



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 27th September 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

EM22.77 Apologies for Absence.

EM22.78 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.)

EM22.78.01 To declare any Disclosable Pecuniary Interests.

EM22.78.02 To declare any Other Interest.

EM22.79 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*).

EM22.80 Minutes of the Previous Meeting – Estate Management Committee. *

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

EM22.81 Reports. *

EM22.81.01 To receive I&E Report for OTC's properties & open Spaces.

EM22.81.02 To receive monthly properties & open spaces update report.

EM22.81.03 To receive monthly action plan and progress update.

EM22.81.04 3 to 7 year Rolling Maintenance Action Plan.

- EM22.82 Rugby Club – See trees.**
- EM22.83 Fletton House – Update see report. ***
 EM22.83.01 Discuss new quote for guttering repairs and recommendations for replacement rather than repair, decide next steps.
 EM22.83.02 To receive request from Aldwinkle Pre-School regarding children’s toilets and cubicles from FH Pre-School.
- EM22.84 The Hub – Update see report. ***
- EM22.85 QVH – Update see report. ***
- EM22.86 Courthouse – Update see report. ***
 EM22.86.01 To receive notice (given 8/9/22) from Oundle School regarding offices 2,3, 6 & 8 at the Courthouse.
 EM22.86.02 To approve new CH tenant, Butcher Bayley Architects Ltd.
 EM22.86.03 To approve costs to install hand dryers in the ladies and gents toilet in the Courthouse Annex.
- EM22.87 Car parks – Approve quote to trim overgrown thorny bushes at the East Road long stay car park.**
- EM22.88 Public toilets - Update see report. ***
- EM22.89 Recreation Ground/Play Area/Skatepark/Basketball Court – Update see report. ***
- EM22.90 Properties and Open Spaces – Update see report. ***
Snipe Meadow/Signage Plan/Green Spaces/Wildflower Plan
- EM22.91 Trees – Update see report. ***
 EM22.91.01 To approve costs for recommended 3 month and 1 year priority tree works identified in 2022 Tree Risk Assessment.
 EM22.91.02 To approve recommended 1 year priority works on the three trees at the Rugby Club.
 EM22.91.03 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.
 EM22.91.04 Cllr Clark update on meetings with resident regarding self-seeded cherry in the cemetery and decide next steps. Identified as a 3 year priority - Approve costs to carry out recommendations in the 2022 Tree RA?
 EM22.91.05 To consider the "tree policy" in the Cemetery and exceptions – Cllr Clark.
 EM22.91.06 Discuss locations for trees arriving between 31 Oct and 11 Nov, decide next steps.
- EM22.92 Workshop – NTR.**
- EM22.93 EV Charging Points – Cllr Clark to report. ***
 To consider further proposal from Char.gy for a funded or trial charging point at Fletton House car park and decide next steps – Cllr Clark update.

EM22.94 St Peter's Church – Update see report. *

EM22.95 Oundle Cemetery – Cllr Clark to report. *

EM22.95.01 To approve chosen wording for John Woollard memorial bench, installation date to be set and Mayor unveiling to be approved and date set.

EM22.95.02 To discuss information provided by ICCM regarding use of OTC land at the top of the cemetery and decide next steps.

EM22.96 Joan Strong Centre – Update see report. *

EM22.97 Markets - NTR.

EM22.98 Town Events – Update see report. *

EM22.98.01 To approve costs for Santa's Grotto Marquee.

EM22.98.02 To approve suggested payment to Oundle First Responders for services at the Christmas Market.

EM22.98.03 To approve costs of traffic wardens at the Christmas Market.

EM22.99 Any Other Business for report only.

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (25th October 2022) is: Thursday 20th October 2022 - 12 noon.



Lisa Allan

Deputy Clerk/Estates Officer

22nd September 2022

***Documents enclosed.**