



# Oundle Town Council

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## Minutes of the meeting of the Town Council held on Tuesday 16<sup>th</sup> December 2014 at 7.30pm in the Council Chamber, The Courthouse, Mill Road, Oundle.

**Present:** Cllrs Chapple, Clarke, Fitzgerald, King, Menck, N Oakes, S Oakes, Pearson, Radcliffe, Rose and Stagg.

**Minutes:** Debra Harper

Prior to the meeting commencing, a one minute silence was held as a mark of respect following the tragic events in Peshawar, Pakistan.

### 14.155. Apologies for Absence

14.155.01. To receive apologies for absence.

Apologies for absence were received from Cllrs Chesser (personal) and Sparkes (personal).

14.155.02. To accept apologies for absence.

PROPOSITION: *'That apologies for absence are accepted from Cllrs Chesser and Sparkes'.*

**Resolved Unanimously**

### 14.156. Councillor Co-Option

14.156.01. To co-opt a Councillor on to Oundle Town Council.

An application for the position of Town Councillor for Oundle Parish from Mathias Menck was received and accepted. Following the signing of the declaration, Cllr Menck was welcomed to the Town Council and joined the meeting.

14.156.02. To agree the process for co-option for the vacancy following the resignation of Chris Elliot.

Cllr Radcliffe expressed regret that Chris Elliot had to resign from the Council due to work pressures. She expressed sincere thanks to him for all of his work and the contributions he made to the Council's communications, IT, Twinning and staff reviews and stated that this was a real loss to the Council and hoped that he can one day return as a Councillor. She noted the report produced by the Clerk on the process for filling the vacancy and it was agreed that the position should be advertised for co-option.

### 14.157. 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:

14.157.01. To declare any Disclosable Pecuniary Interests.

None.

- 14.157.02. To declare any Other Interests.  
14.165.01 Cllr Clarke Resident of North Street
- 14.157.03. To consider any requests for Dispensation.  
None.
- 14.157.04. To report any gifts or hospitality accepted over the value of £50.00.  
None.
- 14.157.05. To report any inappropriate gifts or hospitality offered.  
None.

#### **14.158. Minutes of Previous Meeting – Full Council**

- 14.158.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 18 November 2014 as an accurate record.'* (Standing Order 10c)  
**Proposed:** Cllr N Oakes **Seconded:** Cllr S Oakes **Resolved Unanimously**

#### **14.159. Review of Actions of the Previous Meetings – 18.11.2014**

The actions were noted and it was confirmed that these had been complete or were included within an agenda.

#### **14.160. Representations from Interested Parties**

None.

#### **14.161. Consideration of Requests from Interested Parties**

Not applicable.

#### **14.162. Reports**

- 14.162.01. Mayors Report  
Cllr Radcliffe confirmed that her report had been circulated. She also gave an update on the Christmas Cracker event for which Cllr N Oakes wrote a piece and thanked Cllrs Clarke, Fitzgerald, S Oakes and N Oakes for participating in this alongside her. Cllr Radcliffe stated that she was disappointed by the lack of response from some Councillors and hoped that there would be more support for the Mayors Concert on 17<sup>th</sup> January 2015. She confirmed that this had been advertised and the hall was booked and the musicians organised and so far four Mayors had accepted the invitation and booked tickets. She asked all Councillors to attend and encourage others to and that they also advertise the event by posters in windows etc. Cllr Radcliffe concluded her report by stating how lovely the Christmas Light displayed looked and that many people had passed positive comment.
- 14.162.02. Police Report  
No police report was available; however it was understood that they were busy and therefore acceptable.
- 14.162.03. District Councillors Report  
Cllr Reichhold advised that a Full Council meeting had been held at ENC last night during which they considered a Finance report on the Tax Base and Councillor Allowances, the latter of which will be considered after the election. He also advised that £600 had been granted from the three District Councillors Empowerment Allowances towards the purchase of 300 security timers for the Police to distribute to residents free of charge, some of which had been handed out

at the Farmers Market. He also advised that all three of the District Councillors have agreed to recommend a grant for a computer for CHAT. He concluded his report by stating that they would be producing a leaflet to distribute to residents in the District confirming what ENC are responsible for and their role.

