



# Oundle Town Council

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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 25th May 2021 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**

**EM21.01 Election of Chair of Committee.**

**EM21.02 Election of Deputy Chair of Committee.**

**EM21.03 To review Terms of Reference for recommendations at the next Full Council Meeting.**

**EM21.04 Apologies for Absence.**

**EM21.05 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.)

EM21.05.01 To declare any Disclosable Pecuniary Interests.

EM21.05.02 To declare any Other Interest.

**EM21.06 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*).

**EM21.07 Minutes of the Previous Meeting – Estate Management Committee. \***

To approve the minutes from the previous meeting held on **23<sup>rd</sup> March 2021.**

**EM21.08 Reports.**

EM21.08.01 To receive income/expenditure report for OTC's properties & open spaces. \*

EM21.08.02 To receive progress update report for OTC's properties & open spaces. \*

**EM21.09 The Hub – Update** - to receive the report and resolve the way forward.

[https://oundleschool-](https://oundleschool-my.sharepoint.com/:w:/g/personal/idc_oundleschool_org_uk/EZ_yeIKRzcJLk3kZhl_aT24B_QGD1Hh6a_Zop6NkRGb9SQ?e=vnTpCS)

[my.sharepoint.com/:w:/g/personal/idc\\_oundleschool\\_org\\_uk/EZ\\_yeIKRzcJLk3kZhl\\_aT24B\\_QGD1Hh6a\\_Zop6NkRGb9SQ?e=vnTpCS](https://oundleschool-my.sharepoint.com/:w:/g/personal/idc_oundleschool_org_uk/EZ_yeIKRzcJLk3kZhl_aT24B_QGD1Hh6a_Zop6NkRGb9SQ?e=vnTpCS)

**EM21.10 To receive update regarding the Rugby Club.\***

**EM21.11 Fletton House – Update – see report \***

**EM21.12 QVH – Update – see report. \***

**EM21.13 Courthouse – Update – see report. \*** To approve costs for annual servicing and inspection of the CH fire alarm.

**EM21.14 Car park and toilets – Update – see report.** To decide next steps regarding public toilet refurbishment. \*

**EM21.15 Recreation Ground**

EM21.15.01 To approve request from James Dean funfair to stand at the Recreation Ground subject to receipt of satisfactory assessment from Environmental Health - dates TBC.

**Skatepark/Basketball Court – Update**

EM21.15.02 To receive report and decide next steps. \*

**EM21.16 Properties and Open Spaces – Update see reports.\***

EM21.16.01 - Snipe Meadow – To discuss options and next steps for Snipe Meadow and approve costs of flail mowing.

EM21.16.02 - OTC Green Spaces and Wildflower Plan - To receive update report from Cllr Clark and decide next steps - Wildflower test sites – consider plan to mark out test sites at St Christopher's Drive and the Rec in June, and confirm seed mixes and rotivation plans over summer.

EM21.16.03 - New signs – Decide next steps, locations of new signs and installation schedule.

**EM21.17 Projects:**

**Workshop – NTR**

**EM21.18 EV Charging Points – Update – see report. \***

**EM21.19 St Peter's Church – Update – see report. \*** To approve costs of removal of ivy from Oundle School Building and other minor tree works.

**EM21.20 Oundle Cemetery – Update – see report. \***

EM21.20.01 To discuss and agree on increase in cemetery fees, last increase in 2017.  
EM21.20.02 To discuss Stonemasons request to include their company details on the reverse of headstones.

**EM21.21 Joan Strong Centre – NTR**

**EM21.22 Markets – see report\*** Update Council on difficulties experienced this month with Farmers Market traders and decide course of action to prevent this from happening again.

**EM21.23 Town Events – see report\***

EM21.23.01 To approve Oundle Festivals use of the long stay car park and the recreation ground for parking at their events on the 17<sup>th</sup> & 24<sup>th</sup> July 2021.

EM21.23.02 To approve the costs of installation and removal of the bunting – this was approved last year but not installed.

Installation on 3<sup>rd</sup> July at £500 and removal on 3<sup>rd</sup> September at £500.

**EM21.24 To receive March Action plan and progress update. \***

*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)*

**EM21.25 OTC land review.**

**EM21.26 Any Other Business for report only.**

**DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (22<sup>nd</sup> June 2021) is: Thursday 17<sup>th</sup> June 2021 - 12 noon.**



**Lisa Allan**  
**Deputy Clerk/Estates Officer**  
**20<sup>th</sup> May 2021**

**\*Documents enclosed.**