

MINUTES OF THE MEETING OF OAKHAM TOWN COUNCIL HELD ON WEDNESDAY 20TH MARCH 2019 AT THE OFFICES OF OAKHAM TOWN COUNCIL, VICTORIA HALL, 39, HIGH STREET, OAKHAM

PRESENT:

Cllrs Adam Lowe (Chair), Martin Brookes, Anne Skipworth, Paul Buxton, Sally-Anne Wadsworth, Joy Clough, David Romney, Jean Denyer MBE

ABSENT: Cllrs, Joyce Lucas BEM, Peter Ind, Zoe Neal, Daniel Bottomley

IN THE PUBLIC GALLERY: None

Prior to the commencement of the business, Cllr Skipworth thanked friends from the Council for the beautiful flowers she received following her operation

48/19 APOLOGIES

- (i) Apologies were received from Cllrs, Lucas, Ind, Neal and Bottomley due to prior commitments
- (ii) Proposed these be accepted by Cllr Skipworth, seconded by Cllr Denyer and resolved with 7 votes for and 1 abstention

49/19 DECLARATIONS OF INTEREST

- (i) No disclosable pecuniary interests were declared
- (ii) No non-pecuniary interests were declared

50/19 MINUTES

Proposed by Cllr Buxton, seconded by Cllr Wadsworth and resolved with 7 votes for and 1 abstention that the minutes of the meeting of Oakham Town Council held on Wednesday 13th February 2019 were confirmed, signed by the Chairman and adopted as a true and accurate record of that meeting

51/19 CHAIRMAN AND MEMBER'S REPORTS

Cllr Buxton gave a verbal report on an Oakham In Bloom meeting he attended as Councils representative

52/19 COUNCILLOR'S QUESTIONS

None received

53/19 DEPUTATIONS BY THE PUBLIC

None received

54/19 CLERKS REPORT

Pre-Year End Review

On Thursday 7th March 2019, I had an initial review with the Internal Auditor. He is happy with the progress we have made in the past year. A meeting has been arranged later in April once we have completed year end accounts. Once I receive the final report, I will bring this to Council.

Bank Reconciliation for February 2019

The bank reconciliation for February has been carried out and verified by the members of the cheque signatories.

Pinders Circus

Just to remind members, Pinders Circus will be in the park this weekend, leaving on Sunday.

55/19 WORKING GROUPS

- (i) Proposed by Cllr Wadsworth, seconded by Cllr Buxton and resolved with 5 votes for and 3 against to purchase two flower planters to stand either side of the entrance to Knights Yard and to approve the expenditure of £250

It was proposed by Cllr Skipworth to look in to the possibility of purchasing an additional two planters to stand either side of the entrance to Crown walk. There was no seconder, so the motion fell

- (ii) Proposed by Cllr Skipworth, seconded by Cllr Buxton and unanimously resolved to approve the purchase of Easter Eggs with an expenditure of £75, and to approve the purchase of magnets with an expenditure of £100

56/19 STATEMENT OF ACCOUNTS

Proposed by Cllr Wadsworth, seconded by Cllr Denyer and resolved with 7 votes for and 1 abstention to approve the Statement of Accounts to 28th February 2019

57/19 AUTHORISATION TO AN PAY INVOICE OVER £5000

Proposed by Cllr Wadsworth, seconded by Cllr Clough and unanimously resolved to authorise the payment to Rutland County Council, invoice No. 9114676, for £11499.97 (no Vat) for Community Street Lighting Recharge

58/19 TWINNING EVENT

Council agreed to contribute to the Barmstedt community visit to Oakham during 11th – 15th April 2019. It was there for:

- (i) Proposed by Cllr Skipworth, seconded by Cllr Clough and resolved with 7 votes for and 1 against by Cllr Brookes to approve the expenditure of £80 towards a visit to Bede House
- (ii) Proposed by Cllr Skipworth, seconded by Cllr Buxton and resolved with 7 votes for and 1 against by Cllr Brookes to approve the expenditure of £250 towards a visit to Burghley House
- (iii) Proposed by Cllr Denyer, seconded by Cllr Skipworth and resolved with 6 votes for and 2 against by Cllrs Brookes and Clough to approve the expenditure of a maximum of £140 towards gift boxes
- (iv) Proposed by Cllr Skipworth, seconded by Cllr Clough and resolved with 7 votes for and 1 against by Cllr Brookes to approve the expenditure of £300 towards fuel

59/19 MAGICAL LANTERN WALK

Proposed by Cllr Skipworth, seconded by Cllr Denyer and unanimously resolved to grant permission for the Magical Lantern Walk event to take place on Sunday 10th November 2019. The PPWG to look in to the possibility for fairy lights to be put up around the Bandstand

