



Oundle Town Council

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Minutes of the Meeting of the Town Council held on Tuesday 19th November 2024 at 7.30pm in the Oundle Suite in Fletton House.

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

In attendance: Emma Baker – Town Clerk

Absent:

The meeting started with a moment of silence to remember Roger Sturman who had recently passed away.

24.85. Apologies for Absence

24.85.01. To receive apologies for absence.

Apologies were received from Cllrs Davis, Gray and Fuller

24.70.02. To accept apologies for absence.

The apologies were received.

24.86. 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.)

24.86.01. To declare any Disclosable Pecuniary Interests.

24.86.02. To declare any Other Interests.

24.86.03. To consider any requests for Dispensation.

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

24.86.05. To report any inappropriate gifts or hospitality offered.

There were none received.

24.87. Minutes of Previous Meetings

24.87.01. PROPOSITION: *'To approve and sign the minutes of the Meeting of the Full Council meeting held on 15th October 2024 as an accurate record.'* (*Standing Order 10c*)

The minutes were approved and signed.

Proposed: Cllr Clark

Seconded: Cllr Chapple

Resolved: All in favour

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

For a maximum of 15 minutes.

There were none

24.89. Consideration of Requests from Interested Parties

There were none.

24.90. North Northants Councillors

Cllr Harrison sent her apologies.

24.91. Town Matters

24.91.01. To consider request to hold Carol Service on Market Place on Christmas Eve. E

The request was approved.

24.91.02. To consider the state of the pavements in Oundle and agree next steps.

The Mayor agreed to raise this issue at the Parishes forum meeting on Thursday as Kier will be giving a presentation. The Mayor agreed to write to the resident concerned.

Cllr Bull declared an interest

24.91.03. To consider email from resident regarding lighting in Danfords Close.

The Mayor agreed to write to the CEO of Longhurst asking for the power to be reinstated.

24.92. Council Matters

24.92.01. To receive the Mayor's report

The Mayor's report was received.

24.92.02. To receive the Clerks report.

The report was received.

24.92.03. To receive the new Civic Protocol

The new Civic Protocol was received.

24.92.04. To receive an update on the NCALC actions

Cllr Wade informed the meeting that NCALC had been asked about holding training sessions at the weekend and they had responded saying it isn't something they do as they offer training courses in the evenings as well as during the day. Cllr Wade also mentioned that an article about the 2025 elections was in the Autumn Newsletter and he asked for biopics from some Councillors to include in the monthly advertisers leading up to the elections. Cllrs. Clark, Chapple, Arnold and Fordham offered their help.

24.92.05. To consider plans, budget, and arrangements for the Local Elections in 2025

It was agreed that we will be promoting the elections through the Oundle Advertiser publications to try to get people to stand. NCALC will be sending information about the election procedures and timetable in the months leading up to the Elections.

24.92.06. To receive the OTC property valuations.



The valuations to rebuild the properties in line with our insurance requirements were received.

- 24.92.07. To consider the Local Nature Recovery Strategy and agree response.
Main concerns were that areas in Oundle, such as Snipe Meadow and the area at around the Riverside were not included in the strategy. It was agreed that they should be included. The Mayor agreed to send a response on behalf of the Council
- 24.92.08. To receive the October Employment Law Update.
The Employment Law update was received.
- 24.92.09. To receive a report following the accident involving OTC van.
The report was received.

24.93. Financial Matters

- 24.93.01. To approve the Bank Reconciliation, Balance Sheet and Budget for October 2024.*
The monthly bank balance as of 31st October 2024 is as follows:
- | | |
|--|-------------|
| Unity Trust Bank Account | £50,504.85 |
| Unity Trust Instant Access Savings Account | £128,750.62 |
| CCLA Investment Account | £606,837.02 |
- The accounts were approved.

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

- 24.93.02. Payments for October 2024
PROPOSITION: 'That the schedule of payments for October 2024 are paid as presented at this item are paid up.'
The payments were approved.

