



Oundle Town Council

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

Telephone: 01832 272055

Email: admin@oundle.gov.uk Website: www.oundle.gov.uk

To: All members of Oundle Town Council

A meeting of the Town Council Estate Management Committee will be held on **Tuesday 24th May 2022 at 7.30pm 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

EM22.01 Election of Chair of Committee.

EM22.02 Election of Deputy Chair of Committee.

EM22.03 To review Terms of Reference for recommendations at the next Full Council Meeting.

EM22.04 Apologies for Absence.

EM22.05 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.)

EM22.05.01 To declare any Disclosable Pecuniary Interests.

EM22.05.02 To declare any Other Interest.

EM22.06 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*).

EM22.07 Minutes of the Previous Meeting – Estate Management Committee. *

To approve the minutes from the previous meeting held on **26th April 2022.**

EM22.08 Reports.

EM22.08.01 To receive I&E Report for OTC's properties & open Spaces. *

EM22.08.02 To receive monthly properties & open spaces update report. *

EM22.08.03 To receive monthly action plan and progress update. *

EM22.08.04 3 to 5 year Rolling Maintenance Action Plan – NTR at this stage.

EM22.09 Rugby Club – Update see report. *

EM22.10 Fletton House – Update see report. *

EM22.10.01 Discuss remedial works recommended in the periodic electrical testing report and approve costs.

EM22.10.02 Discuss and approve removal of all 'mask wearing' signs, removal of all related notices from the front door and approve proposal to repaint front door.

EM22.11 The Hub – Update see report. *

EM22.12 QVH – Update see report. *

Discuss and decide next steps for QVH freshen up, particularly kitchen and gents toilets for recommendation at next Trustees meeting.

EM22.13 Courthouse – Update see report. *

EM22.13.01 Discuss remedial works recommended in the periodic electrical testing report and approve costs.

EM22.13.02 Approve lease renewals for Courthouse Tenants: Zoikal, Swimex and Charles Whalley, all same terms as previously.

EM22.14 Car parks – Update see report. *

EM22.15 Public toilets - Update see report. *

EM22.15.01 Discuss drain survey report, suggested improvement works and decide next steps with a view to making recommendations at FC

EM22.15.02 Discuss and approve costs for replacement guttering.

EM22.16 Recreation Ground/Play Area/Skatepark/Basketball Court – Update see report. *

Discuss and approve costs for two new benches to be installed in the Recreation Ground.

EM22.17 Properties and Open Spaces – Update see report. *

To set dates for the annual properties and open spaces tour(s).

EM22.18 Trees – Update see report. *

EM22.19 Workshop – Update see report. *

EM22.20 EV Charging Points – NTR.

EM22.21 St Peter's Church – Update see report. *

EM22.22 Oundle Cemetery – Update see report. *

EM22.22.01 Discuss and approve new Cemetery Wardens and decide next steps – Cllr Clark.

EM22.22.02 Discuss statement on OTC website regarding searches for historical Information and decide next steps.

EM22.22.03 Discuss concerns regarding self-seeded cherry tree, now very large, and the damage it is doing to graves and headstones – decide next steps.

EM22.23 Joan Strong Centre – To discuss comments from the EPC Surveyor and Solicitor and decide next steps.

EM22.24 Markets - NTR.

EM22.25 Town Events – Update see report. *

Discuss and approve Creative Oundle’s request to waive the charge for using the Market Place for the Food Festival on the 18th June and approve use of the Recreation Ground as free parking for their event.

EM22.26 Any Other Business for report only.

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (28th June 2022) is: **Thursday 23rd June 2022 - 12 noon.**



**Lisa Allan
Deputy Clerk/Estates Officer
19th May 2022**

***Documents enclosed.**