



Oundle Town Council

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Minutes of the meeting of the Estate Management Committee held on Tuesday 28th November 2017 at 7.30pm the Barnwell Room, Fletton House.

Present: Cllrs Chesser, Hutton, Glen, Peel and Sparkes

Minutes: Hanneke Soans

EM17.91. Apologies for Absence

Accepted from Cllr S. Oakes and N. Oakes

EM17.92. Declarations of Interests

To receive and consider any declarations of interest from Members and Officers under Section 50 of the Local Government Act 2000 (*Standing Order 35*)

(This requirement applies only in respect of matters, which are to be considered by the Committee at this meeting.)

EM17.92.01. To declare any Disclosable Pecuniary Interests.

None

EM17.92.02. To declare any Other Interests.

None

EM17.93. Representations from Interested Parties

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 3d and 3e*).

Roly Scotney to talk about agenda item 17.95

EM17.94. Minutes of the Previous Meeting – Estate Management Committee

To approve the minutes from the previous meeting held on 26th September 2017.

Proposed: Cllr Sparkes

Seconded: Cllr Chesser

EM17.95. To agree to adopt a light at Bassett Place.

Mr Scotney explained that this light is of value to 14 residents of which two are ladies in their nineties. This light has been replaced twice in its lifetime.

After a discussion it was agreed to obtain some costs first. A cost to repair and a cost to replace. It would then be considered again at the January meeting.

If it is just a bulb that needs replacing it was agreed to spend up to £300.

Proposed: Cllr Sparkes

Seconded: Cllr Peel **Agreed Unanimously**

- EM17.96. To agree a quote to paint the QVH front doors.**
A quote of £485.00 to paint the front doors and all surrounding metal work.
Proposed: Cllr Glen **Seconded:** Cllr Peel **Agreed Unanimously**
- EM17.97. To receive the final verbal update on Christmas Market 2017.**
A verbal updated was received on the plans for Saturday.
Cllr Peel offered the back of his business for parking if the Rec isn't dry.
- EM17.98. To agree to use the Recreation Ground for traders parking on 2nd December if weather is dry.**
This request was agreed provided the Recreation Ground is not too wet.
- EM17.99. To agree a council wide policy on charity / amenity tenants.**
Cllr Sparkes would like the council's commercial rents to cover a buildings costs so we can reduce rents for charities.
This will free up more money for grants.
It was agreed the Estates Officer would approach each charity and see if they can get VAT exemption certificates.
PROPOSITION "Agree to spend £400 on a VAT consultant to look at charity leases in a view to obtaining VAT exemption certificates. Then once a policy is agreed it would go to Full Council for approval."
Proposed: Cllr Sparkes **Seconded:** Cllr Chesser **Agreed Unanimously**
- EM17.100. To agree to renew the lease on workshop 1 at The Courthouse.**
Agreed to re-new lease on new terms as agreed with Berry's and Seatons Solicitors.
- EM17.101. To approve a spend of £1,680.00 sorting out the heating in The Courthouse.**
PROPOSITION "To agree to spend up to £1,680.00 to sort out the heating issues in The Courthouse." However two further comparison quotes are required first.
Proposed: Cllr Peel **Seconded:** Cllr Hutton **Agreed Unanimously**
- EM17.102. To agree a quote to paint render and clad the Joan Strong Centre Porch.**
Two further quotes needed for the Full Council meeting 19th December.
- EM17.103. To agree Estate Budget items for the Finance & General Purposes Committee.**
Wooden gates at Courthouse. £2000
Tarmac for Fletton House and Drill Hall pot holes £2000
Car Park lines in Long Stay and Co-op Car park £3000
Fletton House Extension £7,500
- EM17.104. To receive an update on the maintenance workshop.**
Go to architect. Out to tender by next Full Council.
- EM17.105. To agree how to gather public support for a loan application for Fletton House extension.**
After a discussion it was agreed to get letters of support from ballet and

customers of the hub.

EM17.106. To accept a quote from SSE for £501.94 including VAT to upgrade the meter at the Queen Victoria Hall to resolve the heating issues.
Agreed.

EM17.107. To agree to re-paint the white lines in the Drill Hall Car Park at a cost of £595.00 and to consider a budget figure for the Long Stay and St Osyth's Lane Car Park re-lining.

Proposed: Cllr Glen

Seconded: Cllr Peel

Agreed Unanimously

Please note that in view of the special and/or confidential nature of the business about to be transacted it is advisable in the public interest that the public be temporarily excluded and they are instructed to withdraw (Standing Order 3c).

Proposed: Cllr Chesser

Seconded: Cllr Peel

Agreed Unanimously

EM17.108. To consider a Hub report for November and make a recommendation to Full Council.

Meeting closed to public at 9pm. Re-opened to the public at 9.21pm

Following a discussion following an overview of the Hub's figures it was agreed a record needs to be kept of food wastage and that the EPOS system needs reviewing.

PROPOSITION" To get an independent catering consultant to look at the running of The Hub and the EPOS system."

Proposed: Cllr Chesser

Seconded: Cllr Hutton

Agreed Unanimously

After this section the meeting will be re-opened to the public.

EM17.109. Any other relevant matters for report only.

Cllr Peel commented that he was not happy that The Hub was not open between Christmas and New Year and that we are missing an opportunity.

There being no further business the meeting closed at 9.31pm



23/1/2018