

DRAFT MINUTES OF THE EXTRAORDINARY MEETING OF OAKHAM TOWN COUNCIL HELD ON WEDNESDAY 15 JULY 2020.

DUE TO SOCIAL CIRCUMSTANCES IMPOSED BY COVID-19, THIS MEETING WAS HELD VIA ZOOM

PRESENT: Cllrs David Romney (Chair), Adam Lowe, Sally-Anne Wadsworth, Paul Buxton, Joy Clough, Paul Ainsley, Zoe Neal, Jean Denyer MBE, Clerk to the Council

ABSENT: Cllr Mark Lomas

IN THE PUBLIC GALLERY: One

81/20 APOLOGIES AND REASONS FOR ABSENCE

None received

82/20 DECLARATIONS OF INTEREST

None received

83/20 MINUTES

Proposed by Cllr Lowe, seconded by Cllr Ainsley and resolved with 6 votes for and 1 abstention to confirm the Minutes of the Extraordinary meeting held on 1st July 2020 as a true record of that meeting

84/20 DEPUTATIONS BY THE PUBLIC

None

85/20 TO NOTE THE CONTINUATION OF THE COUNCIL'S GENERAL POWER OF COMPETENCE

Proposed by Cllr Lowe, seconded it by Cllr Buxton and unanimously resolved that the Council notes that it continues to meet the relevant criteria to be able to exercise the General Power of Competence

86/20 STATEMENT OF ACCOUNTS

Proposed by Cllr Neal, seconded by Cllr Lowe and unanimously resolved to approve the Statement of Accounts to 30th June 2020

87/20 SCHEDULE OF MEETINGS

Proposed by Cllr Lowe, seconded by Cllr Wadsworth and unanimously resolved to approve the schedule of meetings for the 2020 – 2021 municipal year

88/20 APPOINTMENT OF STANDING COMMITTEES

Proposed by Cllr Romney, seconded by Cllr Lowe and resolved with 7 votes for and 1 abstention the Finance working group changes to a standing Committee

STAFFING COMMITTEE

Cllrs Romney, Neal, Lowe, and Wadsworth

Proposed by Cllr Romney, seconded by Cllr Neal and unanimously agreed that the appointments are accepted

FINANCE COMMITTEE

Cllrs Romney, Lowe, and Ainsley

Proposed by Cllr Romney, seconded by Cllr Ainsley and unanimously agreed that the appointments are accepted

89/20 BANK SIGNATORIES

CURRENT ACCOUNT

Cllrs Lowe, Romney, Ainsley, and the Clerk

Proposed by Cllr Wadsworth, seconded by Cllr Neal and unanimously agreed that the above members were duly appointed, as authorised signatories

MAYOR'S CHARITY ACCOUNT

Cllrs Lowe, Neal, and the Clerk

Proposed by Cllr Romney, seconded by Cllr Clough and unanimously agreed that the above members were duly appointed, as authorised signatories

CAMBRIDGE BUILDING SOCIETY 90 DAY NOTICE ACCOUNT

Cllrs Lowe, Romney, and Ainsley

Proposed by Cllr Romney, seconded by Cllr Neal and unanimously agreed that the above members were duly appointed, as authorised signatories

MELTON BUILDING SOCIETY BUSINESS ACCOUNT

Cllrs Lowe, Romney, and Neal

Proposed by Cllr Romney, seconded by Cllr Wadsworth and unanimously agreed that the above members were duly appointed, as authorised signatories

90/20 REPRESENTATION ON OTHER ORGANISATIONS

Nominations were invited for representatives to outside bodies:

Citizens Advice Rutland – Cllr Ainsley

Proposed by Cllr Ainsley, seconded by Cllr Romney and unanimously resolved

Trustees of the Victoria Hall – Cllrs Ainsley and Denyer

Proposed by Cllr Romney, seconded by Cllr Ainsley and unanimously resolved

Oakham in Bloom – Cllr Buxton

Proposed by Cllr Romney, seconded by Cllr Clough and unanimously resolved

Trustees of the Memorial Institute – Cllr Lowe

Proposed by Cllr Ainsley, seconded by Cllr Romney and unanimously resolved

Rutland Access Group – Cllr Buxton

Proposed by Cllr Buxton, seconded by Cllr Romney and unanimously resolved

Parish Council Forum – Cllr Clough

Proposed by Cllr Clough, seconded by Cllr Romney and unanimously resolved

Military Commemorations – Cllr Lowe

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

St Georges Barracks – Cllr Ainsley

Proposed by Cllr Ainsley, seconded by Cllr Romney and unanimously resolved

Neighbourhood Plan Steering Group – Cllrs Lowe and Clough

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

4Oakham – Cllrs Wadsworth and Neal

Proposed by Cllr Wadsworth, seconded by Cllr Neal and unanimously resolved

91/20 APPOINTMENT OF WORKING GROUPS

Nominations were invited for members to the working group

POLICES AND PROCEDURES WORKING GROUP

Cllrs Romney, Neal, and Lowe

Proposed by Cllr Neal, seconded by Cllr Romney and resolved with 7 votes for and 1 abstention that the above members were duly appointed

