



Oundle Town Council

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Minutes of the meeting of the Town Council held on Tuesday 20th January 2015 at 7.30pm in the Council Chamber, The Courthouse, Mill Road, Oundle.

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

Minutes: Debra Harper

14.177. Apologies for Absence

- 14.177.01. To receive apologies for absence.
Apologies for absence were received from Cllr Rose (personal). Cllr Sparkes was not present.
- 14.177.02. To accept apologies for absence.
The apologies for absence from Cllr Rose were unanimously accepted.

14.178. Councillor Co-Option

- 14.178.01. To co-opt a Councillor on to Oundle Town Council.
Ms Debbie Murphy was considered for the position of Oundle Town Councillor. Having met the criteria and applied following the position being advertised, it was proposed 'that Ms Murphy be co-opted on to Oundle Town Council as a Councillor'.
Proposed: Cllr King **Seconded:** Cllr N Oakes **Resolved Unanimously**

14.179. 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:

- 14.179.01. To declare any Disclosable Pecuniary Interests.
None.
- 14.179.02. To declare any Other Interests.
Cllr Clarke sought advice regarding Item 14.186.01. as she is a resident in North Street. It was confirmed that her attendance at the meeting during this item was acceptable.
- 14.179.03. To consider any requests for Dispensation.
None.
- 14.179.04. To report any gifts or hospitality accepted over the value of £50.00.
None.
- 14.179.05. To report any inappropriate gifts or hospitality offered.
None.

14.180. Minutes of Previous Meeting – Full Council

14.180.01 PROPOSITION: 'To approve and sign the minutes of the Full Council meeting held on 16 December 2014 as an accurate record.' (Standing Order 10c)

Proposed: Cllr N Oakes **Seconded:** Cllr Clarke **Resolved Unanimously**

14.181. Review of Actions of the Previous Meetings – 16.12.2014

The actions were noted as being completed or on this agenda.

14.182. Representations from Interested Parties

None.

14.183. Consideration of Requests from Interested Parties

None.

14.184. Reports

14.184.01. Mayors Report

Cllr Radcliffe provided a verbal report, expressing thanks to everyone who helped with or attended the Mayors Charity Concert. She confirmed that it was a success with over £800 raised for the chosen charities, CHAT and Volunteer Action, with a further private donation forthcoming.

14.184.02. Police Report

The crime figures and police report were tabled and an overview provided by PCSO Artur Pereira. The low level of crime in the town compared to the County levels was highlighted and it was noted that this was possibly due to the higher number of PCSO's in Oundle. Following the report, PCSO Pereira advised that a letter had been sent by the Police & Crime Commissioner regarding an event being held this Saturday at the Rose & Crown to explain more about local policing and to encourage people to be part of the process.

14.184.03. District Councillors Report

Cllr Reichhold advised that a consultation had just been issued by ENC regarding the proposed removal of paper copies of planning applications commencing from April 2015. He stated that this was in line with central government strategy and that assistance would be given to those Town and Parish Councils who would find the new system difficult. He also reiterated the event on Saturday and advised that new anti-social behaviours processes and powers became operational in October 2014 and that the ENC contact regarding this was Mike Greenway. Cllr Reichhold concluded his report to state that an information card had been produced for residents of the Oundle Ward to let them know what the District Councillors role is. Cllr Stagg asked if Cllr Vowles had provided an update on his attempts to resolve the issue of HGV's travelling within the town and it was confirmed that an update would be given at the next meeting. Cllr Chapple noted that the new ENC quarterly publication did not seem to provide much benefit.

14.185. 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 Murphy

Seconded: Cllr Menck

Resolved Unanimously

14.186 Town Matters

- 14.186.01. PROPOSITION: 'that in accordance with Standing Order 12a and as recommended by the Operations Management Committee, the resolution passed to implement heritage lighting in North Street at a cost of £9000 is reconsidered'.
Cllr Stagg highlighted the issue with the proposed heritage lighting by demonstrating the impact the columns would have on obstructing the pavement in North Street and causing light pollution into the homes located near the proposed sites. Having proposed the previous motion, Cllr Chapple advised that in light of the new information, he would now recommend the decision being reversed. Following a debate, it was proposed *'that the previous decision is reversed and that Option 2 – introducing standard lights with the columns painted black at a cost of £100 per column and an annual maintenance fee of £10 per column is adopted'.*
Proposed: Cllr Chapple **Seconded:** Cllr N Oakes **Resolved Unanimously**
- 14.186.02. To receive the report from the Events Officer and to consider and approve any recommendations and a budget of up to £500 to support the events.
The report and event recommendations were accepted and it was proposed *'that a budget of up to £500 was provided to support the events'.*
Proposed: Cllr Chesser **Seconded:** Cllr Clarke **Resolved Unanimously**
- 14.186.03. To note an Application for a Definitive Map Modification Order relating to a Right of Way from Milton Road to Fletton Way.
It was noted that Oundle Town Council along with members of the public had raised an issue about the closure of this footpath in 2012 when Oundle School initially closed the access. Support for this matter to be officially progressed was unanimously expressed and following a review of the application, it was proposed *'that Oundle Town Council formally supports the Application for a Definitive Map Modification Order submitted to Northamptonshire County Council'.*
Proposed: Cllr N Oakes **Seconded:** Cllr Chesser **Resolved Unanimously**
- 14.186.04. An update on registering a Community Right to Bid on the NCC field adjacent to Abbott House utilised by Oundle Primary School.
Cllr Fitzgerald confirmed that she was obtaining some evidence to support the Community Right to Bid. Cllr Murphy also stated that she has some evidence relating to the use of this field and that this would be documented and submitted to the office.

