



Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough, PE8 4JA

Telephone: 01832 272055

Email: admin@oundle.gov.uk Website: www.oundle.gov.uk

Minutes of the Meeting of the Town Council held on Tuesday 16th July 2024 at 7.30pm in the Oundle Suite in Fletton House.

Members Present: Cllrs J Wade, D Chapple, P Davis, R Reichhold, J Arnold and V Chesser.

In attendance: Emma Baker – Town Clerk

Absent: Cllr Fordham

24.39. Apologies for Absence

24.39.01. To receive apologies for absence.

Apologies were received from Cllrs Fuller, Clark, Gray, Bull, Schurer and Hutton

24.29.02. To accept apologies for absence.

The apologies were received.

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

24.40. 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.)

24.40.01. To declare any Disclosable Pecuniary Interests.

24.40.02. To declare any Other Interests.

24.40.03. To consider any requests for Dispensation.

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

24.40.05. To report any inappropriate gifts or hospitality offered.

There were none received.

24.41. Minutes of Previous Meetings

24.41.01. PROPOSITION: *'To approve and sign the minutes of the Annual Meeting of the Full Council meeting held on 18th June 2024 as an accurate record.'*

(*Standing Order 10c*)

The minutes were approved and signed.

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

24.42. Public Participation from Interested Parties or Members of the public

For a maximum of 15 minutes.

There were none

24.43. Consideration of Requests from Interested Parties

There were none.

24.44. North Northants Councillors

None in attendance.

24.45. Town Matters

24.45.01. To consider response to email regarding lack of streetlights in Danfords Close and agree next steps.

This item was deferred until September.

24.45.02. To receive news on the LINK Cash Review. LINK / Overview of branch closures announced by banks since January 2022

The report concluded that we do not need an additional cash machine. The Clerk agreed to ask Cllr Clark if he can ask for a copy of the report.

24.46. Council Matters

24.46.01. To receive the Mayor's report

The Mayor's report was received.

24.46.02. To receive the Clerks report.

The report was received. Cllr Davis informed the meeting that he had met with Morag and the Clerk to discuss the emergency plan. His wife also attended the meeting as she is part of the Resilience Team in Cambridgeshire. The Clerk agreed to add the market working party meeting to the action list.

24.46.03. To consider maintenance team assisting at the VJ wreath laying ceremony and for OTC to lay a wreath on behalf of the Council. (IC)

Clerk agreed to speak to RBL about laying a wreath and also whether they need our help with closing the road.

24.46.04. To receive a copy of the presentations from the Wellingborough and East Northants Town and Parish Forum Meeting - May 2024 and agree attendance at the next meeting on Thursday 21st November.

The report was received.

24.46.05. To approve signing the Transfer document for Fletton Field.

The document was approved and signed subject to the FFA agreeing to the wording "Open Space"

Proposed: Cllr Reichhold

Seconded: Cllr Chesser

Resolved: All in favour

24.47. Financial Matters

24.47.01. To approve the Bank Reconciliation, Balance Sheet and Budget for June 2024.

The monthly bank balance as of 30th June 2024 is as follows:

Unity Trust Bank Account	£56,176.81
Unity Trust Instant Access Savings Account	£163,139.31
CCLA Investment Account	£500,000.00

The accounts were approved.



Proposed: Cllr Arnold

Seconded: Cllr Davis

Resolved: All in favour

24.47.02. Payments for June 2024

PROPOSITION: 'That the schedule of payments for June 2024 as presented at this item are paid up and that all related documentation and cheques are signed'. *

The payments were approved.

Proposed: Cllr Wade

Seconded: Cllr Chapple

Resolved: All in favour

24.47.03. To consider the quotes for the modernisation of the lift in the Courthouse and agree the next steps.

It was agreed that we replace the emergency phone system in the lift and consider the full modernisation at a later date.

Proposed: Cllr Chapple

Seconded: Cllr Davis

Resolved: All in favour

24.47.04. To approve quote for tree works at the Cemetery.

The quote was approved. It was agreed that we get quotes to restore the railings.

Proposed: Cllr Chapple

Seconded: Cllr Wade

Resolved: All in favour

25.48. Highways Matters

24.48.01. To receive speed indicator device report.

The speed indicator device report was received.

24.49. Planning Matters

24.49.01. To receive the minutes from the Planning Committee meeting held on 25th June 2024.

The minutes were received.

24.49.02. To approve the Terms of Reference for the Planning Committee

The Terms of Reference were approved.

Proposed: Cllr Chapple

Seconded: Cllr Reichhold

Resolved: All in favour

24.50. Estates Management Committee

24.50.01 To receive the minutes and report from the Estates Committee meeting held on 2nd July. from the Estates Committee meeting held on 2nd July.

