



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 26th October 2021 at 7.30pm.

Present: Cllr's Liz Holland, Val Chesser, Ian Clark and Paul King.

Minutes: Lisa Allan – Estates Officer

EM21.97 Apologies for Absence – Cllr Paul Davis and Rebecca Desbois.
The apologies were accepted.

EM21.98 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.)

EM21.98.01 To declare any Disclosable Pecuniary Interests - None.

EM21.98.02 To declare any Other Interest – Cllr Holland – Item 21.103 – VA are tenants at FH; Cllr Chesser – Item 21.116 – Cllr Chesser is a signatory on the JSC lease.

EM21.99 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*).

EM21.100 Minutes of the Previous Meeting – Estate Management Committee.

To approve the minutes from the previous meeting held on **28th September 2021.**

Proposed: Cllr Holland

Seconded: Cllr Clark

Agreed: All in favour

EM21.101 Reports & Budgets.

EM21.101.01 To receive income/expenditure report for OTC's properties & open spaces. Received.

EM21.101.02 To receive progress update report for OTC's properties & open spaces. Received.

EM21.101.03 To begin budget discussions and potential spend for the next financial year.

EM21.101.04 To begin budget discussions and potential spend for the next financial year.

All reports received. Budget considerations within each item to follow.

Holland
23.11.21.

EM21.102 Rugby Club – Update see report – received.

EM21.103 Fletton House – Update see report – received.

EM21.103.01 To discuss and agree how OTC can help start up groups with room Usage in the early days, particularly with costs – Cllr Clark ideas – discuss and decide next steps.

The Estates Committee agreed unanimously that they would like to offer some sort of concession to encourage new groups to use FH and agreed to put this recommendation to Full Council.

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

EM21.104 The Hub – Update see report - received.

EM21.104.01 To receive an update the from The Hub Working Party following meeting on 18th October 2021 and decide next steps. Update received.

EM21.104.02 Cllr Clark ideas – discuss and decide next steps – ideas discussed. The Estates Committee agreed unanimously that they would like to support the ideas put forward by The Hub Working Party and Cllr Clark. Cllr Holland to continue work on the proposal paper for presentation and approval at FC.

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

EM21.105 QVH – Update see report - received.

To further consider use of the QVH as a base and operations hub for Creative Oundle whilst still accommodating various OTC groups. Decide next steps.

The Estates Committee agreed unanimously to further investigate this proposal but agreed it would need much consideration and preparation and that it should be discussed with all of the Trustees at the next QVH Meeting.

EM21.106 Courthouse – Update see report - received.

EM21.107 Car parks – Update see report – received.

Budget considerations and decide next steps.

It was decided the East Road Car Park repairs were the priority, with the Drill Hall car park being in relatively good condition. Awaiting quotations for repairing the tarmac from contractors. If these come in over budget The EC agreed that additional funds needed to be found from elsewhere to ensure this work is carried out in this FY.

EM21.108 Public Toilets – Update see report – received. Budget considerations and decide next steps.

It was decided that the budget from this year be carried forward to and added to for the improvements to be carried out in 2021/2022 – discussions regarding budget and funding on next FC Agenda. The committee also agreed that some community engagement would be beneficial on this project.

EM21.109 Recreation Ground/Skatepark/Basketball Court – Update see report - received.

EM21.109.01 Plans for skatepark tendering process update from Cllr Clark.

It was decided that discussions regarding budget and funding be included on next FC Agenda. The committee also agreed that some community engagement would be

Holland
23.11.21

beneficial on this project.

EM21.109.02 Update from meeting with resident regarding inclusive play equipment at the park to allow some wheelchair accessible equipment. Cllr Clark report and decide next steps.

The Estates Committee agreed unanimously that they would like to support this Proposal. EO & TC to obtain quotes and use the rest of the youth activities budget from this FY for this purpose.

EM21.110 Properties and Open Spaces – Update see report -received.

It was agreed to continue with the arrangements for grazing on Snipe Meadow. TC to send off grant claim form for the fencing, pasture pump and interpretation board. EO to chase fencing contractor and solicitor to move this project forward.

EM21.111 Trees – Update see report – received.

Discuss and decide locations for tree planting scheme. EO to talk to Cllr Davis to finalise tree location plan including sites within the Rugby Club grounds.

EM21.112 Projects

Workshop – NTR.

EM21.113 EV Charging Points – NTR.

EM21.114 St Peter’s Church – Update see report – received. Budget consideration for necessary repairs and decide next steps.

EO to obtain quotes from stonemasons for repair work to enable accurate budget setting for next FY.

TC to explore potential grants available from National Lottery and Historic England and partnerships with neighbouring property owners with a view to sharing costs. Cllr Clark requested to attend site inspections.

EM21.115 Oundle Cemetery – Update see report – received. To discuss investigating partnership with another local grass cutter for various OTC areas – Cllr Clark – discuss and decide next steps.

It was agreed that our maintenance team should be freed up from other duties to enable more time in the Cemetery. It was agreed to approach the Rugby Club to see if they would consider mowing the recreation ground.

It was also suggested that a ‘Friends of Oundle Cemetery’ be promoted so Cllr’s and volunteers could co-ordinate work weekends to help with necessary maintenance and repairs.

EM21.116 Joan Strong Centre - Budget consideration for EPC improvements and decide next steps.

It was decided that, if the current heating and lighting is not an issue for the tenant and the rolling lease is still acceptable, immediate action is not required.

Reserves should start to be built up over the next few years for improvements to this and other OTC properties in a three year plan.

EM21.117 Markets – To discuss current market offer, waiting list of traders and decide if offer

Holland
23.11.21

can be improved – see report – received. Market manager to go through waiting lists and contact potential traders. Market manager happy to bring all stalls back to increase stall density once go ahead given for normal spacing on the market – EO to check with TC when this can happen. Advertise through social media for new traders.

EM21.118 Christmas Market – Update see report.

To approve the costs for two traffic wardens to patrol the 'No Parking' zones of Milton Road and Blackpot Lane for the duration of the Christmas Market.
The costs were unanimously approved.

EM21.119 Royal British Legion Request – To approve RBL's request to promote the Remembrance Parade Event with no restrictions on numbers attending and to live stream the event again this year.

Both requests were approved with the recommendation to still advise caution, wearing masks and socially distancing.

EM21.120 Any Other Business for report only.

Cllr Chesser asked if anything was more known about what was happening with the garages on New Road as they are still in a very poor state.

Cllr Clark mentioned about thinking about a suitable memorial for John Woollard.

Meeting ended 9.27 pm

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

Spilland
23.11.21.