



# Oundle Town Council

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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 3<sup>rd</sup> September 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**

### **EM24.79 Apologies for Absence.**

### **EM24.80 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.)

EM24.80.01 To declare any Disclosable Pecuniary Interests.

EM24.80.02 To declare any Other Interest.

### **EM24.81 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*).

### **EM24.82 Minutes of the Previous Meeting – Estate Management Committee. \***

To approve the minutes from the previous meeting held on **2nd July 2024.**

### **EM24.83 Reports. \***

EM24.83.01 To receive I&E Report for OTC's properties & open Spaces.

EM24.83.02 To receive the usual monthly properties & open spaces update report.

EM24.83.03 To receive 3 to 5 Year Maintenance Action Plan – work in progress update – document in Teams.

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**EM24.84 Fletton House – Update see report. \***

EM24.84.01 Properties and Open Spaces Tour, agree the date for last tour of Oundle East, Cllr Gray - Estates Grand Tour feedback and budgetary thoughts for the 2025-6 budget report at [Estates Grand Tour regional feedback 2024.docx](#) Discuss findings from other tours and decide next steps.

EM24.84.02 Pre-school toilet refurb quotes, discuss and decide next steps.

EM24.84.03 Consider VA's need for additional space at FH, decide next steps.

**EM24.85 Workshop & Property Storage Facilities - Update see report. \***

To consider options to replace OTC's ride on mower and it's trailer in light of Fletton Field and recent repair issues - paper at [Avant proposal 2024.docx](#)

**EM24.86 The Hub – NTR.**

**EM24.87 QVH – Update see report. \***

EM24.87.01 Discuss Weldon Stone quote for repairs to QVH steps for recommendation at next QVH Trust Meeting.

EM24.87.02 Discuss removal of this as a standing item from future Estate Management Agenda's and agree next steps.

**EM24.88 Courthouse – Update see report. \*** Discuss email from architect regarding a party wall agreement with Appollo House and decide next steps.

**EM24.89 Car Parks and Parking – Update see report. \***

To consider feedback from Consultation about Benefield Road Car park and Cemetery and decide further action - paper at [Feedback on cemetery and car park summer 2024.docx](#).

**EM24.90 Public toilets – Update see report. \***

**EM24.91 Other Properties and Open Spaces – Update see report. \***

EM24.91.01 Rugby/Bowls/Tennis Clubs.

EM24.91.02 Recreation Ground/Play Area/Skatepark/Basketball Court.

EM24.91.02.01 Discuss and decide next steps for the re-seeded area currently fenced off behind the Basketball Court and very overgrown.

EM24.91.02.02 Discuss P&OS's Tour findings at St Christopher's Drive play area, discuss improvements and decide next steps.

EM24.91.02.03 Discuss plastic grass options and decide next steps.

EM24.91.03 Other Green Spaces/Snipe Meadow/Fletton Field/Signage Plan/Wildflower Plan.

To Receive report on meeting with Berry's as agent for the Grocers Company regarding Snipe Meadow and decide further action [Snipe Meadow ponderings August 2024.docx](#)

EM24.91.04 Fletton Field – To consider and decide next steps -

- a. signs at either gate
- b. first cut - how and when?
- c. benches - OBA meeting?
- d. planting and management plan with FFA
- e. should we have a user's meeting?
- f. triangulate date for official opening - Lord Ltcy, MP, FFA, community groups inc scouts.

- EM24.91.05 Other OTC assets within the community.
- EM24.91.06 War Memorial and flagpoles.
- EM24.91.07 NNC's Pollinator Strategy update.
- EM24.91.08 Greenway Project.

**EM24.92 Trees – Update see report. \***

- EM24.92.01 Approve costs for tree works at St Christopher's Drive play area and associated green space.
- EM24.92.02 Consider a resident's concern about trees on OTC land on Wentworth Drive and decide further action.

**EM24.93 St Peter's Church – Update see report. \***

**EM24.94 Oundle Cemetery – Update see report. \***

- EM24.94.01 Approve costs for Weldon Stone to restore and repaint damaged sections of railings at the Cemetery.
- EM24.94.02 Approve or recommend (depending on budgetary limits) approval of costs for Weldon to repaint the other sections of railings at the Cemetery.
- EM24.94.03 Receive email from resident regarding full burials in Oundle Cemetery and decide next steps.

[Burial Reservation Policy - have your say - North Northamptonshire Council - Citizen Space](#)

**EM24.95 Joan Strong Centre – Update see report. \***

**EM24.96 Market Place/Markets - Update see report. \***

- EM24.96.01 Consider verbal feedback from the Market WP and decide next steps.
- EM24.96.02 Consider shot blasting signpost in Market place – report back and decide next steps.
- EM24.96.03 To receive [Tree Assessment from Kier](#) Discuss and support Kier for the recommended works to remove deadwood and raise the crown of the trees. To move (via Full Council and in association with Blooming Oundle and the OBA/Market Traders?) for consideration of *removing slabs immediately around the trees, and upfilling with appropriate public amenity planting/seating as per the report.*

**EM24.97 Town Events - Update see report. \***

- EM24.97.01 Approve costs to hire Santa Hat Marquee for Christmas Market Event on 7<sup>th</sup> Dec 2025.
- EM24.97.02 Consider Christmas Tree options decide on size and approve costs.

**EM24.98 Environment and Flood Water Issues – Update see report. \***

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

**EM24.99 Street Lights – NTR.**

**EM24.100 Town CCTV – NTR.**

**EM24.101 Energy & EV Charging Points**

- EM24.101.01 Consider next steps on EV charger – Cllr Clark.
- EM24.101.02 To receive quotes for solar installation on Fletton House, and consider best option to recommend to Full Council - Cllr Clark at [Solar updates Summer 20241.xlsx](#)

**EM24.102 Other general maintenance issues.\***  
Discuss gully clearing schedule, decide next steps.

**EM24.103 Any Other Business for report only.**

**DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (1<sup>st</sup> OCT 2024) is: Thursday 26<sup>th</sup> September 2024 - 12 noon.**



**Lisa Allan**  
**Deputy Clerk & Estates Officer**  
**29<sup>th</sup> August 2024**

**\*Documents enclosed.**