

# 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 SUMMONDED TO ATTEND A MEETING OF OAKHAM TOWN COUNCIL, WEDNESDAY 8<sup>TH</sup> MARCH 2017 AT 7.00 PM, AT THE OFFICES OF OAKHAM TOWN COUNCIL, VICTORIA HALL, 39 HIGH STREET, OAKHAM**

**Malcolm Plumb**  
**Acting Clerk to the Council**  
**1<sup>st</sup> March 2017**

*Members of the public attending this meeting are advised that it will be filmed and recorded, or photographed*

## **AGENDA**

**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 Extraordinary meeting of Oakham Town Council held on Wednesday 8<sup>th</sup> February 2017

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

To receive a report from the Chairman on functions attended and 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. CLERK'S REPORT – For information only**

To receive a report from the Clerk

**6. 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)

- 7. SUSPENSION OF STANDING ORDER 32**  
To agree to suspend Standing Order 32 (Casual Vacancies and Co-option of Councillors) in order that Item 8 on the agenda can be considered
- 8. CO-OPTION OF NEW MEMBERS**  
That the 3 applicants are considered for appointment as co-opted Councillors to Oakham Town Council for wards South West x 2 and South East
  - (i) Anne Skipworth
  - (ii) David Romney
  - (iii) Andrew Bennett
- 9. WORKING GROUPS AND STEERING GROUPS STRATEGY ASSURANCE (*Appendix Ci – ii*)**  
To receive written reports from Working Groups and Steering Groups and to make any decisions as appropriate:
  - (i) Neighbourhood Plan Steering Group
  - (ii) Promotions and Publicity Working Group
- 10. SIGNATORY TO THE HSBC CURRENT ACCOUNT**  
To approve a replacement signatory to the account
- 11. PLANNING COMMITTEE**  
To appoint 1 new member to the Planning Committee
- 12. FACEBOOK**  
To elect a new member to manage the Councils Facebook page
- 13. REQUEST TO USE CUTTS CLOSE**  
To consider a request and grant permission for Rutland Concert Band to use the Bandstand in Cutts Close for the evening of Saturday 1<sup>st</sup> July for Proms in the Park event
- 14. COUNCIL PROTOCOL (*Appendix Di - viii*)**  
To consider revised documents, agree on any changes and to adopt the protocol
  - (i) Drug and Alcohol Abuse
  - (ii) Managing Stress in the Workplace
  - (iii) Capability Procedure
  - (iv) Sickness Absence Policy (including guidance for managers)
  - (v) Councillor / Officer Relationships
  - (vi) Equal Opportunities
  - (vii) Data Protection
  - (viii) Staff Appraisal Procedure
- 15. STATEMENT OF ACCOUNTS (*Appendix E*)**  
To decide whether to approve the Statement of Accounts – February 2017
- 16. TREES AT CUTTS CLOSE (*Appendix Fi - ii*)**
  - (i) To consider a report on Lime Tree (2012) and to make any decisions as necessary
  - (ii) To consider a tree Survey and to make any decisions as necessary
- 17. EXEMPT ITEMS**  
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 Items 18 and 19 on the agenda as they concern confidential matters

**18. STAFFING COMMITTEE RECOMMENDATIONS (*Appendix G*)**

To consider recommendations from the meeting of the Staffing Committee held on 22<sup>nd</sup> February 2017 and to make any decisions as appropriate relating to those recommendations

**19. LOCAL PLAN PRESENTATION (*Appendix H, to receive electronically*)**

To agree on any comments and responses to be made to Rutland County Council