Oakham Town Council

Rol House, Long Row, Oakham, Rutland, LE15 6NL

 01572 723627

 enquiries@oakhamtowncouncil.gov.uk

**www.oakhamtowncouncil.gov.uk**

**TO: All members of the Town Council**

In accordance with the requirements of the Local government Act 1972, you are hereby summoned to attend a meeting of Oakham Town Council on Wednesday 08 December 2021 at 6.30 p.m. The meeting will be held at the offices of the Town Council, Rol House, Long Row, Oakham, LE15 6LN

Karen Bell

Karen Bell

**Locum Clerk to the Council**

**01 December 2021**

**NOTICE OF MEETING**

**Public Notice of the meeting has been given in accordance with schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public. *Members of the public attending this meeting are advised that it may be filmed and recorded.***

**AGENDA**

### APOLOGIES AND REASONS FOR ABSENCE: To receive and approve apologies for absences

1. **DECLARATION OF MEMBERS’ INTERESTS AND APPLICATIONS FOR DISPENSATION:** Reminder to Members to disclose either a Pecuniary Interest or Other Interest in any item on the agenda. The clerk cannot advise members on this. Members are personally responsible for declaring an interest. Members are respectfully advised to read the Code of Conduct for more information. Councillors are also responsible for ensuring that their Registers of Interests are up to date (within 28 days of any changes)
2. **DEPUTATIONS FROM MEMBERS OF THE PUBLIC:** An opportunity for members of the public to speak in accordance with Standing Orders 1 (d)- 1(i)
3. **COUNCILLOR VACANCY:** To receive information
4. **FULL COUNCIL**

 5.1 Minutes: To confirm the accuracy of the minutes from the meetings held on 10 November 2021 and 24 November 2021 **Attached**

 5.2 To receive an update on any matters arising not included elsewhere on the agenda

**6. FINANCE COMMITTEE**

 **6.1 Minutes:** The minutes from the meetings held on 10 November 2021 and

 30 November 2021 are to be received and noted. Questions can be asked of the Committee Chairman **Attached**

 **6.2 2022-2023 Budget:** To consider the recommendation from the Finance Committee that the expenditure budget for 2022-2023 be set at £276,820

 which requires a precept of £228,000. **Attached**

 **6.3 Financial Policies & Procedures:** To consider the recommendation of the Finance Committee that the following be considered for adoption

 6.3.1 Risk Management Strategy **Attached**

 6.3.2 Investment Policy & Strategy **Attached**

 6.3.3 Review of Earmarked Reserves **Attached**

**7. RECREATION AND PLANNING COMMITTEE:**

 **7.1 Minutes:** The minutes from the meeting held on 24 November 2021 are to be

 Received and noted. Questions can be asked of the Committee Chairman

 **Attached**

 **7.2 Planning Applications:** The following are to be considered

 **2021/1362/CAT** (T1) 1 No. Ash leaf Maple to be felled to ground level as it is too close the property at 79 Station road, Oakham, LE15 6QT

 **2021/1375/FUL** Proposed rear single storey extension to dwelling at 121 Brooke road, Oakham, LE15 6HQ

 **2021/1380/FUL** Increase head of central door and replace with new door. Inset steps internally only to access principle entrance level at 1 – 2 Church Passage, Oakham, LE15 6DR

 **7.3 Street Furniture Application – Notice of intention by RCC to grant**

 **permission under S.115E Highways Act 1980 to Rutland Refill, 1 Westgate, Oakham to place tables and chairs on the highway known as Westgate at the following times Monday, Wednesday, Friday and Saturday (inclusive) 09.30 to 17.00 and 09.30 to 20.00 on Tuesday and Thursday for the purpose of a pavement café.** To consider

 **7.4 Oakham & Barleythorpe Neighbourhood Plan:** To consider recommended modifications  **Information Previously Circulated**

**8. STAFFING COMMITTEE:** The minutes from the meeting held on 17 November

 2021 are to be received and noted. Questions can be asked of the Committee

 Chairman **Attached**

**9. COUNCILLOR’S QUESTIONS**

To answer questions previously notified to the Clerk under Standing Order 9

### 10. CLERK’S REPORT: To receive information

###

### 11. CHAIRMAN’S REPORT: To receive information

**12. WORKING GROUPS AND OUTSIDE BODIES**

 12.1 To receive and consider reports from members, working groups and outside bodies, including the following

 12.1.1 Welcome Back fund (Item requested by Cllr. Burton)

12.2 To consider OTC Representation in respect of the following

 12.2.1 Oakham Skatepark Working Group

 12.2.2 Victoria Hall Trustee

12.3 To confirm role of councillors when representing OTC

**13. TO CONSIDER CORRESPONDENCE RECEIVED**

 **13.1 Use of Cutts Close by Cottesmore Hunt on Boxing Day (27 December 2021):** To receive information and to consider

 **13.2 Public Footpath E204 (Park Lane / Huntsmans Drive):** To consider correspondence from RCC regarding the retainment of street lighting column that is not part of RCC Highways Lighting Inventory

**14. FINANCIAL ISSUES**

 14.1 Payments for Approval **To follow**

 14.2 Bank Reconciliation as at 30 November 2021 **To follow**

 14.3 Oakham Hopper: To consider proposal from RCC for OTC to subsidise the service  **Attached**

 14.4 Melton Building Society Account: To consider initial investment amount

 14.5 Land and Building Asset Up to Date Valuation for Insurance Purposes: To receive information and to consider

 14.6 CIL Funding: To receive information regarding fund expenditure

**15. VOLUNTEERS POLICY:** To consider **Attached**

**16. 2021 CHRISTMAS LIGHTING:** To receive information

**17. THE PARTY IN THE PARK CELEBRATIONS – JULY 2022:** To consider Report

 No 12/2021 – 01 **Attached**

**18.** **CUTTS CLOSE SHELTER IMPROVEMENTS:** To consider Report No 12/2021 –

 02 **Attached**

**19.** **MATTERS FOR FUTURE DISCUSSION:** To receive information

**20. MATTERS FOR CONSIDERATION IN PRIVATE:** To resolvethat the press and

 public be excluded from the meeting during consideration of the following items on

 the grounds that they relate to individuals and the financial affairs of particular

 persons. This information is classed as exempt under paragraphs 1, 2 and 3 of

 Schedule 12A to Section 100A of the Local Government Act 1972 (as revised by The

 Local Government (Access to Information) (Variation) Order 2006).

 20.1 Appointment of Town Clerk: To approve Contract of Employment

 20.2 Salary Scale for Deputy Clerk: To consider

 20.3 Review of the following Leases **Attached**

 20.2.1 Bowls Club

 20.2.2Tennis Club

**21. DATE AND TIME OF NEXT MEETING:** 12 January 2022 @ 6.30 p.m.

**NOTES:**

a) The meeting is open to the press & public.

b) The Town Council allows a short period of time at meetings of the Full Council when residents can put questions to the council. At other times, the public are not able to take part in the proceedings except at the discretion of the Chairman who may at a convenient time in the transaction of business adjourn the meeting and suspend standing orders to allow any member of the public to address the meeting and ask questions requiring answers of a factual nature

c) Mobile phones are to be switched to silent during the meeting