH	£	16.80
N-Power	Un-metered supplies	£	262.20
PHS	CH Annual hand drier contract	£	568.49
Proludic	RG Repairs	£	19.99
Pick Arthey	Fuel	£	197.61
Screwfix	Maintenance material	£	143.87
Smith of Derby	Town Clock annual service	£	309.60
Village Connect	Christmas advert	£	274.80
Weldon Stone	Church wall repairs	£	13,511.96
	Total	£	30,972.51
<u>Unity DIRECT DEBITS & Other Payments</u>			
Aviva Pension	Monthly Pension August & September	£	3,507.74
Barton Telecom Services	Telephone monthly fee	£	221.43
Biffa	CH/FH Monthly wheelie bin service	£	726.89
Crown Gas	CH,ER,FH Electric	£	221.60
Direct 365	CH Feminine hygiene	£	781.63
EDF Energy	FH Electric	£	555.72
HMC&Revenue	P32 PAYE via Cottons	£	3,462.44
Pozitiv Energy	CH,ER,SO Electric	£	584.67
Talk Talk	Broadband at Unit 7	£	44.94
Unity Bank Charges	Monthly Bank Charges	£	17.68
Unity Bank Charges	Quarterly Bank Charges	£	18.00
Unity Debit Card	All	£	1,654.64
	Total Direct Debits	£	11,797.38
	Total Payments	£	54,917.27

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