



Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough, PE8 4JA
Telephone: 01832 272055
Email: admin@oundle.gov.uk Website: www.oundle.gov.uk

Notes of the meeting of the Estate Management Committee meeting held on Tuesday 1st December 2015 at 7.30pm the Barnwell Room, Fletton House.

Present: Cllrs Stagg, Piercy-Hughes, and Sparkes

Minutes: Hanneke Soans

EM15.89. Apologies for Absence

Accept apologies from Cllrs Chesser (personal), Groves (personal), Davis (personal) and Fitzgerald.

This meant that the meeting could not make any financial decisions but could go ahead.

EM15.90. 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.)

EM15.90.01 To declare any Disclosable Pecuniary Interests.
None

EM15.90.02. To declare any Other Interests.
None

EM15.91. Minutes of the Previous Meeting – Estate Management Committee

PROPOSITION: *'To approve and sign the minutes of the Estates Committee meeting held on 3rd November 2015.'*

Not enough councilors present to sign off previous minutes.

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*).

EM15.92. Consideration of Requests from Interested Parties

None

EM15.93. To consider and approve the proposals for cycle parking in the town.

Cllr Piercy- Hughes is meeting Eric Drake from Highways on Thursday to discuss the three approved cycle parking sites. Also the additional rack outside Tesco's in the triangle area.

The cost per license per stand is estimated at £500 per street. A final proposal will be brought to the January meeting.

EM15.94. To review the Estates Maintenance Plan and note all outstanding works required.
It was agreed that this would be put on every estates agenda for an update, this will help show any outstanding works and help with budgeting for future projects. Cllr Sparkes & Cllr Piercy – Hughes volunteered to take on the project of replacing the boardwalk at Snipe Meadow which will consist of two parts.

1. Condition of Boardwalk and quotes for replacement. Our outside maintenance team needs to check condition of the boardwalk.
2. The long term future of Snipe Meadow.

EM15.95. To receive an update on Christmas lights and Christmas Market plans.
A verbal update was given.

EM15.96. To review the rents for the following areas:

- Market Pitches
- Farmers Market Pitches
- Recreation Ground Hire rate
- QVH Hall Hire Rates
- Fletton House Hall Hire Rates and PRS Licence Implications
- Cemetery Rates

It was proposed that the rents should be increased and that by the next meeting Cllr Stagg will prepare figures to agree increases where possible.
Proposed: Cllr Stagg Seconded: Cllr Sparkes Agreed Unanimously

EM15.97. To agree the 2016/17 budget submissions for Estate Management matters.
Cemetery – prepare verges for burial
How much for drawings
Joan Strong Centre - £2,500 repair porch
Churchyard – cobbles need replacing.
Recreation Ground – CCTV. Repair fences. It was agreed to remove CCTV costs from the budget.
Maintenance need a chipper for £2000 as it costs £150 a day to hire one.
We also need to replace some tools.
Buy new van as already in budget. It was decided to purchase a 6 month old van and to go for petrol not diesel.
The Car Park area in front of the doctor's surgery needs re-configuring.
The proposed Solar Panels on Fletton are not going ahead this year. Costs are decreasing all the time so it may work out cheaper in the future.

EM15.98. To approve expenditure of up to £2,000 to enable a Tree Survey to be carried out on all Oundle Town Council owned and maintained areas.
This survey should include a request to look at the trees on the Market Place which are pushing up the benches.

EM15.99. Any Other Relevant Matters for Report.

An Update on defibrillators, now the potential sites have been visited. Planning will be applied for. We will need to pay for installation costs.

Meeting ended at 9.30pm

Signed.....*ADmit*..... Dated.....*5/1/16*.....