

Minutes of the meeting of the Oakham Town Council held on the 9th November, 2016 in the offices of the Town Council, Victoria Hall, High Street, Oakham, Rutland

Present	Cllr Martin Brookes	
	Cllr Michael Haley	
	Cllr Jasmine Hopkin	
	Cllr Peter Ind	
	Cllr Adam Lowe	Chairman of the Council
	Cllr Joyce Lucas	
	Cllr Stan Stubbs	
	Cllr Sally Ann Wadsworth	
	Mr Malcolm Plumb	Acting Clerk of the Council
Others present	Mr Richard Haynes	Prospective Town Councillor

259/16 Apologies for absence

The meeting noted and accepted apologies for absence from Cllr Vince Howard

260/16 Declarations of interest

No declarations of interest were made at this time, by attending Councillors in respect of items of business specified in the meeting's agenda.

261/16 Minutes

Cllr Martin Brookes proposed the following amendments to the draft minutes of the Town Council meeting held on the 12th October, 2016.

- Minute 255/16. Royce's Recreation Ground. Add after "up to £1,000" on line 4 "(plus the £200 already budgeted)".
- Minute 243/16. Delete the paragraph and replace with "Cllr Martin Brookes and Cllr Jasmine Hopkins declared none pecuniary interests in minute no 252/16
- Minute 253/16. Add after "Councils Contractor" in Para 2, 4th line " Cllr Brookes commented that the cost of the extra soap should be re charged"

The meeting resolved by 7 votes for and one abstention to approve the draft minutes of the meeting of 12th October, 2016, together with the above amendments.

The Acting Town Clerk reported upon the following actions taken, arising from the October Town Council meeting.

- Minute 245/16. The Contractor who had originally installed the current (none functional) CCTV system in the Council chamber has been pressed for a response.
- Minute 247/16. The Acting Clerk had instructed (Setfords) to act for the Town Council in respect of the OOC building lease
- Minute 251/16. The Acting Clerk has asked the Solicitors (Setfords) to advise the Council upon the draft agreement for the CCTV column on Princess Avenue.
- Minute 254/16. The acting Clerk has formally accepted the quotation from Welland Creative to prepare a new Town Council web site as soon as possible.
- Minute 256/16. The Deputy Town Clerk has advised the Rutland Planning Authority of the Town Councils observations upon the planning proposal described in the minute.

The reports were noted by the meeting.

262/16 Members reports

- Cllr Jasmine Hopkins reported that at the Rutland Citizens Advice Centre AGM, details of the numbers of people helped during the year. The highest number of cases were: benefits and income tax matters; homelessness and employment matters... Appreciation has been recorded of the invaluable assistance from Volunteers in dealing with these cases.
- Cllr Jasmine Hopkins reported that her apologies for absence from a recent meeting of the Victoria Hall Management Committee had been made. The Committee had recently received a donation of £1,000 towards maintenance costs.
- Cllr Joyce Lucas reported that she had attended a meeting of the OIB on the 6th November 2016. It was decided to plant three new trees in the Arboretum in memory of Maureen Dodds, a former Town Mayor of Oakham. The OIB were also planting a new "time capsule" near the statue of J Hudson, which is in the process of refurbishment. It will be erected in the Museum Garden near to the time capsule. The work in the memorial gardens in the Church Grounds is nearing completion and will be ready in time for the Remembrance Sunday. The Castle project is on hold at present. Following advice from an experienced tree surgeon, the tree near the Gym at Royce's Ground needs to be felled and replaced. A tree near Dawson Fence needs pruning the removal one metre and two metres of the adjacent trees (costs to be forwarded to the Acting Clerk

The reports were received and noted by the meeting.

263/16 Clerks reports

- The Acting Clerk reported that no response had been received again from the RCC concerning whether the draft supplementary agreement for the Hawksmead development site had been signed. He therefore wrote to the Developers (Larkfleet Homes) who had immediately confirmed that the agreement had been signed. He

therefore asked the meeting if he should now seek a copy of the agreement. The meeting agreed.

- The Acting Clerk reported that the Towns Christmas tree is being erected on Monday 14th November, 2016 at approx. 2.00am in the morning, to avoid traffic problems.
- The Acting Clerk reported that two e mails had been sent by Cllr Martin Brooks to a wide variety of local people, in which he claimed that two questions asked by the Clerk to Richard Haynes (prospective Town Councillor) during his interview were incorrect in respect of legally required qualifications for becoming a Town Councillor. The Acting Clerk therefore read out to the meeting the law relating to candidate's disqualifications, from an official publication confirming that the questions were both appropriate. The second e mail, again sent to a wide variety of local people, that since the Clerk appointment, the standard of minutes had been poor. The Clerk reminded the meeting that the draft minutes are presented to every meeting for correction or adoption. The **meeting** then decides to either adopt them as a true record or to amend them. The Acting Clerk strongly objected to these unjustified attacks on his competence as a Council Clerk.

The reports were then received and noted by the meeting

264/16 Deputations by the Public

No deputations were made under this item of business.

265/16 Working Groups/Steering groups reports

Cllr Michael Haley circulated to the meeting the following reports.

