

**MINUTES OF THE MEETING OF OAKHAM TOWN COUNCIL HELD ON WEDNESDAY
DECEMBER 13TH 2017 AT THE OFFICES OF OAKHAM TOWN COUNCIL, VICTORIA HALL,
39 HIGH STREET, OAKHAM**

PRESENT:

Cllrs, Michael Haley (Chair) Mrs Anne Skipworth, Martin Brookes, Miss Sally-Anne Wadsworth, Nick Woodley, Paul Buxton, Mrs Jean Denyer MBE

ABSENT: Cllrs Mrs Joyce Lucas BEM, Adam Lowe, Peter Ind, David Romney

2 members of the public were also present

Prior to the commencement of the business, a minute silence was held in tribute to the former Mayoress, Jean Stewart who sadly passed away

542/17 APOLOGIES - Standing Order 1(u)

- (i) Apologies were received from Cllrs Lucas, Lowe, Ind and Romney
- (ii) It was proposed by Cllr Wadsworth, seconded by Cllr Buxton and unanimously resolved to approve the absence of Cllrs Lucas, Lowe, Ind and Romney all due to prior commitments
- (iii) Apologies for late arrival were received from Cllr Denyer

543/17 DECLARATIONS OF INTEREST

- (i) No Disclosable Pecuniary Interests were declared
- (ii) No other interests were declared

544/17 MINUTES (*Appendix A*)

- (i) It was proposed by Cllr Brookes, seconded by Cllr Buxton that the statement between minute ref 533/17 and 534/17 be retracted. This motion fell with 2 votes for, 3 against and 1 abstention
- (ii) It was proposed by Cllr Brookes, seconded by Cllr Wadsworth and unanimously resolved that the paragraph should remain but the word 'therefore' should be removed
- (iii) It was proposed by Cllr Buxton, seconded by Cllr Skipworth and unanimously resolved the amended minutes of the meeting of Oakham Town Council held on Wednesday November 8th 2017 were then signed by the Chairman and adopted as a true and accurate record of that meeting

545/17 CHAIRMAN AND MEMBER'S REPORTS (*Appendix B*)

A report from Cllr Lucas was sent out with the agenda on her attendance at the Oakham In Bloom committee meeting held on 22nd November

546/17 COUNCILLOR'S QUESTIONS

None received

547/17 CLERK'S REPORT

Office Assistant

The Staffing Committee met on 22nd November to consider what action to take to support the office following the resignation of Gemma Hughes.

In accordance with Standing Order 30, the Staffing Committee has delegated powers to spend up to £5,000.00 to overcome the initial problems caused by staff absence. At the request of the Staffing Committee Chairman, the Clerk had been requested to investigate the use of a suitable employment agency that could provide high quality, suitable temporary staff.

The Staffing Committee resolved to instruct the Clerk to contract with an employment agency to provide a suitable person to work 18hrs/week under the Clerk's direction until further notice within the constraints of the Staffing Committee's delegated powers.

I have instructed Balance Recruitment and Sarah Erwin started work on Monday 6th December.

The Staffing Committee will endeavor to produce a paper for the Clerk with recommendations for a longer term solution.

Road Closures

Due to the proposed upcoming Maintenance works on the High Street, the Christmas lights will be taken down on 28th December 2017

Chamber Tables

The 2 old chamber tables are being stored in the OCC building which has been leased. Therefore these will need to be removed of asap. The office has been in contact with 3 Auctioneers who wish not to discuss further. Therefore the office will dispose of them

Office Christmas Closure

The office will be closed from the 22rd December and will re-open on 2rd January 2018. Messages and e-mails will be monitored during this period. For member's information the staff takes part of their annual leave entitlement over the Christmas period

It was proposed by Cllr Brookes, seconded by Cllr Wadsworth and unanimously resolved that the Clerk is granted permission to dispose of the 2 chamber tables

548/17 DEPUTATIONS BY THE PUBLIC

None

549/17 WORKING GROUPS AND STEERING GROUPS STRATEGY (*Appendices Ci, Cii*)

Appendix Cii (reports from the Neighbourhood Plan Steering Group) were tabled.

