

**DRAFT MINUTES OF THE MEETING OF OAKHAM TOWN COUNCIL HELD ON WEDNESDAY 14<sup>TH</sup> FEBRUARY 2018 AT THE OFFICES OF OAKHAM TOWN COUNCIL, VICTORIA HALL, 39 HIGH STREET, OAKHAM**

**PRESENT:**

Cllrs, Michael Haley (Chair) Martin Brookes, Miss Sally-Anne Wadsworth, Nick Woodley, Paul Buxton, Mrs Joyce Lucas BEM (part), Adam Lowe, David Romney, Peter Ind, Mrs Anne Skipworth (part)

**ABSENT:** Cllr Mrs Jean Denyer MBE

One member of the public was also present

**17/18 APOLOGIES - Standing Order 1(u)**

- (i) Apologies were received from Cllr Denyer
- (ii) It was proposed by Cllr Ind, seconded by Cllr Romney and resolved with 8 votes for, 1 against and 1 abstention to approve the absence of Cllr Denyer due to a prior commitment

**18/18 DECLARATIONS OF INTEREST**

- (i) No Disclosable Pecuniary Interests were declared  
Cllr Haley declared an interest in agenda item 14. He stated he would not take part in discussion and would abstain in any vote under this item of business
- (ii) Cllr Brookes wanted it minuting that he declared an interest in the agenda stating he has been invited to attend a Police interview due to a complaint made by the Clerk
- (iii) Cllr Brookes declared an interest in agenda item 14. He stated he would take part in discussion and any vote under this item of business
- (iv) Cllr Lowe declared an interest in item 10. He stated he would take part in discussion but would abstain in any vote under this item of business

**19/18 MINUTES (*Appendix A*)**

It was proposed by Cllr Romney, seconded by Cllr Lowe and resolved with 7 votes for, and 3 abstentions that the minutes of the meeting of Oakham Town Council held on Wednesday January 10th, 2018 were accepted and signed by the Chairman and adopted as a true and accurate record of that meeting

**20/18 CHAIRMAN AND MEMBER'S REPORTS (*Appendix B*)**

- (i) Cllr Lowe tabled an update report on the WWI and RAF 100
- (ii) Cllr Lucas tabled a report on the recent Oakham In Bloom meeting held on 6<sup>th</sup> February 2018

**21/18 COUNCILLOR'S QUESTIONS**

The following question was put by Cllr Martin Brookes:

*Please can the Council explain why the full Council is never shown leases or contracts before they are signed?*

*Also, a lot of the policy and procedure documents are not up to date on the website, why?*

The answer without discussion was:

*The Chairman will produce a written reply*

**22/18 CLERK'S REPORT (*Appendix C*)**

Members noted the report

**23/18 DEPUTATIONS BY THE PUBLIC**

None

**24/18 WORKING GROUPS AND STEERING GROUPS STRATEGY (Appendices D i, ii)**

- (i) Members noted the NGSg report
- (ii) Members noted the PPWG report. After much discussion.
  - (i) It was proposed by Cllr Lowe, seconded by Cllr Romney and unanimously resolved that Cllr Wadsworth approaches local schools to invite them to showcase their orchestra or choir
  - (ii) It was proposed by Cllr Romney, seconded by Cllr Brookes and resolved with 9 votes for and 1 against to approve the band concert McGoo for 24<sup>th</sup> June 2018
  - (iii) It was proposed by Cllr Brookes, seconded by Cllr Romney and unanimously resolved to approve Armed Forces Day on 1<sup>st</sup> July 2018
  - (iv) It was proposed by Cllr Romney, seconded by Cllr Skipworth and unanimously resolved to approve 8 band concerts between 8<sup>th</sup> July – 26<sup>th</sup> August 2018
  - (v) Members noted the Christmas Working Group report

**25/18 STATEMENT OF ACCOUNTS (Appendices E, i, ii)**

- (i) It was proposed by Cllr Woodley, seconded by Cllr Romney and resolved by 9 votes for and 1 abstention to approve the Statement of Accounts to 31<sup>st</sup> January 2018
- (ii) It was proposed by Cllr Woodley, seconded by Cllr Lowe and resolved with 9 votes for and 1 abstention to approve the financial budget to 31<sup>st</sup> January 2018
- (iii) Accordingly, every single expenditure item was considered and voted on:

Item	Cost £	Proposed	Seconded	U	F	A	A b
A4 paper	18.99	Cllr Woodley	Cllr Wadsworth		9		1
2 x printer cartridges	53.98	Cllr Woodley	Cllr Wadsworth	U	9		1
OTP Prize money	50.00	Cllr Lowe	Cllr Ind		6		4
Millennium	300.00	Cllr Woodley	Cllr Lowe		7	1	2
Millennium	70.00	Cllr Ind	Cllr Skipworth		8	1	1
Millennium	140.00	Cllr Lowe	Cllr Buxton		6	3	1
Open Plan	2475.00	Cllr Lowe	Cllr Ind		4	3	3

- (iv) It was proposed by Cllr Brookes, seconded by Cllr Wadsworth and unanimously resolved to set up a Working Group to investigate a suitable Loop System for the chamber and report back to Council
- (v) Under the Bird Protection Law, it permits the cleaning out of nest boxes between 1 September to 31 January, therefore this item will be deferred until later in the year

