



# Oundle Town Council

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## Minutes of the Meeting of the Town Council held on Tuesday 15<sup>th</sup> October 2024 at 7.30pm in the Oundle Suite in Fletton House.

**Members Present:** Cllrs I Clark, D Chapple, R Reichhold, D Fuller, L Gray, L Bull, M Schurer, R Fordham, J Wade and V Chesser.

**In attendance:** Emma Baker – Town Clerk

**Absent:** Cllr Arnold

### 24.70. Apologies for Absence

24.70.01. To receive apologies for absence.

Apologies were received from Cllrs Davis and Hutton

24.70.02. To accept apologies for absence.

The apologies were received.

### 24.71. 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.)

24.71.01. To declare any Disclosable Pecuniary Interests.

24.71.02. To declare any Other Interests.

24.71.03. To consider any requests for Dispensation.

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

24.71.05. To report any inappropriate gifts or hospitality offered.

There were none received.

### 24.72. Minutes of Previous Meetings

24.72.01. PROPOSITION: *'To approve and sign the minutes of the Meeting of the Full Council meeting held on 17<sup>th</sup> September 2024 as an accurate record.'*  
(*Standing Order 10c*)

The minutes were approved and signed.

**Proposed:** Cllr Fuller

**Seconded:** Cllr Chapple

**Resolved:** All in favour

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

*For a maximum of 15 minutes.*

There were none

### 24.74. Consideration of Requests from Interested Parties

There were none.

#### 24.75. North Northants Councillors

The NNC ward councillors had been invited but the Clerk had not received a response from any of them. There was concern from some of the Councillors so it was agreed that the Mayor write to all 3 ward councillors voicing our concerns.

#### 24.76. Town Matters

24.76.01. To consider Oundle's plans for VE Day on May 8<sup>th</sup> 2025, and the idea of a forum to take things further.

It was agreed we liaise with the RBL and the Museum to discuss plans for the VE Day celebrations.

24.76.02. To consider plans for Remembrance Day parade and agree purchase of wreath.

The Mayor updated the Councillors with the current arrangements for the event. It was agreed that we use the local florist to prepare the wreath.

24.76.03. To consider request to clean the war memorial.

The Mayor and Cllr Schurer informed the meeting that the War Memorial Trust have quite strict instructions on how to maintain war memorials. It was agreed that the Clerk contact the War Memorial Trust for recommended maintenance procedures. The Clerk will also thank the resident for their offer to clean the war memorial but explain that we need to follow the recommended maintenance instructions that are set out by the War Memorial Trust.

24.76.04. To received [letter from First Responders](#).

The letter was received.

#### 24.77. Council Matters

24.77.01. To receive the Mayor's report

The Mayor's report was received.

24.77.02. To receive the Clerks report.

The report was received. It was agreed that the Clerk write to the Longhurst group again to ask to get the lights reinstated and copy in our MP Lee Barron.

24.77.03. To approve the Fletton Field Working Party Memorandum of Understanding.

The MoU was approved and signed.

**Proposed:** Cllr Clark

**Seconded:** Cllr Wade

**Resolved:** All in favour

24.77.04. To consider potential uses for the land off Glapthorn Road that is currently leased to OTC by NNC.

It was agreed that potentially the space could be used as outside space for a playgroup. It was agreed that the Clerk send the council members a copy of the lease.



24.77.05. To receive a report on the [NCALC AGM](#), and to make decisions on next steps.  
The report was received. It was agreed that the elections in 2025 will be an item on the November agenda and an article will be published in the Autumn newsletter. It was agreed that a mentoring/ buddy system for new Councillors would be a good idea along with an induction program. A meeting will be arranged between some of the newer councillors and Cllr Wade to put together a list of questions / items to be included.

24.77.06. To approve request from [Circus Ginnett to use the Recreation Ground](#) for a circus from 21<sup>st</sup> October to 28<sup>th</sup> October.

It was agreed that we give the circus the first show day free of charge as they will be donating the takings from the first night to the NHS.

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

24.77.07. To agree the [OTC vision](#) and aims for distribution to residents for comment, and separately to agree the next stages of obtaining resident input and thence devise appropriate plans for implementation of the vision.

The council approved the draft vision and agreed to the next stages of the consultation process.

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

24.77.08. To consider request from Abbott House regarding access to site via Fletton Field.

It was agreed that we ask for more detailed information from Abbott house and for the Clerk to contact our solicitors to get legal advice.

24.77.09. To consider who should turn on the Christmas Lights on at the Christmas market on 7<sup>th</sup> December.

Following a discussion about it was agreed that John as Deputy Mayor would turn on the lights if we were unable to get a local celebrity/sports person to do it.

## 24.78. Financial Matters

24.78.01. To approve the Bank Reconciliation, Balance Sheet and Budget for September 2024.\*

The monthly bank balance as of 30<sup>th</sup> September 2024 is as follows:

Unity Trust Bank Account	£297,512.33
Unity Trust Instant Access Savings Account	£8,750.62
CCLA Investment Account	£504,765.24

The accounts were approved.

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

24.78.02. Payments for September 2024

PROPOSITION: 'That the schedule of payments for September 2024 are paid as presented at this item are paid up.'

The payments were approved.

