



Oundle Town Council

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Minutes of the meeting of the Town Council held on Tuesday 17th February 2015 at 7.30pm in the Council Chamber, The Courthouse, Mill Road, Oundle.

Present: Cllrs Chapple, Chesser, King, Menck, Murphy, N Oakes, S Oakes, Pearson, Radcliffe and Stagg.

Minutes: Debra Harper

14.199. Apologies for Absence

14.199.01. To receive apologies for absence.

Apologies for absence were received from Cllrs Clarke (business), Fitzgerald (personal) and Sparkes (personal).

14.199.02. To accept apologies for absence.

PROPOSITION: *'The apologies for absence from Cllrs Clarke, Fitzgerald and Sparkes are accepted'*.

Resolved Unanimously

The absence of Cllr Rose with no apologies given was noted.

14.200. 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:

14.200.01. To declare any Disclosable Pecuniary Interests.

None.

14.200.02. To declare any Other Interests.

None.

14.200.03. To consider any requests for Dispensation.

None.

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

None.

14.200.05. To report any inappropriate gifts or hospitality offered.

None.

14.201. Minutes of Previous Meeting – Full Council

14.201.01 PROPOSITION: *'To approve and sign the minutes of the Full Council meeting held on 20 January 2015 as an accurate record.'* (*Standing Order 10c*)

Proposed: Cllr N Oakes

Seconded: Cllr Murphy

Resolved Unanimously

14.202. Review of Actions of the Previous Meetings – 20.01.2015

The actions were noted as completed or in progress.

14.203. Representations from Interested Parties

None.

14.204. Consideration of Requests from Interested Parties

None.

14.205. Reports

14.205.01. Mayors Report

Cllr Radcliffe advised that the meeting report in Item 14.215.01 provided detail of the meetings she had attended during the month. She advised that in addition to this she had drawn raffle tickets at the Gilbert & Sullivan stall at the Farmers Market and attended a Volunteer recruitment event organised by the Police on Saturday January 31st at the Rose and Crown.

14.205.02. Police Report

The Police report was tabled.

14.205.03. District Councillors Report

There were no District Councillors present to provide a report.

14.206. 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 S Oakes

Seconded: Cllr Chapple

Resolved Unanimously

14.207 Town Matters

14.207.01. To receive the report from the Events Officer and to consider and approve any recommendations.

The report was noted. Cllr Stagg provided an update on holding a Criterion in the town and advised that should this be progressed it would need to take place in 2016 due to timeframes and the amount of work required to stage this event.

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

The Clerk advised that further evidence is required to enable a Community Right to Bid to be submitted. It was agreed that this would be called for in the advertising for the Annual Town Meeting and the matter reviewed again at this time.

14.207.03. To note the Permit Parking Review Consultation impacting residents of East Road.

Cllr Stagg provided an overview of a meeting attended with residents and NCC and confirmed that all the feedback from the residents was being collated and addressed by NCC.

14.207.04. PROPOSITION: 'That delegated authority is given to the Clerk to spend the allocated budget of £3500 towards the organisation and delivery of the 2015 Friends Life Women's Tour and the associated events'.

Cllr Stagg provided an update on progress towards staging the events to support the Friends Life Women's Tour and advised that the proposition was being moved in order to assist in the delivery of the programme. Following this the proposition was moved and passed as follows:

Proposed: Cllr Stagg

Seconded: Cllr N Oakes

Resolved Unanimously

14.208. Operations Management Matters

14.208.01. To approve the Budget Report & Balance Sheet – January 2015.

Cllr Stagg provided an overview of the Budget Report and Balance Sheet confirming that these were in order. The reports were duly approved.

14.208.02. Payments for January 2015.

PROPOSITION: 'That the schedule of payments for January 2015 as presented at this item are paid in the amount of £171,212.13 and that all related documentation and cheques are signed'.

