



Oundle Town Council

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Minutes of the meeting of the Estate Management Committee held on Tuesday 27th June 2017 at 7.30pm the Barnwell Room, Fletton House.

Present: Cllrs Best, Chesser, S Oakes, Peel, N Oakes and Sparkes

Minutes: Hanneke Soans

EM17.20. Apologies for Absence
Cllr Glen

EM17.21. 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.)

EM17.21.01. To declare any Disclosable Pecuniary Interests.
None

EM17.21.02. To declare any Other Interests.
None

EM17.22. 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*).

None received.

EM17.23. Minutes of the Previous Meeting – Estate Management Committee

To approve the minutes from the previous meeting held on 30th May 2017.

Proposed: Cllr S. Oakes

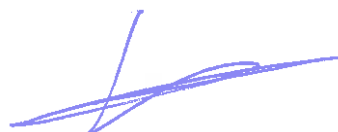
Seconded: Cllr Peel

EM17.24. To consider two quotes from Secure-a-field to replace the boardwalk at Snipe Meadow and receive an update on repairs.

Simac has repaired the damaged bridge at the end of the boardwalk and will now quote for further repairs.

Secure-a-field's quotes were considered and it was agreed the use of the boardwalk cannot justify the replacement cost as only about 10 people a day use it. There was a suggestion that we charge the anglers club towards the maintenance of the boardwalk as they are the heaviest user. It was agreed that a maintenance amount should be included in the annual budget.

- EM17.25. To agree to a request to run a boot camp on the Recreation Ground following further information supplied.**
This was agreed on a 3 month trial basis.
- EM17.26. To spend up to £350.00 on updating water systems at The Courthouse as per Anglian Water inspection.**
This quote was accepted.
- EM17.27. To approve a request from Oundle Festival to use the Recreation Ground for parking on 8th July 2017.**
It was agreed to make an assessment of the ground a few days before and make a decision on use.
- EM17.28. To agree a quote for new bunting to replace the existing bunting.**
It was agreed to accept the quote from Christmas Plus Ltd as the lengths of bunting were longer, leading to less joins that can come undone. It was also agreed to get quotes for installation, to avoid the requirement of hiring a cherry picker.
- EM17.29. To agree a quote of £890.00 plus VAT for legionella risk assessments.**
This revised quote for three buildings was agreed.
- EM17.30. To approve updated hire conditions for Fletton & QVH.**
These were agreed and noted that this is a working document, subject to change and should be reviewed annually.
- EM17.31. To receive notes from The Hub Working Party meeting in June.**
Accepted notes. Cllr Sparkes has taken some figures from the EPOS till system which gives comparisons between this year and last year month by month and these will be considered in further depth at the next Hub meeting.
A discussion took place about replacing the furniture broken through wear and tear, it was agreed that with the summer furniture and people sitting outside that we don't need to purchase any more at the moment.
- EM17.32. To agree a project plan and costings for the Fletton House extension to go to Full Council.**
The Hub Working Party will look at devising a project plan and any plan should consider increasing the hubs turnover, also to factor in the cost of kitchen equipment. The Hub Working Party will put figures together and bring it back to Estates to take to Full Council for a PWLB application.
- EM17.33. To agree a project plan and costings for the new Maintenance Workshop to go to Full Council.**
The committee still need to look at ground works, kitting out the building. When figures are available this will be put to Full Council.
A discussion is required with the outside maintenance team to identify their



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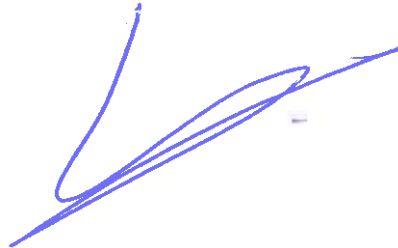
requirements. Recommend gas heating which should be an instant industrial space heater.

Good lighting is a necessity. Cllr Best will go back and challenge both quotes from the two companies as they are very different. Also the cost of the concrete base is not included in these quotes and would need to be quoted separately.

EM17.34. Any other relevant matters for report only.

The grass on the Creed Road/Hillfield Road junction is not being cut and it was established that this land belongs to Persimmon. Cllr Best will draft a letter to Persimmon reminding them that OTC have not adopted this land.

There being no further business the meeting closed at 8.46pm

A handwritten signature in blue ink, consisting of several overlapping, fluid strokes that form a stylized, somewhat abstract shape.