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



## 25.79. Highways Matters

24.79.01. To receive [speed indicator device report](#).  
The report was received.

24.79.02. To review the [Oct 23 OTC Transport Report](#), and consider further action for 2024-25.

The report was received and the Mayor was thanked for his efforts. He informed the meeting that the working party only consisted of himself and Cllr Chapple. Cllr Wade and Bull agreed to join the working party. There was a discussion about how to move forward with the next set of actions. It was agreed that a priority list would be considered at the next working party meeting.

24.79.03. To consider attendance at the [Kier Drop-in session](#) in the Oundle Library on 29<sup>th</sup> October.

Cllr Chesser agreed to attend the drop-in session.

## 24.80. Planning Matters

24.80.01. To receive the minutes from the [Planning Committee meeting held on 24<sup>th</sup> September 2024](#).  
The minutes were received.

## 24.81. Estates Management Committee

24.81.01 To receive the minutes and report from the [Estates Committee meeting held on 1<sup>st</sup> October 2024](#).  
The minutes were received.

## 24.82. Market Working Party

24.82.01. To receive the [Market Working Party Report and Survey Summary](#).  
The report and survey were received.

24.82.02. To consider a change to the [trading hours for the Thursday market](#).  
It was agreed that we need to clarify the closing times, packing up time and times when the Market Place is open again. The following times were agreed in principle and subject to the trader's views.

Market hours: 8am to 2pm

Trader packing-up times: 2pm to 3pm

Market place reopening to the public: 3.30pm

**Proposed:** Cllr Wade

**Seconded:** Cllr Fuller

**Resolved:** All in favour

## 24.83. Communications Working Party

24.83.01. To receive the draft [Oundle Advertiser Article](#).  
The article was received.

## 24.84. Any Other Relevant Matters for Report Only

Cllr Gray suggested that we set up WhatsApp groups for committees and full council.

Cllr Chapple informed the meeting that there had been another collision on Glaphorn road and that there should be double yellow lines at the top of New Road.

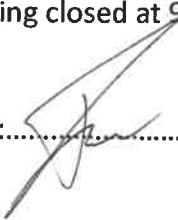
Cllr Chapple gave a short report on the Oundle and District Care Committee income and

expenditure. He informed the meeting that he had suggested the committee send the Council a copy of the AGM report.

Cllr Chesser informed the meeting that the potholes in her road had been filled but there are still on large holes on South Road.

The meeting closed at 9.13pm

Signature:.....



19/11/24

## OTC Monthly Payments - September 2024

Unity Bank Online payment date

17/10/2024

<u>Payee</u>	<u>Reason</u>	<u>Total Salary</u>	<u>£(incl VAT)</u>	
			£	
			£	13,684.05
Rutland Medical	Ambulance deposit Christmas Market		£	133.20
Anglotech	Monthly Photocopier printing costs		£	75.00
Buildbase	FH Security Panel & R&M		£	409.82
Bluemoon	IT Support Contract + Draytek Upgrade		£	1,588.14
Colemans	Stationery		£	29.99
Pumpkin Signs	FH & SO Signs		£	96.78
Bibby - Clean4Shaw	Cleaning contract CH/SO/FH		£	2,420.34
RG & MF Sadlers	FH & CH Electrical repairs		£	11,632.01
E-On Energy Solutions	Street lighting quarterly maintenance		£	78.00
Wave	ER Water rates		£	52.12
Smiths Fire	Fire extinguishers		£	277.20
Trade Uk	Maintenance paper rolls + Work Boots		£	95.43
MowerMan - S Garrett Har	Cemetery & Verge Cutting - 9 of 10		£	2,166.00
Aspiring Trees	New Road Tree works		£	60.00
Hi-Rise Lifts	CH Lift Repairs		£	3,000.00
Inkwell	Business Cards * 100		£	26.40
PHS Group	CH Hand dryer annual contract		£	694.61
HSP Financial Planning	Workplace Pension On-going Maintenance		£	600.00
Clr I Clark	Travel re-imburement		£	16.20
Fox Directories	The Oundle Advertiser		£	260.00
E Baker	SLCC Travel re-imburement		£	28.80
		<b>Total</b>	<b>£</b>	<b>23,740.04</b>
<b><u>Unity DIRECT DEBITS &amp; Other Payments</u></b>				
Aviva Pension	Monthly Pension		£	2,028.40
All Star	Monthly Fuel		£	148.60
Barton Telecom Services	Telephone monthly fee		£	238.58
Biffa	CH/FH Monthly wheelie bin service		£	959.20
Crown Gas	CH,ER,FH Electric		£	638.62
Direct 365	CH/FH Feminine hygiene		£	908.35
EDF Energy	CH, FH, SO, ER, Unmetered supplies Electric		£	1,024.30
HMC&Revenue	P32 PAYE via Cottons		£	4,695.07
Talk Talk	Broadband at Unit 7		£	54.98
Unity Bank Charges	Service Charge		£	35.68
Unity Debit Card	All		£	243.21
		<b>Total Direct Debits</b>	<b>£</b>	<b>10,974.99</b>
	<b>Total Payments</b>		<b>£</b>	<b>48,399.08</b>

This figure is in addition to "Regular Monthly 2024-25 payments" agreed at FC May 2024