



# 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 7<sup>th</sup> January 2025 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**

### **EM24.176 Apologies for Absence.**

### **EM24.177 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.)

EM24.177.01 To declare any Disclosable Pecuniary Interests.

EM24.177.02 To declare any Other Interest.

### **EM24.178 Representations from Interested Parties - None.**

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*).

### **EM24.179 Minutes of the Previous Meeting – Estate Management Committee. \***

To approve the minutes from the previous meeting held on **3<sup>rd</sup> December 2024.**

### **EM24.180 Reports. \***

EM24.180.01 To receive I&E Report for OTC's properties & open Spaces.

EM24.180.02 To receive the usual monthly properties & open spaces update report

EM24.180.03 To receive 3 to 5 Year Maintenance Action Plan – work in progress update – document in Teams.

**EM24.181 Fletton House – Update see report. \***

EM24.181.01 To receive progress update regarding roof surveys and request to roofing contractors for quotes for the necessary work.

EM24.181.02 To receive progress update regarding proposals for use of the Ashton Room and associated areas for a nursery provision - Cllr Schurer. Decide next steps.

EM24.181.03 To receive update regarding new lease for VA's change of room usage and decide next steps.

**EM24.182 Maintenance – Workshop/vehicles/equipment - Update see report. \***

EM24.182.01 **Workshop** - consider designs and quotes for new gates for the workshop yard and decide next steps.

EM24.182.02 **Vehicles** - new works van – consider options (Emma may not have all the information by the Jan Meeting) for recommendations to F/C.

EM24.182.02 **Equipment** - new ride on mower - consider options (Emma may not have all the information by the Jan Meeting) for recommendations to F/C.

**EM24.183 The Hub – NTR.**

**EM24.184 Courthouse – Update see report. \***

Consider new tenant application for Annex Office 4 at The Courthouse.

**EM24.185 Car Parks and Parking – Update see report. \***

**EM24.186 Public toilets – Update see report. \***

**EM24.187 Other Properties and Open Spaces – Update see report. \***

EM24.187.01 **Rugby/Bowls/Tennis Clubs.**

FC received an update from the RC Solicitor and requested TC obtain a quote from Berry's to have the land valued – update to be given to Estates at the Jan or Feb meeting.

EM24.187.02 **Recreation Ground/Play Areas/Skatepark/Basketball Court.**

Consider information contained in the three quotes obtained and decide next steps.

EM24.187.03 **Snipe Meadow/Fletton Field/Other outside space/Signage Plan/Wildflower Plan.**

**Fletton Field Signage** – To receive and discuss FFA wording suggestions for signage and decide next steps.

EM24.187.05 **Other OTC assets within the community.**

EM24.187.06 **War Memorial and flagpoles/lighting support pole.**

**War Memorial** - Consider cleaning requirements and decide next steps.

**Lighting support pole** – Approve annual cost to carry out the safety inspection on the lighting support pole as per procedure last year.

EM24.187.07 **NNC's Pollinator Strategy.**

EM24.187.08 **Greenway Project.**

**EM24.188 Trees – Update see report. \***

**EM24.189 St Peter's Church – Update see report. \***

**EM24.190 Oundle Cemetery – Update see report. \***

**EM24.191 Joan Strong Centre – Update see report. \***

EM24.192 Market Place/Markets - Update see report. \*

EM24.193 Town Events - Update see report. \*

EM24.194 Environment and Flood Water Issues – Update see report. \*

EM24.195 Street Lights – Update see report. \*

EM24.196 Town CCTV – Update see report. \*

EM24.197 Energy & EV Charging Points

EM24.197.01 Update (if any) on EV chargers.

EM24.197.02 Update (if any) on solar installation at Fletton House.

 [Solar updates Summer 20241.xlsx](#)

EM24.198 Other general maintenance issues.

EM24.199 Any Other Business for report only.

**DEADLINE FOR SUBMISSION OF ITEMS FOR THE NEXT ESTATE MANAGEMENT COMMITTEE MEETING (4<sup>th</sup> FEB 2025) is: Thursday 30<sup>th</sup> JAN 2025 - 12 noon.**



Lisa Allan

Deputy Clerk & Estates Officer

2<sup>nd</sup> January 2025

**\*Documents enclosed.**