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 on Wednesday 09 February 2022 at 6.30 p.m. The meeting will be held at the Town Council Offices, Rol House, Long Row, Oakham, LE15 6LN

Benjamin Tassell

**Clerk to the Council**

**02 February 2022**

**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 consider
4. **FULL COUNCIL**

 5.1 Minutes: To confirm the accuracy of the minutes from the meeting

held on 12 January 2022 Attached

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

**6. RECREATION AND PLANNING COMMITTEE**

 6.1 To receive the minutes from the meeting held on 26 January 2022

**7. STAFFING COMMITTEE**: To receive the minutes from the meeting held on 26

 January 2022

**8. FINANCE COMMITTEE:** To receive a report of the meeting held on 09 February

 2022 Minutes to follow

**9. COUNCILLOR’S QUESTIONS**

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

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

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

**13. WORKING GROUPS AND OUTSIDE BODIES**

13.1 To receive and consider reports from members, working groups and outside bodies

13.2 Welcome Back Fund: For Further consideration.

 13.3 Party In the park 10.07.22: To consider report Number 2022/06 submitted by Cllr Lowe

**14. TO CONSIDER CORRESPONDENCE RECEIVED**

14.1To note correspondence from residents and response of OTC

14.2 To consider the following from the police and Crime commissioner

 14.2.1

 To consider the following regarding the Barnsdale Wood consultation

 14.2.2

**15. FINANCIAL AND GOVERNANCE ISSUES**

 15.1 Budgetary Control as at 31 December 2021 Attached

 15.2 Payments for Approval (Attached up to 02.02.22)

 15.3 Late Payments for approval To follow

 15.4 Bank Reconciliation as at 31 January 2022 To follow

 15.5 Oakham Hopper: To consider proposal from RCC for OTC to subsidise the service  Previously Circulated

 15.6 External Audit: To receive information

 15.7 Grant applications:

 15.7.1 To consider request for funding from Growers Row Attached

 13.7.2 To consider request for funding from 4 Oakham

 Previously Circulated

 15.8 Purchase of council ID lanyards / badges: To consider

 15.9 Policies and Fact files for consideration

 15.9.1 Footway Lighting Policy

 15.9.2 Fact files

 - Members Handbook

 - How to Ask a question at council and committee meetings

 - Oakham Town Council Finances

 15.10 Financial Statement Required for the opening of the Melton Mowbray Building society account

**16. LIGHTING CUTTS CLOSE**: To consider Report No 2022/04 submitted by Cllr

 Romney **Previously circulated**

**17. NEIGHBOURHOOD PLAN** To consider report Number 2022/05 submitted by Cllr

 Lowe

**18.SHELTER CUTTS CLOSE:** To receive information and discuss next steps ( Attached)

**19. TREE PLANTING**: To Consider report Number 2022/07 Submitted by Cllr Lowe

**20. ROYAL BRITISH LEGION:** To Consider report Number 2022/08 Submitted by Cllr Lowe

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

**22. 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).

 18.1 Review of the following Leases **Previously circulated**

 18.1 Bowls Club

 18.2 Tennis Club

**23. DATE AND TIME OF NEXT MEETING:** 09 March 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