



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 28th September 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

EM21.72 Apologies for Absence.

EM21.73 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.)

EM21.73.01 To declare any Disclosable Pecuniary Interests.

EM21.73.02 To declare any Other Interest.

EM21.74 Representations from Interested Parties – Rowan Riley, Creative Oundle – discussion on how OTC can assist CO with future events.

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*).

EM21.75 Minutes of the Previous Meeting – Estate Management Committee. *

To approve the minutes from the previous meeting held on **3rd August 2021.**

EM21.76 Reports & Budgets.

EM21.76.01 To receive income/expenditure report for OTC's properties & open spaces. *

EM21.76.02 To receive progress update report for OTC's properties & open spaces. *

EM21.76.03 To begin budget discussions and potential spend for the

next financial year.

EM21.77 Rugby Club – Update see report.*

To discuss ORC's request to locate **three** converted containers within the grounds of the clubhouse and agree to support their application to do this.

EM21.78 Fletton House – Update see report.*

EM21.78.01 To approve costs for compliance works to fire alarm system.

EM21.78.02 To discuss and agree on the level of public liability Insurance required for regular hirers of our rooms/buildings.

EM21.78.03 To discuss and agree how OTC can help start up groups with room usage in the early days, particularly with costs.

EM21.78.04 To discuss and agree if Fletton House should be referred to as 'FH Community Hub' in our publicity/social media.

EM21.79 The Hub – Update see report.*

To receive a general update the from The Hub working party including an update regarding Oundle Baptist Church.

EM21.80 QVH – Update see report. *

EM21.81 Courthouse – Update see report. *

EM21.82 Car park and toilets – Update see report. *

EM21.83 Recreation Ground/Skatepark/Basketball Court – Update see report. *

EM21.83.01 Discuss plans for skatepark tendering process and decide next steps.

EM21.83.02 To consider including in the budget funds, as per resident request, inclusive play equipment at the park to allow some wheelchair accessible equipment.

EM21.83.03 To consider and approve Ian Taylor's Fair and Amusements request to stand at the Recreation Ground in October 2021. (4th to 10th OR 11th to 17th)

EM21.84 Properties and Open Spaces – Update see report.*

Approve costs associated with grazing Snipe Meadow:

EM21.84.01 To approve £850 p/a payment to the Grazier.

EM21.84.02 To approve costs of lease and grazing license preparation.

EM21.85 Trees – Update see report. *

To approve costs for tree works to Recreation Ground trees overhanging resident at 22 Victoria Road.

EM21.86 Projects

Workshop – NTR.

EM21.87 EV Charging Points – NTR.

EM21.88 St Peter's Church – Update see report. *

To receive Topographical Survey on St Peter's Church wall and decide next steps.

- EM21.89 Oundle Cemetery – Update see report. ***
EM21.89.01 To discuss and approve amendment to the rules and conditions for interment in Oundle Cemetery to include: The upkeep and maintenance of the individual plot, headstone, any kerbstones and vases are the responsibility of the plot owner.
EM21.89.02 To discuss investigating partnership with another local grass cutter for various OTC areas.
- EM21.90 Joan Strong Centre –**
EM21.90.01 Budget consideration for EPC improvements and decide next steps.
EM21.90.02 To receive and approve Party Wall Notice from developer of land adjacent to the Joan Strong Centre.
- EM21.91 Markets –** To discuss current market offer, waiting list of traders and decide if offer can be improved – see report*
- EM21.92 Christmas Market –**
EM21.92.01 To approve of disposal of old Christmas lights currently in storage at the OTC workshop.
EM21.92.02 To approve costs for reindeer hire for this year’s Christmas Market and approve payment of deposit.
EM21.92.03 To approve costs of Santa’s Grotto Marquee hire and approve payment of deposit.
EM21.92.04 To approve Oundle Rotary’s request to site their Santa Sleigh next to Santa’s Grotto during the Christmas Market. Discuss Grotto and sleigh area management and decide next steps.
EM21.92.05 To approve costs of security for road closure and crowd management at the Christmas Market event.
EM21.92.06 Update on Christmas Tree. Decide next steps for volunteer Recruitment for installation and potential dates. Agree thanks to go out to Fotheringhay Trees and Peter Peel for organising this.
EM21.92.07 To discuss and agree that the QVH should remain closed during the Xmas Mkt and used only by staff and traders for toilet facilities – explain.
- EM21.93 Royal British Legion Request –** To consider RBL’s request for a flagpole near the War Memorial and decide next steps.
- EM21.94 Climate Emergency –** To note FC’s decision from the 21st September and discuss how Estates can start making good use of it.
- EM21.95 To receive July/August Action plan and progress update. ***
- EM21.96 Any Other Business for report only.**

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (26th October 2021) is: **Thursday 21st October 2021 - 12 noon.**



**Lisa Allan Deputy
Clerk/Estates Officer
23rd September 2021**

***Documents enclosed**