



Oundle Town Council

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Minutes of the meeting of the Estate Management Committee held on Tuesday 23rd January 2018 at 7.30pm the Barnwell Room, Fletton House.

Present: Cllrs V Chesser, J Hutton, M Glen, P Peel, N Oakes, S Oakes and R Sparkes

Minutes: Emma Baker – Town Clerk

EM17.110. Apologies for Absence
There were no apologies.

EM17.111. 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.)

EM17.111.01. To declare any Disclosable Pecuniary Interests.

None

EM17.111.02. To declare any Other Interests.

Cllr Chesser, N Oakes and R Sparkes declared an interest on item 17.120

EM17.112. 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*).

EM17.113. Minutes of the Previous Meeting – Estate Management Committee
The minutes from the previous meeting held on 28th November 2017 were approved.

Proposed: Cllr Peel

Seconded: Cllr Chesser

Agreed: All in favour

EM17.114. To agree to adopt a light at Bassett Place.

It was agreed not to adopt the light in Bassett Place. The Clerk will write to the residents.

Proposed: Cllr Hutton

Seconded: Cllr N Oakes

Agreed: All in favour

EM17.115. To review cemetery fees for 2018 – 2019 and to agree a policy on not pre-booking graves as grave spaces are so low.

Increase by RPI rounded to the nearest £5.

Proposed: Cllr P Peel

Seconded: Cllr S Oakes

Agreed: All in favour

It was agreed to postpone pre-booking graves spaces until more space is available.
Proposed: Cllr V Chesser **Seconded:** Cllr J Hutton **Agreed** 7 in favour
1 abstention

EM17.116. **To consider a request to put a baby changing facilities in the Joan Strong Centre.**
Cllr Sparkes will speak to the Scouts to see if they would be willing to install a baby changing mat.

EM17.117. **To agree a request from CHAT to install a Chubb lock to the inner of office door for additional client record security.**
The Chubb lock was approved.
Proposed: Cllr S Oakes **Seconded:** Cllr Chesser **Agreed** All in favour

EM17.118. **To receive letter from Vincent Sykes Solicitors regarding the Rifle Range and the Pre-emption premises (the ammo bunkers) and to agree response.**
It was agreed that the Clerk write to Vincent Sykes informing them that the Council will obtain legal advice before and ask if the tenant will be prepared to pay for the cost.
Proposed: Cllr Sparkes **Seconded:** Cllr Peel **Agreed** All in favour

EM17.119. **To agree to a request from James Dean Fun Fairs to hold a fair on the Rec from Friday 12th April 2018 until Monday 15th April 2018.**
The fun fair was approved.
Proposed: Cllr S Oakes **Seconded:** Cllr N Oakes **Agreed** All in favour

EM17.120. **To consider reviewing the Museum Trust Lease**
As the lease does not expire until 01.01.2021 it was agreed that the Town Council Trustees meet with the Museum Trustees to find out what the reasons are they want the review before the lease is due to expire.
Proposed: Cllr Peel **Seconded:** Cllr N Oakes **Agreed** All in favour

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 Sparkes **Seconded:** Cllr Glen **Agreed** 5 in favour
1 against
1 abstention

The meeting closed at 8.08pm.

The meeting opened at 8.20pm

EM17.121. **To agree a date to complete the Estates Tour**
The Clerk will send some dates in early April to the Estates Committee to complete the Tour.

EM17.122. **To receive a progress report on the following:**
1. The Fletton House Extension
We are awaiting building regulations drawings and specifications



required for going out to tender.

2. The New Workshop

The Clerk will proceed with getting quotes for an architect to draw up the plans for the new workshop.

3. Snipe Meadow

The Clerk is going to visit the site to take measurements of the area and then proceed in getting quotes for the new boardwalk.

4. Quotes for repairing potholes and white line painting in car parks
An update was received.

5. Quote to replace the Courthouse Gates

The Clerk will obtain quotes to replace the gates.

6. Responses to request for VAT Certificates for Charities

The Clerk will get some advice on VAT exemption for Charities.

There being no further business the meeting closed at 8.47pm

A handwritten signature in blue ink, consisting of a series of loops and a long horizontal stroke, positioned in the lower right quadrant of the page.