Following the report, Cllr Stagg asked for an update on ENC's latest position with passporting the Community Support Grant to the Town Council. Cllr Reichhold advised that there had been no change in this and it was unlikely although it would be unknown until the budget was approved. Cllr Radcliffe observed that ENC would be one of only thirty District Councils who would not be doing this, despite it being the intention of central government.

#### 14.163. Signing & Sealing

RESOLUTION: *'that the Town Mayor, Deputy Town Mayor and Proper Officer may seal any document required by law to be issued under seal on behalf of the Council.'* (Standing Order 14b.)

**Proposed:** Cllr N Oakes

**Seconded:** Cllr Chapple

**Resolved Unanimously**

#### 14.164. Operations Management Matters

##### 14.164.01. To receive an update on the 2015/16 budget.

Cllr Stagg provided an overview of the work conducted to date on the budget proposals. He confirmed that the consensus by the Operations Management Committee members was that the precept and reserves were acceptable however since then a few more requests have been received that will need to be considered before finally approving the budget at the January Full Council meeting.

##### 14.164.02. To approve the Budget Report & Balance Sheet – November 2014.

Cllr Stagg reviewed the figures and confirmed that the accounts were in order and that expenditure was currently under budget and income ahead of budget. This was due to the Fletton House expenditure being slightly behind schedule. Cllr Stagg confirmed that the Balance Sheet was healthy, but capital reserves would reduce quickly as Fletton work gained momentum.

##### 14.164.03. Payments for November 2014.

PROPOSITION: *'That the schedule of payments for November 2014 as presented at this item are paid in the amount of £122,017.68 and that all related documentation and cheques are signed'*.

**Proposed:** Cllr Stagg

**Seconded:** Cllr N Oakes

**Resolved Unanimously**

#### 14.165. Town Matters

##### 14.165.01. To agree the preferred option for street lighting in North Street and to consider how any funding requirements will be met.

8.00pm: Cllr Clarke left the meeting having declared an Other Interest in this item.

Following due consideration of the three options, it was proposed *'that the columns and lights in North Street are upgraded to heritage lighting at a cost of £9000 plus an annual maintenance charge of £800 per year'*.

**Proposed:** Cllr Chapple **Seconded:** Cllr Fitzgerald **For:** 5 **Against:** 4 **Abstention:** 1

It was agreed that the Operations Management Committee would review the 2015/16 budget to enable the funding of this decision.

8.17pm: Cllr Clarke returned to the meeting.