60/19 REVIEW OF POLICIES AND PROCEDURES

- (i) Proposed by Cllr Romney, seconded by Cllr Skipworth and resolved with 6 votes for, 1 against and 1 abstention to adopt the Strategic Plan 2019-2025, with the insertion of 3.8 Freedom of Entry
- (ii) Proposed by Cllr Romney, seconded by Cllr Denyer and unanimously resolved that the policies required no changes or additions and to be adopted with effect.
Members went through each recommendation of the Standing Orders:
- (iii) No 35. Email Account – insert after abusive, *intimidation, insulting and bullying*. Remove 2 Councillors.
Proposed by Cllr Romney, seconded by Cllr Wadsworth and resolved with 6 votes for, and 2 against by Cllrs Clough and Brookes
- (iv) No 36. Office Access- accept recommendations *a, b,c,and e*. Remove *f*.
Amend d - Members will not be allowed to remove the original papers from the office
Proposed by Cllr Romney, seconded by Cllr Clough and unanimously resolved
- (v) No 37. Member Training – Remove a and b and insert with:
- *All members should undertake Councillor training, and training for dealing with planning applications when possible.*
 - *Chairman should undertake Chairman training.*
 - *The council should inform Councillors of training opportunities.*
 - *The council will reimburse Councillors for traveling expenses incurred for training.*
- Proposed by Cllr Clough, seconded by Cllr Brookes and unanimously resolved

61/19 REVIEW OF CUTTS CLOSE LETTINGS

Proposed by Cllr Romney, seconded by Cllr Clough and unanimously resolved that Council accepts the recommendations with immediate effect

62/19 BUS STOP ENHANCEMENTS

Members considered the correspondence dated 21st January 2019 from Rutland County Council in relation to bus stop improvements. It was proposed by Cllr Lowe, seconded by Cllr Wadsworth and resolved with 7 votes for and 1 abstention that after May 2019, a Working Group is set up to look at all the bus stops and the recommendation and comments back to RCC are that any damage is repaired

63/19 THE STRATEGIC HOUSING MARKET ASSESSMENT

This item was deferred as the report was not received by the Neighbourhood Plan Steering group

64/19 PLANNING APPLICATIONS

- (i) 2019/0188/FUL Mrs Fan Yau
First floor extension including dormer to rear.
34 Noel Avenue
Recommend refusal on the grounds of the objections given by the Planning officer
Proposed by Cllr Skipworth, seconded by Cllr Denyer and resolved with 3 votes for, 2 against and 3 abstentions

- (ii) 2019/0229/FUL Mr Matthew Denny
Proposed front porch and rear single storey extension.
3 Sunnyfield
Recommend approval
Proposed by Cllr Wadsworth, seconded by Cllr Denyer and unanimously resolved

- (iii) 2019/0133/PTA Mrs Morse
T1 1 No. Western Red Cedar – Reduce height by up to 4 m to lessen loading on the large bark inclusion on the main stem. T2 1 No. Yew – Crown raise to 4m to allow good vehicle access and more light into area. T3 1 No. Beech – Side boundary – Crown raise tree by removing 3 no. branches as per photograph. T4 and T5 2 No. Beech – Within boundary line – Fell.
15 Stamford Road
Recommend that the application is deferred and that the case officer should inform OTC before any work proceeds
Proposed by Cllr Wadsworth, seconded by Cllr Clough and unanimously resolved

- (iv) 2019/0178/PTA Mr Matthew Ellis
Fell 1 No. Ash tree.
Aisby House, 10 The Dell
Recommend refusal on the grounds that this could have been avoided at the planning stage of the building
Proposed by Cllr Skipworth, seconded by Cllr Denyer and resolved with 7 votes for and 1 abstention

Proposed by Cllr Lowe, seconded by Cllr Romney and unanimously to extend the meeting by thirty minutes to allow for the business to be transacted

65/19 EXEMPT ITEM

Proposed by Cllr Wadsworth, seconded by Cllr Buxton and unanimously resolved to exclude the Public and Press during consideration of items 19 and 20 on the Agenda, under Section 100 (2) of the Local Government Act 1972, as amended due to the contractual nature of the matters to be discussed

66/19 OCC BUILDING

Proposed by Cllr Lowe, seconded by Cllr Romney and unanimously resolved to:

- (i) Accept the Deed of Surrender from its current tenant
- (ii) Award the lease to Emily Redding Dance Academy
- (iii) Propose the amendments to the Head of Terms, that the lease is for initially 12 months, and the forfeiture of sum outstanding is changed from 21 to 14 days

67/19 RUTLAND HOUSE COMMUNITY TRUST

Proposed by Cllr Lowe, seconded by Cllr Skipworth and resolved with 6 votes for and 2 against that:

- A rent increase for the adjoining amenity land to be increased to £1447 and on acceptance of the new rent increase, the new amount is effective immediately
- An emergency vehicle access to the new building was agreed, taking into account planning considerations for emergency vehicle access, a suitable grass block system should be used, this will enable the access to remain grassed.
- The Council have request to be advised which grass block system is going to be used and that it meets the required planning considerations in regard to emergency vehicle access.
- Upon installation there should be emergency access signage stating that the grass block system is for emergency access only.
- All revised plans, including the grass block system will need to have been agreed and passed by the Planning Department at Rutland County Council.

The Chairman thanked everyone for their contributions and closed the meeting at 8.53pm

Signed: _____

**17th April 2019
Chairman**