



Oundle Town Council

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Minutes of the meeting of the Estate Management Committee meeting held on Tuesday 6th October 2015 at 7.30pm the Barnwell Room, Fletton House.

Present: Cllrs Chesser Grove, Stagg, Fitzgerald and Davis

Minutes: Hanneke Soans

EM15.65. Apologies for Absence
Apologies received and accepted from Cllr Sparkes

EM15.66. 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.)

EM15.66.01 To declare any Disclosable Pecuniary Interests.

None

EM15.66.02. To declare any Other Interests.

None

EM15.67 Minutes of the Previous Meeting – Estate Management Committee
PROPOSITION: *'To approve and sign the minutes of the Estates Committee meeting held on 8th September 2015.'*
Proposed: Cllr Fitzgerald **Seconded:** Cllr Chesser **Resolved Unanimously**

Review of Previous Actions

Instead of running a marketing event through half term at Fletton Cllr Grove will be marketing the Studio through The Oracle.

Cycle Parking is progressing and it was agreed to purchase galvanised racks powder coated black. Cllr Hughes will provide all the quotes for next Estates meeting.

The item to purchase an EVAC chair for The Courthouse was removed from the action list as no longer required.

EM15.68 To consider and accept a quote for the cleaning of Fletton House windows and gutters for £195.00 per month.

It was agreed to accept the quote from Able Clean if they would accept a reduction to £150 per month.

EM15.69. To consider a request to amend the Dog Control Orders currently on the Recreation Ground.

It was agreed that the area in question is used for recreation and games we should apply for an amendment to put dogs on leads.

- EM15.70. To receive an update on The Courthouse and consider actions required from the Endorsement on The Courthouse for unoccupied buildings issued by insurers.**
Cllr Fitzgerald is preparing a business case on The Courthouse using our existing guidelines.
This paper will be circulated for the next meeting for the options to be considered and then placed on the Full Council Agenda it will be considered as a confidential item on both agendas.
- It was agreed to request our insurers to come and look at The Courthouse so they can see the endorsements will not applicable.
- EM15.71. To consider the renewal of the lease and rent payable for Office Unit 1 at The Courthouse due 1st November 2015.**
It was agreed to offer a year's tenancy with a 6 month break clause, which can be used by either party.
- EM15.72. To receive an update on damage to the Recreation Ground Play Area and Skate Park and agree any actions.**
It was agreed to send an official request to inspector Julie Mead for a CCTV camera at the Recreation Ground and it will be mentioned to the police at the next Full Council meeting.
Cllr Stagg advised it will cost £2,500 for four CCTV cameras if we install permanent cameras ourselves and he would obtain costs for poles for the next meeting.
- EM15.73. To consider the draft Estates Committee Budget Plan for 2016/17.**
It was agreed that quotes are needed for damp proofing at QVH.
We need to decorate the upstairs meeting room and it was agreed to put in £1,000 in the budget for this.
In the Cemetery the right hand side verge needs preparing for graves with tree stumps to be removed and ground preparation for burials.
Cllr Davis will mention the about vandalism at the Recreation Ground in his police Oracle article.
It was agreed that the replacement council van needs to be on the next agenda for approval at Full Council.
- EM15.74. To approve expenditure of £1,500 to promote the Christmas Market as per previous years.**
It was approved to spend this amount, however not to produce the postcards as the costs for this are too high. Cllr Grove has agreed to help with marketing the market on social media.
- EM15.75. To accept the amendment to the verge cutting programme at Wentworth Drive.**
There is some confusion on which areas are cut by Oundle Town Council and who owns which area in Wentworth Drive.
It was agreed to ask ENC to quote for the following.
A quote for everything including the areas we currently cut ourselves.
A quote less what we are cutting and including a cut for all the areas of contention.
A quote less the areas that OTC currently cut.

EM15.76. To accept recommendation on roofing report to fit gutter guards on Fletton House Turret's.

The main roof was re-roofed as part of the renovation however the turrets were not fully replaced and therefore gutter guards are needed on turrets to protect any tiles from falling. It was agreed to get quotes to re-roof the turrets for next year's budget.

The cost for the gutter guards will need to be placed on the Full Council Agenda.

EM15.7. Any Other Relevant Matters for Report.

Julie Grove gave an update on the wedding show which made £320 and gave two further enquires for weddings at the QVH. The stall holders want to book again for a Spring Wedding show.

Cllr Grove requested some help with marketing the QVH from councillors and it was requested that Julie Grove liaises with Paula looking at running events.

Cllr Chesser advised that the coffee shops in the town are expressing concern with the Hub running specific drinks promotions on Facebook or Twitter.

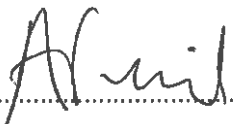
There has been a request to run a pop up shop within the hub area at a rental of

£15.

Proposition In favour of renting out space for a Pop up Shop within the Hub.

For: 2 Against: 3

There being no further business the meeting closed at 22.12pm.

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