

MINUTES OF THE MEETING OF OAKHAM TOWN COUNCIL HELD ON WEDNESDAY MARCH 23RD 2016 AT THE OFFICES OF OAKHAM TOWN COUNCIL, VICTORIA HALL, 39, HIGH STREET, OAKHAM

PRESENT:

Adam Lowe, Martin Brookes, Stan Stubbs, Mrs Joyce Lucas BEM, Vince Howard, Michael Elliott, Michael Haley, Tracy Carr, Peter Ind, Sally Anne Wadsworth, Jasmine Hopkins

ABSENT:

None

Five members of the public were present at the start of the meeting

In the absence of a Chairman, the Vice Chairman Cllr Adam Lowe chaired the meeting

073/16 APOLOGIES

None

074/16 DECLARATIONS OF INTEREST

Members are asked to declare, if required:

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

075/16 MINUTES

It was proposed by Cllr Mrs Joyce Lucas, seconded by Cllr Martin Brookes and resolved with 10 votes for and 1 abstention that the minutes of the meeting of Oakham Town Council held on Wednesday March 9th 2016 be signed by the Chairman as a true record of that meeting

076/16 COUNCILLOR'S QUESTIONS

The following question was put by Cllr Martin Brookes:

Grant Thornton has reported its findings regarding Cllr Alf Dewis unlawful expenditure of taxpayer's money. The law very clearly states any Councillor cannot act unilaterally at anytime and if they incur any unlawful or unauthorised expenditure they are personally liable for the amount and not the council, what is the council doing to recover this unlawful spending?

The answer without discussion was
Former Councillor, Alf Dewis has repaid £329.00

077/16 CHAIRMAN AND MEMBER'S REPORTS

Cllr Adam Lowe reported on a meeting he had attended with Rutland County Council along with the former Chairman Alf Dewis

Cllr Vincent Howard updated members on the National Beacon Lighting Event due to take place on the evening of April 21st 2016 in Cutts Close

078/16 CLERK'S REPORT – For information only

The Clerk reported as follows:

Accounting Software

This was installed on the office's two desktop computers on Tuesday 22nd March. Formal training for staff in using the software is taking place at the end of May. In the meantime the office will have to continue to run its existing accounts software in order that monthly reports for the end of April and the end of May can be provided. A short term licence will be required for this to cover the changeover period. Members will be asked to consider this at the meeting scheduled for April 13th 2016.

Community Governance Review

Information regarding this is attached. Please look at the links provided as a response from Oakham Town Council will be considered at the meeting scheduled for April 13th 2016.

The office does have some hard copies of the documentation should any member require them

079/16 DEPUTATIONS BY THE PUBLIC

None

080/16 WORKING GROUPS AND STEERING GROUPS STRATEGY ASSURANCE

A report from the Neighbourhood Plan Steering Group was incomplete and would be re-tabled at the meeting of the Council due to be held on April 13th 2016

081/16 OAKHAM CEMETERY

It was proposed by Cllr Martin Brookes that Oakham Town Council did not continue with the takeover of the Cemetery. There was no seconder for the motion which therefore fell

Members then considered a report from Cllr Brookes and the following decisions were made:

1. Oakham Town Council appoints Peter Ind to the cemetery working group due to his past experience and knowledge.
Proposed by Cllr Martin Brookes, seconded by Cllr Stan Stubbs and resolved with 10 votes for and 1 abstention
2. Oakham Town Council appoints Michael Elliott to the Cemetery working group due to his past experience and knowledge
Proposed by Cllr Martin Brookes, seconded by Cllr Stan Stubbs and resolved with 10 votes for and 1 abstention

3. The Cemetery Working Group are instructed to ask Rutland County Council to carry out all the works required, to agree dates these works should be completed by. This should then be reported back to full council and the council solicitor should receive these reports.
Proposed by Cllr Martin Brookes, seconded by Cllr Michael Elliott and resolved with 9 votes for and 2 abstentions
4. The Cemetery Working Group should check all agreed works are completed. A progress report should be produced for full council and copied to the Councils solicitor.
If works are not completed as agreed the working group should find out the reason why this was not completed and agree a revised date with Rutland County Council.
Proposed by Cllr Martin Brookes, seconded by Cllr Jasmine Hopkins and resolved with 10 votes for and Cllr Stan Stubbs against
5. The Working Group and Clerk are to arrange a meeting with all local undertakers who serve Oakham cemetery to find out their requirements and current concerns and report their findings to full council. The full council can then decide if any actions are required.
Proposed by Cllr Martin Brookes, seconded by Cllr Michael Elliott and resolved with 9 votes for, Cllr Stan Stubbs against and Cllr Mrs Joyce Lucas abstaining
6. The Working Group are instructed to seek quotations for all running costs of the cemetery ASAP, so the council has a full break down of costs. This should include the purchasing of all services required to operate and maintain the cemetery, buildings and grounds and the day to day administration costs.
Proposed by Cllr Martin Brookes, seconded by Cllr Vince Howard and resolved with 10 votes for and Cllr Stan Stubbs against
7. The Working Group should arrange a full survey and local authority search in partnership with the Council's solicitor and the outcome reported to council to consider and actions required.
Proposed by Cllr Martin Brookes, seconded by Cllr Michael Haley and unanimously resolved.

