



Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough, PE8 4JA

Telephone: 01832 272055

Email: admin@oundle.gov.uk Website: www.oundle.gov.uk

To: All members of Oundle Town Council

A meeting of the Town Council Estate Management Committee will be held on **Tuesday 5th November 2024 at 6pm in the Oundle Suite.**

The public shall be admitted to all meetings of the Council which may, however, temporarily exclude the public by means of resolution due to the confidential nature of the business to be transacted (*Standing Order 3d*).

Representations from Interested Parties

At the Chairman's discretion, 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. The meeting will be adjourned for this purpose. (*Standing Order 3e and 3f*).

AGENDA

EM24.128 Apologies for Absence.

EM24.129 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.)

EM24.129.01 To declare any Disclosable Pecuniary Interests.

EM24.129.02 To declare any Other Interest.

EM24.130 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*).

EM24.131 Minutes of the Previous Meeting – Estate Management Committee. *

To approve the minutes from the previous meeting held on **1st October 2024.**

EM24.132 Reports. *

EM24.132.01 To receive I&E Report for OTC's properties & open Spaces.

EM24.132.02 To receive the usual monthly properties & open spaces update report

EM24.132.03 To receive 3 to 5 Year Maintenance Action Plan – work in progress update – document in Teams.

EM24.133 Fletton House – Update see report. *

EM24.133.01 To agree draft budget suggestions and priorities list for next financial year for recommendation to FC. Identify priorities in the current financial year – see spreadsheet – Cllr Schurer.

EM24.133.02 To receive proposals regarding use of the Ashton Room and associated areas for a nursery provision and decide next steps.

EM24.133.03 Pre-school toilet refurb quotes, discuss and decide next steps.

EM24.133.04 Approve [costs](#) for purchase of stackable chairs for use in the Ashton Room.

EM24.133.05 To consider issues experienced by a mobility scooter visitors with the internal double doors at the front and rear entrances to Fletton House. Consult with Smiths Fire?

EM24.134 Workshop & Property Storage Facilities - Update see report. *

EM24.135 The Hub – NTR.

EM24.136 Courthouse – Update see report. *

EM24.137 Car Parks and Parking – Update see report. *

Drill Hall/Benefield Road CP – add wall re-pointing works to 2025/26 budget suggestions.

EM24.138 Public toilets – Update see report. *

EM24.139 Other Properties and Open Spaces – Update see report. *

EM24.139.01 Rugby/Bowls/Tennis Clubs.

EM24.139.02 **Recreation Ground**/Play Area/Skatepark/Basketball Court.

Decide which option to choose and approve costs for replacement deck of the Crows Nest at The Recreation Ground.

EM24.139.03 **Other Green Spaces/Snipe Meadow**/Signage Plan/Wildflower Plan.

EM24.139.03.01 Discuss/approve [quote](#) to repair the raised lip of the swing area rubber matting at St Christopher's Drive play area and decide next steps in light of the British Engineering Inspection Report and other advice from another play equipment manufacturer/installer.

EM24.139.03.02 To Receive Land Registry and Land Transfer Documents confirming ownership of the footpath to the East of Snipe Meadow. Grocers Company & OTC collaboration regarding Snipe Meadow footpaths. Decide next steps. [📎Snipe Meadow ponderings August 2024.docx](#)

EM24.139.04 **Fletton Field** –

EM24.139.04.01 To receive/accept minutes from the last FFA/OTC WP meeting on the 28th Oct.

EM24.139.04.02 Discuss and agree FFA storage needs and agree need to include FFA within open spaces report to Estates Committee – already included.

EM24.139.04.03 To approve costs of 2 day training for 5-7 volunteers to use the ride-on mower to maintain the grass on FF and to agree that the funds should come from S106 funding.

EM24.139.05 Other OTC assets within the community.

EM24.139.06 **War Memorial and flagpoles.**

EM24.139.06.01 To consider maintenance/cleaning of the War Memorial and agree next steps.

EM24.139.06.02 Approve quote for annual checks on Flagpole.

EM24.139.07 NNC's Pollinator Strategy update.

EM24.139.08 Greenway Project.

EM24.140 Trees – Update see report. *

Discuss problem trees behind 8 Siddons Close, consider Tree Surgeon's recommendations and quote for removal. Approve quote for removal.

EM24.141 St Peter's Church – Update see report. *

EM24.142 Oundle Cemetery – Update see report. *

EM24.143 Joan Strong Centre – Update see report. *

EM24.144 Market Place/Markets - Update see report. *

EM24.145 Town Events - Update see report. *

Christmas Tree – Date for install confirmed as Sunday the 24th of Nov at 11am – get volunteers for road closure.

EM24.146 Environment and Flood Water Issues – Update see report. *

Swift Plan – any update from Cllr Clark and decide next steps.

EM24.147 Street Lights – Update see report. *

EM24.148 Town CCTV – Recommendations from the last Maintenance visit as per Technician's Report, discuss and approve costs for necessary improvements.

EM24.149 Energy & EV Charging Points

EM24.149.01 Receive update on EV chargers – Cllr Clark.

EM24.149.02 Discuss quote for re-felting the south elevation of Fletton House with a view to making recommendations to FC in relation to solar installation at Fletton House.

 [Solar updates Summer 20241.xlsx](#)

EM24.150 Other general maintenance issues.

EM24.151 Any Other Business for report only.

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (3rd DEC 2024) is: Thursday 28th November 2024 - 12 noon.



Lisa Allan
Deputy Clerk & Estates Officer
31st October 2024

***Documents enclosed.**