**26/18 RESIDENTS-ONLY PARKING ZONE (Appendix F)**

It was proposed by Cllr Brookes, seconded by Cllr Woodley and resolved with 6 votes for, 1 against and 3 abstentions to defer this item as members felt more clarification was required

### **27/18 VEHICLE RESTRICTIONS AT THE ENTRANCE TO CUTTS CLOSE PARK (*Appendix G*)**

- (i) It was proposed by Cllr Lowe, seconded by Cllr Romney and resolved with 8 votes for, and 2 against to award the contract to Secure-a-Field for the installation of a vehicle barrier gate
- (ii) It was proposed by Cllr Lowe, seconded by Cllr Skipworth and agreed with 8 votes for and 2 against to approve the expenditure of £1877.46 including all labour, materials, delivery and disposal charges

### **28/18 PARISH TREES (*Appendix H*)**

- (i) It was proposed by Cllr Brookes, seconded by Cllr Skipworth and resolved with 9 votes for, and 1 abstention that the Clerk instructs RCC to carry out the tree assessments
- (ii) It was proposed by Cllr Ind, seconded by Cllr Romney and resolved with 9 votes for, and 1 abstention to approve the expenditure of £655.77

### **29/18 ICE CREAM VENDOR IN CUTTS CLOSE**

It was proposed by Cllr Brookes, seconded by Cllr Buxton and unanimously resolved to permit an Ice Cream vendor (Mr Whippy Soft Ice Cream) to be parked in Cutts Close on a Sunday from 24<sup>th</sup> June 2018 – Sunday 26<sup>th</sup> August 2018

### **30/18 REQUEST TO USE CUTTS CLOSE – CAR BOOT SALE (*Appendix I*)**

It was proposed by Cllr Lowe, seconded by Cllr Wadsworth and resolved with 7 votes for, 1 against and 2 abstentions, 1 by Cllr Haley who declared an interest, to grant permission to Oakham Town Partnership for a car boot sale on Cutts Close on April 22<sup>nd</sup> and that Council agrees to waive the rental fee as OTP are a non-profit organisation

*It was proposed by Cllr Romney, seconded by Cllr Wadsworth and resolved with 9 votes for and 1 abstention to extend the meeting by 30 minutes to allow for business to be concluded.*

*The meeting was adjourned at 8.50pm and resumed at 8.54pm.*

*Cllrs Lucas and Skipworth left the meeting*

### **31/18 EASTER EGG HUNT (*Appendix J*)**

- (i) It was proposed by Cllr Brookes, seconded by Cllr Romney and unanimously resolved that OTC hold an Easter Egg Hunt in the Cutts Close
- (ii) It was proposed by Cllr Haley, seconded by Cllr Brookes and unanimously resolved that the Clerk is instructed to purchase Easter eggs
- (iii) It was proposed by Cllr Romney, seconded by Cllr Brookes and unanimously resolved to approve the expenditure of £150

### **32/18 GOAL POSTS – CUTTS CLOSE (*Appendices K, i, ii*)**

- (i) It was proposed by Cllr Lowe, seconded by Cllr Wadsworth and resolved with 6 votes for and 2 abstentions that Council agrees to purchase two sets for Cutts Close.
- (ii) It was proposed by Cllr Lowe, seconded by Cllr Ind and resolved with 6 votes for and 2 abstentions to approve the expenditure up to £225

### **33/18 REQUEST TO USE CUTTS CLOSE**

It was proposed by Cllr Romney, seconded by Cllr Ind and resolved with 7 votes for and 1 against to grant permission for Rutland Concert Band to use Cutts Close for the Saturday 30<sup>th</sup> June 2018, for Oakham Festival Proms in the Park event

**34/18 TOILETS FOR LATE OPENING (*Appendix L*)**

- (i) It was proposed by Cllr Lowe, seconded by Cllr Wadsworth and unanimously resolved to having the toilets open at three late evening events
- (ii) It was proposed by Cllr Lowe, seconded by Cllr Romney and unanimously resolved that the Clerk ensures the toilets are available
- (iii) It was proposed by Cllr Lowe, seconded by Cllr Wadsworth and unanimously resolved that Council authorise the expenditure up to £50 per event payable to the Contractor

**35/18 TESCO'S 'BAGS FOR HELP' SCHEME (*Appendix M*)**

It was proposed by Cllr Lowe, seconded by Cllr Buxton and unanimously resolved that Cllr Wadsworth applies for the Bags for Help scheme

**36/18 BANK SIGNATORIES**

It was proposed by Cllr Lowe, seconded by Cllr Haley and unanimously resolved that Cllrs Romney, Ind and Woodley are appointed as 3 signatories for the Melton Borough Business Account

**37/18 WORKING GROUP STRUCTURE**

It was proposed by Cllr Ind, seconded by Cllr Romney and unanimously resolved that Cllrs Woodley and Buxton are appointed as 2 new members to the Promotions and Publicity Working Group

The Chairman thanked everyone for their contributions and closed the meeting at 21.20

Signed: \_\_\_\_\_

**14 March 2018**  
**Chairman**