



Oundle Town Council

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

Telephone: 01832 272055

Email: admin@oundle.gov.uk Website: www.oundle.gov.uk

Minutes of the meeting of the Estate Management Committee held on Tuesday 24th January 2023 at 7.30pm.

Present: Cllr's Jamie Arnold, Val Chesser & Ian Clark.

Minutes: Lisa Allan – Estates Officer

EM22.150 Apologies for Absence – apologies received and accepted from Cllr Desbois.

EM22.151 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.)

EM22.151.01 To declare any Disclosable Pecuniary Interests - None.

EM22.151.02 To declare any Other Interest – Item EM22.173.02 – Cllr Arnold works for the Co-op.

EM22.152 Representations from Interested Parties - None.

EM22.153 Minutes of the Previous Meeting – Estate Management Committee.

To approve the minutes from the previous meeting held on 22nd November 2022 – Approved.

Proposed: Cllr Clark

Seconded: Cllr Arnold

Agreed: All in favour

EM22.154 Reports – received.

EM22.154.01 To receive I&E Report for OTC's properties & open Spaces.

EM22.154.02 To receive monthly properties & open spaces update report.

EM22.154.03 To receive monthly action plan and progress update.

EM22.155 Rugby Club – NTR.

EM22.156 Fletton House – Update see report - received.

To discuss and decide previously suggested earlier meeting time for future Estate's Meetings, with a view to making recommendations to FC. It was agreed that a start time of 6pm was acceptable to the current members of the committee. This proposal to be recommended at the next Full Council and a commencement date for the new time to be agreed.

Proposed: Cllr Clark

Seconded: Cllr Arnold

Agreed: All in favour

EM22.157 The Hub – NTR.

I. Arnold

EM22.158 QVH – Update see report - received.

EM22.159 Courthouse – Update see report - received.

EM22.159.01 To discuss new tenant and approve tenancy.
The tenancy was agreed.

Proposed: Cllr Clark **Seconded:** Cllr Chesser **Agreed:** All in favour

EM22.159.02 To continue discussion regarding the installation of Swift boxes at the CH and decide next steps.

<https://www.nhbs.com/no-17a-schwegler-swift-nest-box-triple-cavity>

It was agreed to proceed with the Listed Building Consent application for installation of the Swift boxes. EO to complete and submit the application.

Proposed: Cllr Clark **Seconded:** Cllr Arnold **Agreed:** All in favour

EM22.160 Car parks – Update see report - received.

Discuss complaint about persistent daily parking by Fairline staff in the East Road Long Stay Car Park and decide next steps.

It was agreed that Cllr Clark would take steps to resume discussions with a representative of Fairline to establish how this situation can be resolved and report back to Estates in due course.

EM22.161 Public toilets - Update see report - received.

It was reported the ladies light appears to stay on, EO to ask Electrician to check the light as they are supposed to be activated by motion.

A leak in the gents cubicle had also been previously reported which the EO is currently investigating.

EM22.162 Properties and Open Spaces - Recreation Ground/Play Area/Skatepark/Basketball Court – Update see report - received.

To discuss suggestions regarding a pathway across the Recreation Grounds – Cllr Clark.

It was agreed that a proper tarmac path would be a good idea to link the existing tarmac path which runs along the side of the children’s play area to the basketball court. This would provide dry access for pedestrians and more accessibility for pram and wheelchair users to the whole of the Recreation Park area. EO to obtain quotes.

EM22.163 Properties and Open Spaces – Snipe Meadow/Signage Plan/Green Spaces/Wildflower Plan - Update see report - received.

EM22.164 Trees – Update see report - received.

To discuss and decide locations and planting schedule for new trees.

The Queens Green Canopy Tree locations to be confirmed and a planting schedule arranged asap with Spring in mind.

EM22.165 Workshop – EO to locate plans for the new workshop previously planned for the Rugby Club grounds and forward to Estates.

EM22.166 EV Charging Points – Update see report - received.

To receive update from Char.gy.

EM22.167 St Peter's Church – Update see report - received.
Further works to be scheduled in the next financial year.

EM22.168 Oundle Cemetery – Update see report - received.
It was noted the boundary wall with Stoke Doyle Road needs some attention.

The sound was lost on the live recording at this point 47.06 mins in to recording of 1.16.28 hours/mins.

EM22.169 Joan Strong Centre – NTR.

EM22.170 Markets – It was reported that an incident occurred on the market 19/1/23 with car entering the Market Place whilst the road was still closed and traders still onsite – EO reported Market Manager and other staff to be onsite to prevent further incidents.

EM22.171 Town Events – Update see report - received.

EM22.171.01 To approve erection of bunting at the beginning of May (earlier than previous years due to Kings Coronation) and approve the costs for installation at £500 and removal at £500.

The erection date and costs were approved.

Proposed: Cllr Clark **Seconded:** Cllr Chesser **Agreed:** All in favour

EM22.171.02 To receive letter of thanks from RBL – received.

EM22.172 Street Lights – Update see report - received.

It was noted that the new lights covering the Drill Hall car park are very bright and may cause problems for neighbouring properties, EO to find out if there is anything that can be done if this does happen.

EM22.173 Town CCTV – Update see report - received.

EM22.173.01 To receive and report back on conversations with OS about the CCTV system and consider next steps – Cllr Clark.

It was agreed that Cllr Clark would liaise with the school and possibly negotiate new terms.

EM22.173.02 To receive request from the Co-op regarding installation of CCTV to cover loading area and car park and decide next steps.

It was agreed that CCTV in this area would be a good idea, EO to inform Co-op that they are happy for them to proceed with plans accordingly.

Proposed: Cllr Clark **Seconded:** Cllr Chesser **Agreed:** All in favour

EM22.174 Energy - To discuss lockable TVR's

https://www.amazon.co.uk/EMPORIA-ENERGY-Emporia-Electricity-Metering/dp/B08G37ML2R/ref=asc_df_B08CJGPHL9/?tag=googshopuk-21&linkCode=df0&hvadid=463154703782&hvpos=&hvnetw=g&hvrnd=5228115546066427967&hvpon=&hvptwo=&hvqmt=&hvdev=c&hvdvcmdl=&hvlocint=&hvlocphy=9046193&hvtargid=pla-1031095647002&th=1 and decide next steps – Cllr Clark.

It was agreed to trial two of these TVR locks at Fletton House in the main foyer and the stairwell. EO to order.

Proposed: Cllr Clark

Seconded: Cllr Arnold

Agreed: All in favour

EM22.175 Any Other Business for report only.

Cllr Chesser reported that someone had said there was an issue with a bench in the Recreation Ground but not sure where the person meant. Cllr Chesser to get further information.

Cllr Arnold raised the issue of the high costs to dispose of commercial waste. External lighting at FH - it seems to be on longer than necessary – EO to check as it is believed to be on a timer.

Meeting ended 8.48 pm

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (28th February 2023) is: Thursday 23rd February 2023 - 12 noon.

Signature:.....

A. Arnold

Dated:.....

28/2/23