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 14th FEBRUARY 2018 AT 7.00 PM, AT THE OFFICES OF THE TOWN COUNCIL, VICTORIA HALL, 39 HIGH STREET, OAKHAM, RUTLAND LE15 6AH.**

**MEMBERS OF THE PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND**



**Allison Greaves**

**Clerk to the Council**

**2nd February 2018**

THE MEETING OF OAKHAM TOWN COUNCIL

**WEDNESDAY 14TH FEBRUARY 2018 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**

 **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 10th January 2018

 **4. CHAIRMAN AND MEMBER’S REPORTS (*Appendices B, i)***

To receive reports from the Chairman and 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 (*Appendices C, i)***

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 *(Appendices D, i, ii)***

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

1. Neighbourhood Plan Steering Group
2. Promotion and Publicity Working Group
3. Christmas Working Group

 **9. STATEMENT OF ACCOUNTS (*Appendices E, i, ii)***

(i)To decide whether to approve the Statement of Accounts to 31st January 2018

 (ii) Members to consider the financial budget to 31st January 2018

 (iii) To approve Clerks expenditure

 **10. RESIDENTS-ONLY PARKING ZONE (*Appendix F)***

To consider a residents-only parking zone be implemented in Sculthorpe Close and to confirm whether the Town Council are in support of the proposal

 **11.** **VEHICLE RESTRICTIONS AT THE ENTRANCE TO CUTTS CLOSE PARK (*Appendix G)***

1. Minute reference 520/17. To decide on a design for the installation of vehicle restrictions at the entrance to Cutts Close
2. Approve expenditure

 **12**. **PARISH TREES (*Appendix H*)**

1. Minute reference 517/17. To consider a report and to make any decisions as appropriate
2. Approve expenditure

 **13.** **ICE CREAM VENDOR IN CUTTS CLOSE**

To decide whether the Council is willing to permit an Ice Cream vendor (Mr Whippy Soft Ice Cream) to be parked in Cutts Close on a Sunday from 24th June 2018 – Sunday 26th August 2018

 **14. REQUEST TO USE CUTTS CLOSE – CAR BOOT SALE *(Appendix I*)**

To consider a request from Oakham Town Partnership and to make any decisions as appropriate

 **15. EASTER EGG HUNT (*Appendix J)***

1. To consider a report and to make any decisions as appropriate
2. Approve expenditure

**16. GOAL POSTS – CUTTS CLOSE (*Appendices K, i, ii)***

1. Minute reference 14/18. To consider a report and to make any decisions as appropriate
2. Approve expenditure

 **17. REQUEST TO USE CUTTS CLOSE**

To consider a request and grant permission for Rutland Concert Band to use Cutts Close for the Saturday 30th June 2018, for Oakham Festival Proms in the Park event

 **18. TOILETS FOR LATE OPENING (*Appendix L)***

1. To consider a report and to make any decisions as appropriate
2. Approve expenditure

 **19. TESCO’S ‘BAGS FOR HELP’ SCHEME (*Appendix M*)**

 To consider a report and to make any decisions as appropriate

 **20. BANK SIGNATORIES**

 To appoint 3 signatories for the Melton Borough Business Account

 **21.**  **WORKING GROUP STRUCTURE**

To appoint 2 new members to the Promotions and Publicity Working Group