



# Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough, PE8 4JA  
Telephone: 01832 272055  
Email: admin@oundle.gov.uk Website: [www.oundle.gov.uk](http://www.oundle.gov.uk)

**Minutes of the meeting of the Estate Management Committee held on Tuesday 23<sup>rd</sup> April 2019 at 7.30pm in the Barnwell Room.**

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

**Minutes:** Lisa Allan – Deputy Clerk/Estates Officer

**EM18.112 Apologies for Absence.**

Apologies were received from Cllr Stagg and were accepted.

**EM18.113 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.)

EM18.113.01 To declare any Disclosable Pecuniary Interests.

None.

EM18.113.02 To declare any Other Interests.

Item EM18.116 – Cllr T Robinson is a resident of St Christopher's Drive.

**EM18.114 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*).

There were none.

**EM18.115 Minutes of the Previous Meeting – Estate Management Committee.**

The minutes from the previous meeting held on **26th March 2019** were approved.

**Proposed:** Cllr R Sparkes      **Seconded:** Cllr V Chesser      **Agreed:** All in favour

**EM18.116 To consider Tree Surgeons recommendations and resident's request regarding overgrown trees.**

It was decided that both trees should be retained but arrangements should be made for them to be pruned to keep under control.

**Proposed:** Cllr M Glen      **Seconded:** Cllr R Sparkes      **Agreed:** All in favour

**EM18.117 To consider recommendations from Dyno Drain Specialists for Fletton House drains to be descaled, at a cost of £400 plus VAT, to help prevent further future**

**blockages.**

The costs of £400 plus VAT to descale the drains were approved. It was decided that the drains should be rodded quarterly to minimise the risk of further blockages.

**Proposed:** Cllr V Chesser      **Seconded:** Cllr T Robinson      **Agreed:** All in favour

**EM18.118 Requests from Oundle WI.**

**EM18.118.01** To consider request for a movable/adjustable TV stand for the TV in the Glaphorn Room.

It was decided that the best option would be to purchase wall brackets so that the TV could be installed on the wall at a suitable height for audience viewing.

**EM18.118.02** To consider WI's request to hold a 'Frailty Clinic' in the Glaphorn Room FOC.

It was agreed that this event could be held FOC in the Glaphorn Room as a one-off event. Any further requests for FOC events would need to be considered by the EMC.

**Proposed:** Cllr T Robinson      **Seconded:** Cllr I Clark      **Agreed:** All in favour

**EM18.119 To approve costs of £1,050.00 plus vat for a Tree Survey & Risk Assessment by RGS Arboricultural Consultants.**

The costs of £1,050 plus vat for a Tree Survey & Risk Assessment were approved.

**Proposed:** Cllr T Robinson      **Seconded:** Cllr I Clark      **Agreed:** All in favour

**EM18.120 To discuss erosion of grass verges on Glaphorn Road, specifically at number 62, as per resident's complaint and decide next steps.**

It was decided to obtain more information as to whether:

1. A drop kerb should have been installed
2. If one should have been installed, why it wasn't
3. If there is anything that can be done to enforce installation of a drop kerb as this would solve all the issues mentioned above.

**EM18.121 To discuss issues regarding the automatic sensor lighting in Fletton House and to agree to replace with normal 'on/off' light switches.**

It was decided to go back to the original installation company to see if the sensors could be adjusted to reduce sensitivity.

**EM18.122 To receive an update from Cllr's Hutton and Robinson following their meeting with Mike Batty from Fairline regarding parking issues.**

Update received.

**EM18.123 Court House Leases:**

**EM18.123.01** To authorise lease preparation by Seatons for Swimex, Office 2, Court House Annex at a cost of £300.00.

**EM18.123.02** To authorise lease preparation by Seatons for CWA Ltd, The Council Chambers, Court House at a cost of £300.00.



The costs of £600 for lease preparation for Swimex & CWA by Seatons were approved.

**Proposed:** Cllr T Robinson    **Seconded:** Cllr M Glen    **Agreed:** All in favour

**EM18.124 To consider and approve amendments to new lease for the tenants of the Joan Strong Centre.**

It was decided that Cllr Robinson would go through the finer points of the lease with The Clerk for more clarity on what was being requested within these amendments.

**EM18.125 To receive March Action plan and progress update.**

Update received.

**EM18.126 Any Other Business for report only.**

Requests for next month's agenda:

Cycle racks – progress report and action plan.

Snipe Meadow – essential repairs.

Details were requested regarding the War Memorial value/insurances and Court House utility costs.

It was reported to the committee that there are ongoing issues arising from the ballet students getting changed for their lessons in the Hub Cafe.

There being no further business the meeting closed at 8.24pm.



A handwritten signature in black ink, followed by the date '26/05/2017' written in a similar cursive style.