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

- 24.93.03. To receive the Finance & General Purposes and HR Committee meeting minutes.
The minutes were received.

- 24.93.04. To consider draft budget for 2025 – 2026 as recommended by the Finance and General Purposes Committee.
The Mayor informed the meeting that at the Finance committee meeting it was agreed that we would aim to keep the precept increase to a minimum this year and that we would take £37k from our reserves. Cllr Chapple raised his concerns about keeping the precept low as this could cause a higher percentage increase for the following year. He also asked that a £10,000.00 budget was included in case we agree to work on another Neighbourhood Plan for Oundle.

- 24.93.05. To approve quote to carry out fire risk assessments in the Courthouse and Fletton House.
The quote for £795.00 for each building was approved.

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



25.94. Highways Matters

- 24.94.01. To receive speed indicator device report.
The report was received.

24.95. Planning Matters

- 24.95.01. To receive the minutes from the Planning Committee meeting held on 22nd October 2024.

The minutes were received.

- 24.95.02. To consider the proposed response on the Huntingdonshire Local Plan Review.

It was agreed that the plan includes three sites for development which could substantially increase traffic on the A605 between the A1 and Oundle. The Clerk agreed to submit the response, as proposed, to Huntingdonshire Local Plan consultation.

24.96. Estates Management Committee

- 24.96.01 To receive the minutes and report from the Estates Committee meeting held on 5th November 2024.

The minutes were received. Cllr Schurer informed the Councillors that the majority of the time at the meeting was spent on the list of priority works identified by Committee.

- 24.96.02. To approve Cllr Fordham's request to join the Estates Committee.

It was approved that Cllr Fordham join the Estates Committee.

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

- 24.96.03. To consider emails from residents regarding Fletton Field and agree response.

It was agreed that the Clerk respond to the residents and include Cllr Hutton and a member of the Fletton Field Association.

- 24.96.04. To receive notification of cancellation of boiler contract for Fletton House.

The Clerk informed the meeting that the Estates Officer will be getting quotes for a new contract in the new year.

24.97. Market Working Party

- 24.97.01. To receive an update from the Market Working Party and approve the change to the market trading hours.

It was agreed that the trading hours for the market would be 8am to 2pm – Packing up time for the stall holders would end by 3.30pm and the car park open would be open again from 4pm

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

Cllr Fordham gave an update on the results of the survey. He had received concerns about the variety of stalls but had noticed recently more stalls were on the market but that it had caused some friction between

stallholders. The working party had been considering other ideas such as including chairs and tables for people to sit and eat and providing entertainment for the market on a Thursday. The next meeting will be arranged in December. Cllr Fordham informed the meeting that the market manager is doing a good job managing the market. The Councillors agreed and asked the Clerk to thank her for the hard work she has been doing to improve the market.

24.98. Communications Working Party

24.98.01. To receive the latest Oundle Advertiser Article.

The latest article was received. Cllr Wade informed the Councillors about the Autumn newsletter and thanked Rebecca for the work she has done in producing it.

24.98.02. To approve Cllr Clark's request to join the Communications Working Party.
It was approved that Cllr Clark join the Communications Working Party.

Proposed: Cllr Chapple

Seconded: Cllr Wade

Resolved: All in favour

24.99. Transport Working Party

24.99.01. To receive a verbal update from the Transport Working Party, and consider further action.

Working party will be looking to get some more 20mph temporary signs, engage more with highways and Kier and find out how we can move some of the proposals forward.

24.100. Human Resources Matters

24.100.01. To approve the well-being days policy as recommended by the Finance and General Purposes and Human Resources joint committee meeting.

The well-being days and policy were approved.

Proposed: Cllr Clark

Seconded: Cllr Chesser

Resolved: All in favour

24.101. Any Other Relevant Matters for Report Only

The Clerk informed the meeting that Barclays Bank would like to set up a 12 month agreement

with OTC for the use of the Aldwinkle room in Fletton House.

The Mayor informed the meeting that he would be attending Roger Sturman's fairwell drinks event.

