



# Oundle Town Council

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

Telephone: 01832 272055

Email: [admin@oundle.gov.uk](mailto:admin@oundle.gov.uk) Website: [www.oundle.gov.uk](http://www.oundle.gov.uk)

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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 28<sup>th</sup> June 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**

**EM22.27 Election of Chair of Committee.**

**EM22.28 Election of Deputy Chair of Committee.**

**EM22.29 Apologies for Absence.**

**EM22.30 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.)

EM22.30.01 To declare any Disclosable Pecuniary Interests.

EM22.30.02 To declare any Other Interest.

**EM22.31 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*).

**EM22.32 Minutes of the Previous Meeting – Estate Management Committee. \***

To approve the minutes from the previous meeting held on **24<sup>th</sup> May 2022.**

**EM22.33 Reports.**

EM22.33.01 To receive I&E Report for OTC's properties & open Spaces. \*

EM22.33.02 To receive monthly properties & open spaces update report. \*

EM22.33.03 To receive monthly action plan and progress update. \*

EM22.33.04 3 to 5 year Rolling Maintenance Action Plan – NTR at this stage.

**EM22.34 Rugby Club – Update see report. \***

**EM22.35 Fletton House – Update see report. \***

EM22.35.01 Approve costs for guttering repairs identified during the last heavy rains.

EM22.35.02 To approve costs of Legionella Risk Assessments at Fletton House, The Courthouse and the QVH.

EM22.35.03 To approve costs, subject to Legionella RA report, of two stand alone water dispensers.

**EM22.36 The Hub – Update see report. \***

**EM22.37 QVH – Update see report. \***

**EM22.38 Courthouse – Update see report. \***

**EM22.39 Car parks – Update see report. \***

**EM22.40 Public toilets - Update see report. \***

**EM22.41 Recreation Ground/Play Area/Skatepark/Basketball Court – Update see report. \***

**EM22.42 Properties and Open Spaces – Update see report. \***

To discuss mapping all OTC assets.

**EM22.43 Trees – Update see report. \***

EM22.43.01 To discuss 2019 Tree Risk Assessment (with Cllr Clark's notations), with a view to identifying them on the P&OS's Tours and checking condition status.

EM22.43.02 To approve costs for 2022 Tree Risk Assessment Survey.

EM22.43.03 To discuss issue raised last month by resident regarding self-seeded tree located within a grave space and decide next steps.

**EM22.44 Workshop – Update see report. \***

**EM22.45 EV Charging Points – NTR.**

**EM22.46 St Peter's Church – Update see report. \***

To discuss further quotes for necessary works and decide on recommendations to FC.

**EM22.47 Oundle Cemetery – Update see report. \***

**EM22.48 Joan Strong Centre – Update see report. \***

**EM22.49 Markets - NTR.**

**EM22.50 Town Events – Update see report. \***

To approve Creatives Oundle's request to use the Recreation Ground for parking during the Party in the Wharf event.

**EM22.51** To discuss recent complaints about Gigaclear storing equipment on our grass verges and generally shoddy workmanship and decide next steps.

**EM22.52 Any Other Business for report only.**

**DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (26th July 2022) is: Thursday 21<sup>st</sup> July 2022 - 12 noon.**



**Lisa Allan  
Deputy Clerk/Estates Officer  
23<sup>rd</sup> June 2022**

**\*Documents enclosed.**