



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 September 2019 at 7.30pm in the Barnwell Room.

Present: Cllrs P Peel, T Robinson, I Clark, T Stagg and R Sparkes

Minutes: Lisa Allan – Estates Officer

Absent: Cllr S Baker

EM19.56 Apologies for Absence.

Apologies were received from Cllr's V Chesser & Cllr M Glen – The apologies were accepted.

EM19.57 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.)

EM19.57.01 To declare any Disclosable Pecuniary Interests - None.

EM19.57.02 To declare any Other Interests – Item EM19.71 – Cllr Robinson is a resident of St Christopher's Drive.

EM19.58 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*).

EM19.59 Minutes of the Previous Meeting – Estate Management Committee.

The minutes from the previous meeting held on **23rd July 2019** were approved.

Proposed: Cllr Stagg

Seconded: Cllr Clark

Agreed: Unanimous

EM19.60 To discuss Source of funds for Estates Projects documents and decide next steps.

The Source of funds document was discussed and plans put in place for all urgent Estates projects for this financial year. Cllr T Stagg stated that he was not happy spending on any Capital Project, other than the Courthouse roof, until after Christmas.

EM19.61 To approve a request from Taylors Fun Fair to stand on the Recreation Ground 14th October – 20th October 2019.

The request was approved.

Proposed: Cllr Robinson

Seconded: Cllr Peel

Agreed: Unanimous

EM19.62 To approve expenditure of £735 to purchase a shredder for the maintenance department.

The costs of £735 to purchase a shredder were approved.

Proposed: Cllr Sparkes **Seconded:** Cllr Clark **Agreed:** Unanimous

EM19.63 To discuss EV charging points.

It was decided that Cllr Clark and the Estates Officer look into this further. Estates Officer to contact Co-op to establish if we can amend lease and take back two parking Spaces for use as EV charging points.

EM19.64 To discuss proposal from Clean4shaw regarding the Public Toilets and decide next steps.

It was decided to defer this item to the next Planning Committee meeting on the 1st October.

EM19.65 Christmas Market – Update and approve expenditure of £808 for the hire of a marquee for Santa’s Grotto.

The costs of £808 for the marquee hire were approved.

Proposed: Cllr Robinson **Seconded:** Cllr Sparkes **Agreed:** Unanimous

EM19.66 To receive update on Snipe Meadow Boardwalk.

It was decided that the Clerk and Estates Officer should move this project forward, establish funding source and decide on contractor asap. EO informed the committee that the mowing of Snipe Meadow has now been done.

EM19.67 Consider suggestion of Pop up shops in town.

The information regarding this suggestion was presented to the council.

EM19.68 To receive New Road Report.

Cllr Clark gave a brief report regarding ongoing problems with traffic in New Road.

EM19.69 To receive North Bridge Report.

Cllr Clark gave a brief report on the progress, or lack of, on the North Bridge project.

EM19.70 Recreation Ground – ROSPA report being carried out on 19th September 2019 – report to follow.

EM19.70.01 To receive an update on wildflower meadow planting - received.

EM19.70.02 To receive an update on the grass goal mouths - received.

EM19.70.03 To receive an update of the meeting with Reid’s Playground Maintenance Ltd regarding the Recreation Ground skate park, child’s play areas and football goal mouths and decide next steps.

The update was received and it was decided unanimously that any necessary repairs should be carried out ASAP. Costs for first phase repairs to be approved at Full Council on 15th October.

EM19.71 St Christopher’s Drive



EM19.71.01 To receive and update of the meeting with RPM Ltd regarding the child's play area at St Christopher's Drive and decide next steps.
The update was received and it was decided unanimously that any necessary repairs should be carried out ASAP. Costs for repairs to be approved at Full Council on 15th October.

EM19.71.02 To receive a progress report regarding the sycamore tree located on the green – progress report received.

EM19.72 To approve expenditure of £103 to provide Traffic Wardens for Remembrance Sunday, 10th November 2019.

The costs of £103 for the Traffic Warden on the 10th of November were approved.

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

EM19.73 Fletton House intruder and fire alarm repairs.

EM19.73.01 To approve expenditure of £799 for replacement parts for the intruder and fire alarms – the costs were approved.

EM19.73.02 To approve expenditure of £299 for replacement of faulty Emergency Lights – the costs were approved.

Proposed: Cllr Sparkes **Seconded:** Cllr Robinson **Agreed:** Unanimous

EM19.74 To approve expenditure of £357 to obtain a quote for a new gas pipe to be installed to support the gas boiler in the Queen Victoria Hall.

The costs of £357 to obtain a quote for further works were approved.

Proposed: Cllr Sparkes **Seconded:** Cllr Stagg **Agreed:** Unanimous

EM19.75 To receive and discuss updated Environmental Policy draft document.

The draft Environmental Policy document was received and all were in favour of recommending approval at the next Full Council Meeting on the 15th October.

EM19.76 To receive quotes for line painting in the three OTC car parks and decide next steps either to approve the cost of £1,875.43 for the East Road car park, for which we have budget, or defer and plan to do all three sites in the next Financial Year.

It was decided to plan for all three sites to be done next financial year.

Proposed: Cllr Robinson **Seconded:** Cllr Peel **Agreed:** Unanimous

EM19.77 To receive July Action plan and progress update – Action plan and update received.

EM19.78 Any Other Business for report only – Cllr Robinson reported that another meeting with Fairline, regarding the parking situation, has been scheduled.

There being no further business the meeting closed at 9.12pm.

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (22nd October 2019) IS: Thursday 17th October 2019 12 noon.



22/10/19.