

# Oundle Town Council

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**Minutes of the meeting of the Estate Management Committee held on Tuesday 25<sup>th</sup> June 2019 at 7.30pm in the Barnwell Room.**

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

**Minutes:** Lisa Allan – Estates Officer  
Paul Eveleigh also present

**Absent:** Cllr S Baker

**EM19.19 Apologies for Absence.**

Apologies were received from Cllr's Stagg and Peel.

**EM19.20 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.)

EM19.20.01 To declare any Disclosable Pecuniary Interests.

EM19.20.02 To declare any Other Interests.

Cllr Sparkes – Item EM19.26 – Cllr Sparkes is the chairman for the Oundle & District branch of the Royal British Legion.

Cllr Clark – Item EM19.38 – Resident is known to Cllr Clark in a professional capacity.

**EM19.21 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 3e and 3f*).

Paul Eveleigh gave an update on the cycle racks and shelters.

**EM19.22 Minutes of the Previous Meeting – Estate Management Committee.**

The minutes from the previous meeting held on 28<sup>th</sup> May 2019 were approved.

**Proposed:** Cllr Sparkes

**Seconded:** Cllr Chesser

**Agreed:** Unanimous

**EM19.23 Paul Eveleigh to give an update on the cycle racks and shelters.**

EM19.23.01 To consider possible sitings for bike shelters.

Sites were discussed and provisionally agreed, subject to confirmation during the properties and open spaces inspection tour.

EM19.23.02 To agree that OTC will install the concrete pad ready for the bike shelter installation.

It was agreed that OTC will install the concrete pad for the bike shelter installation.  
**Proposed:** Cllr Robinson      **Seconded:** Cllr Glen      **Agreed:** Unanimous

**EM19.24 Christmas Market.**

EM19.24.01 To review quotes for Christmas lights and agree a 3 year contract, either with current providers or with a new company, with a view to making recommendations of preferred contractor at the next Full Council Meeting.

It was agreed that the new contractor, Sparkx, would be recommended at Full Council on the 16<sup>th</sup> July.

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

EM19.24.02 To review income and expenditure of 2018 Christmas Market with a view to setting a budget for entertainment at the 2019 Christmas Market.

The figures were reviewed. It was decided that, without the additional costs of last year's road closure management team, there will be sufficient funds to cover additional entertainment for this event.

**EM19.25 Properties and open spaces.**

To arrange a date and time to carry out a properties and open spaces inspection in order to decide necessary budgets for October's finance agenda.

It was agreed that the properties and open spaces inspection will take place on Tuesday the 2<sup>nd</sup> of July starting at 9am at Oundle Cemetery.

**EM19.26 Royal British Legion Remembrance Events.**

To give an update on the recent Remembrance Event on Thursday the 6<sup>th</sup> June and decide action plan for Tuesday the 3<sup>rd</sup> of September and Sunday the 10<sup>th</sup> of November events, particularly regarding volunteers and manning temporary road closures.

An update was given and the need for volunteers was highlighted. The Clerk/EO to arrange for traffic Wardens for the 10<sup>th</sup> November Remembrance Parade.

Temporary parking restriction signage to be carefully placed so as not to conflict with permanent signage.

**EM19.27 To receive an update on the Courthouse roof.**

The update was received.

**EM19.28 To receive an update on 'Oundle Wastes Less' project and Repair Café – Saturday 13<sup>th</sup> July – 10am to 4pm.**

The update was received.

**EM19.29 To discuss OTC's Environmental Policy and it's impact on Estates.**

It was decided that a simple Environmental Statement be drafted by Cllr Clark.

**EM19.30 To receive an update on Snipe Meadow and discuss plans for the future.**

The update was received. EO to contact the ENC Planning Officer regarding the planning application.



- EM19.31 Recording of meetings.**  
To discuss purchasing better quality recording equipment and set a budget for this.  
It was decided that our current equipment for recording meetings is adequate at this time.
- EM19.32 Recreation Ground.**
- EM19.32.01 To discuss resident's letter regarding the state of the football goal mouths and decide next steps.  
It was decided to look at alternative surfaces suitable for a goal mouth such as astro turf. EO to make enquiries and consult with Oundle Schools Head Groundsman.
- EM19.32.02 To discuss letters from two residents regarding leaving the boundary area of the recreation ground unmown and planted with wildflowers to encourage and support wildlife.  
It was decided to trial this idea in the Recreation Ground.
- EM19.33 To discuss Rotherham Borough Council's verge wildflower planting scheme with a view to doing something similar in Oundle.**  
It was decided to trial this idea in the Recreation Ground.
- EM19.34 To approve costs of £1,900.00 plus vat for Cemetery Mapping.**  
The costs for Cemetery Mapping were approved.
- EM19.35 To discuss letter of complaint from Lakeside Doctor's Surgery regarding noise levels from the Zumba classes held in the Studio on Mondays, Wednesdays and Fridays.**  
It was decided that EO draft an email stating the windows and doors at the front of Fletton House are always to remain closed to minimise any disruption to other neighbours/businesses. EO to update Lakeside Surgery.
- EM19.36 To discuss the possibility of having a 'Scope' textile recycling bank somewhere within the Oundle area.**  
It was decided that there are sufficient charity shops and clothing/textile banks in the town to currently service the needs of Oundle.
- EM19.37 Laxton Drive grass verges.**  
To discuss including Laxton Drive grass verges in our schedule of cutting subject to quotation of costings from the contractor.  
It was decided that this area could be included in our schedule of cutting subject to Ashton Parish agreeing to pay for this cost. EO to obtain a quote from the contractor and inform Ashton Parish Council of decision and costings.



**EM19.38 Culme Close.**

To receive an update from the site visit. To consider resident's request to purchase OTC land bordering their property and decide next steps.

It was agreed that the shrubbed area of this land could be sold to the resident, subject to the resident agreeing to pay all costs associated with the transaction. EO to obtain land valuation from Berrys, transaction costs from solicitor and update the resident with decision.

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

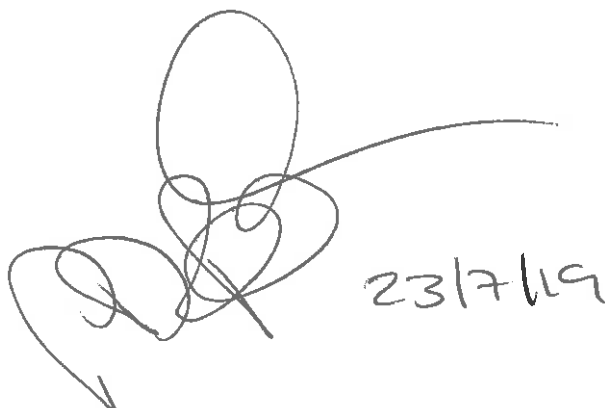
**EM19.39 To receive May Action plan and progress update.**

An update was received.

**EM19.40 Any Other Business for report only.**

There being no further business the meeting closed at 20.52pm.

**DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (23rd July 2019) IS: Thursday 18<sup>th</sup> July 2019 12 noon.**



A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right. Below the signature, the date '23/7/19' is written in a simple, handwritten style.