



**NORTH  
Northamptonshire  
Council**

**IMPORTANT:** Please return form by **Friday 14 January 2022**. Where there is a NIL return a signed copy is still required.

..... OUNOLE ..... Parish/Town Council  
Year ending 31 March 2023.

The above named Parish/Town Council hereby precepts for the sum of £ 521,738.00 in respect of the above mentioned year.

Authorised at a Meeting of the Parish/Town Council held on Tuesday 21<sup>st</sup> December 2021  
(Please include, with this form, a copy of the minutes of this meeting if the precept has a value of more than £100,000).

Signed: [Signature]  
Designation: TOWN CLERK  
(The officer appointed for this purpose).

Name and address of officer signing the Precept:  
EMMA BAKAL  
OUNOLE TOWN COUNCIL  
FLETON HOUSE, FLETON WAY  
OUNOLE  
PE8 4JA

Email Address:  
emma@oungle.gov.uk

**To be completed by all Parish and Town Councils**  
Name and address of Parish/Town Council's Bank:  
UNITY TRUST BANK  
PO BOX 7193  
PLANETARY RD  
WILLENHALL  
WV1 9DG

Title of Account: OUNOLE TOWN COUNCIL  
Sort Code: 60-83-01  
Account Number: 20435985

**Payment Information**

Precept Value	Installments	Dates		
£50,000 or less	1	30th April 2022		
£50,001-£500,000	2	30th April 2022	31st October 2022	
£500,001+	4	30th April 2022	31st July 2022	31st October 2022 31st January 2023

**For District Council's use:**  
Date of receipt of Precept: \_\_\_\_\_ Entered on Payments Register: \_\_\_\_\_

**OTC Trial Balance**

N/C	Description	2020-21 Actual	2021-22 6 months	2021-22 Projected	2021-22 Budget	2021-22 Profit & Loss	Proposed Budget 2023-24	Proposed Budget 2024-25
4000-4008	Markets	9,809	7,552	18,921	22,600	3,679	24,068	25,737
4100-4110	B/Fwd	50	-	-	-	-	42,376	-
4601-4603	The Hub Income	-	-	-	-	-	5,150	5,305
4700-4707	FH Room Hire	7,073	10,078	19,930	25,500	5,570	28,575	29,432
4708-4720	FH Tenants	8,600	11,100	11,100	10,400	700	11,100	8,600
4800-4850	CH Tenants	35,017	24,800	41,316	40,009	1,307	42,629	42,629
4901-4950	JSC/ORC/RG/CS/QVH	8,653	3,385	6,207	6,207	-	6,207	6,207
4970-4972	Cemetery	6,602	4,712	9,424	8,000	1,424	7,900	7,900
4977-4979	Grants/NP	89,552	681	13,606	3,643	9,963	3,486	3,486
<b>4999</b>	<b>Precept</b>	<b>£ 494,506</b>	<b>£ 248,447</b>	<b>£ 496,893</b>	<b>£ 496,893</b>	<b>-</b>	<b>£ 521,738</b>	<b>£ 445,028</b>
	<b>Total Excluding Precept</b>	<b>£ 659,862</b>	<b>£ 310,754</b>	<b>£ 617,397</b>	<b>£ 613,252</b>	<b>£ 4,145</b>	<b>£ 689,746</b>	<b>£ 591,738</b>
	<b>Income excluding Precept</b>	<b>£ 165,356</b>	<b>£ 62,308</b>	<b>£ 120,504</b>	<b>£ 116,359</b>	<b>£ 4,145</b>	<b>£ 129,837</b>	<b>£ 129,296</b>
<b>N/C</b>	<b>Name</b>							
5000-5009	Markets	4,311	3,222	11,423	12,547	1,124	15,637	17,950
5050-5056	Cemetery & Churchyard	4,853	9,172	20,045	13,246	6,799	27,933	28,964
5080-5111	Herne Park, DH & St O Car Park	18,470	9,821	19,553	57,807	38,254	61,545	24,290
5120-5137	Occupation Road & Recreation Ground	13,736	1,038	2,076	16,545	14,469	9,015	3,077
5140-5148	Eastwood Road	12,116	6,116	11,693	12,816	1,123	13,294	14,104
5150-5180	St Christophers Drive, War Memorial, JSC	1,493	1,260	2,520	4,545	2,025	16,000	1,561
5300-5302	Grants - Arts & QVH	20,548	3,730	46,171	46,621	450	46,086	34,208
5501-5554	Community Safety/Environment	70,515	10,845	14,375	6,309	8,066	9,306	9,812
5555-5555	Highways	7,975	7,965	8,850	8,240	610	9,116	9,671
5607-5620	Maintenance & Community Payback	10,964	2,965	5,206	7,310	2,104	5,966	6,208
5700	NCC Services	125,015	-	-	-	-	-	-
6000-6030	Court House Expenditure	24,485	15,828	31,806	31,310	495	29,031	30,799
6200-6210	Street Furniture	519	-	-	412	412	424	450
7000-7016	Staff	204,567	100,917	201,833	208,536	6,702	218,962	232,297
7017-7019	The Hub Staff	37,549	-	-	-	-	-	-
7100-7126	Office costs	61,983	26,503	60,714	90,414	29,700	87,979	77,354
7220-7299	FH Expenditure	50,157	31,066	55,067	73,802	18,054	88,658	68,200
7358-7390	The Hub Expenditure	1,689	-	-	-	-	30,000	10,000
7903-7904	PWLB Loans	18,556	9,208	22,793	22,793	-	22,793	22,793
<b>Total</b>		<b>£ 689,502</b>	<b>£ 239,655</b>	<b>£ 514,123</b>	<b>£ 613,252</b>	<b>£ 98,447</b>	<b>£ 689,746</b>	<b>£ 591,738</b>



