



Oundle Town Council

The Courthouse • Mill Road • Oundle • Peterborough • PE8 4BW

Telephone: Oundle (01832) 272055

E-Mail: admin@oundle.gov.uk • www.oundle.gov.uk

Minutes of the meeting of the Estate Management Committee meeting held on Tuesday 9th June at 7.30pm the Council Chamber of the Courthouse, Mill Road, and Oundle.

Present: Cllrs Fitzgerald, Stagg, Chesser, Piercy-Hughes and Sparkes

Minutes: Hanneke Soans

EM15.01. Apologies for Absence
None.

EM15.02. Election of the Deputy Chair of the Committee
Cllr Stagg was proposed as Deputy Chair for the Committee.
Proposed: Cllr Chesser **Seconded:** Cllr Sparkes **Resolved Unanimously**

EM15.03. To review and approve the Estate Management Committee Terms of Reference
Accepted with no amendments.

EM15.04. To review the Councils 5 year Business Plan in relation to Estate Matters
Reviewed and objectives on the plan accepted by the Committee.

EM15.05. 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.)
EM15.05.01. To declare any Disclosable Pecuniary Interests. None
EM15.05.02. To declare any Other Interests. None

EM15.06. Minutes of the Previous Meeting – Estate Management Committee
PROPOSITION: *‘To approve and sign the minutes of the Estates Committee meeting held on 14th April 2015.’*
Proposed: Cllr Stagg **Seconded:** Cllr Sparkes **Resolved Unanimously**

EM15.07. Review of Actions of the Previous Meetings
All actions completed or underway.

EM15.08. 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 will be speaking on behalf of Gilbert & Sullivan and proposed works to the curtains at the QVH.

EM15.09. Consideration of Requests from Interested Parties

Proposals were put forward for additional under stage lighting, an anti-slip floor covering and additional curtain track.

The Committee agree to the changes to the fabric of the building, except covering the stage floor in black anti-slip paint and have requested an alternative to this be investigated and proposed.

Also we will ask our H&S consultant to check the proposals to identify any issues.

The Committee need to approach Full Council for the £1827.00 third of the costs requested as this figure will be outside of the existing council's budget. It was requested that OATS and G&S explore grant funding from Awards For All.

Funding and permissions need to be in place for September for works to commence in time for the next production.

EM15.10. To recommend the purchase of a new Council Van costing up to £13,000 to Full Council.

It was agreed to continue with the current van at this time until Fletton House has been completed and there is a clearer picture of the funds which will still be available.

It was also decided to explore other van providers such as Ford Direct to get some cheaper options. This will be put back on the agenda for September.

EM15.11. Fletton House

15.11.01 To review the current position with Fletton House hirers. We have some confirmed hirers and we need to attract some more once the building is up and running.

15.11.02 To consider the caretaking provision for all of the Council's hired space. As our insurance company have advised we need an alarm system, someone will have to lock up the building every evening. This means that the caretaking position will need to be a job share between two people to cover holidays and sickness.

A job specification needs to be drawn up and then come back to Estates for approval.

15.11.03 To receive an update on the moving schedule for Oundle Town Council and to agree office closure times.

It was agreed to publish a notice in the June Oracle to close the Council offices on 20th, 21st, 24th and 25th of August to allow the move to Fletton House to take place. Included will be a mobile number for emergencies.

One removal quote has been received and this is a

reasonable quote and two more companies will be approached in the next few weeks.

- EM15.12. To review and consider the lease terms relating to the premises on Occupation Road.**
This is where the Council holds all the sports grounds and green space. After a discussion it was agreed.
Proposal "We make the Tennis Club lease finish in 2066 in line with the Bowling Club and subject to new lease terms."
Proposed: Cllr Stagg Seconded: Cllr Piercy-Hughes Resolved Unanimously

- EM15.13. To consider a request to replace a tree on Benefield Road removed by highways.**
The Town Council would have to apply to Highways for a licence to plant a tree next to a Highway, therefore we will not consider replacing it.

EM15.14. Correspondence for Action

- 15.14.01 To consider a request for action with the mole problem in the cemetery.
The current cemetery rules state we accept wildlife.
"Please take into consideration the cemetery is surrounded by open fields and wildlife and there are times when floral tributes may be disturbed by animals or birds."
The Estates Officer will reply to this effect and advise we will consider some form of deterrent for that particular grave.
- 15.14.02 To consider a request to purchase an Automated External Defibrillator for the town.
The Committee very much support this purchase and will approach the Trade Association to assist with funding.
The location will be very important and a GP has advised the best location will be centrally at The Talbot Hotel.

- EM15.15. Correspondence for Information**
None.

EM15.16. Any Other Relevant Matters for Report

The annual Property inspections need to be carried out and the Committee agreed to view the estate on Saturday 27th June at 10am. Meet on the Market Square.

The beaches in the Market Place are still very messy and people park on it. Cars drop oil. It was agreed we would write to Sarah Barnwell and ask for it to be sorted again.

When the grass was cut in the cemetery a stone smashed one of the new chapel windows so we will need to pay for the damage. Our insurance excess will be £250.

The Green Group have requested permission to have a bonfire in the churchyard which was acceptable as long as they check with the church first.

A request was refused to set up a stall on the 9th April 2016 Farmers Market to take bets for the Grand National as it would not fit with the Farmers Market criteria or regulations.

A request has been received from the Royal British Legion that the Council place two signs on the War Memorial saying;

“Cyclists please show respect by not resting your bikes against the war memorial”.

This request was agreed and prices will be sourced to have the signs made.

There being no further business the meeting closed at 9.36pm

Signed..... Dated.....

DRAFT