Cllr Stagg advised that one of the payments included within the total of £171,212.13 was for £7663.20 for Atkins Ltd and that with members approval this would be signed off but the cheque held in the office until the Head of the Fletton House Working Party confirmed it should be released. This was unanimously agreed and the proposition then moved:

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

Cllr Radcliffe advised that the net income received directly by Oundle Town Council from the Mayors Charity Concert totalled £465.00 of which £230.00 is to be allocated to CHAT and £235.00 to Volunteer Action. She sought Council approval to issue these cheques immediately. This was unanimously agreed.

14.209. Estate Matters

14.209.01. To receive the draft minutes from the Estate Management Committee meeting held on 10th February 2015.

Cllr King provided a verbal update on the meeting confirming that the draft minutes will be circulated shortly.

14.209.02. PROPOSITION: 'That a budget of up to £8000 is approved to carry out remedial works on The Courthouse boundary wall'.

Cllr King provided an overview of the issues relating to the boundary wall within The Courthouse and advised that the Estate Management Committee recommend that action is taken to resolve the problem. Prior to moving the motion a revised proposition was made as follows: *'That the Operations Management Committee reconsiders the 2015/16 expenditure and reserves in order that remedial works of up to £9000 can be carried out on The Courthouse boundary wall'.*

This amendment to the proposition was duly accepted and moved with the following outcome:

Proposed: Cllr King **Seconded:** Cllr Pearson **Resolved Unanimously**

14.209.03. PROPOSITION: 'That expenditure of up to £5000 is approved for remedial works to The Courthouse lift'.

Proposed: Cllr King **Seconded:** Cllr Murphy **Resolved Unanimously**

14.210. Fletton House Acquisition Working Party Matters

14.210.01. To receive the minutes from the Fletton House Working Party meetings held on 9 February 2015.

The minutes were noted.

14.210.02. To receive a verbal update on progress with Fletton House.

Cllr King provided an update on progress on behalf of Cllr Fitzgerald advising that as at last week the construction works are projected to complete 3 weeks late on 12 June 2015. He confirmed that there were several budget pressures but also some

savings but the net effect of these is not yet known. He also advised that it has also transpired that the foundations for the new extension now need to be much deeper than expected and that this will have cost implications. Concern was expressed regarding the additional costs being incurred. It was agreed that the Working Party should review all costs and ascertain if these should really be the responsibility of the Council. It was agreed that a worst case scenario would be presented to Full Council at the next meeting. Following this Cllr Stagg provided an update on the windows for Fletton House advising that the original design suggested was not appropriate for the building and as a result the Working Party via Cllr Pearson had obtained competitive costs. Unfortunately to proceed with this a 50% upfront payment is required which the Council would need to underwrite due to the possible risks with this. It was noted that the revised quotes provided the Council with a significant saving and that the product was better suited to the building. Following this it was proposed and resolved *'that Oundle Town Council writes a letter to Jeakins Weir confirming that it will underwrite the risk of a £20,014.09 (£24,016.91 incl vat) upfront payment to Super-Frame Ltd required to enable the manufacturer of the windows for Fletton House to commence'*.

Proposed: Cllr Radcliffe **Seconded:** Cllr King **For:** 9 **Against:** 1

14.211. Communications Working Party Matters

- 14.211.01. To receive the minutes from Communications Working Party meeting held on 19th January 2015 and an update on the meeting held on 16th February 2015.
The minutes from the meeting held on 19th January 2015 were noted. Cllr Radcliffe provided an overview of the meeting held the previous night, confirming that the minutes will be circulated shortly. She also advised that there would be two presentations held on the 17th March 2015 regarding Councillor recruitment and the election process for 7th May 2015 and advised all those who wished to stand to attend.

