



# Oundle Town Council

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## Minutes of the meeting of the Estate Management Committee held on Tuesday 22<sup>nd</sup> November 2022 at 6.00pm.

**Present:** Cllr's Jamie Arnold, Ian Clark, & Rebecca Desbois.

**Minutes:** Lisa Allan – Estates Officer

### EM22.124 Election of Chair of Committee.

Cllr Jamie Arnold was elected as Chair of the Estate Management Committee.

**Proposed:** Cllr Clark

**Seconded:** Cllr Desbois

**Agreed:** All in favour

### EM22.125 Election of Deputy Chair of Committee.

Cllr Rebecca Desbois was elected as Deputy Chair of the Estate Management Committee.

**Proposed:** Cllr Clark

**Seconded:** Cllr Arnold

**Agreed:** All in favour

### EM22.126 Apologies for Absence - None.

### EM22.127 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.)

EM22.127.01 To declare any Disclosable Pecuniary Interests - None.

EM22.127.02 To declare any Other Interest – Cllr Clark is a resident of St Peter's Road.

### EM22.128 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 3e and 3f*).

Mr Roger Sturman attended the meeting regarding item **EM22.148** and gave the council a brief history of the light on Bassett Place and what the residents know of the relationship OTC has had with it for the last 50 years. The Committee were aware of the history from 2017 to date but agreed it should be established, if possible, when and how OTC began its involvement with this light before agreeing on how best to move forward with this issue. TC & EO to further investigate and further discussion to be included at the January Estate Management Meeting.

### EM22.129 Minutes of the Previous Meeting – Estate Management Committee.

To approve the minutes from the previous meeting held on 25<sup>th</sup> October 2022 – Approved.

**Proposed:** Cllr Clark

**Seconded:** Cllr Desbois

**Agreed:** All in favour

*J. Arnold*

**EM22.130 Reports - received.**

EM22.130.01 To receive I&E Report for OTC's properties & open Spaces.

EM22.130.02 To receive monthly properties & open spaces update report.

EM22.130.03 To receive monthly action plan and progress update.

EM22.130.04 3 to 7 year Rolling Maintenance Action Plan.

**EM22.131 Rugby Club – Update see report - received.**

**EM22.132 Fletton House – Update see report - received.**

To consider future usage of the outside area previously leased by the Oundle Pre-school. Discuss possibilities and practicalities of the area being used by Maintenance as their workshop space and decide next steps.

It was agreed to schedule a visit to the workshop on the 3<sup>rd</sup> January to ascertain how much equipment will need storage and how the internal and external spaces could work for the Maintenance Team if FH option is to be pursued further.

**EM22.133 The Hub – Update see report – received.**

**EM22.134 QVH – Update see report – received.**

**EM22.135 Courthouse – Update see report – received.**

Discuss Oundle residents request to install Swift boxes on the north face of the Courthouse and decide next steps.

It was agreed this was concept worth looking into further. EO to contact proposer to establish what the purchase and installation costs would be and who would be responsible for these. EO to also contact Conservation Officer to confirm if LBC is required.

**EM22.136 Car parks – Update see report – received.**

**EM22.137 Public toilets - Update see report – received.**

Approve costs to replace failing public toilet lighting – costs approved.

**Proposed:** Cllr Clark

**Seconded:** Cllr Arnold

**Agreed:** All in favour

**EM22.138 Recreation Ground/Play Area/Skatepark/Basketball Court – Update see report – received.**

**EM22.139 Properties and Open Spaces – Update see report – received.**

**Snipe Meadow/Signage Plan/Green Spaces/Wildflower Plan**

**EM22.140 Trees – Update see report – received.**

To discuss suggestion of having an 'Ash Dieback Plan' and decide next steps.

I was agreed this was a good idea. EO to establish how many OTC Ash Trees there are and obtains costs for an annual inspection of the trees.

**EM22.141 Workshop – Update see report – received.**

**EM22.142 EV Charging Points – Update see report – received.**

**EM22.143 St Peter’s Church – Update see report – received.**

**EM22.144 Oundle Cemetery – Cllr Clark to report – received.**

Discuss Oundle residents suggestion of a tree planting burial area in Oundle and decide next steps. [thelivingurn.co.uk](http://thelivingurn.co.uk)

The Committee agreed this was a very good idea and they would consider it further once OTC have secured extra land for the Cemetery extension.

**EM22.145 Joan Strong Centre – Update see report – received.**

**EM22.146 Markets – Update on Traders requests for an OTC presence at future Farmers Markets.**

The EO explained about the role of the Market Manager and the reasons a presence had been lacking lately. The Town Clerk & Deputy were planning to trial a shared management rota of the market. The Committee thanked the Deputy for offering to do this but noted it had concerns as it is yet another responsibility on two already very busy officers. It was agreed to trial the rota and monitor it’s manageability closely.

**EM22.147 Town Events – Update see report – received.**

EO gave an update on arrangements for the Christmas Market. Lights to be switched on at 3pm so they can be enjoyed for the duration of the Christmas Market.

**EM22.148 Street Lights – Update see report – received.**

Bassett Place Security Light - Discuss history of this light, receive update regarding recent events and decide if OTC wish to approve costs to replace the light with a new PIR security light. Resident has met with Cllr Charles Best and asked us to look at this again. Discuss further and decide next steps. **See EM22.128.**

**EM22.149 Any Other Business for report only.**

Cllr Clark raised the issue of inadequate signage to Fletton House on the Glaphorn Road and also suggested signs regarding the Farmers Market (2<sup>nd</sup> Sat of the Month) and weekly market (every Thursday) would be helpful at all the entry points to Oundle.

Meeting ended 7.03 pm

**DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (24<sup>th</sup> January 2023) is: **Thursday 19th January 2023 - 12 noon.****

Signature:.....

Dated:.....