



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 25th February 2020 at 7.30pm in the Barnwell Room.

Present: Cllrs T Robinson, V Chesser and R Sparkes

Minutes: Lisa Allan – Estates Officer

EM19.135 Apologies for Absence. Cllr's Glen, Clark, Stagg & Peel
The apologies were accepted.

EM19.136 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.)

EM19.136.01 To declare any Disclosable Pecuniary Interests - None.

EM19.136.02 To declare any Other Interests – None.

EM19.137 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*).

EM19.138 Minutes of the Previous Meeting – Estate Management Committee.

The minutes from the previous meeting held on **28th January 2020** were approved.

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

EM19.139 Reports -

EM19.139.01 To receive income/expenditure report for OTC's properties & open spaces.

The report was received.

EM19.139.02 To receive progress update report for OTC's properties & open spaces.

The report was received.

EM19.140 Fletton House -

EM19.140.01 To approve costs of £800.00 for repairs to FH Fire Alarm System.

The costs of £800.00 for repairs to FH Fire Alarm were approved.

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

EM19.140.02 To approve East Northamptonshire Council taking over responsibility for the old Police Office at Fletton House and approve the annual rental amount of £2,500 per annum.

Approved.

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

EM19.140.03 To approve Volunteer Actions use of the Hub again this year for their August Teas and Christmas Lunch.

Approved.

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

EM19.141 The Hub - The Clerk to approve purchase of staff polo shirts.

EM19.142 QVH - To receive minutes of the QVHWG meeting 3 and update from meeting with OIF on 25th February.

The minutes and update from the meeting on the 25th Feb were received.

EM19.143 Courthouse –

EM19.143.01 To approve new tenant application from Oundle & Stamford Mortgages for Courthouse Office Annex 3 and approve the annual rental amount of £2,760 per annum.

The new tenant and annual rental amount were approved.

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

EM19.144 Car park and toilets – EO reported that a high quarterly water bill had been received for the public toilets and investigations were under way to discover the cause of this.

EM19.145 Recreation Ground –

EM19.145.01 To consider allowing James Richards Circus to stand on the Recreation Ground from Wednesday 28th Oct through to Sunday 1st Nov, trading on 30th, 31st Oct and 1st Nov 2020.

This request was approved.

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

EM19.146 Snipe Meadow – The update was received.

**EM19.147 Projects:
Workshop – NTR**

EM19.148 EV Charging Points – NTR

EM19.149 St Peter's Church.

EM19.149.01 To consider options and approve costs of repairing and widening footpath in the churchyard and decide next steps.

It was decided that there should be a consultation with the Church Commissioners before any further action is taken. EO to email Church Administration. If repairs are approved by the Church, OTC are to approach Oundle School for funding as most of

27/10/2020 

the damage to the path is being caused by the footfall of the Oundle School students. EO to contact the School Bursar.

EM19.149.02 To consider installing locks on the new traffic bollards in the churchyard and decide next steps.

This idea was considered unnecessary as there have been no reports of theft or unauthorized removal of the traffic bollards.

EM19.150 Joan Strong Centre – To consider options and approve costs of repairs to garage roofs.

This decision was deferred until further quotes have been received.

EM19.151 To receive January Action plan and progress update.

The January Action plan and progress update was received.

EM19.152 Any Other Business for report only.

Cllr Chesser reported that the taps in the main ladies toilets at the QVH are very difficult to use. EO to ask maintenance to check if taps are faulty, if so arrange replacements.

Cllr Chesser also gave feedback regarding the new cycle racks in the town centre.

Cllr Sparkes gave an update on St Peter's Church wall.

Cllr Sparkes requested maintenance be reminded to ensure the Cemetery War Graves are tidy and weed free for forthcoming Remembrance events.

There being no further business the meeting closed at 8.34pm.

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (24th March 2020) IS: Thursday 19th March 2020 - 12 noon.

A large, stylized handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.