

**MINUTES OF THE MEETING OF OAKHAM TOWN COUNCIL HELD ON  
WEDNESDAY FEBRUARY 10<sup>TH</sup> 2016 AT THE OFFICES OF OAKHAM TOWN  
COUNCIL, VICTORIA HALL, 39, HIGH STREET, OAKHAM**

**PRESENT:**

Cllrs Alf Dewis (Chairman), Adam Lowe, Martin Brookes, Stan Stubbs, Michael Haley  
Mrs Joyce Lucas BEM, Jasmine Hopkins, Vince Howard and Michael Elliott

**ABSENT:**

None

One member of the public were present at the start of the meeting

**022/16 APOLOGIES**

No apologies for absence were received

**023/16 DECLARATIONS OF INTEREST**

None

**024/16 MINUTES**

It was proposed by Cllr Stan Stubbs, seconded by Cllr Vince Howard and resolved with 7 votes for and 2 abstentions that the minutes of the meeting of Oakham Town Council held on Wednesday January 13th 2016 be signed by the Chairman as a true record of that meeting

**025/16 COUNCILLOR'S QUESTIONS**

None

**026/16 CHAIRMAN AND MEMBER'S REPORTS**

Cllr Mrs Joyce Lucas reported on the meeting of Oakham in Bloom that she was unable to attend but had received the minutes.

- OiB would be renting an allotment to cultivate their own plants
- A medieval maze for Oakham castle had been put on hold but there were some ideas about a memorial to the late Roger Begy, OBE
- A submission to enter the East Midlands in Bloom competition would be made before April
- There was the possibility of a new arboretum along the by-pass which might include a community orchard
- Funds were healthy
- Cllr Mrs Lucas was confident that the town would look excellent with the proposed summer planting scheme

Cllr Adam Lowe stated he had e-mailed members a report on the Promotions and Publicity Working Group

Cllr Alf Dewis reported briefly on the Civic Reception held on January 28<sup>th</sup> 2016 and reminded members that they should contact him if they intended to attend the funeral of Roger Begy on Monday February 15<sup>th</sup> due to limited space in the Church and for catering arrangements.

## **027/16 CLERK'S REPORT – For information only**

The Clerk reported as follows

### **Cemetery Management Course**

The Clerk and Assistant Clerk attended this course on 8<sup>th</sup> February. It was extremely informative and well worth attending.

### **Next meeting**

Members are asked to note that the meeting on February 24<sup>th</sup> will be a meeting of the Council. This follows consultation with the Chairman and the Chairman of the Planning and Parks Committee. The agenda will include a number of planning applications as the planning sub-committee is currently inquorate. These will be e-mailed to you tomorrow to enable you to familiarise yourselves with them.

### **Parking Review 2016 - 2017**

Further suggestions have been received from Rutland County Council. These will be e-mailed out to you tomorrow and will be considered at the meeting on February 24<sup>th</sup>.

### **Town Centre Improvement**

Details have been sent to you all and a number of members have expressed an interest in attending the event. RCC have confirmed that only two members will be able to attend.

### **Integrated Transport Capital Programme**

A letter has been received from RCC relating to the above and is copied for your information

### **Facebook and Twitter**

The Council now has accounts on the above with Cllr Hopkins inputting information. The Clerk and Assistant Clerk also have the log in details.

## **028/16 DEPUTATIONS BY THE PUBLIC**

None

## **029/16 WORKING GROUPS STRATEGY ASSURANCE**

Members noted a report from the Relocation and Fitness Centre Working Group

### **030/16 NEIGHBOURHOOD PLAN UPDATE**

Cllr Michael Haley introduced the item and a number of questions were answered relating to the documentation

- (i) It was then proposed by Cllr Stan Stubbs, seconded by Cllr Vince Howard and resolved with 8 votes for and Cllr Martin Brookes abstaining that the membership of the Neighbourhood Plan Steering Group be approved
- (ii) It was proposed by Cllr Vince Howard, seconded by Cllr Stan Stubbs and resolved with 8 votes for and Cllr Martin Brookes abstaining that the Terms of Reference of the Neighbourhood Plan Steering Group be approved
- (iii) It was proposed by Cllr Stan Stubbs, seconded by Cllr Vince Howard and resolved with 8 votes for and Cllr Martin Brookes against that the Neighbourhood Plan Designated Area and Neighbourhood Plan Submission Statement be approved
- (iv) It was proposed by Cllr Vince Howard, seconded by Cllr Stan Stubbs and resolved with 8 votes for and Cllr Martin Brookes against that the response to the consultation on the proposed Barleythorpe Neighbourhood Plan be approved

### **031/16 CO-OPTION OF NEW MEMBER**

It was proposed by Cllr Vince Howard, seconded by Cllr Adam Lowe and resolved with 7 votes for and 2 abstentions that Tracy Carr be co-opted as a new member of the Council for the Oakham South East Ward

### **032/16 COUNCIL VACANCIES**

During discussions the following points were made:

- That the current system of selecting candidates remain as it is
- That the interview process was inappropriate and that an open day should be held at which prospective candidates could register their interest
- Council meetings were open to the public and prospective candidates could therefore attend these
- That interview questions were carefully thought out
- That the Council should hold an open day but this should then be backed up with an interview

It was then proposed by Cllr Vince Howard and seconded by Cllr Mrs Joyce Lucas to encourage members of the public to attend surgeries but that this was then backed up by an interview process.