Cllr Adam Lowe informed members that he would be resigning from the Cemetery Working Group due to work commitments

082/16 REVIEW OF COUNCIL STRUCTURE

A proposal by Cllr Martin Brookes that the paper be discontinued was not seconded and therefore the motion fell.

Following discussions it was proposed by Cllr Vince Howard, seconded by Cllr Martin Brookes and resolved with 7 votes for and 4 against that the item be deferred until the first meeting of the new Council

083/16 RISK ASSESSMENT AND MANAGEMENT

Members discussed the document and it was then proposed by Cllr Michael Haley, seconded by Cllr Martin Brookes and unanimously resolved that the Risk Assessment be approved with the following actions

- (i) That the Staffing Committee receive training in employment matters
- (ii) That the Financial Matters and Procedures Working Group consider the Financial Risks detailed and report back to Council
- (iii) That pre and post installation inspections be carried out with regard to the Christmas Displays and that the Council consider whether to engage a suitably qualified contractor to check works done

084/16 ASSET REGISTER

With no questions asked it was proposed by Cllr Michael Haley, seconded by Cllr Stan Stubbs and unanimously resolved to approve the Council's Asset Register to March 31st 2016

085/16 GRANT APPLICATION

Following considerable discussion it was proposed by Cllr Michael Elliott, seconded by Cllr Vince Howard and resolved with 9 votes for, Cllr Martin Brookes against and Cllr Michael Haley abstaining that the sum of £500 be granted to the Oakham Home Gardens and Allotment Society to improve roadways at the Willow Crescent allotments

086/16 PLANNING SUB-COMMITTEE

- (i) It was proposed by Cllr Stan Stubbs, seconded by Cllr Mrs Joyce Lucas and resolved with 10 votes for and 1 abstention that Cllr Peter Ind be appointed to the Planning sub – Committee
- (ii) It was proposed by Cllr Adam Lowe, seconded by Cllr Martin Brookes and unanimously resolved that Cllr Stan Stubbs be appointed to the Planning sub - Committee

087/16 WEBSITE

- (i) Members considered a report relating to the Council's website and it was then proposed by Cllr Martin Brookes, seconded by Cllr Vince Howard and unanimously resolved that Cllrs Jasmine Hopkins and Sally-Anne Wadsworth be appointed as a task and finish Working Group to look into the matter
- (ii) It was then proposed by Cllr Vince Howard, seconded by Cllr Peter Ind and resolved unanimously that the remit of the group was to look at the following options only:
 - (a) Transfer the Council's website hosting to 2Commune
 - (b) Look at other providers specialising in websites for the Parish Council sector
 - (c) Approach a local company to enhance the Council's previous website which it designed
 - (d) That the Working Group report back to the Council on June 15th 2016

At 7.52pm Cllr Peter Ind left the meeting and did not return

088/16 NEW MAYORAL CHAIN

During discussions the following points were made:

- Further designs and quotations were required
- That a chain of office was no longer appropriate
- That it was a large sum of money and was this sort of regalia required?

It was then proposed by Cllr Vince Howard, seconded by Cllr Sally-Anne Wadsworth and unanimously resolved to defer the item for further investigation. Cllrs Mrs Joyce Lucas and Vince Howard undertook to look into the matter

089/16 THE RECORDING, PHOTOGRAPHING AND USE OF SOCIAL MEDIA AT MEETINGS

It was proposed by Cllr Martin Brookes, seconded by Cllr Jasmine Hopkins and resolved with 3 votes for and 7 abstentions that the document as tabled should not be approved.