14.187. Operations Management Matters

- 14.187.01. To receive the minutes from the Operations Management Committee meeting held on 13th January 2015.
Noted.
- 14.187.02. PROPOSITION: 'To accept the 2015/16 budget proposals and to approve a precept request of £336,543.00 for submission to East Northamptonshire Council'.
Following a review of the budget a further £500 was included for IT and the budget relating to North Street heritage lighting was amended to reflect the revised decision. As recommended by the Operations Management Committee the difference in the proposed budget was altered within the reserve transfers in order that the overall budget and precept request remains as proposed. Before the

proposition was moved, the contents of a letter from Mr D Walton regarding the precept was considered and noted. Unanimous support was expressed for the budget in light of what the town offers in comparison with other towns and the following proposition was then moved *'that the 2015/16 budget proposals are*

accepted and a precept request of £336,543.00 is submitted to East Northamptonshire Council'.

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

14.187.03. To approve the Budget Report & Balance Sheet – December 2014.

Cllr Stagg provided an overview of the accounts and highlighted the variances in the budget providing an explanation for these. Following this the Budget Report and Balance Sheet were approved.

14.187.04. Payments for December 2014.

PROPOSITION: *'That the schedule of payments for December 2014 as presented at this item are paid in the amount of £111,657.12 and that all related documentation and cheques are signed'.*

Following a debate regarding the service received in respect of the Christmas Light display, it was agreed that the payment of £17,080.80 should not be approved to enable negotiations to take place with the supplier. An amended proposition was then moved as follows: *'That the schedule of payments for December 2014 as presented at this item are paid in the amount of £94,576.32 and that all related documentation and cheques are signed'.*

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

14.188. Estate Matters

14.188.01. To receive a verbal update on Estate Management matters.

Cllr King provided an update on Estate Management matters confirming that the key focus for the forthcoming months was to review the location of the Council's Maintenance function and to ensure a smooth transition of the functions from The Courthouse to Fletton House.

14.189. Fletton House Acquisition Working Party Matters

14.189.01. To receive the minutes from the Fletton House Working Party meetings held on 18 December 2014 and 12 January 2015.

It was noted that the meeting arranged for 18 December 2014 had been cancelled. The minutes from the 12 January 2015 were noted.

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

Cllr Fitzgerald advised that she had been at an on-site meeting earlier in the day and that the building was already looking very different. She confirmed that whilst works were currently 35 days behind schedule this time would be caught up. There were some ongoing budgetary changes as a result of work alterations such as internal plastering, the need for an intruder alarm, revised works to all internal doors and the introduction of LED lights throughout the building. She confirmed that all of the changes balanced each other out so the total agreed budget remains the same. She confirmed that work on tenancies was continuing and that the Police would now be a tenant on the ground floor and that talks with the Pre-School were

continuing. Cllr Chesser asked for regular updates to be circulated to all tenants so they are kept informed of the work, timings etc.

- 14.189.03. PROPOSITION: *'that expenditure of up to £7000.00 is approved to purchase an electronic notice board to be situated at Fletton House'*.

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

It was noted that new style display boards are available and that these should be considered for internal use.

14.190. Communications Working Party Matters

- 14.190.01. To receive a verbal update on the Communications Working Party meeting held on 19th January 2015.

Cllr Clarke provided an update on the working party meeting, confirming that Fletton House room names were considered as was the opening event for the building. These details had not been finalised so would be considered at the next meeting. She also advised that the next Oracle would contain feedback from the Neighbourhood Planning questionnaire and that the copy date for content will be the end of February 2015. The consultation event for the Neighbourhood Planning questionnaire feedback is now scheduled for 19/22nd February 2015 having been moved back due to delays in analysing the feedback. It was agreed that information about Councillor elections and nominations would be included within this event as well as the Annual Town Meeting which would take a slightly different format this year.

The report was concluded by stating that various meetings regarding marketing of Oundle had taken place and that events such as the successful Classic Car Sprint aided the marketing of the town.