- 14.165.02. To receive the report from the Events Officer and to consider and approve any recommendations.  
Noted.
- 14.165.03. To receive information on the Classic Car Sprint taking place on 28 December 2014.  
The information circulated was noted and the Clerk gave an overview of the event, confirming that updates were on the websites and the road closure information had been issued. She advised that there had been some residents in North Street upset about the event but that as a result of some amendments to the demonstration runs these had now been alleviated.
- 14.165.03. To receive an update on the response of East Road residents to Northamptonshire Highways Proposed changes to the operation of Controlled Parking Zones in Northamptonshire.  
The Clerk advised that most of the residents had replied to the consultation and sent copies to the Town Council. The majority of people had expressed the view that they disagree with the proposed charges and that they had requested a meeting with NCC to discuss this. She confirmed that the action was being left with NCC and that further updates would be provided when more information was received.
- 14.165.04. To consider the 2014/15 Annual Parking Restriction Review Proposals and to consider requesting changes to parking in St Peters Road.  
Cllr Radcliffe provided an overview of the proposals and advised that since the report had been produced, the introduction of loading restrictions recommended in the TPP study had been reviewed by Highways. It was noted that this would necessitate additional signage in the Market Place adding to the street clutter and as a result it was agreed that this element would not be included at this stage and would be referred to the public at the next Annual Town Meeting.  
The introduction of disabled bays was also considered and concern was expressed that these whilst welcomed would also necessitate too much new signage. Following a debate it was proposed *'that the Mayor and Deputy Mayor are given delegated authority to come to the best solution to enable disabled bays without too much signage'*.  
**Proposed:** Cllr Rose **Seconded:** Cllr Pearson **Resolved Unanimously**  
The plans for Cotterstock Road, Jericho and Blackpot Lane were then considered and unanimously agreed with. Cllr Chapple advised that he had been contacted by a resident concerned at parking in St Peters Road which gets very congested at weekends when people visit the Rugby Club. Following due consideration it was agreed that no proposals would be put forward as whilst there was some sympathy with the situation, the introduction of double yellow lines will only displace the parking to elsewhere in the town and would also cause the residents of St Peters Road parking problems. It was agreed that the Rugby Club should be contacted to ask them to address the issue and that Cllr Chapple will advise the resident of the decision reached.

#### 14.166. Estate Matters

- 14.166.01. To receive the minutes of the Estate Management Committee meeting held on 9 December 2014.  
The Clerk confirmed that the minutes were not yet available and that these would be circulated as soon as available. Cllr Stagg advised that the facilities for the

Maintenance Team were being looked at in order to reduce costs and asked everyone to consider alternatives and make suggestions.

#### **14.167. Fletton House Acquisition Working Party Matters**

14.167.01. To receive an update on progress with Fletton House.

Cllr Fitzgerald advised that she had stayed in contact with the project whilst away and that work had commenced on 13<sup>th</sup> November 2014. She advised that there had been some issues regarding the car park area, levels, the availability of steel and with the routing of the gas mains, the latter being connected to actions taken by NCC which halted the works. Cllr Fitzgerald advised that despite this, the work was progressing.

#### **14.168. Communications Working Party Matters**

14.168.01. To receive the minutes from the Communications Working Party meeting held on 2<sup>nd</sup> December 2014.

The minutes were noted. Cllr Clarke thanked everyone who delivered Neighbourhood Planning questionnaires and expressed thanks to the few people who manned the Market Stall and to those who attended the Christmas Cracker event.

#### **14.169. Neighbourhood Planning Working Party Matters**

14.169.01. To receive the minutes of the Neighbourhood Planning Working Party meeting held on 25 November 2014.

Noted. Cllr King noted that once the analysis of the questionnaires had been completed a lot of support will be needed for the necessary consultation activity. It was confirmed that the March Oracle will provide headline feedback to all residents. In addition a further event was needed to fulfil the Plan requirements.

14.169.02. An update on registering a Community Right to Bid on the NCC field adjacent to Abbott House utilised by Oundle Primary School.

The Clerk gave an update on this stating that one letter had so far been received outlining community use of this field. All Councillors were asked to try and obtain more evidence in order that a Community Right to Bid could be submitted.

#### **14.170. Planning Matters**

14.170.01 To receive the minutes from the Planning Committee meeting held on 2<sup>nd</sup> December 2014.

Noted. Cllr Chapple highlighted that the objection to the planning application for 110 Creed Road had been copied to the District Councillors as agreed at the last Full Council meeting but that as a result they had only concurred with the advice to grant this provided by the Planning Officer. He confirmed that this would be raised at the next Planning Committee meeting. Cllr Radcliffe highlighted that action needed to be taken to signpost people to the Joan Strong Centre and the Long Stay car park who may be put off using the access road due to Private Road Notices.

#### **14.171. Meeting Reports**

14.171.01. To receive reports on meetings held by members on behalf of the Council.

Noted. Cllr Fitzgerald advised that the appointment for the IT provider for Fletton House needed to be confirmed.

