



Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough, PE8 4JA

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Minutes of the meeting of the Estate Management Committee held on Tuesday 26th January 2021 at 7.30pm via Zoom.

Present: Cllrs P Peel, V Chesser, M Glen and I Clark

Minutes: Lisa Allan – Estates Officer

EM20.42 Apologies for Absence. Cllr's Robinson & Sparkes
The apologies were accepted.

EM20.43 Declarations of Interests.

To receive and consider any declarations of interest from Members under Section 50 of the Local Government Act 2000 (*Standing Order 13*)

(This requirement applies only in respect of matters, which are to be considered by the Committee at this meeting.)

EM20.43.01 To declare any Disclosable Pecuniary Interests - None.

EM20.43.02 To declare any Other Interest – None.

EM20.44 Representations from Interested Parties - None.

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 3e and 3f*).

EM20.45 Minutes of the Previous Meeting – Estate Management Committee.

To approve the minutes from the previous meeting held on **27th October 2020.**

Proposed: Cllr Glen

Seconded: Cllr Clark

Agreed: Unanimous

EM20.46 Reports.

EM20.46.01 To receive income/expenditure report for OTC's properties & open Spaces – The report was received.

EM20.46.02 To receive progress update report for OTC's properties & open Spaces - The report was received.

EM20.47 Fletton House – Update – see report.

EM20.47.01 To approve costs for window and door lock upgrades to conform to minimum standards required by our insurers for Fletton House, Queen Victoria Hall and The Courthouse.

Still awaiting quotes.

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EM20.47.02 To approve costs for necessary works required on lifts at Fletton House and The Courthouse – The costs were approved.

Proposed: Cllr Clark

Seconded: Cllr Glen

Agreed: Unanimous

EM20.48 The Hub – Update - see report.

It was decided that the members of the EC would come up with potential ideas for the future use of the Hub space for discussion at next EM.

EM20.49 QVH – Update received.

EM20.50 Courthouse – Update received.

EM20.51 Car park and toilets – Update received.

EM20.52 Recreation Ground – Update received.

EM20.53 Snipe Meadow –

EM20.53.01 To discuss Wildlife Trusts request regarding lapwing survey and receive update – update received.

EM20.53.02 To approve appointment of Philip Horsnail as Snipe Meadow Volunteer Warden to help co-ordinate this survey and help with future projects related to Snipe Meadow and other local wildlife areas.

Appointment of Philip Horsnail as the Volunteer Warden was approved.

Proposed: Cllr Clark

Seconded: Cllr Glen

Agreed: Unanimous

EM20.54 Projects:

Workshop – NTR

EM20.55 EV Charging Points – Update received.

EM20.56 St Peter’s Church – Update received.

To approve costs for installation of fixed, locking bollards caps for use when posts are removed for access.

Decision deferred until further options and quotes can be obtained.

EM20.57 Oundle Cemetery – Benches have been delivered and fitting is complete.

There was a discussion and it was agreed to consider further ways of improving the Cemetery.

EM20.58 Joan Strong Centre – Update received.

To approve costs of £680 plus VAT to repair asbestos roofs on the JSC garages.

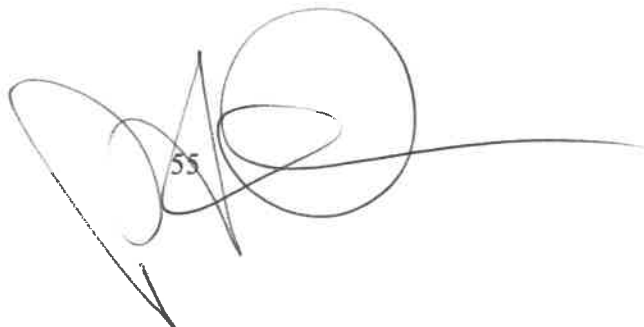
The costs of the roof repairs were approved. EO to obtain a quote from the contractor for removal of all asbestos and re-roof in a more appropriate material for consideration in the future.

Proposed: Cllr Chesser

Seconded: Cllr Glen

Agreed: Unanimous

EM20.59 OTC Green Spaces, Properties and Signage Plan – To receive update and report from Cllr Clark and decide next steps – Update & report received.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right. The number '55' is written in the center of the signature.

It was decided that all OTC assets should have proper signage to clearly identify them and include OTC contact information. Cllr Clark to liaise with Communications Officer regarding design and costings of signs and report at next EM.

Cllr Clark also to prepare detailed Wildflower plan showing selected areas, schedule of sewing timetable and advertise for and coordinate volunteers with Coms Officer.

EM20.60 Markets –

EM20.60.01 - To discuss council recommendations for COVID 19 precautions regarding face masks for market traders – update received. Reminder to be sent to stall holders regarding wearing face masks.

EM20.60.02 – To discuss portable hand sanitiser stations for market days – update received.

EM20.61 To approve Transition Oundle and Oundle in Bloom’s initiative for town planters to be planted with edible plants.

The Council support this initiative on the whole but would like a 12-month action plan detailing how maintenance and continued care for these planters will be organised and managed to keep the planters looking attractive. OTC have no objections for TO & OinB using the ‘Love Oundle’ heart branding for this initiative.

Please note that in view of the special and/or 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)

Proposed: Cllr Chesser

Seconded: Cllr Clark

Resolved: 3 in favour
1 against

The meeting closed at 8.25pm

The meeting opened at 8.45pm

EM20.62 To receive update on Land Registry issues with the Rugby Club, Tennis Club and Bowls Club and decide next steps – The update was received and next steps decided.

EM20.63 To receive October Action plan and progress update – update received.

EM20.64 Any Other Business for report only –

Cllr Clark raised the issue of road gritting and OTC’s part in filling certain grit bins.

Cllr Glen requested information as to why the play area on Cricketer’s Way (the new Persimmon Homes estate), visible from Glapthorn Road, is still not complete and still has temporary fencing preventing use.

Meeting ended: 8.55pm

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (23rd February 2021) is: Thursday 18th February 2021 - 12 noon.

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23/2/21