

Oundle Town Council

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Minutes of the meeting of the Estate Management Committee held on Tuesday 22nd October 2019 at 7.30pm in the Barnwell Room.

Present: Cllrs T Robinson, I Clark, T Stagg, R Sparkes, M Glen and V Chesser

Minutes: Lisa Allan – Estates Officer

Absent: Cllr S Baker

EM19.79 Apologies for Absence.

Apologies were received from Cllr P Peel – The apologies were accepted.

EM19.80 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.)

EM19.80.01 To declare any Disclosable Pecuniary Interests - None.

EM19.80.02 To declare any Other Interests – Item EM19.85 – Cllr Chesser is a Trustee of Volunteer Action.

EM19.81 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*).

EM19.82 Minutes of the Previous Meeting – Estate Management Committee.

The minutes from the previous meeting held on 24th September 2019 were approved.

Proposed: Cllr Stagg

Seconded: Cllr Robinson

Agreed: Unanimous

EM19.83 Budget.

To receive and discuss suggestions regarding budget setting for the next FY as per information collated by Cllr Stagg.

Cllr Stagg gave an update report regarding budget suggestions, requested copies of the working document be circulated to the Estates Committee for full consideration and discussion at the next Estates Meeting before being presented to Full Council.

EM19.84 To receive an update on EV Charging points.

Cllr Clark gave a brief progress report. EO informed the EMC that we are still waiting to hear from the Co-op regarding parking spaces which could potentially be used as charging points.

EM19.85 Volunteer Action.

To report that VA will be using the Hub on the 24th of December to provide a lunch for local residents.

The report was accepted. EO to confirm if kitchen facilities are to be used, which they are.

EM19.86 Update on Snipe Meadow Boardwalk.

The EO went through the recommendations and quote from the boardwalk installer. Funding and timings were discussed and it was agreed the council will aim to have the boardwalk completed by early Spring 2020. EO asked to obtain from the installer confirmation of the warranty on this product and how long this quote/price is valid for.

EM19.87 Update on Christmas Market.

Tree installation on 17th Nov and Lights installation 27th/28th and possibly 29th Nov. EO gave a brief update on confirmed numbers so far. It was agreed that OTC will reach out to our local businesses to allow open discussion of Christmas Market Plans. It was agreed that a publicity campaign begin immediately to enrol volunteers for the Christmas Market for manning road closures and car parks etc. EO to arrange with Comms Officer.

EM19.88 Update on the Old Town Hall Clocks.

Update received. Clocks now in good working order.

EM19.89 New Workshop.

To discuss proposal for new workshop in the grounds of Oundle Rugby Club. Proposals were discussed and the reasons this project is on hold. It was agreed that this project will still go ahead but possibly not in this or the next financial year.

EM19.90 Report on break ins on premises located on Occupation Road.

Report received. The Committee are happy if the various clubs down Occupation Road want to install a barrier at the entrance to deter unwanted vehicular access, but are not sure how this would cut down on theft of money and charity boxes, small items which can be made off with on foot. The costs of installing such a barrier may well overshadow any cash amount taken during break ins. The question as to whether these premises are alarmed and covered by CCTV was also discussed.

EM19.91 Update on sale of land adjacent to 1 Culme Close.

It was reported that the resident would only be prepared to pay between £3-£5k for this land plus any OTC costs to carry out the transaction. It was decided to defer this discussion and decision to Full Council on the 19th November.

EM19.92 Legionella Risk Assessments.

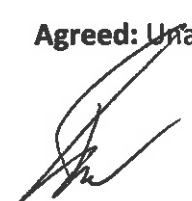
To approve expenditure of £910 plus VAT to carry out the necessary Risk Assessments at Fletton House, QVH and the Courthouse.

The costs were approved.

Proposed: Cllr Stagg

Seconded: Cllr Robinson

Agreed: Unanimous



EM19.93 Cycle Way - \$106 £130k.

Update on Cycle way.

An update was given on this project. Concerns about timescales and how to manage the project were expressed. It was decided that more dialogue with Transition Oundle was necessary and an update with more information be considered at the next Full Council meeting on the 19th November.

EM19.94 To receive final quotation for Courthouse roof repairs.

EO reported that despite chasing, the final quote had still not yet been received. EO to continue to chase.

EM19.95 To receive ROSPA Report for the Recreation Ground & St Christopher's Drive play areas.

The ROSPA report was received.

EM19.96 French Market.

To consider allowing the French Market to come to Oundle in April 2020.

It was decided that, with recent feedback from residents, OTC would not arrange any further French Markets for the foreseeable future.

Proposed: Cllr Robinson

Seconded: Cllr Chesser

Agreed: Unanimous

EM19.97 To receive September Action plan and progress update.

The September Action Plan was received.

EM19.98 Any Other Business for report only – Cllr Glen requested the following standing items be included in future agendas: Income figures for The Hub, Fletton House, The Courthouse and the QVH. These figures should show last month's income, a comparison to the same time last year and the target for the following month/quarter.

Cllr Sparkes gave a brief update on plans for Remembrance Sunday and Monday the 11th November which will include a brief ceremony at the war graves in Oundle Cemetery.

There being no further business the meeting closed at 9.06pm.

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (26th November 2019) IS: Thursday 21st November 2019 12 noon.



26/11/19.