- 14.190.02. PROPOSITION: *'That a budget of up to £500.00 is released to enable the communication of forthcoming Council events'*.

Proposed: Cllr Clarke **Seconded:** Cllr Chesser **Resolved Unanimously**

14.191. Neighbourhood Planning Working Party Matters

- 14.191.01. To receive the minutes of the Neighbourhood Planning Working Party meeting held on 23 December 2014.

The minutes were noted. Cllr Chapple advised that the Housing Group were slightly behind schedule with their work due to the delayed analysis of the questionnaires and additional information received from ENC.

14.192. Planning Matters

- 14.192.01 To receive the minutes from the Planning Committee meeting held on 6th January 2015.

The minutes were noted. Cllr Chapple draw attention to the fact that ENC often approved planning applications that the Town Council had objected to and that as a result a representative from the ENC Planning Team would be attending a pre-planning Committee meeting at 7pm on 3rd February 2015 to discuss planning applications and decisions. He confirmed that all Councillors were welcome at this meeting and encouraged their attendance.

14.193. Meeting Reports

- 14.193.01. To receive reports on meetings held by members on behalf of the Council.
The updates were noted. Cllr King advised that with the prior knowledge of the Clerk he had carried out a radio interview with BBC Northamptonshire regarding the closure of front desk at the police station.
- 14.193.02. To receive reports on meetings due to be held by members on behalf of the Council.

Cllr Radcliffe advised that she and Cllr Stagg have a meeting with the Chair of Governors and Head of Prince William School arranged for tomorrow to discuss the use of recreation facilities, proposed building works and the St Christopher's Drive walk through. She also confirmed that a meeting was due to be held on Monday 26th January with Inspector Julie Mead regarding policing to which other Councillors are invited and that meetings were also being arranged with key stakeholders to discuss the Council's marketing strategy, with the first of these on Thursday with the Literature Festival.

14.194. Council Matters

- 14.194.01. To agree a Councillor to be the Quality Council Champion and their attendance at a meeting to be held on 2nd February 2015.
Cllr King was duly nominated to fulfil this role due to his previous experience in obtaining the Quality Council status. It was noted that the Clerk and he would attend the meeting.
- 14.194.02. To provide an update on the proposed Hall Hire system and to agree the commencement of a free trial.

Cllr King provided an overview of the Council's hall and room facilities and the need to enhance the current working practices and ease of access of booking the facilities for both the staff and public. He advised that 5 companies were contacted to establish the best system and that of these only one could meet the brief. Following a meeting held last week, it was proposed that the system be tested on a 90 day free evaluation licence and that following this trial, if deemed successful, a proposition would then be made to Council to adopt the system at an agreed annual licence cost which would include staff training. Unanimous support was given to proceed with the free trial.

14.195. Consultations, Conferences and Training

- 14.195.01. To agree the action/response to the following consultations:
- The Northamptonshire County Council Pharmaceutical Needs Assessment (PNA) Consultation allocated to Cllrs King and N Oakes. Consultation end date: 6 February 2015.
Cllr King reviewed the document and provided an overview to members. The conclusion was that the report recommends that there is enough pharmacy provision in the town but the service should be enhanced. It was agreed that this would be noted and that the Council supported the recommendations.
 - The Northamptonshire County Council School Admissions arrangements for September 2016 Consultation allocated to Cllrs Chesser and Radcliffe. Consultation end date: 6 February 2015.

The tabled report was noted. Concern was expressed by both Cllrs Chesser and Radcliffe regarding the complexity of the admissions information and the difficulty this caused for parents. The Clerk was asked to send a letter to NCC regarding this.

- 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.

It was agreed that no response should be submitted unless this adversely impacted on Oundle.

- The Northamptonshire County Council Draft Budget and Council Plan Consultation allocated to Cllrs Chapple and Stagg. Consultation end date: 20 January 2015.

Cllr Stagg provided an overview of the consultation. It was agreed that a response be drafted by him to be sent in via the office.

14.195.02. To note the response to the Local Government Finance Settlement 2015-16 Consultation.

Noted.

14.196. Correspondence for Action

None.

14.197. Correspondence for Information

14.197.01. NCC Household Waste Recycling Centre Bulletin 2014/15.

Noted.

14.197.02. Andy Sawford MP: Misleading statements concerning dualling the A45 between Stanwick and Thrapston.

Noted.

14.198. Any Other Relevant Matters for Report

Cllr King raised the issue of ensuring that the forthcoming elections are competitive and that action needed to be taken to encourage this. Cllr Clarke and Radcliffe confirmed that the Communications Working Party had discussed this and that action such as leaflet drops, use of social media and a pre-election event was being considered.

Cllrs N Oakes and Murphy expressed thanks to the Mayor for organising the concert on Saturday which was very much enjoyed by all who attended.

There being no further business the meeting closed at 9.35pm.

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