# 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)

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## Minutes of the Meeting of the Town Council held on Tuesday 21<sup>st</sup> December 2021 at 7.30pm in the Oundle Suite.

**Members Present:** Cllrs D Chapple, I Clark, L Holland, V Chesser, J Arnold and L Jones

**In attendance:** Emma Baker – Town Clerk  
Paul Eveleigh – Fletton Field Association

### 21.94. Apologies for Absence

- 21.94.01. To receive apologies for absence.  
Apologies were received from Cllr Fuller, Cllr Desbois, Cllr Hutton, Cllr King, Cllr Reichhold Cllr Davis and NNC Cllr Harrison.
- 21.94.02. To accept apologies for absence.  
The apologies were accepted.

### 21.95. 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.)

- 21.95.01. To declare any Disclosable Pecuniary Interests.  
21.95.02. To declare any Other Interests.  
21.95.03. To consider any requests for Dispensation.  
21.95.04. To report any gifts or hospitality accepted over the value of £50.00.  
21.95.05. To report any inappropriate gifts or hospitality offered.

### 21.96. Minutes of Previous Meetings

- 21.96.01. PROPOSITION: *'To approve and sign the minutes of the meeting of the Full Council meeting held on 16<sup>th</sup> November 2021 as an accurate record.'*  
(*Standing Order 12*).

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

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

There were none

### 21.98. Consideration of Requests from Interested Parties

There were none

### 21.99. North Northants Council

- 21.99.01. To receive report from NNC Ward Councillor

Cllr Harrison was unable to attend the meeting.

## 21.86. Town Matters

21.100.01. To receive further information and consider purchasing Bleed Control kits to be accessible for people to use in an emergency.

Following a discussion, it was agreed that we purchase one kit to install at the QVH or in a position that the First Responders recommend.

**Proposed:** Cllr Clark

**Seconded:** Cllr Jones

**Resolved:** 5 in favour  
1 against

21.100.02. To consider the proposed business plan from FFA, and consider further action, including supporting FFA as our managing body in principle.

Cllr Chesser and the Mayor met with Paul Eveleigh to discuss the draft plan. The Mayor thank Paul for all his work drafting the business plan. It was agreed that OTC write a letter to the FFA confirming their support of the plan and the FFA as the managing body.

**Proposed:** Cllr Clark

**Seconded:** Cllr Chapple

**Resolved:** All in favour

21.100.03. To receive an update from the Jubilee Working Party.

The update was received. There was a discussion about the plan being over ambitious and whether we should concentrate on holding an event on Fletton Field. It was agreed that we should concentrate on the event at Fletton Field. Cllr Holland requested that the working party present the plan to the Council. The Clerk agreed to speak to the members of the Jubilee working party at their next meeting in January.

21.100.04. To receive an update on the proposed Transport Study.

The update was received. The quote for the proposal had been received from TPP. The working party will meet in January to consider the quote and report back at the next full council meeting.

