



# Oundle Town Council

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

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**To: All members of Oundle Town Council**

A meeting of the Town Council **Estate Management Committee** will be held on **Tuesday 1<sup>st</sup> October 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**

### **EM24.104 Apologies for Absence.**

### **EM24.105 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.)

EM24.105.01 To declare any Disclosable Pecuniary Interests.

EM24.105.02 To declare any Other Interest.

### **EM24.106 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*).

### **EM24.107 Minutes of the Previous Meeting – Estate Management Committee. \***

To approve the [minutes](#) from the previous meeting held on **3<sup>rd</sup> September 2024.**

### **EM24.108 Reports. \***

EM24.108.01 To receive I&E Report for OTC's properties & open Spaces.

EM24.108.02 To receive the usual monthly properties & open spaces update [report](#).

EM24.108.03 To receive 3 to 5 Year Maintenance Action Plan – work in progress update – document in Teams.

**EM24.109 Fletton House – Update see report. \***

EM24.109.01 Consider implications of Estates tour for 2025-6 budget and decide further action –

Properties and Open Spaces Grand Tour [Estates Grand Tour regional feedback 2024.docx](#)

Discuss findings from the last tour and decide next steps and budgetary recommendations to F&GPC for the 2025-26 budget.

EM24.109.02 Pre-school toilet [refurb quotes](#), discuss and decide next steps.

EM24.109.03 Consider [VA's need for additional space](#), discuss and agree any changes to the lease costs along with associated costs of lease preparation from Tollers and decide next steps.

EM24.109.04 Approve [costs](#) for purchase of stackable chairs for use in the Ashton Room.

EM24.109.05 Approve costs to redecorate the Oundle Suite.

EM24.109.06 Approve amendments to FH regular [hirers agreement form](#).

EM24.109.07 Consider FFA request for the installation of a rainwater collections system - to be considered as part of the new guttering project.

**EM24.110 Workshop & Property Storage Facilities - Update see report. \***

**EM24.111 The Hub – NTR.**

**EM24.112 Courthouse – Update see report. \***

EM24.112.01 Approve the [costs](#) to replace parts and repair safety arm on the disabled chair lift.

EM24.112.02 Discuss/approve costs to erect scaffold to investigate condition of a chimney, slates and guttering around the chimney and suggest remedial works.

**EM24.113 Car Parks and Parking – Update see report. \***

To consider wording for OTC regulations/rules of use signs and decide next steps.

 [Feedback on cemetery and car park summer 2024.docx](#).

**EM24.114 Public toilets – Update see report. \***

**EM24.115 Other Properties and Open Spaces – Update see report. \***

EM24.115.01 Rugby/Bowls/Tennis Clubs.

EM24.115.02 **Recreation Ground/Play Area**/Skatepark/Basketball Court.

EM24.115.02.01 Discuss and decide next steps for the re-seeded area currently fenced off behind the Basketball Court in view of BO's response.

EM24.115.02.02 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.

EM24.115.03 Other Green Spaces/**Snipe Meadow**/Signage Plan/Wildflower Plan.

EM24.115.03.01 Receive recommendations from contractor regarding SM.

EM24.115.03.02 To Receive update on Grocers Company & OTC collaboration regarding Snipe Meadow footpaths and decide further action  [Snipe Meadow ponderings August 2024.docx](#)

EM24.115.04 **Fletton Field** –

EM24.115.04.01 To receive/accept [minutes](#) from the last FFA/OTC WP meeting on the 16<sup>th</sup> Sept.

EM24.115.04.02 To receive and consider recommendations from contractor and decide next steps for mowing – approve quote to top and mulch.

EM24.115.05 Other OTC assets within the community.

EM24.115.06 War Memorial and flagpoles.

EM24.115.07 NNC's Pollinator Strategy update.

EM24.115.08 Greenway Project.

**EM24.116 Trees – Update see report. \***

Approve [costs](#) for tree works at Wentworth Drive & Rockingham Hills.

**EM24.117 St Peter’s Church – Update see report. \***

**EM24.118 Oundle Cemetery – Update see report. \***

**EM24.119 Joan Strong Centre – Update see report. \***

**EM24.120 Market Place/Markets - Update see report. \***

**EM24.121 Town Events - Update see report. \***

EM24.121.01 Approve [costs](#) for the Marshals at the Christmas Market.

EM24.121.02 Consider Circus Ginnett’s [request](#) to visit Oundle Recreation Ground the week from 21<sup>st</sup> to 28<sup>th</sup> of October 2024.

**EM24.122 Environment and Flood Water Issues – Update see report. \***

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

**EM24.123 Street Lights – NTR.**

**EM24.124 Town CCTV – NTR.**

**EM24.125 Energy & EV Charging Points**

EM24.125.01 Receive update on EV chargers – Cllr Clark.

EM24.125.02 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](#)

**EM24.126 Other general maintenance issues.**

**EM24.127 Any Other Business for report only.**

**DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (5<sup>th</sup> NOV 2024) is: Thursday 31<sup>st</sup> October 2024 - 12 noon.**



Lisa Allan

Deputy Clerk & Estates Officer

26<sup>th</sup> September 2024

**\*Documents enclosed.**