



# Oundle Town Council

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**Minutes of the meeting of the Estate Management Committee held on Tuesday 28<sup>th</sup> January 2020 at 7.30pm in the Barnwell Room.**

**Present:** Cllrs T Robinson, I Clark, V Chesser, R Sparkes, and P Peel

**Minutes:** Lisa Allan – Estates Officer

**EM19.114 Apologies for Absence.** Cllr's Glen & Stagg  
The apologies were accepted.

**EM19.115 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.)

EM19.115.01 To declare any Disclosable Pecuniary Interests - None.

EM19.115.02 To declare any Other Interests – Cllr Clark Item 19.127 EV Charging Points.

**EM19.116 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*).

**EM19.117 Minutes of the Previous Meeting – Estate Management Committee.**

The minutes from the previous meeting held on 26<sup>th</sup> November 2019 were approved.

**Proposed:** Cllr Clark

**Seconded:** Cllr Robinson

**Agreed:** Unanimous

**EM19.118 Reports.**

EM19.118.01 To receive income/expenditure report for OTC's properties & open spaces.

The report was received.

EM19.118.02 To receive progress update report for OTC's properties & open spaces.

The report was received.

**EM19.119 Fletton House - To approve costs for repairs to FH guttering.**

The costs of £1,300 to repair FH guttering were approved subject to it being established that they are not still covered by a warranty from the original contractors.

**Proposed:** Cllr Robinson

**Seconded:** Cllr Sparkes

**Agreed:** Unanimous

- EM19.120 The Hub – Update - see report. The report was received and Cllr Robinson gave a brief update regarding The Hub.**
- EM19.121 QVH - To receive minutes of the QVHWG meeting 1 & 2.**  
The minutes were received.
- EM19.122 Courthouse.**  
EM19.122.01 To consider CH tenant's, Zoikal Office Annex 1, request to use one of the empty offices temporarily for storage for approx. 18 months for the sum of £100 per month plus VAT.  
It was decided that this would not be a viable option.
- EM19.122.02 To approve costs of £400 plus VAT for a full Courthouse Roof Survey.  
EO to ask contractors if they are also able to check the guttering.  
**Proposed:** Cllr Chesser      **Seconded:** Cllr Sparkes      **Agreed:** Unanimous
- EM19.123 Car park and toilets – Update – see report.**  
The report was received.
- EM19.124 Recreation Ground - To consider carrying out repairs at a cost of £840.00 to damaged areas at the skate park and to discuss plans for future replacement with a view to making recommendations at the next FC meeting.**  
The costs of £840.00 to repair the skate park were approved.  
**Proposed:** Cllr Clark      **Seconded:** Cllr Robinson      **Agreed:** 4 in favour
- EM19.125 Snipe Meadow – Update – see report.**  
The report was received.
- EM19.126 Projects:**  
**Workshop – NTR**
- EM19.127 EV Charging Points – To receive reply from Co-op regarding the possibility of installing charging points in the car park and to decide next steps.**  
The reply was received. Cllr Clark to liaise with Instavolt and the Co-op to move this project forward.
- EM19.128 To consider Oundle School's request to remove/relocate bench located in the grounds of St Peter's Church outside the gate of the Gascoigne Building due to problems being currently experienced.**  
The request was considered and it was decided that wherever the bench is located there would still be potential problems. It was therefore decided to leave the bench in its current location and monitor the situation further.
- EM19.129 To receive information from the War Memorials Conservation Trust regarding amending/adding names and decide next steps.**  
The information was received. Cllr Sparkes to present this information to the RBL at their meeting next week with a view to deciding next steps.

**EM19.130 To consider a new Vegan Street Market Event in Oundle with a view to it being a regular event in the future. A smaller trial event has been booked in the QVH on the 21<sup>st</sup> March to test the popularity of the event.**

It was decided to monitor how the event goes on the 21<sup>st</sup> March before committing to a regular larger street market in the town. To be discussed at Estates on the 24<sup>th</sup> March.

**EM19.131 To reconsider allowing the French Market to visit Oundle in 2020 in the Market Place only.**

It was decided not to allow the French Market to return to Oundle. It was reported that it was not only the diminishing size of the market that was the problem but also that the products were not considered to be good quality or good value.

**EM19.132 Oundle Events requests – Meeting held on 20/01/2020 with Oundle Business Association and Oundle International Festival, regarding storage and improvements to traffic flow and parking on event days.**

EM19.132.01 To approve the closure of the long stay car park to the general public on event days (16<sup>th</sup> May, 20<sup>th</sup> June & 5<sup>th</sup> Dec) and to use this space solely as designated parking for traders.

**Proposed:** Cllr Clark      **Seconded:** Cllr Robinson      **Agreed: unanimous**

It was also suggested that OTC approach Goldsmiths with a view to using their large car park also located in East Road and Oundle School for use of the South Road football field.

EM19.132.02 To consider the purchase of a large container to store all necessary road signs/bollards/barriers used for Oundle Events. Currently various items stored in various places. Would be beneficial to have all items together in one central location. Philip Amps has offered Amps car park as the central location.

It was decided this was a good idea and EO to liaise with PA to obtain prices.

**EM19.133 To receive November Action plan and progress update.**

The November Action plan and progress update was received.

**EM19.134 Any Other Business for report only.**

EO reported the following:

Rugby Club usage of the Recreation Ground for Rugby on Sundays.

The Police have given notice on the room they rent in FH and will have vacated by 28<sup>th</sup> Feb 2020.

Local hairdresser has expressed interest in one of the three office spaces currently available at the CH. EO to start making enquiries to see if this is a viable option.

There being no further business the meeting closed at 8.47pm.

**DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (25<sup>th</sup> February 2020) IS: Thursday 20<sup>th</sup> February 2020 - 12 noon.**

