



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 April 2022 at 7.30pm.

Present: Cllr's Liz Holland, Ian Clark & Rebecca Desbois.

Minutes: Lisa Allan – Estates Officer

EM21.216 Apologies for Absence – Cllr's Chesser, Davis & King – Accepted.

EM21.217 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.)

EM21.217.01 To declare any Disclosable Pecuniary Interests - None.

EM21.217.02 To declare any Other Interest – None.

EM21.218 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*).

EM21.219 Minutes of the Previous Meeting – Estate Management Committee.

To approve the minutes from the previous meeting held on **22nd March 2022.**

Proposed: Cllr Holland

Seconded: Cllr Clark

Agreed: All in favour

EM21.220 Reports & Budgets - received.

EM21.220.01 To receive I&E Report for OTC's properties & open Spaces.

EM21.220.02 To receive monthly properties & open spaces update report.

EM21.220.03 To receive monthly action plan and progress update.

EM21.220.04 To receive the 3 to 5 year Rolling Maintenance Action Plan – Discuss suggestions and additions.

Suggestions as follows; Break the Properties & Open Space's Tour down into more than one day to enabled a thorough survey internally as well as externally of all OTC properties. Populate the RMAP on the basis of this information. Cllr Clark also illustrated how annual maintenance items completed one year can be automatically added and diarised for when they are next due.

Cllr Desbois happy to help with the formation of the RMAP.

EM21.221 Rugby Club – Update see report received.

EM21.222 Fletton House – Update see report received.

To approve costs for replacement CCTV monitor screen.

The Committee approved up to the costs quoted but asked the EO to investigate cheaper options.

EM21.223 The Hub – Update see report received. Cllr Clark gave an update regarding the Coffee

Machine. The hold up being the arrangements necessary for the card payment method to be put in place.

Cllr Holland gave an update regarding the Hub Space Manager position.

EM21.224 QVH – Update see report received.

To approve costs for asbestos survey. Just QVH or QVH & CH TBC.

The costs for both the QVH & CH were approved.

Proposed: Cllr Holland

Seconded: Cllr Clark

Agreed: All in favour

EM21.225 Courthouse – Update see report received.

To discuss necessity of a new water heater in the Museum's office and potentially approve costs.

The Committee agreed that it was not necessary to replace the water heater at this time.

EM21.226 Car parks – Update see report received.

To approve costs of line painting, renewal of double yellow lines over resurfaced area at FH car park entrance.

The costs were approved.

Proposed: Cllr Holland

Seconded: Cllr Clark

Agreed: All in favour

EM21.227 Public Toilets – Update see report received.

EM21.228 Recreation Ground/Play Area/Skatepark/Basketball Court – Update see report received.

To discuss residents request for a new bench to be installed at the basketball end of the RG and decide next steps.

This idea was discussed and it was decided that plans be put in place to buy two new benches and plaques for this area of the Recreation Ground, one to be dedicated to the Jubilee and one to acknowledge the Covid pandemic with wording such as 'now we can sit together again'.

Cllr Clark gave a brief update regarding the consultation process and meeting with Maverick.

EM21.229 Properties and Open Spaces – Update see report received.

EM21.230 Trees – Update see report received. It was decided that, as the locations have not yet been determined at the Rugby Club, OTC should go ahead and order a 30 pack of saplings and the decision of locations can be finalised before the November delivery.

EM21.231 Projects: NTR



EM21.232 Workshop – Update see report received.

EM21.233 EV Charging Points – NTR.

EM21.234 St Peter’s Church – Update see report received.
Recommendations to be put to Full Council on the 17th May.

EM21.235 Oundle Cemetery – Update see report received.

EM21.236 Joan Strong Centre – Update see report received.
To discuss reply from OTC Solicitor regarding MEES regulations and decide next steps. It was decided the TC should get further clarification from the solicitor regarding the specific exemption clause.

EM21.237 Markets – Update see report received.

EM21.238 Town Events:
Queen’s Jubilee celebrations - **Update see report received.**

EM21.239 Heartstart update report and request to use a room at FH - decide next steps.
It was decided that room hire would not be given free of charge but groups such as Heartstart should include room fees in their grant applications.

EM21.240 Any Other Business for report only - none.

Meeting ended 8.38 pm

Signature:..... Dated:.....

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (24th May 2022) is: Thursday 19th May 2022 - 12 noon.

Holland.
24.5.22.