



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 29th January 2019 at 7.30pm in the Barnwell Room.**

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 3c*).

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 3d and 3e*).

AGENDA

EM18.72 Apologies for Absence

EM18.73 Declarations of Interests

To receive and consider any declarations of interest from Members and Officers under Section 50 of the Local Government Act 2000 (*Standing Order 35*)

(This requirement applies only in respect of matters, which are to be considered by the Committee at this meeting.)

EM18.73.01. To declare any Disclosable Pecuniary Interests.

EM18.73.02. To declare any Other Interests.

EM18.74 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 3d and 3e*).

Paul Eveleigh to attend the meeting regarding item number **EM18.83**

EM18.75 Minutes of the Previous Meeting – Estate Management Committee. *

EM18.75.01. To approve the minutes from the previous meeting held on 27th November 2018.

EM18.76 To receive an update on the new workshop.*

EM18.76.01 To approve costs of £1,371.95 plus VAT for Waterland Associates to project manage the work to the next level.

EM18.76.02 To approve costs of £475 plus VAT for Nene Construction Management Services to provide a Construction Design and Management Plan (CDM) and assist the Principle Designer, Waterland.

- EM18.77 To consider increasing the charges for Christmas Market pitches for 2019:**
Current Non- catering £70 inc VAT
Current Catering £80 inc VAT
- Suggested Non-catering £84 inc VAT
Suggested Catering £96 inc VAT
- EM18.78 To approve expenditure to purchase Hub staff uniforms: Polo shirts, fleeces and aprons. ***
EM18.78.01 To approve costs of £555.95 inc VAT for Hub staff uniforms.
- EM18.79 To approve expenditure for dishwasher repairs.***
EM18.79.01 To approve dishwasher repair cost of £967.38 plus VAT.
- EM18.80 To receive a report on the Court House Leases.***
- EM18.81 To receive information regarding an upgrade to the town centre CCTV systems with new HD cameras.***
EM18.81.01 Approve costs to replace all existing cameras with new HD cameras.
EM18.81.02 Discuss whether we should liaise with the Police regarding potential hotspots which would benefit from cover for example the Co-op car park and the recreation ground.
- EM18.82 Bunting***
EM18.82.01 To consider whether to invest in new better quality bunting or replace sections which were damaged and use same bunting again.
EM18.82.02 Approve costs for installation of bunting £500 incl VAT.
- EM18.83 Receive update on Market Square Cycle Stands.***
See email regarding monies available.
- EM18.84 Notice board on West Street opposite QVH.**
Consider residents request for this notice board to be replaced or repaired.
- EM18.85 Any Other Business for report only.**

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (26TH FEBRUARY 2019) IS: **Thursday 21st February 2019 12 noon.**



Lisa Allan
Deputy Clerk & Estates Officer
24th January 2019

- **Documents enclosed.**