



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 23rd May 2023 at 6pm 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

EM23.01 Election of Chair of Committee.

EM23.02 Election of Deputy Chair of Committee.

EM23.03 To review Terms of Reference for recommendations at the next Full Council Meeting.

EM23.04 Apologies for Absence.

EM23.05 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.)

EM23.05.01 To declare any Disclosable Pecuniary Interests.

EM23.05.02 To declare any Other Interest.

EM23.06 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*).

EM23.07 Minutes of the Previous Meeting – Estate Management Committee. *

To approve the minutes from the previous meeting held on **25th April 2023.**

EM23.08 Reports. *

EM23.08.01 To receive I&E Report for OTC's properties & open Spaces.

EM23.08.02 To receive monthly properties & open spaces update report.

EM23.08.03 To receive monthly action plan and progress update.

EM23.09 Fletton House – Update see report. *

EM23.10 The Hub – NTR.

EM23.11 QVH – Update see report. *

Discuss external paintwork. Discuss to what extent the internal paintwork should be renewed and decide next steps.

EM23.12 Courthouse – Update see report. *

EM23.12.01 Discuss external paintwork and decide next steps.

EM23.12.02 Approve the costs of the necessary electrical remedial works identified in the 2022 Fire Risk Assessment.

EM23.13 Car Parks and Parking– Update see report. *

EM 23.13.01 Drill Hall - Discuss residents repeated complaint regarding abandoned mini and car parked and advertised 'FOR SALE' in the car park area – decide next steps.

EM 23.13.02 Discuss options for car parks (see Cllr Clark's paper) and decide next steps – Cllr Clark.

EM23.14 Public toilets – NTR.

EM23.15 Other Properties and Open Spaces – Update see report. *

EM23.15.01 Rugby/Bowls/Tennis Clubs.

EM23.15.02 Recreation Ground/Play Area/Skatepark/Basketball Court.

EM23.15.03 Snipe Meadow/Fletton Field/Other Green Spaces/Signage Plan/Wildflower Plan.

EM23.16 Trees – Update see report. *

EM23.17 Workshop & Property Storage Facilities - Update see report. *

EM23.18 EV Charging Points – NTR.

EM23.19 St Peter's Church – NTR.

EM23.20 Joan Strong Centre – NTR.

EM23.21 Markets - Update see report. *

EM23.22 Town Events - Update see report. *

Food Festival – Discuss planned 'No Parking' restrictions, consider suggestion to amend to allow parking on Milton Road and approve use of Traffic Wardens to ensure 'No Parking' restriction is adhered to on Blackppot Lane.

EM23.23 Street Lights – NTR.

EM23.24 Town CCTV – NTR.

EM23.25 Energy – NTR.

EM23.26 Meetings and Agenda Items.

Discuss using Teams to generate a list of items for discussion at future Estate Management Meetings and decide next steps.

EM23.27 Any Other Business for report only.

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).

EM23.28 Oundle Cemetery - To discuss recent issues with plots and burials in Oundle Cemetery and decide next steps.

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (27th June 2023) is: Thursday 22nd June 2022 - 12 noon.



**Lisa Allan
Deputy Clerk/Estates Officer
18th May 2023**

***Documents enclosed.**