There were 3 votes for the motion, 3 against and 3 abstentions. The Chairman used his casting vote and the motion was defeated

It was then proposed by Cllr Martin Brookes and seconded by Cllr Vince Howard that the item be deferred and a working group be set up to find out how other Councils co-opt members. There were 4 votes for the motion, 4 against and 1 abstention. The Chairman once again used his casting vote and the motion was defeated

It was then proposed by Cllr Adam Lowe, seconded by Cllr Michael Haley and resolved with 5 votes for, 2 against and 2 abstentions that the current system of co-option be retained for the two current vacancies

It was then proposed by Cllr Vince Howard, seconded by Cllr Jasmine Hopkins and resolved with 8 votes for and Cllr Martin Brookes abstaining that an interview panel consisting of Cllrs Stan Stubbs, Mrs Joyce Lucas, Michael Haley, Adam Lowe and Michael Elliott be appointed

It was then proposed by Cllr Adam Lowe, seconded by Cllr Stan Stubbs and unanimously resolved that Standing Order 33 be suspended to allow for the interview of two prospective candidates as soon as possible.

### **033/16 BEACON LIGHTING**

The Clerk introduced his report on the item and it was proposed by Cllr Vince Howard, seconded by Cllr Martin Brookes and resolved unanimously that the Promotions and Publicity Working Group would take on the event but on the understanding that there was no budget for it. Cllr Howard stated that he was happy to act as the lead member for the event.

### **034/16 INSURANCE PROVISION FROM APRIL 1<sup>ST</sup> 2016**

During discussions Cllr Martin Brookes raised the issue of re-charging insurance premiums to the Council's tenants. The Clerk undertook to investigate the matter and report back to members. Issues relating to Contents and regalia cover were also answered.

It was then proposed by Cllr Stan Stubbs, seconded by Cllr Vince Howard and resolved that the Council enters into a three year agreement with its current insurance provider, Zurich.

### **035/16 REMEMBRANCE SERVICE**

Cllr Alf Dewis introduced his report and following considerable discussion it was proposed by Cllr Vince Howard, seconded by Cllr Mrs Joyce Lucas and resolved with 5 votes for, 2 against and 2 abstentions that the Council agree to the Royal British Legion's request to jointly organise the Annual Remembrance Day Parade and Service and the Act of Remembrance on November 11<sup>th</sup> and that this be reviewed after the next two events.

### **036/16 PAYMENT APPROVAL**

Members discussed the following payments:

- (i) LITE Ltd  
Installation, dismantling, testing and storage of Christmas Lighting  
Invoice 900104 - £9765.00 + VAT  
**£11718.00**

Following extensive discussions it was proposed by Cllr Adam Lowe, seconded by Cllr Stan Stubbs and resolved with 5 votes for, Cllr Martin Brookes against and Cllrs Michael Elliott, Jasmine Hopkins and Michael Haley abstaining that the payment be approved

- (ii) LITE Ltd  
Supply of additional Christmas Lighting  
Invoice 900103 – £5766.31 + VAT  
**£7027.57**

It was proposed by Cllr Adam Lowe, seconded by Cllr Stan Stubbs and resolved with 6 votes for and 3 abstentions that the payment be approved

- (iii) Rutland County Council  
Oakham Cemetery Maintenance contribution 2015 – 2016  
**£5500.00**

During discussions on this item it was stated

- That the payment should be honoured.
- That the Council was now aware that work was not being done at the Cemetery and the payment should be queried

It was then proposed by Cllr Martin Brookes, seconded by Cllr Stan Stubbs and resolved with 7 votes for, Cllr Adam Lowe against and 1 abstention that the amount should not be paid and the money retained for future maintenance of the Cemetery

#### **037/16 COVER AGREEMENT FOR COUNCIL COMPUTERS**

Members considered a report from the Clerk and it was then proposed by Cllr Stan Stubbs, seconded by Cllr Martin Brookes and resolved with 8 votes for and Cllr Adam Lowe against that the Council enters into a cover agreement with Millennium Ltd for the Council's two desktop computers only

#### **038/16 TOWN COUNCIL REPRESENTATIVE**

It was proposed by Cllr Martin Brookes, seconded by Cllr Vince Howard and resolved with 7 votes for and 2 abstentions that Cllr Jasmine Hopkins be appointed as the Council's representative to the Trustees of the Victoria Hall

#### **039/16 SCHEDULE OF PAYMENTS**

During discussions it was agreed that the Clerk investigate the possibility of obtaining a refund on monies paid to Rutland County Council relating to its contribution to CCTV as it had been publicly stated that the system was not working.

It was then proposed by Cllr Vince Howard, seconded by Cllr Martin Brookes and resolved with 8 votes for and 1 abstention that the remainder of the Schedule of Payments from January 1<sup>st</sup> 2016 – February 1<sup>st</sup> 2016 be approved

#### **040/16 STATEMENT OF ACCOUNTS**

The Chairman stated that the Bank Reconciliations had been verified by Cllr Michael Haley and with no other questions it was proposed by Cllr Vince Howard, seconded by Cllr Michael Elliott and resolved with 8 votes for and 1 abstention that the Statement of Accounts to February 1<sup>st</sup> 2016 be approved

**There being no further business the Chairman closed the meeting at 8.49pm**

**Signed:** \_\_\_\_\_  
**Chairman**  
**24<sup>th</sup> February 2016**