090/16 AGINCOURT OAK TREE

Cllr Mrs Joyce Lucas introduced her report and the issue was discussed extensively. The following decisions were then made

1. That the agreement to plant the tree in Royce's Recreational Ground to be rescinded.
Proposed by Cllr Mrs Joyce Lucas seconded by Cllr Tracy Carr and resolved with 5 votes for, 4 against and 1 abstention
2. That £500 be allocated to the project so the tree can be planted in Cutts Close. This should cover the archaeological dig and the contractor to plant.
Proposed by Cllr Mrs Joyce Lucas seconded by Cllr Tracy Carr and resolved with 5 votes for, 4 against and 1 abstention
3. That authority is delegated to the Clerk, in consultation with the Tree Warden, to agree a location for the Oak Tree in Cutts Close in order that a Scheduled Monument Consent application can be submitted to Historic England
Proposed by Cllr Mrs Joyce Lucas seconded by Cllr Tracy Carr and resolved with 5 votes for, 4 against and 1 abstention

091/16 CUTTS CLOSE IMPROVEMENTS

Cllr Mrs Joyce Lucas introduced her report that had followed a site meeting with the Clerk and a representative from Historic England. Following discussions on the matter it was proposed by Cllr Vince Howard, seconded by Cllr Mrs Lucas and resolved with 9 votes for and 1 abstention that the Council would seek funding from the Heritage Lottery Fund.

It was then proposed by Cllr Vince Howard, seconded by Cllr Michael Haley and resolved with 7 votes for and 3 against that further recommendations relating to fencing and works to trees be deferred.

However, it was unanimously resolved following a proposal by Cllr Michael Haley and seconded by Cllr Martin Brookes that quotations for the repair and repainting of fencing at Cutts Close and also at the area of land off of Barleythorpe Road would be obtained

092/16 PLANNING APPLICATIONS

Members considered the following applications

- (i) 2016/0200/FUL Mr J Lewis
Rear extension to dwellinghouse
12 Barmstedt Close
Recommend approval.
Proposed by Cllr Stan Stubbs, seconded by Cllr Vince Howard and
unanimously resolved
- (ii) 2016/0231/FUL Mr O McCann
Single Storey side extension
14 Barlow Road
Recommend approval.
Proposed by Cllr Vince Howard, seconded by Cllr Tracy Carr and
unanimously resolved
- (iii) 2016/0152/FUL Mr & Mrs Deane
First floor extension above existing ground floor
16 Chiltern Close
Recommend approval.
Proposed by Cllr Stan, Stubbs, seconded by Cllr Tracy Carr and unanimously
resolved
- (iv) 2016/0147/ADV The Melton Mowbray Building Society
Replacement of Shopfront and Signage
23 High Street
Recommend approval.
Proposed by Cllr Vince Howard, seconded by Cllr Michael Haley and
unanimously resolved

- (v) 2016/0148/FUL The Melton Mowbray Building Society
Replacement of Shopfront and Signage
23 High Street
Recommend approval.
Proposed by Cllr Vince Howard, seconded by Cllr Michael Haley and
unanimously resolved
- (vi) 2016/0151/FUL Mr Leminov
Alterations to main building, including demolition and rebuild of
conservatories & porch and new canopy to rear. Extension to garage. New
entrance gates
8 Lodges Gardens
Recommend approval.
Proposed by Cllr Stan, Stubbs, seconded by Cllr Sally-Anne Wadsworth and
unanimously resolved. However, members expressed concerns over access for
large emergency vehicles
- (vii) 2016/0222/CAT Oakham School
Prunus sp. – Fell. T0034 – Fell. T0035 – Fell. Norway maple 9Acer
platanoides_ - Fell and replace
Merton Building, Church Street
Recommend approval.
Proposed by Cllr Mrs Joyce Lucas, seconded by Cllr Stan Stubbs and resolved
with 9 votes for and Cllr Martin Brookes against
- (viii) 2016/0264/CAT Mr & Mrs Morse
Beech (T5) – Raise crown by 4cm. Oak (T6) – Raise crown by 3.5m. Yews
(T7 –T8) – remove 2 Yew Trees to just above ground level (by rear fenceline)
15 Stamford Road
Recommend approval.
Proposed by Cllr Mrs Joyce Lucas, seconded by Cllr Sally-Anne Wadsworth
and resolved with 9 votes for and Cllr Martin Brookes against
- (ix) 2016/0238/PTA Mr Morse
Yews (T1-T4) – Raise crown of 4 Yew Trees to -4m and remove significant
deadwood – These trees in the front garden would be improved as will the
front garden by raising them and removing the deadwood
15 Stamford Road
Recommend approval.
Proposed by Cllr Mrs Joyce Lucas, seconded by Cllr Sally-Anne Wadsworth
and resolved with 9 votes for and Cllr Martin Brookes against

There being no further business the meeting was closed at 8.43pm

Signed _____

Chairman
13th April 2016