Cllr Schurer wanted to thank everyone who worked on the Remembrance Day event. He also said that he felt uncomfortable sitting at the front of the church and felt that people who had served should sit at the front not Councillors.

Cllr Bull raised the issue that two bins on west street have been removed and need replacing.

Cllr Chapple informed the meeting that NNC Ward for Oundle has changed.

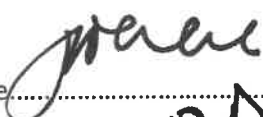
Cllr Chesser informed the meeting that she had attended the Kier Drop in session at the library.

The Mayor congratulated Cllr Davis' co-option on to the NNC Democracy and Standards Committee.

OTC will be discussing the response to the consultation about holding remote meetings in

December. The Mayor also confirmed that he would not be attending the December meeting.

The meeting closed at 8.43pm

Signature 
17 Dec 2024

OTC Monthly Payments - October 2024

Unity Bank Online payment date

21/11/2024

<u>Payee</u>	<u>Reason</u>	<u>Total Salary</u>	<u>£(incl VAT)</u>	
			£	
			£	13,684.05
Village Connect	Advert		£	358.80
Anglotech	Monthly Photocopier printing costs		£	150.00
S Garrett Harvey Mowerman	Cemetery & Verge Cutting - Final cut		£	2,166.00
NCC Pension	Pension October		£	1,732.90
Spendlove Contracting	Mowing at Fletton House		£	228.00
All Under Cover	Christmas Marquee Balance		£	891.38
Citizens Advice Corby	Oundle Drop-in Service Pilot		£	1,775.00
RG & MF Sadlers	CH Alarm repair, FH Electrical repair		£	6,948.16
FW Read	Refund of Duplicated Christmas market payment		£	190.00
QAS Mechanical	FH Boiler callout fee		£	720.00
Bibby - Clean4Shaw	Cleaning contract CH/SO/FH		£	2,432.28
Bluemoon	IT Support Contract		£	833.75
Cuttlefish	Annual Website License, Hosting and Support 2025		£	480.00
Hirebase	3.5M Site Security Panel		£	126.00
QI Marketing	www.loveoundle.gov.uk * 3 months		£	264.00
Pumpkin Sign & Display	No Parking Sign - Christmas Fayre		£	60.00
Trade UK	Maintenance materials		£	206.40
Lisa Allan	Re-Imbursement of expenses		£	11.25
Woodbine_Farms	Balance of Reindeer hire		£	1,125.00
Circus Ginnette	Refund of Deposit		£	250.00
Fox Directories	Oundle Advertiser Editorial Page		£	180.00
County Life	Nene Valley News 09/11/2024 Quarter Page		£	297.60
NCC Pension	Pension November		£	2,155.51
North Northants Council	Bin hire & Collection for Christmas Fayre		£	300.00
Yewside Ltd	FH & CH Decoration		£	3,275.00
Howard David Associates	Insurance Reinstatement Valuations		£	2,340.00
Rutland Medical Solutions	Ambulance hire for the Christmas market		£	532.80
		Total	£	30,029.83
<u>Unity DIRECT DEBITS & Other Payments</u>				
Aviva Pension	Monthly Pension March		£	2,028.40
All Star	Monthly Fuel		£	132.56
Barton Telecom Services	Telephone monthly fee		£	215.35
Biffa	CH/FH Monthly wheelie bin service		£	187.54
Crown Gas	CH,ER,FH Gas		£	1,004.98
EDF Energy	FH, Unmetered supplies Electric		£	1,826.03
Grenkele	Photocopier Rental		£	238.79
HMR&Customs	P32 PAYE via Cottons		£	4,002.24
QVH	Q2 VAT Refund - Transfer from OTC		£	2,830.52
Unity Bank Charges	BACS Charge + Service Charge		£	31.93
Unity Debit Card	All		£	694.08
		Total Direct Debits	£	13,192.42
	Total Payments		£	56,906.30

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