Oakham Town Council

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**TO: ALL MEMBERS OF THE TOWN COUNCIL**

**IN ACCORDANCE WITH THE REQUIREMENTS OF THE LOCAL GOVERNMENT ACT 1972 YOU ARE HEREBY SUMMONED TO ATTEND A MEETING OF OAKHAM TOWN COUNCIL, WEDNESDAY 13th DECEMBER 2017 AT 7.00 PM, AT THE OFFICES OF OAKHAM TOWN COUNCIL,VICTORIA HALL, 39 HIGH STREET, OAKHAM, RUTLAND LE15 6AH**



**Allison Greaves**

**Clerk to the Council**

**7th December 2017**

THE MEETING OF OAKHAM TOWN COUNCIL

**WEDNESDAY 13TH DECEMBER 2017 AT 7.00PM**

AT THE OFFICES OF OAKHAM TOWN COUNCIL,

VICTORIA HALL, 39 HIGH STREET, OAKHAM

***Members of the public attending this meeting are advised that it will be***

***filmed and recorded, or photographed***

 **AGENDA**

Prior to the commencement of the business of the meeting, the Chairman (Councillor Haley) will ask members to hold a minute's silence as a mark of respect for former Mayor and Councillor, Jean Stewart who has sadly passed away

 **1. APOLOGIES - Standing Order 1(u)**

(i) To receive apologies for absence

(ii) To decide whether to approve absences

 **2. DECLARATIONS OF INTEREST**

Members are asked to declare, if required:

(i) Any Disclosable Pecuniary Interest they may have in respect to items on the agenda

(ii) Any other interest they may have in respect to items on the agenda

*Members are also reminded to inform the Clerk of any changes in their Register of Members’ Interests*

 **3. MINUTES *(Appendix A)***

To confirm the minutes of the meeting held on Wednesday 8th November 2017

 **4. CHAIRMAN AND MEMBER’S REPORTS (*Appendix B*)**

To receive reports from Members who have attended meetings on behalf of Oakham Town Council

(*Members intending to report should inform the Clerk prior to the meeting*)

 **5.** **COUNCILLOR’S QUESTIONS**

To answer questions previously notified to the Clerk under Standing Order 9

*(Members note that 72 hours’ notice is now required)*

 **6. CLERK’S REPORT – For information only**

To receive a report from the Clerk

 **7. DEPUTATIONS BY THE PUBLIC**

Members of the Public are invited to address the meeting in accordance with procedures laid down in Standing Orders 1(d) – 1(i)

 **8. WORKING GROUPS AND STEERING GROUPS STRATEGY *(Appendix C)***

To receive written reports and to approve any expenditure from Working and Steering Groups and to make any decisions as appropriate:

1. Promotion and Publicity Working Group

 **9. STATEMENT OF ACCOUNTS (*Appendices Di, ii)***

(i)To decide whether to approve the Statement of Accounts to 30th November 2017

 (ii) Members to consider the financial budget to 30th November 2017

 **10. DRAFT BUDGET 2018/2019 (*Appendices Ei, ii*)**

To receive a report from the Financial Working Group and to make any decisions as appropriate

 **11.** **AMENDMENT TO FINANCIAL REGULATIONS (*Appendix F*)**

 To receive a report and to make any decisions as appropriate

 **12. STREET NAME (*Appendix G*)**

To agree on one street name to be put forward for consideration for the development at the back of Brooke Road

 **13. INTEGRATED TRANSPORT CAPITAL PROGRAMME (*Appendices Hi, ii, iii)***

To consider the following proposal and to confirm whether or not the Town Council are in support of the proposal

 **14.** **PERSONNEL ADVICE & SOLUTIONS LTD**

To decide whether to authorise the continuation of the current agreement

 **15.** **GREEN FLAG AWARD**

 (i) That an application for Green Flag status for Cutts Close is submitted for 2018/19

 (ii) To authorise the application fee expenditure of £319

 **16.** **CATMOSE COLLEGE RESILIENCE AWARD DONATION**

1. To agree the amount of prize money up to £100
2. To authorise expenditure

 **17. EXEMPT ITEM**

 To decide whether to exclude the Press and Public under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960, as amended, during consideration of Item 18 on the Agenda as it concerns confidential matters

 **18. REPORT FROM THE STAFFING COMMITTEE (*Appendices Ii, ii, iii)***

To receive a report and recommendations from the Staffing Committee and to make any decisions as appropriate