



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 3rd December 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

EM24.152 Apologies for Absence.

EM24.153 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.)

EM24.153.01 To declare any Disclosable Pecuniary Interests.

EM24.153.02 To declare any Other Interest.

EM24.154 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*).

David Marriott from Howard David will be present to explain the Roof Survey Reports and answer any questions.

EM24.155 Minutes of the Previous Meeting – Estate Management Committee. *

To approve the minutes from the previous meeting held on **5th November 2024.**

EM24.156 Reports. *

EM24.156.01 To receive I&E Report for OTC's properties & open Spaces.

EM24.156.02 To receive the usual monthly properties & open spaces update report

EM24.156.03 To receive 3 to 5 Year Maintenance Action Plan – work in progress update – document in Teams.

EM24.157 Fletton House – Update see report. *

EM24.157.01 To receive roof surveys provided by Howard David, discuss and decide next steps.

EM24.157.02 To receive proposal regarding use of the Ashton Room and associated areas for a nursery provision and decide next steps.

EM24.158 Workshop & Property Storage Facilities - Update see report. *

Consider quote for new gates for the workshop yard and decide next steps.

EM24.159 The Hub – NTR.

EM24.160 Courthouse – Update see report. *

EM24.161 Car Parks and Parking – Update see report. *

EM24.162 Public toilets – Update see report. *

EM24.162.01 Approve quote for replacement water heater in the cleaner’s cupboard.

EM24.162.02 Consider Noticeboard quote and decide next steps – take from budget code 7104 Coms/Noticeboards?

EM24.162.03 Receive Public Toilet Valuation report.

EM24.163 Other Properties and Open Spaces – Update see report. *

EM24.163.01 Rugby/Bowls/Tennis Clubs.

EM24.163.02 Recreation Ground/Play Areas/Skatepark/Basketball Court.

Discuss quotes for additional inclusive play equipment and decide next steps.

EM24.163.03 Snipe Meadow/Fletton Field/Other outside space/Signage Plan/Wildflower Plan.

EM24.163.03.01 Snipe Meadow - strip of land between river and SM – EO still trying to establish if owners are the same, discuss & decide next steps.

EM24.163.03.02 Fletton Field – To receive/accept notification of tree planting booked for the 22nd Jan 2025.

EM24.163.05 Other OTC assets within the community.

EM24.163.06 War Memorial and flagpoles.

EM24.163.06.01 Consider cleaning requirements and decide next steps.

EM24.163.06.02 Receive Structural Engineers report and decide next steps

EM24.163.07 NNC’s Pollinator Strategy update.

EM24.163.08 Greenway Project.

EM24.164 Trees – Update see report. *

EM24.165 St Peter’s Church – Update see report. *

EM24.166 Oundle Cemetery – Update see report. *

EM24.167 Joan Strong Centre – Update see report. *

Review amendments to the new lease and agree to addition of 90 day notice.

EM24.168 Market Place/Markets - Update see report. *

EM24.169 Town Events - Update see report. *

Christmas Tree now up - agree a formal collective thank you from OTC to Fotheringhay Trees be sent.

EM24.170 Environment and Flood Water Issues – Update see report. *

EM24.171 Street Lights – Update see report. *

EM24.172 Town CCTV – Update see report. *

EM24.173 Energy & EV Charging Points

EM24.173.01 Receive update on EV chargers – Cllr Clark.

EM24.173.02 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](#)

EM24.174 Other general maintenance issues.

Receive update regarding permanent bin removal on West Street.

EM24.175 Any Other Business for report only.

DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (7th JAN 2025) is: Thursday 2nd JAN 2025 - 12 noon.



**Lisa Allan
Deputy Clerk & Estates Officer
28th November 2024**

***Documents enclosed.**