



Oundle Town Council

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

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To: All members of Oundle Town Council

A meeting of the Town Council **Estate Management Committee** will be held on **Tuesday 3rd August 2021 at 6.30pm in the Oundle Suite.**

The public shall be admitted to all meetings of the Council which may, however, temporarily exclude the public by means of resolution due to the confidential nature of the business to be transacted (*Standing Order 3d*).

Representations from Interested Parties

At the Chairman's discretion, 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. The meeting will be adjourned for this purpose. (*Standing Order 3e and 3f*).

AGENDA

EM21.50 Apologies for Absence.

EM21.51 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 Committee at this meeting.)

EM21.51.01 To declare any Disclosable Pecuniary Interests.

EM21.51.02 To declare any Other Interest.

EM21.52 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 3e and 3f*).

EM21.53 Minutes of the Previous Meeting – Estate Management Committee. *

To approve the minutes from the previous meeting held on **22nd June 2021.**

EM21.54 Reports.

EM21.54.01 To receive income/expenditure report for OTC's properties & open spaces. *

EM21.54.02 To receive progress update report for OTC's properties & open spaces. *

EM21.55 The Hub – Update – see report. *

EM21.56 Rugby Club – Update – see report.*

To approve Western Power’s request to remove overhead power lines to the east of Cotterstock Road, Oundle due to the new development by Vistry Homes Ltd and make new connection on a free standing wooden pole to the north side of the rugby pitch.

EM21.57 Fletton House – Update see report.*

Re-opening of our public spaces, recommencement of groups, societies and other activities in Fletton House and The QVH. *

To receive and approve updated version of OTC risk assessments, in line with Government Guidelines, advice from Environmental Officers and our Health & Safety Advisor.

EM21.58 QVH – Update – see report. *

EM21.59 Courthouse – Update – see report. *

EM21.60 Car park and toilets – Update – see report. *

To receive and consider a report on suggestions about car parks and toilets, Cllr Clark.

EM21.61 Recreation Ground/Skatepark/Basketball Court – Update *

EM21.61.01 - Basketball Court – discuss fencing and upgrade options - Option one to be approved by EM and put to Full Council for approval (cost over the limit for Estates to approve).

EM21.61.02 – To approve costs of new hoop and back board installation. Back board to have OTC branding & logo.

EM21.61.03 – To decide which graphic to use for the back board and approve costs.

EM21.61.04 – To approve removal of graffiti wall located adjacent to the half pipe ramp which is currently used as a toilet.

EM21.62 Properties and Open Spaces – Update see reports.*

EM21.62.01 – Update from the properties and open spaces tour completed on the 21st July 2021 contained within the usual report document.

EM21.62.02 - OTC Green Spaces, Wildflower & Wilding Programme – Approve locations for these trial areas as discussed on the P&OS’s Tour.

EM21.62.03 - Approve costs for additional signage showing OTC’s wild areas and explaining concept.

EM21.62.04 – To discuss and approve proposal from Snipe Meadow Warden to hold a moth breakfast, moth traps set overnight and the public turn up next morning for a breakfast to look and catalogue the moths that we have caught. The moths can be kept in pots for a short time and they will be fine.

EM21.62.05 - To discuss commissioning information boards for key locations in Oundle; 2 x long stay car parks, Co-op car park, Marketplace?
Similar style information board at Snipe Meadow.

EM21.63 Trees – see report. *

EM21.63.01 – To approve costs for tree works on Ash tree (TPO0134) at Rockingham Hills recreation area - adjacent to 96 Creed Road.

EM21.63.02 – To approve costs for tree works on overgrown conifer in Oundle Cemetery which is currently preventing access to several graves. Family members would like access to their family grave in order to install a new headstone.

EM21.63.03 – To approve costs for tree works at play area between Sutton Road and St Christopher’s Drive.

EM21.63.04 – To approve costs for tree works at The Recreation Ground.

EM21.63.05 – To approve locations for new ‘Jubilee’ trees to be planted, as discussed on the P&OS’s Tour, with a view to presenting the plan for approval at Full Council on the 21st September.

**EM21.64 Projects
Workshop – NTR**

EM21.65 EV Charging Points – Update – see report. *

EM21.66 St Peter’s Church – Update – see report. *

To approve costs to carry out a full Topographical Survey on the other sections of the boundary wall. The section of wall from the damaged part on North Street around to the bus stop has already been surveyed.

EM21.67 Oundle Cemetery – Update – see report. *

EM21.67.01 - To approve re-burial of ashes (currently in St Peter’s Church) in Oundle Cemetery with their family member recently interred there.

EM21.67.02 – To approve adding the option for a resident to install a memorial bench in Oundle Cemetery to our cemetery list of services and fees. Decide criteria and OTC charge for this facility.

EM21.68 Joan Strong Centre – NTR

EM21.69 Markets – see report*

EM21.70 To receive June Action plan and progress update. *

EM21.71 Any Other Business for report only.

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (28th September 2021) is: **Thursday 23rd September 2021 - 12 noon.**



**Lisa Allan
Deputy Clerk/Estates Officer
29th July 2021**

***Documents enclosed.**