



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 Estate Management Committee meeting held on Tuesday 30th May 2017 at 7.30pm the Barnwell Room, Fletton House.

Present: Cllrs Best, Chesser, S Oakes, Peel, N Oakes and Sparkes

Minutes: Hanneke Soans

EM17.01. Election of Chair of the Committee

Councillor Best was elected as chair.

Proposed: Cllr Chesser

Seconded: Cllr N. Oakes

EM17.02. Election of Deputy Chair of Committee

Councillor Glen was elected as deputy chair.

Proposed: Cllr Peel

Seconded: Cllr Best

EM17.03. Apologies for Absence

None

EM17.04. Declarations of Interests

To receive and consider any declarations of interest from Members and Officers under Section 50 of the Local Government Act 2000 (*Standing Order 35*)

(This requirement applies only in respect of matters, which are to be considered by the Committee at this meeting.)

EM17.04.01. To declare any Disclosable Pecuniary Interests.

EM17.04.02. To declare any Other Interests.

17.19 Cllr Peel has an interest in our unit on East Road which will become vacant.

17.16 Cllr Chesser is a signatory on Joan Centre Lease

EM17.05. Representations from Interested Parties

A period of no longer than 10 minutes will be allocated for members of the public to address the meeting about items on this agenda **at the Chairman's discretion.** (*Standing Order 3d and 3e*).

EM17.06. Minutes of the Previous Meeting – Estate Management Committee

To approve the minutes from the previous meeting held on 4th April 2017.

The minutes were accepted.

- EM17.07. To receive initial plans or sketches from Oundle Architecture for the Fletton House extension.**
The plans were approved without any amendments and it was agreed to submit them to planning.
It was agreed to get a quote from Oundle Architecture for the next stage engaging a contractor which can then be submitted to Full Council for approval so there is no delay.
Action: agreed that The Clerk apply for a PWLB loan for the works.
- EM17.08. To agree a course of action for complaints received about hire rate increases at Fletton & QVH.**
There was a conflict between two hirers both using the QVH on the same date. One of the hirers has been a regular hirer so it was felt they should take precedence. Both hirers had been notified of each other using the venue. It was agreed to leave the original offer made by the Clerk in place.
It was agreed to amend the hire rates and to add a line that says if you don't book the whole facility you may have to share the QVH with other hirers.

There were also complaints received from existing hirers that the rate increase from April 2017 was not communicated to users. Therefore it was agreed to keep existing rates on existing bookings. However from September all new rates will apply across the board.

It was requested that the Clerk have a meeting with the Bridge Club's to explain hire increase and to discuss the continued use of the Fletton House kitchen.
- EM17.09. To receive a verbal update on the war memorial works.**
A verbal update was given by the Estates Officer. A letter of thanks was noted from the Royal British Legion.
- EM17.10. To agree to a request to run a boot camp on the Recreation Ground.**
Following a discussion it was felt more information was needed.
- How often will the classes run?
 - What numbers are you anticipating?
 - Where will they park?
 - Previous similar events have caused complaints from residents because of noise, how will you overcome this?
- Once this information was received it could be considered again.
- EM17.11. To spend up to £1,000 on updating water systems at The Courthouse as per Anglian Water inspection.**
It was agreed to obtain quotes for the next meeting. Suggestions were Paul Coreve Plumbers or to ask Thomas & Briggs while they are fitting the new kitchen.
- EM17.12. To receive a verbal update on The Courthouse tenants.**
Everyone was happy that it was agreed to let The Courthouse now that we have tenants occupying the building.



- EM17.13. To agree a quote of £490.00 to paint exterior of windows at The Courthouse.**
This quote was accepted.
- EM17.14. To agree to commit to put up bunting for next year by March 21st 2018 and purchase additional bunting.**
It was agreed to purchase new bunting as the existing bunting is very faded and worn.
The logistics of putting it up were also discussed and it was agreed to devise a system to make it easier. It was agreed to get a price for new bunting for the next meeting. Cllr Chesser advised that the International Festival have applied for a grant to purchase bunting which she would investigate further.
- EM17.15. To agree spend up to £950 to fell trees on St Christopher's Drive**
It was agreed to proceed with James Rowlett's quote after planning permission had been obtained for the sycamore tree which has a TPO on it.
- EM17.16. To agree the legal fees to renew The Joan Strong Centre Lease for a further 25 years.**
It was agreed to accept legal costs. Cllr Sparkes will look at lease before we sign to check the terms and conditions. The rent will be discussed once the building has been inspected as part of annual inspection.
- EM17.17. To agree a date for the annual property inspection.**
It was agreed that the Estates Officer would e-mail some dates for a September Sunday property inspection.
- EM17.18. To receive an update on Snipe Meadow.**
Cllr Best gave an update and advised that part of the broad walk has collapsed over the deep water section.
Cllr Best will get timber prices from Brigstock Saw Mill on Monday and it was agreed to put up fresh robust notice disclaimer notice.
PROPOSITION "To spend up to a sum of up to £2,000 to carry out emergency repairs to Snipe Meadow boardwalk."
Proposed: Cllr N. Oakes Seconded: Cllr Chesser Resolved Unanimously
- EM17.19. To receive an update on the new Maintenance Workshop.**
Cllr Best has paced out the area required at Rugby Club. By next meeting will have two quotes for a concrete base and structure to consider.
Cllr Best will also talk to Oundle Architecture for their advice.

There was a request for an additional rubbish bin down by Riverside Close.

There being no further business the meeting closed at 9.01pm