14.213. Neighbourhood Planning Working Party Matters

- 14.213.01. To receive the minutes of the Neighbourhood Planning Working Party meeting held on 27 January 2015.
The minutes were noted. Cllr King advised that an additional event was held on the 11th February 2015 with all the Heads of Sub Groups within the Working Party to ensure that all the objectives were aligned.
- 14.213.02. An update on progress and the forthcoming consultation event.
Cllr Radcliffe reminded all Councillors that the public consultation event was being held at The Courthouse on the following dates and times:
- Friday 20th February 11.00-18.30;
 - Saturday 21st February 10.00-16.00;
 - Sunday 22nd February 14.00-16.00
- She stated that information would be circulated confirming who was manning the events and that this would be forthcoming shortly. She also asked that all Councillors attend at some time over the three day period.

14.214. Planning Matters

14.214.01. To receive the minutes from the Planning Committee meeting held on 3rd February 2015.

The minutes were noted. Cllr Chapple advised that a letter has been received from Mr Bosworth regarding the use of a private lane off East Road for pedestrians and cyclists from the new development on the Ashton Road / Herne Road site. He noted that since this letter, a meeting had taken place with Grace Homes and further correspondence had been received by the Council. He confirmed that a representation would be made regarding this at the next Planning Committee meeting and a response would then be provided.

Cllr Chapple also advised that David Reed attended a meeting on 3rd February 2015 before the Planning Committee meeting took place. He confirmed that this provided a useful exchange of questions and answers and that a further meeting would be held as there were still questions to be addressed.

14.215. Meeting Reports

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

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

14.216. Council Matters

14.216.01. To note the closing date of 4pm on Thursday 9th April 2015 for nominations to stand as an Oundle Town Councillor in the forthcoming elections.

All members were encouraged to complete their nomination papers in plenty of time and to hand deliver these in person to the District Council office so they can be checked for accuracy.

14.217. Consultations, Conferences and Training

14.195.01. To note the following consultations and response deadlines:

- Northamptonshire County Council Bio-diversity Supplementary Planning Document allocated to Cllr Chesser and Pearson. Consultation end date: 23 March 2015.

It was agreed that the response would be considered at the next meeting.

- Northamptonshire Integrated Sexual Health Services Consultation allocated to Cllrs Murphy and S Oakes. Consultation end date: 09 March 2015.

Cllr Murphy advised that Cllr Oakes and her were looking at this consultation and any proposed response will be sent to the office for submission.

- Upper Nene Valley Gravel Pits Special Protection Area Supplementary Planning Document allocated to Cllrs Menck and N Oakes. Consultation end date: 23 March 2015.

It was agreed that the response would be considered at the next meeting.

14.218. Correspondence for Action

None.

14.219. Correspondence for Information

- 14.219.01. ENC Monitoring Officer Town and Parish Councils Briefing dated 22.01.2015.
Noted.
- 14.219.02 NCC Waiting and Loading Restrictions and On-Street Parking Places Order.
This was circulated to all Councillors to note.

14.220. Any Other Relevant Matters for Report

Cllr King expressed thanks to Trish Baker for arranging the meeting room for the additional Neighbourhood Planning meeting last week, stating that this was well set up and worked well. Cllr N Oakes noted that a car accident had occurred on Creed Road in the past week and that this came as no surprise.

Cllr Chapple advised that users of the Queen Victoria Hall during the morning had raised concerns about the state of the kitchen and the lack of teaspoons. The office was asked to deal with this.

Cllr Chapple also noted that a pedestrian crossing light was out on the Glapthorn Road near Springfield Road.

Cllr Stagg drew attention to the fact that Oundle Town Council will now be running the Christmas Market as per the meeting report. Unanimous thanks were expressed to Alison Newcomb for her work on this over the past two years.

Cllr Radcliffe concluded the meeting by noting that in total the Mayors Charity Concert had raised £1000 which would be distributed equally between CHAT and Volunteer Action. The office was asked to note this on the Council website.

There being no further business the meeting closed at 8.45pm.

Signed:.....

Dated:.....