- Neighbourhood Plan. (appendix Bi). Cllr Haley added to his report that a separate budget for this item of business will be needed for the next financial year.
- OCC Building. (appendix Bii) Progress continues to be made regarding completion of the Lease.
- No report was made at this time from the Cemetery Group

Cllr Brookes complained that the reports received were not reports, but a diary of events and actions with an unacceptable style and content. Cllr Haley replied stating that the style and content had been previously specified by the Town Council.

266/16 Co-option of a new Town Councillor

Cllrs Michael Haley and Stan Stubbs, accompanied by the acting Council Clerk had recently met and interviewed the only candidate (thus far) for co-option onto the Town Council as a

Councillor, Mr Michael Haynes of 3 Chaffinch Close, Oakham LE 15 6PX. A report (no. TC 085016) circulated to all Councillors gave details of the issues raised with Mr Haynes and the verification of legally required conditions for being elected/co-opted as a Councillor

Cllr Michael Haley proposed that Mr Haynes be now co-opted onto the Town Council with immediate effect, after completion of the formal declaration of acceptance of office. Cllr Stan Stubbs seconded this proposal.

After discussion, the meeting unanimously resolved to co-opt Mr Richard Haynes onto the Council. The declaration form was then signed by Mr Haynes and countersigned by the Acting Clerk. The Acting Clerk then provided an up to date copy of the Town Councils standing orders and a (loaned) booklet upon the duties and responsibilities of a Local Councillor.

Cllr Richard Haynes then took his seat in the meeting and was formally welcomed onto the Council by the Chairman, Cllr Adam Lowe.

267/16 Appointment of a permanent Town Clerk. Advertisement

The Council Chairman, Cllr Adam Lowe reported that following consultations with PAS Consultants, he had formulated the advertisement for commencing work on this appointment. The proposed advertisement was detailed in report no. TC 08616 circulated to all Councillors.

After a full discussion, by a vote of 8 for and 1 abstention, the advertisement was approved by the meeting. The advertisement to be placed in the local press, on the web site (if available) and nationally through the Association of Local Councils and the Society of Local Council Clerks

268/16 Representation on other Organisations

The meeting considered that appointment of Council Representatives onto three local Community organisations. After discussion it was resolved that the following appointment be approved.

Trustees of the Victoria Hall
Citizens Advice
Voluntary Action Group

Cllr Richard Haynes
Cllr Adam Lowe
Cllr Peter Ind

269/16 Towns 9 Carols and 9 Lessons Christmas Service

Cllr Joyce Lucas and the Deputy Town Clerk reported that this event will take place on Thursday 22nd December, 2016 at the All Saints Church, Oakham. (Report no.08716). The meeting was asked to consider authorising expenditure of £140, for advertising this event. Cllr Lucas commented that this event was normally held in the Castle Grounds in order to emphasise the "Community" aspect, rather than a Church event. Cllr Lucas therefore

proposed that the expenditure be not authorised. After a full discussion, by a vote of 6 for and one abstention, approval was NOT given for this expenditure.

270/16 Personnel Support

The Deputy Town Clerk submitted a report (no. TC08816) concerning the current appointment of PAS as Consultants for the approved cost of £100 monthly for June to December, 2016. The Deputy Clerk recommended that the appointment be extended for a further 6 months, January to June, 2017. PAS provides a number of services and would also help to facilitate the appointment of the new Town Clerk.

Cllr Michael Haley proposed the recommendation be approved and was seconded by Cllr Joyce Lucas. Upon the proposal being put to the meeting it was agreed by a vote of 8 for and one abstention.

271/16 Statement of Accounts.

A Statement of accounts for the period April to October, 2016 was circulated for Councillors information. After discussion, Cllr Michael Haley proposed the statement be adopted and was seconded by Cllr Joyce Lucas. Upon the proposal being put to the meeting, it was so resolved by a majority of 7 for and 2 abstentions.

The Acting Town Clerk reported that the Finance Working Group had now commenced work in drafting a Council budget and precept for the year 2017/18. Bids for funds from working groups need to be sent to the Finance Working Group as soon as possible.

272/16 Intent to present a Corporate deputation to the RCC

Cllr Joyce Lucas and the Deputy Town Clerk reported (No TC08916) that the County Council will be discussing the extension of Oakham Library at the County Councils meeting on 14th November, 2016. As Oakham Town Council is a corporate body, an opportunity is available to present a corporate deputation concerning the proposals, subject to the submission of a prior written notification. The deputation has to be made in person by a representative of the Town Council.

After Councillors had expressed support for making a formal deputation, the meeting was asked to appoint their representative and to prepare a written deputation. Cllr Sally Ann Wadsworth proposed that Cllr Martin Brooks be appointed to act as the Town Councils representative to present the agreed worded deputation to the County Council. The proposal was seconded and it was so resolved by a vote of 5 for, 2 against and two abstentions.

Councillors wishing to contribute to the written deputation should contact the Deputy Clerk early in order to complete the formal deputation.

273/16 Oakham Town Partnership

(Cllrs Michael Hayley and Stan Stubbs declared none pecuniary interests in this item of business)

The meeting considered authorising a payment of £1,000 for the sponsorship fee for the Oakham late night shopping event. Historically the town Council has made this contribution in previous years. Cllr Lowe therefor proposed that authority be given for making this payment for the current year's event. There was no seconder for the proposal. Consequently no decision could be made under this item of business.

There being no further business, the Chairman closed the meeting at 8.45pm