



# Oundle Town Council

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Minutes of the meeting of the Estate Management Committee meeting held on Tuesday 3rd November 2015 at 7.30pm the Barnwell Room, Fletton House.

**Present:** Cllrs Fitzgerald, Chesser, Grove, Piercy-Hughes, and Sparkes

**Minutes:** Hanneke Soans

**EM15.78. Apologies for Absence**

Received and accepted from Cllr Davis (personal) and Cllr Stagg (personal)

**EM15.79. 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.)

EM15.79.01 To declare any Disclosable Pecuniary Interests.  
None.

EM15.79.02. To declare any Other Interests.  
None.

**EM15.80. Minutes of the Previous Meeting – Estate Management Committee**

**PROPOSITION:** *'To approve and sign the minutes of the Estates Committee meeting held on 6<sup>th</sup> October 2015.'*

**Proposed:** Cllr Chesser **Seconded:** Cllr Pier **Resolved Unanimously**

**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*).

Jeremy & Judy Rusher attended from the Church's Green Group who have been managing the west end of the Churchyard since 2011 and gave an overview of the groups work.

The Churchyard has not been cut this year and it is currently a wilderness which looks unsightly. Some grave stones are broken and they are being moved around. There is also some green fly tipping which needs to be removed.

**EM15.81. Consideration of Requests from Interested Parties**

It was agreed to cut the grass as soon as there is some resource available and to remove the fly tipping.

Also to plan for next year that the grass is cut August/September time.

The comfrey around the grave stones also needs to be killed.

**EM15.82. To consider the next step with regards to the damaged electrical supply for the Christmas Tree Lights.**  
The Rotary Club have reported an issue with the electrical supply that they use to put the lights on the Christmas tree. It was agreed to contact our Christmas light supplier and request that they come and check the supply for us. Also that if the Rotary Club supply the tree we could supply the lights if there were still concerns.

**EM15.83. To consider and approve the proposals for cycle parking in the town.**  
Cllr Piercy- Hughes has researched this and contacted Eric Drake from Highways to come and walk around to approve final locations. It was noted that cycle parking should not be put there anywhere there is a dropped kerb. It was also felt that cycle shelters are not required.  
It was agreed that the final proposal and details of approved contractors would come back to Estates meeting ready for December Full Council. It was also agreed to contact ENC's Conservation Officer.

**RESOLUTION: 'that in view of the confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw' (Standing Order 3c);**

**EM15.84. To consider and recommend to Full Council a business plan for The Courthouse.**  
*On a separate minute.*

**EM15.85. To approve a request to use the Recreation Ground as a Car Park for the Christmas Market Park & Ride and for the Sausage Festival**  
The request was approved to use the Recreation Ground unless it is very wet ground. A request was made for volunteers to assist with the car parking on 5<sup>th</sup> December and Cllr Sparkes said he would assist. It was agreed to tape off bays to prevent people parking anywhere and causing access problems.

**EM15.86. To nominate a councilor to work through improvements to the Queen Victoria Hall.**  
It was agreed that Cllr Davis would be asked to assist with this project to insure the improvements required are made and actioned.

- A wooden floor in the bar area.
- Treatment of damp under the stage.
- Decoration throughout the building.

**EM15.87. To accept recommendation on roofing report to fit gutter guards on Fletton House Turret's.**  
It was agreed to budget up to £2000 for the gutter guards to be fitted a.s.a.p. and at the same time whilst the access equipment is in place to spend £2000 on bird cages on the chimneys in the Police Room and both chimneys in The Hub as they are currently open which could let birds fly down causing damage to the building.

**EM15.88. Any Other Relevant Matters for Report.**

The dentist next to QVH has opened up on the third floor and there is concern raised by a member of the public that they may require a fire escape. This needs to be referred to the Fire Officer.

The campaign for the purchase of the Village Green Space application has collected 60 pieces of evidence so far. However more evidence is requested for meeting to be held on Monday night at 7.30pm at QVH.

Cllr Sparkes attended a meeting about locating defibrulators in the town in conjunction with Heart Start. There are five suggested locations, four of which are on OTC properties. The fifth will be on The George. They need to be located in a cabinet on the outside of each building and require a 13amp spur. A grant application has been submitted for the boxes themselves but not the installation costs which means we will need to budget for £300 per machine that is mounted on our buildings.

The owners of cemetery chapel have requested permission to erect a pole for a BT line on the outskirts of the cemetery and to dig a trench up the drive to install the line. Permission was granted for this work to go ahead bearing in mind the need for access by undertakers and visitors.

In addition to this there was a request to purchase additional land to the rear of the chapel to enhance the garden design. It was agreed that we would need to see any design first before granting permission as it is a sensitive area due to location of the war graves nearby.

Meeting ended at 9.40pm

Signed Amal Dated 5/1/16