

Minutes of the meeting of the Oakham Town Council held on the 8<sup>th</sup> March, 2017 in the offices of the Town Council, Victoria Hall, Main Street, Oakham, Rutland. The Meeting commenced at 7.00pm.

Present.	Cllr Martin Brookes	
	Cllr Richard Haynes	
	Cllr Adam Lowe	Chairman of the Council
	Cllr Mrs Joyce Lucas. BEM	
	Cllr Stan Stubbs	
	Cllr Sally-Anne Wadsworth	
	Mr Malcolm Plumb. F. Inst. LCM.	Acting Town Clerk.
	Ms Allison Greaves	Deputy Town Clerk

Also present Four member of the public

#### 335/17 Apologies for absence

Apologies for absence were received and accepted from Cllrs Michael Haley and Peter Ind.

#### 336/17 Declarations of interest

No declarations of interest were made by attending Councillors in respect of items specified in the agenda notice.

#### 337/17 Minutes

Subject to the following amendments, the minutes of the meeting of the Oakham Town Council held on the 8<sup>th</sup> February, 2017 were adopted as a true and accurate record and were signed by the Chairman.

Minute 319/17. Add after second paragraph "A member of the public made a statement concerning the level of a specific community service. The meeting noted this statement"

#### 338/18 Chairman and Members Reports

Cllr Joyce Lucas gave a detailed report upon the following.

- Her attendance at the High Sheriffs Rutland Service at Peterborough Cathedral.
- Her attendance at the Oakham in Bloom meeting. Tributes were paid to the work carried out by Volunteers and for the fund raising events.
- Arrangement for the transfer of the Jeffrey Hudson Statue to the Museum Gardens.
- OIB Group have a project for the provisions of a shed on their allotment in order to encourage workshops, e.g., bird box building.

Cllr Michael Haley was not present at the meeting but a report was circulated regarding his attendance at the RCC Stakeholders (Town Centre Improvements) meeting on 27<sup>th</sup> February, 2017.

The meeting received and NOTED both reports.

### 339/17 Clerks reports

The Acting Town Clerk gave the following reports.

- Following on from his report to the February 2017 Town Council meeting (minute 318/17 2<sup>nd</sup> bullet point, request for legal advice), The Acting Town Clerk has now received a detailed legal opinion from Adam Speke, Barrister at Greys Inn, London. The initial opinion was complex and now requires detailed consideration by the Policies Committee. A meeting will be called shortly.
- Following on from his report to the February 2017 Town Council meeting (minute 318/17, 3<sup>rd</sup> bullet point. Offensive falsehoods), The Acting Town Clerk has been in touch with the Parish Council concerned in Nottinghamshire, and has received confirmation that the allegations made by Cllr Martin Brookes were wholly untrue. The Acting Clerk will be taking further action shortly.
- The Acting Clerk reported that new developments had occurred in relation to the Code of Conduct complaint made by Town Councillors and officers in December 2016 to the RCC Monitoring Officer. It is therefore desirable for Town Councillors concerned and Officers to review the current position, perhaps by a combined meeting with the two foregoing matters. He will liaise with the Chairman and Vice Chairman shortly.

The Deputy Town Clerk gave the following reports

- A full safety inspection had been completed upon Play equipment.
- A full H & S check had been made in relation to the proposed Circus event.

After discussion, the meeting received and NOTED the foregoing reports.

### 340/17 Deputations by the Public

No deputations or statement were received under this item of business.

### 341/17 Suspension of Standing orders.

In view of the urgency in dealing with the following item of business, (Co Option of new Town Councillors), the meeting RESOLVED to suspend certain elements of Standing order no 32 in order to expedite urgently needed action.

### 342/17 Co Option of new Members of the Town Council

The Chairman, Cllr Adam Lowe, reported that no formal petition had been made calling for an elections for the current three casual vacancies, and that appropriate public notices had been displayed inviting expressions of interest from qualified electors in being co-opted onto the Town Council as Councillors. Three local Residents had expressed a willingness to be considered for co-option. They were Ann Skipworth, David Romney and Andrew Bennet and were in attendance as members of the public in this meeting.

All three Candidates had formally confirmed they were qualified under all the requirements of eligibility and that they were not affected by the rules of disqualifications.

After a full discussion, Cllr Stan Stubbs proposed that the above named be formally co-opted onto the Town Council as Town Councillors, with immediate effect. The proposal was seconded and the meeting so RESOLVED unanimously.

The Chairman then proposed, under Standing Order 5 (a) xxvi, to temporarily adjourn the meeting (at 1923hrs) in order to allow the new Town Councillors to make and sign their declarations of acceptance of office. The meeting so AGREED. This was done and the acceptance forms were countersigned by the Acting Town Clerk. Other papers (e.g. copies of Standing Orders etc.) would be issued to the new Councillors shortly.