The meeting was adjourned at 7.30pm and resumed at 7.34pm.

After much discussion, it was proposed by Cllr Brookes, seconded by Cllr Skipworth and resolved with 5 votes for and 1 against to defer this item to the next meeting

At 7.43pm, Cllr Denyer arrived at the meeting

550/17 STATEMENT OF ACCOUNTS (*Appendices Di, Dii*)

- (i) It was proposed by Cllr Skipworth, seconded by Cllr Denyer and resolved with 3 votes for 1 against and 3 abstentions to approve the Statement of Accounts to 30th November 2017

551/17 DRAFT BUDGET 2018/2019 (*Appendices Ei, ii*)

After much debate, it was proposed by Cllr Denyer to approve the draft budget, there was no seconder, so the motion fell

552/17 AMENDMENT TO FINANCIAL REGULATIONS (*Appendix F*)

It was proposed by Cllr Woodley, seconded by Cllr Wadsworth and resolved with 4 votes for, 1 against and 3 abstentions that the Council adopts the amendments

553/17 STREET NAME (*Appendix G*)

It was proposed by Cllr Woodley, seconded by Cllr Denyer and resolved with 4 votes for, 1 against and 2 abstentions that the Council support the road name of Dryham Place as suggested by the developer

554/17 INTEGRATED TRANSPORT CAPITAL PROGRAMME (*Appendices Hi, ii, iii*)

- (i) It was proposed by Cllr Skipworth, seconded by Cllr Denyer and unanimously resolved that the Town Council are in support of the proposal for a footway/cycle way from Braunston to Oakham
- (ii) It was proposed by Cllr Brookes, seconded by Cllr Denyer and unanimously resolved that they support the application but would not be willing to make a financial contribution

556/17 PERSONNEL ADVICE & SOLUTIONS LTD

It was proposed by Cllr Wadsworth, seconded by Cllr Woodley and unanimously resolved to authorise the continuation of the current agreement

557/17 GREEN FLAG AWARD

There was no proposer, that an application for Green Flag status for Cutts Close is submitted for 2018/19.

It was proposed by Cllr Haley, seconded by Cllr Wadsworth and resolved with 5 votes for and 2 against to extend the meeting by 30 minutes to allow for business to be concluded.

The meeting was adjourned at 8.49pm and resumed at 8.51pm

558/17 CATMOSE COLLEGE RESILIENCE AWARD DONATION

It was proposed by Cllr Skipworth, seconded by Cllr Buxton and resolved with 4 votes for and 3 abstentions, that the Clerks writes to Catmose College to ask if they would like the Council to donate a shield

559/17 EXEMPT ITEM

It was proposed by Cllr Wadsworth, seconded by Cllr Woodley and resolved with 6 votes for and 1 against to exclude the Press and Public under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960, as amended, during consideration of item 18 on the Agenda as it concerns confidential matters

At 8.58pm, the Clerk leaves the room

The next item was debated at length. Cllr Woodley left the room at 9.18pm before the vote was taken. At 9.21pm the Clerk returns to the room

560/17 REPORT FROM THE STAFFING COMMITTEE (*Appendices li, ii, iii*)

- (i) It was proposed by Cllr Haley, seconded by Cllr Buxton and resolved with 4 votes for and 2 against to accept the recommendations from the meeting of the Staffing Committee held on Wednesday 22nd November 2017
- (ii) It was proposed by Cllr Haley, seconded by Cllr Buxton and resolved with 4 votes for and 2 against to accept the recommendations from the meeting of the Staffing Committee held on Wednesday 22nd November 2017

For reasons of transparency, it is recorded that this item of business involves the consideration of a grievance complaint from an Employee against a member of the Town Council. As a consequence, the formal minute record of this matter (minute no. 560/17) is included in a confidential attachment paper to these minutes for formal record purposes, and is for the information of Town Councillors ONLY

The Chairman thanked everyone for their contributions and closed the meeting at 9.25pm

Signed: _____

**10th January 2018
Chairman**