



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 October 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

EM22.100 Apologies for Absence.

EM22.101 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.)

EM22.101.01 To declare any Disclosable Pecuniary Interests.

EM22.101.02 To declare any Other Interest.

EM22.102 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*).

EM22.103 Minutes of the Previous Meeting – Estate Management Committee. *

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

EM22.104 Reports. *

EM22.104.01 To receive I&E Report for OTC's properties & open Spaces.

EM22.104.02 To receive monthly properties & open spaces update report.

EM22.104.03 To receive monthly action plan and progress update.

EM22.104.04 3 to 7 year Rolling Maintenance Action Plan.

EM22.105 Rugby Club – See trees.

EM22.106 Fletton House – Update see report. *

EM22.106.01 To consider future usage of the area previously leased by the Oundle Pre-school.

EM22.106.02 To discuss email received from Oundle Library regarding the garden area previously leased by Oundle Community Pre-School and decide next steps.

EM22.106.03 To receive request from Aldwincle Pre-School regarding children's toilets and cubicles from FH Pre-School.

EM22.107 The Hub – Update see report. *

EM22.108 QVH – Update see report. *

EM22.109 Courthouse – Update see report. *

EM22.109.01 To receive notice (given 8/9/22) from Oundle School regarding offices 2,3, 6 & 8 at the Courthouse.

EM22.109.02 To approve new CH tenant, Butcher Bayley Architects Ltd for Office 8.

EM22.109.03 To approve costs to install hand dryers in the ladies and gents toilet in the Courthouse Annex.

EM22.109.04 To discuss British Engineering recommendations regarding CH lift upgrade options, discuss initial quote and decide next steps.

EM22.110 Car parks – Approve quote to trim overgrown thorny bushes at the East Road long stay car park.

EM22.111 Public toilets - Update see report. *

EM22.112 Recreation Ground/Play Area/Skatepark/Basketball Court – Update see report. *

EM22.112.01 To discuss and agree wording for the two new benches.

EM22.112.02 To discuss fire issue raised last month by resident, discuss their suggestion of possible planting ideas in The Rec next to their fence and decide next steps.

EM22.112.03 To receive report on recent incidents in the Recreations Grounds, discuss the possibility of CCTV with a view to making recommendations to FC.

EM22.112.04 To discuss including 'Monkey Challenge' in future improvement plans for the play area.

EM22.113 Properties and Open Spaces – Update see report. *

Snipe Meadow/Signage Plan/Green Spaces/Wildflower Plan

EM22.114 Trees – Update see report. *

EM22.114.01 To approve recommended year 1 priority works for Rockingham Hills, St Peter's Churchyard, St Christopher's Drive and Cemetery.

EM22.114.02 To approve recommended year 1 priority works on the three trees at the Rugby Club.

EM22.114.03 Discuss locations for trees arriving between 31 Oct and 11 Nov, decide next steps.

EM22.115 Workshop – Update see report. *

To receive information about changes to the landlord of the workshop and decide next steps.

EM22.116 EV Charging Points – Update see report. *

EM22.117 St Peter’s Church – Update see report. *

EM22.118 Oundle Cemetery – Cllr Clark to report. *

EM22.118.01 Cemetery update inc mapping exercise and cemetery handbook. To consider the "tree policy" in the Cemetery and exceptions and decide next steps.

EM22.118.02 Cllr Clark update on meetings with Mr Sharpe regarding self-seeded Cherry in the cemetery. Review new information provided and decide next steps.

Identified as a 3 year priority in our RA - Approve costs to carry out recommendations in the 2022 Tree RA?

EM22.118.03 To discuss information provided by ICCM regarding use of OTC land at the top of the cemetery and decide next steps.

EM22.119 Joan Strong Centre – Update see report. *

To agree to include a schedule of condition clause in the new lease with the Scouts as per their request.

EM22.120 Markets - NTR.

EM22.121 Town Events – Update see report. *

EM22.121.01 To discuss planned extension to the Christmas Lights and agree to defer to next year.

EM22.121.02 To approve suggested payment to Oundle First Responders for services at the Christmas Market.

EM22.121.03 To approve costs of traffic wardens at the Christmas Market.

EM22.122 Street Lights – Update see report. *

Bassett Place Security Light - Discuss history of this light, receive update regarding recent events and decide if OTC wish to approve costs to replace the light with a new PIR security light.

EM22.123 Any Other Business for report only.

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (22nd November 2022) is: **Thursday 17th November 2022 - 12 noon.**



Lisa Allan
Deputy Clerk/Estates Officer
20th October 2022

***Documents enclosed.**