PROMOTION AND PUBLICITY WORKING GROUP

Cllrs Wadsworth, Buxton, Clough and Romney

Proposed by Cllr Wadsworth, seconded by Cllr Romney and unanimously agreed that the above members were duly appointed

FLORAL WORKING GROUP

Cllrs Wadsworth, Buxton, and Clough

Proposed by Cllr Clough, seconded by Cllr Romney and unanimously agreed that the above members were duly appointed

CHRISTMAS WORKING GROUP

Cllrs Wadsworth, Buxton, and Clough

Proposed by Cllr Buxton, seconded by Cllr Romney and unanimously agreed that the above members were duly appointed

92/20 TO CONSIDER THE APPOINTMENT OF:

- (a) Proposed by Cllr Lowe, seconded by Cllr Wadsworth and resolved with 7 votes for and 1 abstention to continue to appoint Personnel Advice and Solutions Ltd as HR Advisor to the Council.
- (b) Proposed by Cllr Clough, seconded by Cllr Lowe and unanimously agreed to use the LRALC as advisors, and the Internal Audit Service for the coming financial period to 31 March 2021

93/20 SYSTEMS OF INTERNAL CONTROL

Proposed by Cllr Lowe, seconded by Cllr Denyer and unanimously agreed to adopt the protocol without any amendments

94/20 COUNCIL VACANCIES

- (a) Proposed by Cllr Lowe, seconded by Cllr Romney and unanimously agreed that Council wishes to co-opt to fill its 3 vacancies
- (b) Proposed by Cllr Wadsworth, seconded by Cllr Romney and unanimously agreed that the appointment of the interview panel will consist of Cllrs Clough, Romney, Denyer, Ainsley and the Clerk
- (c) Proposed by Cllr Lowe, seconded by Cllr Wadsworth and unanimously agreed that the vacancy is to be advertised via Council's website, Facebook, notice boards, local media and to approve the expenditure of no more than £750.00
- (d) Proposed by Cllr Clough, seconded by Cllr Romney and unanimously agreed that the closing date for the applications is Friday 28th August 2020
- (e) Proposed by Cllr Lowe, seconded by Cllr Romney and unanimously agreed that the interviews will take place week commencing Monday 7th September 2020

95/20 ARMED FORCES COVENANT

Proposed by Cllr Lowe, seconded by Cllr Denyer and unanimously agreed that Council wishes to sign up to the Armed Forces Covenant and to appoint Cllr Lowe as Council's Armed Forces champion

96/20 RE-OPENING OF OAKHAM HIGH STREET

Proposed by Cllr Clough, seconded by Cllr Lowe and unanimously agreed in principle that Council approve the expenditure of no more than £1000 to help fund street furniture permits to businesses in Oakham to enable them to serve refreshments provided that there is no specific legislation to prevent otherwise

97/20 ANNUAL GOVERNANCE STATEMENT

Proposed by Cllr Wadsworth, seconded by Cllr Lowe and unanimously resolved to approve the Annual Governance Statement (Section 1) of the Annual Return for the year ended 31st March 2020 and the Chairman to sign the document

98/20 ANNUAL RETURN

Proposed by Cllr Wadsworth, seconded by Cllr Lowe and unanimously resolved to approve (Section 2) of the Annual Return for the year ended 31st March 2020 and the Chairman to sign the document

99/20 INTERNAL AUDITORS REPORT

Proposed by Cllr Wadsworth, seconded by Cllr Neal and unanimously resolved to receive the report year ending 31st March 2020 from the Internal Auditor

100/20 EXEMPT ITEM

Proposed by Cllr Clough, seconded by Cllr Wadsworth and resolved with 7 votes for and 1 abstention to exclude the public and press for consideration of the following confidential matter

101/21 TENNIS CLUB

Proposed by Cllr Romney, seconded by Cllr Clough and resolved with 7 votes for and 1 abstention by Cllr Lowe, that the decision is deferred until Council can ascertain membership and that an independent rental valuation is carried out. Members approve the expenditure and for the Clerk to instruct a commercial surveyor on Councils behalf

The Chairman thanked everyone for their contributions and closed the meeting at 19.55

Signed: _____

**Chairman
12 August 2020**