

# Oakham Town Council

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**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, WEDNESDAY 8<sup>TH</sup> SEPTEMBER 2021 COMMENCING 7.30 PM, AT THE OFFICES OF THE TOWN COUNCIL, ROL HOUSE, LONG ROW, OAKHAM, RUTLAND LE15 6NL. PRESS AND PUBLIC ARE CORDIALLY INVITED TO ATTEND**

*Altreavey*

**Clerk to the Council**  
**2<sup>nd</sup> September 2021**

## **AGENDA**

*Members of the public attending this meeting are advised that it may be filmed and recorded.*

- 1. APOLOGIES AND REASONS FOR ABSENCE**
- 2. DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATION**  
Members are reminded to declare any interests which may arise on matters for discussion at the meeting
- 3. MINUTES (*Appendix A*)**  
To confirm the minutes of the meeting held on 11<sup>th</sup> August 2021
- 4. DEPUTATIONS BY THE PUBLIC**  
Members of the Public are invited to address the meeting in accordance with procedures laid down in Standing Orders 1(d) – 1(i)
- 5. COUNCILLOR'S QUESTIONS**  
To answer questions previously notified to the Clerk under Standing Order 9
- 6. CLERKS REPORT**
- 7. CHAIRMAN'S REPORT**
- 8. REPORTS FROM MEMBERS, WORKING GROUPS AND OUTSIDE BODIES**  
To receive an update regarding the Welcome Back grant
- 9. CO-OPTION OF A NEW MEMBER**
  - a) Recommendation from the interview panel that Mr David Graham is considered for appointment as a co-opted Councillor for the South ward
  - b) Declaration of Acceptance
- 10. TO CONSIDER CORRESPONDENCE RECEIVED (*Appendices B, Bi, Bii*)**
  - a) To consider a request from Rutland County Council
  - b) A letter regarding highway concerns on Kings Road
  - c) A letter regarding Rutland Kino
- 11. STATEMENT OF ACCOUNTS (*Appendix C*)**
  - a) To approve the expenditure and statement of accounts to 31<sup>st</sup> August 2021
  - b) To receive a budget report showing expenditure for the year to date

**12. SUPPORT TO REFUGEES (*Appendix D*)**

To receive Report No. TC03221

**13. DEVELOP A FORWARD 10-YEAR PLAN FOR OTC OWNED ASSETS (*Appendix E*)**

To receive Report No. TC03321

**14. TO CONSIDER GRANT-AID APPLICATIONS (*Appendices F, Fi*)**

- a) Root-and-Branch Out
- b) Rutland Community Ventures CIC

**15. REVIEW AND CONFIRMATION OF COUNCIL'S POLICIES (*Appendices G, Gi*)**

To receive Report No. TC03421

- Standing Orders
- Financial Regulations
- Capability Policy
- Complaints Procedure Policy
- Code of Conduct
- Data Protection
- Disciplinary Policy
- Drug and Alcohol Abuse Policy
- Employee Privacy Notice Policy
- Equal Opportunities Policy
- Guide to Freedom of Information Act
- Grants Policy
- Grievance Procedure Town Clerk Policy
- Grievance Procedure Employee Policy
- Health and Safety Policy
- Managing Stress in the Workplace Policy
- Model Publication Scheme
- OTC Strategic Plan
- Parks and Open Spaces for Events
- Provision of Grit Bins Policy
- Protocol on Recordings Policy
- Staff Appraisal Policy
- Sickness Absence Procedure Policy
- The Local Government Transparency Code
- Vexatious Complaints Procedure (v1)

**16. COUNCIL REPRESENTATION AT THE LEICESTERSHIRE AND RUTLAND ASSOCIATION OF LOCAL COUNCILS (LRALC) AGM**

To appoint a member to attend the virtual AGM as a representative of OTC on Saturday 18th September at 10am

**17. TO CONSIDER CURRENT PLANNING APPLICATIONS AND MAKE RECOMMENDATIONS TO RUTLAND COUNTY COUNCIL**

- a) 2021/0855/FUL Victoria Hall, 39A High Street Ms Margrett  
The refurbishment and conversion of the Victoria Hall to a 2 screen digitally equipped cinema with a café bar, foyers and multi-use lounge and ancillary facilities
- b) 2021/0856/LBA Victoria Hall 39A High Street Ms Margrett  
The refurbishment and conversion of the Victoria Hall to a 2 screen digitally equipped cinema with a café bar, foyers, multi-use lounge and ancillary facilities
- c) 2021/0907/FUL 53 Brooke Road Mr Thomason  
Loft conversion with flat roof dormer to rear elevation and 2x rooflights to front elevation
- d) 2021/0910/FUL 12 Uppingham Road Mr Mackin  
Proposed single storey front extension to form a study.

- e) 2021/0927/FUL 47 Deans Street Mr Moffitt  
Single storey extension to rear of property and replacement of existing windows.
- f) 2021/0913/FUL 47 Stamford Road Mr Edwards  
Demolition of existing dwelling house and erection of new dwelling.
- g) 2021/0842/LBA 16 Catmos Street Mr & Mrs Ley  
Internal alterations to include replacement staircase.
- h) 2021/0944/FUL 6 Redland Road Mr & Mrs Merrell  
Single storey extension
- i) 2021/0957/FUL 70 Cold Overton Road Mrs Rowell  
New conservatory to rear, alterations to existing side of property incorporating single storey extension to side/rear
- j) 2021/0859/RES Land between Barleythorpe and Oakham Burley Park Way  
Larkfleet Homes  
Reserved matters application to approved scheme (Phase 9-2015/0083/RES) in respect of six apartment blocks plots 175-216 (total 33 plots) and their replacement with 10 (No.) 3 storey homes and 6 (No.) 2 storey homes following outline planning permission APP/2011/0832.
- k) 2021/0981/FUL 77 Welland Way Mr & Mrs Cockburn  
Single storey side extension and single storey rear extension.
- l) 2021/0996/CAT 14 Barlow Road Mr McCann  
Oak tree at address to be pollarded -tree has always been diseased and sprays sap year-round until the colder months
- m) 2021/0925/LBA 56 High Street Mr Furey  
Removal of recently added studwork walls addition of timber studwork walls addition of timber studwork walls
- n) 2021/1008/CAT 16 Catmos Street Mr Ley  
T1 – sycamore- reduced all round by no more than 3 metres due to T1 over dominating the space in the garden
- o) 2021/1026/PTA 16 Catmos Street Mr Ley  
T2 – Birch – reduced all round by no more than 3 metres due to very close proximity to the property
- p) 2021/1005/FUL 31 Nene Crescent Mr Kelly  
Porch to be updated, 2 story side extension with integral garage and single -story extension to rear
- q) 2021/1011/FUL Glebe Farm Cold Overton Road Mr Armitage  
Variation of condition 1 of planning application 2018/1049/FUL. Extension of time for 2 years requested to allow continued use in line with necessary farming requirements

**18. TO PASS A RESOLUTION THAT, IN VIEW OF THE CONFIDENTIAL NATURE OF THE FOLLOWING AGENDA ITEM, THE PUBLIC AND PRESS BE EXCLUDED FROM THE MEETING, IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, SECTION 1**

**19. RECOMMENDATIONS FROM THE STAFFING COMMITTEE HELD ON THURSDAY 2<sup>ND</sup> SEPTEMBER 2021**