14.171.02. To receive reports on meetings due to be held by members on behalf of the Council.

Cllr Radcliffe confirmed that a meeting was being held with the Association of Trade and Commerce tomorrow evening and that a meeting with the Chairman of Governors of Prince William School was also going to be held in the New Year.

#### 14.172. Council Matters

14.172.01. PROPOSITION: 'that expenditure of £284.00 is approved to renew the Clerk's membership of the Society of Local Council Clerks'.

**Proposed:** Cllr Radcliffe

**Seconded:** Cllr King

**Resolved Unanimously**

#### 14.173. Consultations, Conferences and Training

14.173.01. To agree the response produced by Cllrs Chesser and Pearson to the Northamptonshire Fire and Rescue Service draft Community Protection Plan Update and Review 2015. Consultation end date: 12 January 2015

Cllr Pearson provided an overview of the consultation which is addressing a 7.5% budget cut and the changing role of the service confirming that there would appear to be other actions they could take. Cllr Pearson concluded that Oundle Fire Station is not at risk and that the response to be sent from the Council should mention this and ask them what action they will take to educate the public about false alarms.

14.173.02. To agree the response produced by Cllrs S Oakes and Sparkes to the Northamptonshire County Council Consultation regarding changes to Children's Centre venues. End Date: 19 December 2014.

Cllr S Oakes confirmed that she had considered the contents of the consultation and gave an overview of the service provided. She advised that the venue in Oundle at the library would remain and there would be no changes to the universal service provided but the targeted service would be reduced as more home visits will take place. She concluded that there was nothing of concern to Oundle; however as the town increases in size it may be necessary to review this. It was agreed that a response would be submitted to request that the impact to the town is monitored and an update provided to the Council.

14.173.03. To note the Northamptonshire County Council Pharmaceutical Needs Assessment (PNA) Consultation allocated to Cllrs King and N Oakes. Consultation end date: 6 February 2015.

Noted. This item will be included on the January Full Council agenda.

14.173.04. To note the Northamptonshire County Council School Admissions arrangements for September 2016 Consultation allocated to Cllrs Chesser and Radcliffe. Consultation end date: 6 February 2015.

Noted. This item will be included on the January Full Council agenda.

14.173.05. To note the Northamptonshire County Council Statutory Marriage and Civil Partnership Registrations: Revised Delivery Locations allocated to Cllrs Fitzgerald and Rose. Consultation end date: 20 January 2015.

Noted. This item will be included on the January Full Council agenda.

14.173.06. To note the Northamptonshire County Council Draft Budget and Council Plan Consultation allocated to Cllrs Chapple and Stagg. Consultation end date: 20 January 2015.

Noted. This item will be included on the January Full Council agenda.

Cllr Radcliffe requested all Councillors to produce a written draft response to the Consultation in order that this can be circulated within the Council packs when the agendas are issued.

**14.174. Correspondence for Action**

- 14.174.01. To consider participating in the 2015 Community Speed Watch Programme.  
Cllr Radcliffe stated that last time the Community Speed Watch Programme was advertised there was not enough take up. She also noted that the timescale given did not allow sufficient time to get 20% of electorate to sign up to this. It was agreed that no action would be taken but that this would be raised at the Annual Town Meeting to gauge the level of interest.

**14.175. Correspondence for Information**

- 14.175.01. To note the correspondence from Mr P Thompson regarding the changes to the Market Place layout.  
Noted.
- 14.175.02. ENC Member Briefing: Introduction of a quarterly newsletter for residents.  
Noted. Cllr Chapple observed that it was a disappointing publication and the value of this was questioned.

**14.176. Any Other Relevant Matters for Report**

Cllr King stated that he has received positive feedback regarding the Market Place layout and Christmas Light display. He also noted that the Christmas Tree needs some attention and asked the office to contact the Rotary Club.

There being no further business the meeting closed at 9.23pm.

Signed:..... Dated:.....