



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 28th May 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 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

EM19.01 Election of Chair of Committee.

EM19.02 Election of Deputy Chair of Committee.

EM19.03 Apologies for Absence.

EM19.04 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.)

EM19.04.01 To declare any Disclosable Pecuniary Interests.

EM19.04.02 To declare any Other Interests.

EM19.05 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*).

EM19.06 Minutes of the Previous Meeting – Estate Management Committee. *

To approve the minutes from the previous meeting held on **23rd April 2019**.

EM19.07 Courthouse Leases.*

EM19.07.01 To approve new tenant for Courthouse Annex Office 3 - Cathryn Hicks, Juniper Play Therapy.*

- EM19.07.02 To approve a planning application being submitted for a stud partition wall to be erected in Courthouse Annex Office 3 to provide a waiting area and a private consultation Room for Juniper Therapy.
- EM19.07.03 To approve new tenant for Courthouse Annex Office 4 – Jamie Ward, Best Little Building Company.*
- EM19.07.04 To authorise lease preparation by Seatons for Juniper Play Therapy and Best Little Building Company at a cost of £500 plus VAT each (£1,000 plus VAT total)
- EM19.07.05 To authorise lease preparation by Seatons for the Rugby Club at a cost of £550 plus VAT.
- EM19.08 Snipe Meadow.**
- EM19.08.01 To decide next steps regarding the boardwalk. Repair or remove completely. Removal has been suggested by builders brought in to quote for emergency temporary repairs and our insurers, who have visited the site, also suggested removal.
- EM19.08.02 To approve costs of £780 plus VAT (or £680 plus VAT if condition is poor) to carry out the required cutting of Snipe Meadow grassland in July 2019.*
- EM19.09 Christmas Market.***
- EM19.09.01 To approve costs of hiring reindeer for the Christmas Market event on the 7th December 2019 at a reduced cost of £1,000 plus VAT for the reindeer and £120 for Santa’s sleigh.*
- EM19.09.02 To review quotes for Christmas lights and agree a 3 year contract, either with current providers or with a new company, with a view to making recommendations of preferred contractor at the next Full Council Meeting.*
- EM19.10 Cemetery Benches.***
- EM19.10.01 To review quotes for five replacement Benches for the cemetery with a view to making recommendations of preferred option at the next Full Council Meeting.*
- EM19.10.02 To approve request from former resident to replace bench No 7 with a new bench, memorial plaque and re-locate bench to a new position.*
- EM19.11 Traffic Bollards at St Peter’s Church.***
- To review quotes for replacement bollards at St Peter’s Church and decide on like for like or alternative replacements with a view to making recommendations at the next Full Council Meeting.*
- EM19.12 To approve the hiring of the QVH for live bands.***

- EM19.13 To authorise refurbishment of Co-Op car park toilets.***
- EM19.14 To approve the replacement of damaged streetlight LC18 located on the footpath off Wentworth Drive.***
EM19.14.01 To approve replacement at a cost of £650 plus VAT.
EM19.14.02 To approve transferring unmetered supply to new column at a cost of £409 plus VAT.
- EM19.15 To review quotes for upgrading CCTV in the town centre with a view to making recommendations of preferred contractor at the next Full Council Meeting.***
- EM19.16 To approve style of replacement barrier on West Street, opposite the Ship Inn.***
- EM19.17 To receive April Action plan and progress update.***
- EM19.18 Any Other Business for report only.**

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (25th June 2019) IS: **Thursday 20th June 2019 12 noon.**



**Lisa Allan
Deputy Clerk & Estates Officer
22nd May 2019**

- **Documents enclosed.**