



# Oundle Town Council

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**Minutes of the meeting of the Town Council Operations Management Committee held on Thursday 12<sup>th</sup> December 2013 at 6.45pm in the Council Chamber, The Courthouse, Mill Road, Oundle.**

**Present:** Cllrs Higgins, Elliot, Fraser, Radcliffe and Stagg.

**Minutes:** Debra Harper

**OM13.53. Apologies for Absence**

OM13.53.01. To receive any apologies for absence.

Apologies for absence were received from Cllr King (Council meeting) and Cllr Chapple (business).

OM13.53.02. To accept any apologies for absence.

The apologies for absence were accepted from Cllrs King and Chapple.

**OM13.54. Declarations of Interests**

The following declarations of interest from Members and Officers under Section 50 of the Local Government Act 2000 (*Standing Order 35*) were received:

OM13.54.01. To declare any Disclosable Pecuniary Interests.

None.

OM13.54.02. To declare any Other Interests.

None.

**OM13.55. Minutes of the Previous Meetings – Operations Management Committee**

PROPOSITION: *'that the minutes of the Operations Management meeting held on 14<sup>th</sup> November 2013 are approved as an accurate record.'* (*Standing Order 10c*)

**Proposed:** Cllr Radcliffe      **Seconded:** Cllr Stagg      **Resolved**  
**Unanimously**

**OM13.56. Review of Actions of the Previous Meetings**

The actions arising were reviewed and noted as being complete, not yet due or contained within this agenda.

**OM13.57. Representations from Interested Parties**

None.

**OM13.58. Consideration of Requests from Interested Parties**

Not applicable.

provide some alternatives for Full Council to consider in order that these costs can be reduced.

It was agreed that no budget provision would be made for the School Crossing Patrol as agreed at the Full Council meeting held on 18.04.2013 (see Item 12.238.02.)

The amount budgeted for Grants was reviewed and it was proposed 'that the budget is reduced to £12,500 for the 2014/15 year'.

**Proposed:** Cllr Radcliffe **Seconded:** Cllr Higgins **Resolved Unanimously**

The Communications & Engagement Working Party were asked to revisit the delivery costs and methods for the Oracle to ensure that this is working correctly and is the best method to use.

Following this, it was agreed that the draft budget would be circulated to all members for further review at the meeting to be held on 09.01.2014 with final approval sort at the Full Council meeting to be held on 16.01.2014.

OM13.60.02. To note the issuance of the Financial Regulations revised on 19.09.2013 and the comments made by NCALC.

Cllr Chapple was requested to produce the relevant documentation for approval by Council.

OM13.60.03. To consider the comments made by the Internal Auditor regarding the Council's Risk Assessments policies and procedures.

Cllr Chapple was requested to produce the relevant documentation for approval by Council.

**OM13.61. Correspondence for Action**

OM13.61.01. NCC Draft Funding Strategy Statement Consultation - Closing Date 24.12.2013.

Cllr Chapple was given delegated responsibility to respond on behalf of Oundle Town Council.

**OM13.62. Correspondence for Information**

None.

**OM13.63. Any Other Relevant Matters for Report**

None.

There being no further business the meeting closed at 9.45pm.

Signed:.....

Dated:.....

**Action Points - Operations Management Working Party Meeting – 12.12.2013**

<b>Reference</b>	<b>Action</b>	<b>Responsibility</b>	<b>Due Date</b>
OM/11.07.13/03.	Update wording on Council's Financial Regulations and other policies (see item OM13.60.02. and OM13.60.03).	DC	09.01.2014
OM/11.07.13/05.	Cllr Higgins to make recommendations about budgeting and Cllr representations for other organisations.	GH	09.01.2014
OM/12.12.13/01.	Arrange for changes to staff hours.	DH	01.01.2014
OM/12.12.13/02.	Circulate draft budget.	PS	19.12.2013
OM/12.12.13/02.	Submit response to NCC Draft Funding Strategy Statement Consultation.	DC	24.12.2013

