



# Oundle Town Council

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**Minutes of the meeting of the Estate Management Committee meeting held on Thursday 23<sup>rd</sup> October 2014 at 7.30pm the Council Chamber of the Courthouse, Mill Road, Oundle.**

**Present:** Cllrs King, Chesser, N. Oakes, Sparkes and Pearson

**Minutes:** Hanneke Soans

**EM14.14. Apologies for Absence**

Apologies received and accepted from Cllrs Stagg (personal), Cllr Rose (personal)

**EM14.15. 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.)

EM14.15.01. To declare any Disclosable Pecuniary Interests.

None

EM14.15.02. To declare any Other Interests.

None

**EM14.16. Minutes of the Previous Meeting – Estate Management Committee**

To approve the minutes of the meeting held on 19<sup>th</sup> June 2014.

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

**EM14.17. Review of Actions of the Previous Meetings**

EM/11.04.14/09 and EM/11.04.14/03 to be carried forward to next action list.

**EM14.18. 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*).

**EM14.19. Consideration of Requests from Interested Parties**

None.

**EM14.20. To consider what to charge for outside parties to hire Council gazebos.**

The Council currently make no charge to stall holders or outside parties who wish to borrow gazebos, however wear and tear means we will have to replace them at some point.

It was agreed the first hire for a market stall would be free and after this a

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£5.00 charge each time.

There will also be a one off charge of £20 for anyone wanting to hire a gazebo for a party or event.

**EM14.21. To consider a request from the Thursday Market Traders to have a market on 23<sup>rd</sup> December 2014.**

This request was agreed provided a road closure can be authorised in time and on the understanding that no one trades on Thursday 1<sup>st</sup> January as this was felt to be inappropriate on New Year's Day.

**EM14.22. To consider costings for an extended Christmas Lights display of £6,676.00.**

This item was agreed by Full Council on 21<sup>st</sup> October.

**EM14.23. To consider the Oracle feedback for the replacement tree in churchyard and agree next steps.**

It was agreed that the church should be invited to the next Estates Meeting in December to outline their ideas for the space and then this would be put to the town to decide at the Annual Town Meeting in April.

**EM14.24. To approve a request to use Recreation Ground for Park & Ride for 6<sup>th</sup> December Christmas Market.**

This request was agreed unless there are exceptional weather circumstances. It was agreed to request a car park marshall to ensure people know where to go.

**EM14.25. To review and consider any amendments to the existing cemetery fees.**

After discussion and a review of other local council's burial fees it was agreed that there should be some sort of increase in place and that burial fees would increase each January by RPI for the next three years.

**EM14.26 To receive an update on the Thursday Market Marketing Plan.**

Cllr King advised that he wishes to produce a leaflet showing each Thursday Market trader with photographs ready to be included in the December Oracle and for updating the Council's website.

Cllr Oakes agreed to take the photos for this.

**EM14.27 To consider a request from Tennis Club to extend their lease so they can plan future facilities.**

The Tennis Club lease does not expire until 2028 and therefore it was agreed that there is no need for any review at this time and we wish the club luck with their future plans.

**EM14.28 To approve £600 to trim Ash Tree at Siddons Close as requested by police and residents.**

This was agreed.

**EM14.29. Correspondence for Action**

None.

**EM14.30. Correspondence for Information**  
None.

**EM14.31. Any Other Relevant Matters for Report**

An e-mail has been received from a resident who is unhappy about the amount of light pollution in their bedroom from the new lights in the Co Op Car Park, this will be investigated by the Chair and Estates Officer after the meeting.

A request has been received to consider siting recycling bins on one of the towns Car Parks requiring a space of 15m long x 5m wide on hard standing. After discussion it was agreed that car parking spaces in the town are too important to lose, and an alternative option should be sought.

CLlr Oakes asked for any budget requests from the Estates Committee in relation to Communications.

A budget was requested to market The Courthouse, QVH and Fletton House, also to investigate a better on line booking system for all the above buildings.

There being no further business the meeting closed at 8.30pm

Signed.......... Dated.....9/12/14.....

**Action Points Estate Management 23.10.2014**

| Reference      | Action                                                                                          | Responsibility | Due Date   |
|----------------|-------------------------------------------------------------------------------------------------|----------------|------------|
| EM/11.04.14/03 | Advertise Oundle Thursday Market in the Oundle Advertiser and prepare colour leaflet on stalls. | PK/NO          | 15.11.2014 |
| EM/11.04.14/09 | Purchase and install dog bin at the bottom of Hillfield Road/Glaphorn Road.                     | HS             | 30.11.2014 |
| EM/23.10.14/01 | Apply to Highways to close road for 23 <sup>rd</sup> December Market.                           | HS             | A.S.A.P    |
| EM/23.10.14/02 | Invite church to make representation at next Estates meeting in December.                       | HS             | 09.12.2014 |
| EM/23.10.14/03 | Instruct tree surgeon to lop Ash Tree at Siddons Place.                                         | HS             | 01.11.2014 |