The minutes and report were received. Cllr Wade asked if the QVH item could be taken off the Estates Committee agenda as it was covered by the Friends of the QVH working group and the QVH Trust.

24.50.02. To approve the Terms of Reference for the Estates Committee.

The Terms of Reference were approved.

Proposed: Cllr Arnold

Seconded: Cllr Chesser

Resolved: All in favour

24.50.03. To consider quote for an upgrade to the Museum lighting and agree next steps.

It was agreed that this item be deferred to the September meeting for consideration.

24.50.04. To receive the minutes from the OTC and FFA working group meeting held on 17th June 2024 and the Memorandum of Understanding.
The minutes and Memorandum of Understanding were received.

24.51. Communications Working Party

24.51.01. To receive the draft Oundle Advertiser Article.
The article was received.

24.52. Any Other Relevant Matters for Report Only

Cllr Davis informed the meeting about the recent collision at junction on A605 near the Titchmarsh turn. The Clerk will remind Cllr Smithers that he was going to send us the accident figures for the A605.

Cllr Chesser informed the meeting that there have been some thefts in Waitrose and other shops in Oundle. It was agreed that we remind residents that we have CCTV in the town and to report crimes to the police.

The Clerk informed the meeting that OTC has been chosen as one of the winners in the NNC to receive trees from Kier.

Cllr Wade informed the meeting that there the QVH front door needs cleaning. clean door. He also informed the meeting that there are still a lot of posters on lampposts in the town for events that have now happened and that they should be removed.

Please note that in view of the special and/or confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw (Standing Order 3c).

Proposed: Cllr Chapple

Seconded: Cllr Reichhold

Resolved: All in favour

Meeting Closed 8.44pm

Meeting Opened 8.49pm

24.53. Human Resources Matters

The update regarding the member of staff was discussed and agreed.

The meeting closed at 8.51pm

Signature:.....



17/9/24.

OTC Monthly Payments - June 2024

Unity Bank Online payment date July 18th

<u>Payee</u>	<u>Reason</u>	<u>Total Salary</u>	<u>£(incl VAT)</u>
		£	14,156.47
Hi Rise Lifts	CH & FH Quarterly Lift service	£	660.00
Lisa Allan	Re-imburement for Maitenance Strimmer	£	54.46
RG & MF Sadlers	Various Electrical repairs	£	4,001.27
S Garrett Harvey	Cemetery & Verge Cutting - 6 of 10	£	2,166.00
Smith of Derby	Town Clock service & repair	£	357.60
ISACAM	Food Festival Staff	£	2,887.80
Tollers Solicitors	CH Leases	£	840.00
First Responders	Grant	£	3,000.00
Bluemoon	IT Support Contract	£	809.24
Nicholls Joinery	CH Door repairs	£	3,468.74
Clean4Shaw	Cleaning contract CH/SO/FH	£	2,435.58
GBSG	Callout to intruder alarm	£	201.90
Huws Gray Buildbase	Security Panel	£	100.80
PWS Ireland Ltd	Colour Display Speed Indication Device (SID	£	3,035.40
Marlowe	Annual CCTV, Fire Alarm, Emergency lighting	£	3,178.84
Oundle MOT Centre	DU18 HBJ MOT & Service	£	336.09
NCALC	LA Staff training course	£	50.40
Anglotech	Monthly Photocopier printing costs	£	107.96
DC Construction	Public toilet repairs	£	350.00
E-On Energy Solutions	Quarterly street lighting	£	78.00
Smiths Fire	Fire extinguishers * 4	£	482.40
CVL	CCTV Annual contract	£	570.00
		Total	£ 29,172.48
<u>Unity DIRECT DEBITS & Other Payments</u>			
Aviva Pension	Monthly Pension	£	2,123.08
All Star	Monthly Fuel	£	93.86
Barton Telecom Services	Telephone monthly fee	£	241.48
Biffa	CH/FH Monthly wheelie bin service	£	959.20
Crown Gas	CH,ER,FH Gas	£	581.66
Direct 365	CH/FH Feminine hygiene	£	171.17
EDF Energy	FH, SO, ER, Unmetered supplies Electric	£	14,728.54
HMR & Customs	P32 PAYE via Cottons	£	4,284.31
Talk Talk	Broadband at Unit 7	£	54.98
Unity Bank Charges	Service Charge	£	35.68
Unity Debit Card	Various	£	385.13
		Total Direct Debits	£ 23,659.09
	Total Payments	£	66,988.04

This figure is in addition to "Regular Monthly 2023-24 payments" agreed at FC May 2023