## 21.101. Council Matters (IC)

21.101.01. To receive the Mayor's report.

The report was received. Cllr Holland thanked the Mayor for arranging the Christmas drinks event, even though it has had to be cancelled due to covid restrictions.

21.101.02. To receive the Clerk's report.

The report was received. The Mayor thanked Rebecca for her help with his communication requests. He also thanked the staff for their hard work during the year.

21.101.03. To receive letter from resident regarding concerns with infrastructure in Oundle.

It was agreed that the Mayor draft a letter to send to the Unitary Councillors and the CEO of the Clinical Commissioning Group. The Clerk will send the letter with a copy of the resident's letter.

21.101.04. To receive the insurance schedule for the next year.  
The insurance schedule for 2021 was received.

21.101.05. To consider adopting the new Code of Conduct as endorsed by NCALC and adopted by NNC.  
It was agreed that OTC adopt the new Code of Conduct. The Clerk agreed to circulate the code to all the Councillors and inform NNC that OTC had adopted the code.

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

21.101.06. To consider whether to go ahead with the weekly market on Thursday 2<sup>nd</sup> June 2021 as it is a bank holiday for the Platinum Jubilee.  
It was agreed that the market goes ahead on Thursday 2<sup>nd</sup> June as normal.

21.101.07. To receive an update on the skate park and agree plan and proposal to go to tender.  
It was agreed that the OTC move to the next stage and get interested parties to come forward and quote for the refurbishment of the skate park.

21.101.08. To approve the Climate Change Working Party Terms of Reference.  
The Terms of Reference were approved subject to an amendment to change Chairman to Chair.

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

21.101.09. To consider request from Creative Oundle for use of the Market Place for the Food Festival on 18<sup>th</sup> June 2022.  
It was agreed that the Creative Oundle can use the marketplace for the food festival.

## 21.88. Financial Matters

21.88.01. To approve the Bank Reconciliation, Balance Sheet and Budget for November 2021.  
The monthly bank balance as of 30<sup>th</sup> November 2021 is as follows:  
Unity Trust Bank £608,966.01.

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

21.88.02. Payments for November 2021.  
*PROPOSITION: 'That the schedule of payments for November 2021 as presented at this item are paid.'*

The payment list was approved.

Cllr Chapple asked that we publish the cost of the Christmas lights so that residents are aware how much we spend on the lights.

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

21.102.03. To approve the budget and precept for 2022 – 2023.  
The budget was approved. It was agreed that a precept of £521,738.00 would be requested. £42,375.68 will be taken from general reserves and added as income to the budget which will mean that the increase to the tax payer will be 5% in 2022-2023.

**Proposed:** Cllr Clark

**Seconded:** Cllr Chapple

**Resolved:** All in favour

21.102.04. To receive the minutes from the Finance & General Purposes Committee meeting held on 14<sup>th</sup> December 2021.

There minutes were received.

21.102.05. To receive the Pension House Review and Audit report

The report was received. It was agreed that the Clerk ask the Pension House if there are any environmentally friendly pension schemes that we should invest in.

21.102.06. To consider upgrading the phone system in Fletton House to VoIP system.

It was agreed that the Clerk get recommendations from our current telephone service provider.

**21.103. Planning Matters (DC)**

21.103.01 To receive the minutes from the Planning Committee meeting held on 7<sup>th</sup> December 2021.

The minutes were received.

**21.104. Estate Management Matters (PD)**

21.104.01. To receive the minutes from the Estates Management Committee meeting held on 23<sup>rd</sup> November 2021.

The minutes were received.

21.104.02. To consider installing a tabletop drinks machine in the Hub space.

Installing a drinks machine in the Hub was approved. It was agreed that the Clerk wait until the New Year before we go ahead with the order once we know what restrictions we will have to follow due to the pandemic.

**21.105. Communications Working Party (IC)**

21.105.01. To receive the report from the Communication Working Party and next OTC News for the January Advertiser.

The report was received.

**21.106. Correspondence for Information**

21.106.01. Employment Law Update November 2021

Received

21.106.02. NALC Chief's Bulletin.

Received by email

21.106.03. Northants CALC Update

Received.

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

Cllr Holland asked if the Council should consider some of the absences and that the Mayor speaks to anyone who is persistently absent.

The meeting closed at 8.50 pm.

Signature:.....

Dated:.....

DRAFT