

# Oakham Town Council

Victoria Hall, 39 High Street, Oakham, Rutland, LE15 6AH

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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 13<sup>th</sup> JUNE 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  
6<sup>th</sup> June 2018**

**THE MEETING OF OAKHAM TOWN COUNCIL  
WEDNESDAY 13<sup>TH</sup> JUNE 2018 AT 7.00PM**

***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 (*Appendices A, Ai*)**

- (i) To confirm the minutes of the Annual meeting of the Council held on Wednesday 9<sup>th</sup> May 2018
- (ii) To confirm the minutes of the Extraordinary meeting held on Wednesday 30<sup>th</sup> May 2018

**4. CHAIRMAN AND MEMBER'S REPORTS**

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

**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 B*)**

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

  - (i) Neighbourhood Plan Steering Group
  - (ii) Promotion and Publicity Working Group
  - (iii) Christmas Working Group
- 9. STATEMENT OF ACCOUNTS (*Appendices C, Ci*)**
  - (i) To decide whether to approve the Statement of Accounts to 31<sup>st</sup> May 2018
  - (ii) Members to consider the financial budget to 31<sup>st</sup> May 2018
- 10. APPOINTMENT OF INTERNAL AUDITOR (*Appendix D*)**

Deferred 09/05/18 - To appoint an Internal Auditor for the 2018 – 2019 Financial Year
- 11. SERVICE CONTRACT FOR HOIST SITED AT CHURCH STREET PUBLIC TOILETS (*Appendix E*)**
  - (i) Council agrees to a Service contract with Prism Medical UK for a period of 3 years
  - (ii) To authorise the expenditure
  - (iii) The Clerk be authorised to sign the contract on behalf of the Council
- 12. WW1 CENTENARY FIELD (*Appendix F*)**

To consider a report and to make any decisions as appropriate
- 13. NEIGHBOURHOOD PLANNING GRANT (*Appendix G*)**
  - (i) The Clerk be authorised to instruct Open Plan
  - (ii) Council resolve to accept the grant offer of £4,500 and due diligence is applied
- 14. REPRESENTATION ON OTHER ORGANISATIONS (*Appendices H, Hi*)**

Deferred 09/05/18 - To review the representation and to appoint members

  - (i) Trustees of the Victoria Hall
  - (ii) Trustees of the Memorial Institute
- 15. SUSPENSION OF STANDING ORDER 28**

To agree to suspend Standing Order 28 in order that item 16 on the Agenda can be considered
- 16. RESIDENTS-ONLY PARKING ZONE (*Appendix I*)**
  - (i) To consider double yellow lines to be implemented in Sculthorpe Close and to confirm whether the Town Council are in support of the proposal
  - (ii) To consider whether the Town Council would be willing to make a financial contribution?
- 17. A5 FLYERS (*Appendix J*)**
  - (i) To consider a report and to make any decisions as appropriate
  - (ii) To authorise the expenditure
- 18. BOUNCY CASTLE (*Appendix K*)**

To consider a report and to make any decisions as appropriate
- 19. BUNTING – CUTTS CLOSE**

Permission is given to the PPWG to erect bunting on the railings around the perimeter of the park
- 20. CO-OPTION FOR THE OAKHAM NORTH EAST WARD VACANCY**

To decide whether to co-opt one new member to the Council for the Oakham North East Ward and to make any decisions as appropriate
- 21. 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 22 on the Agenda as it concerns confidential matters
- 22. ADMINISTRATIVE ACTIONS (*Appendix L*)**

To consider a report and to make any decisions as appropriate