The Town Council meeting then reconvened at 1929hrs and the new Town Councillors were welcomed and invited to take their seats in the Council meeting.

(Attendance list revised at this point).

#### 343/17 Working groups and Steering Groups Strategy Assurance

##### Neighbourhood Plan Steering Group

Report paper (TC 00817 C(i)) was circulated relating to the Neighbourhood Plan Development and a review of financial needs to meet current costings. The meeting debated the current estimates which included additional printing costs, income from advertising and possible costs arising from postal arrangements for the public survey. Councillors estimated that up to an additional £1,000 may be required. It was therefore proposed and seconded, that if additional funding proves to be unavoidable, approval is given for up to £1,000 to be made available.

##### Promotions and Publicity Working Group

The meeting received and NOTED the Groups report (TC 00817 C(ii)) upon past work completed and present work being carried out. Cllr Sally-Anne Wadsworth mentioned that for the 18<sup>th</sup> June, 2017 event, an "Ice Cream Seller" was being sought and arrangements for a "Hue and cry" were underway.

After discussion, the meeting received and NOTED the report.

#### 344/17 HSBC Current Account. Authorised signatories

After discussion it was RESOLVED to appoint Cllr Anne Skipworth as a replacement (authorised) signatory Councillor for the above Town Council Bank Account. Deputy Town Clerk to arrange.

#### 345/17 Planning Committee

After discussion it was RESOLVED to appoint Cllr Anne Skipworth onto the Town Council's Planning Committee, with immediate effect.

#### 346/17 Facebook Page

After discussion, it was RESOLVED to appoint Cllr Sally-Anne Wadsworth to manage the Town Councils Facebook page.

#### 347 Request to use Cutts Close Recreation Park

After discussion, it was RESOLVED to grant permission to the Rutland Concert Band to use the bandstand on Cutts Close for the evening of Saturday 1<sup>st</sup> July, 2012 for a "Proms on the Park" event.

#### 348/17 Town Council Protocols

The meeting received and considered eight separate papers (Agenda appendix Di to viii) specifying amended protocols for the Town Councils consideration. These protocols have already been reviewed by HR Advice and Solutions.

During a full discussion, Cllr Stubbs proposed that, in order to give the new Councillors an opportunity to read the reports, this item of business be deferred to a future meeting for more detailed consideration. Cllr Joyce Lucas seconded this proposal and the meeting so RESOLVED unanimously.

#### 349/17 Statement of accounts

The meeting received and considered full and detailed statements of accounts up to February, 2017 (agenda appendix E). The total cash and bank balances as at 28<sup>th</sup> February 2017 was £222,203.36p

After discussion it was proposed by Cllr Stan Stubbs and seconded by Cllr Richard Haynes that the accounts be received and NOTED. Upon the proposal being put to the meeting it was so RESOLVED by a vote of 5 for and 4 abstentions (including 3 "new" Town Councillors).

#### 350/17 Trees at Cutts Close

- Lime tree (2012), storm damage. The Deputy Town Clerk circulated a report (TC 00717) concerning the extent of storm damage to this tree on the 23<sup>rd</sup> February, 2017. The Deputy Clerk recommended that expenditure of up to £2,500 be authorised to carry out pollarding work to the tree and that a review of the Trees long term condition thereafter be carried out after a reasonable period of time. After discussion, it was so agreed by a vote of 7 for and 2 against.
- Survey of trees. The Deputy Town Clerk circulated with the agenda papers, a copy of the October 2015 tree survey report from Symbiosis Consulting Ltd, and asked if the Town Council felt the time was right for a further survey to be carried out at this time. After a full discussion, it was RESOLVED to obtain a quotation for carrying out all

outstanding tree work and to review this question again at the April 2017 Town Council meeting

351/17 Exempt (**confidential**) items. Exclusion of the public and press.

The meeting resolved by 6 votes for , 2 abstentions, and 1 vote against, to classify the remaining two items of business as “confidential” under the provisions of the Public Bodies (admission to meetings) Act, 2011, and to exclude any members of the press and public from the meeting at this time. The two items concerned staffing matters and the Town Councils policy towards a draft proposal for Housing etc. from another public Authority.

352/17 Staffing Committee

The meeting received a report (appendix G in the agenda papers) proposing a change to the Town Council’s staffing establishment, and an updating report upon the recruitment of a permanent Town Clerk. After discussion, it was AGREED by a vote of 8 votes for and 1 against) to review both items at the April 2017 Town Council meeting.

353/17 Local Plan Presentation

The County Council had requested detailed comments to their draft proposals from the Town Council.

After a full discussion, it was proposed by Cllr Adam Lowe and seconded by Cllr Richard Haynes that because of the Neighbourhood Planning work/survey, currently being carried out, it was not possible to provide a detailed response at this time. The proposal was unanimously ADOPTED by the meeting

There being no further business, the Chairman thanked everyone for their contributions and closed the meeting at 2048hrs.