



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 26th September 2017 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

EM17.53. Apologies for Absence

EM17.54. 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.)

EM17.54.01. To declare any Disclosable Pecuniary Interests.

EM17.54.02. To declare any Other Interests.

EM17.55. 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*).

EM17.56. Minutes of the Previous Meeting – Estate Management Committee

To approve the minutes from the previous meeting held on 25th July 2017.

To approve the minutes from the extraordinary meeting on 4th September 2017.

EM17.57. To consider the current pre-school lease and grant a deed of variation on the current lease to ease the rent increase.

EM17.58. To consider and approve an amended size and a design for the maintenance workshop and approve a contractor.

EM17.59. To receive an update from St Peters Church Green Group about the wildlife areas.

- EM17.60.** To receive and approve a business plan for workshop unit 2 at The Courthouse and agree a 3 year lease for a barbers business.
- EM17.61.** To approve a quote for the repair of The Courthouse Roof on the rear of the building.
- EM17.62.** To accept a quote from e-on to replace two Mercury lights.
- EM17.63.** To approve a quote for a new logo for the Farmers Market and a banner for the roundabout. Also a banner for the Christmas Market.
- EM17.64.** To consider and approve an upgraded gas meter in the QVH to make the boiler run more efficiently.
- EM17.65.** To approve a quote for £1,800 from Oundle Architecture for building regulations to progress the Fletton House extension.
- EM17.66.** To approve a request from Taylors Fun Fair to stand on the Recreation Ground 9th October – 14th October 2017.
- EM17.67.** To agree to hire metal crowd control barriers for road closures for Remembrance Sunday and the Christmas Market.
- EM17.68.** To agree to the Rotary Club of Oundle planting another 5,000 crocus bulbs in the Recreation Ground to supplement last year's display.
- EM17.69.** To approve £850.00 for the purchase of a water bowser to clean slippery paths and play areas.
- EM17.70.** To consider offering a discount on new Christmas market stalls coming to the QVH. Also a verbal update on progress of the Christmas market.
- EM17.71.** To approve procedures to monitor market trader's attendance on markets.
- EM17.72.** To receive a verbal update on progress of a marketing brochure for Fletton House and the Queen Victoria Hall.
- EM17.73.** To receive notes from the Friday Hub meetings.
- EM17.74.** Any other relevant matters for report only.



Hanneke Soans
Estates Officer
22nd September 2017