Oakham Town Council

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**MINUTES OF A MEETING OF OAKHAM TOWN COUNCIL HELD ON WEDNESDAY 09th FEBRUARY 2022 AT 6.30 P.M. IN THE TOWN COUNCIL CHAMBERS**

**IN ATTENDANCE:** Cllrs: A. Burton, D. Graham, A. Lowe, Z. Nealson, C. Nix, S-A. Wadsworth, A Buxton, J Denyer,

**ALSO IN ATTENDANCE:** B Tassell (Town Clerk)), K. Geraghty (Deputy Clerk) & 1 resident

**APOLOGIES:** Cllrs: A Burton, A Orchard, K Gilbody

**NOT PRESENT:**  None

Cllr Nealson opened the meeting and welcomed all present.

**02/22 – 01 APOLOGIES AND REASONS FOR ABSENCES**: Apologies were received from Cllrs. Burton, Orchard and Gilbody.

 **RESOLVED:** That the apology and reason received from Cllr. Orchard (Work Commitment) be accepted.

 **RESOLVED:** That the apology and reason received from Cllr. Gilbody (Stuck in Traffic) be accepted.

 **RESOLVED:** Thatthe apology and reason received from Cllr. Burton (away from Oakham) be accepted.

**02/22– 02 DECLARATION OF MEMBERS’ INTERESTS AND APPLICATIONS FOR DISPENSATION:** It was noted that cllrs Wadsworth and Graham are members of the Victoria Hall Committee although this is a non-pecuniary interest.

**02/22 – 03 DEPUTATIONS FROM MEMBERS OF THE PUBLIC**

There were none

**02/22-04 COUNCILLOR VACANCY:**  Due to the personal nature of this discussion it was **RESOLVED** that this item would be discussed later in the meeting in closed session.

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**02/22-05.01 MEETING HELD ON 12 January 2022.** Following a discussion it was proposed, seconded and with three abstentions **RESOLVED** that the minutes from the meeting are a true and accurate record.

**01/22-05.02 To Receive Updates on any matters arising not included elsewhere in the Agenda:** There were none**.**

**02/22–06. RECREATION AND PLANNING COMMITTEE** It was **RESOLVED** that the minutes from the meeting on the 26th of January are a true and accurate record.

**02/22–07 STAFFING COMMITTEE** It was **RESOLVED** that the minutes from the meeting on the 26th of January are a true and accurate record.

**02/22–08 FINANCE COMMITTEE** Cllr Nealson updated the meeting as to the discussions held earlier today. It was noted that the minutes of this meeting will be circulated in due course.

**02/22-09 COUNCILLOR’S QUESTIONS:** There were none

**02/22-10 CLERKS’S REPORT:**

* As per Council’s direction a survey and valuation for insurance purposes of the councils property has been booked for Friday 11th February. This will also include a condition report which will help with the leases. The clerk will forward this report for discussion at the next full meeting.
* The Clerk has undergone the Clerks training with LRALC and signed up to the CILCA Qualification
* The Deputy Clerk has begun her ILCA qualification.
* The HSBC Oakham Mayor’s Charity account is now being charged £5.00 a month fees. The account has only a small amount of money in it so this will use up all the money with a year. It was agreed that the clerk would look into alternative banking arrangements for this account and report back at the next meeting.

**This report was noted by Council**

### 02/22-11 CHAIRMAN’S REPORT: The Chairman updated the meeting. This was noted by Council.

**02/22-13 WORKING GROUPS AND OUTSIDE BODIES**

**13.1 To receive and consider reports from members, working groups and outside bodies.** Cllr Nealson updated the council as to the latest updates from the skate park working group. It was noted that Centenary Field has been selected as the preferred option for this park due to available space and access to the site.

**13.2** **Welcome Back Fund** it was noted that the council has currently allocated £1575.16 of the available monies. As time is running out to spend these funds it was unanimously **RESOLVED** that the spending of this will be left to the discretion of the Clerk with sign-off from Cllrs Nealson and Burton. It was further discussed that a good use of these funds would be in the industrial cleaning of the Victoria Hall. It was further **RESOLVED** with two abstentions that quotes would be sought by the office and the Welcome back funds be used for this purpose in the first instance

 **13.3 Party in the Park** report 2022/06 was discussed by the council. It was **RESOLVED** that all acts and third parties at the park must have their own liability insurance.

**01/22-11 TO CONSIDER CORRESPONDENCE RECEIVED**

**02/22-14.1 Request from Rutland Concert Band** to use pyrotechnic bangs for their concert was unanimously approved on the proviso that they would be adequately cordoned off from the public.

**14.2 Correspondence from the Police and Crime Commissioner** was discussed and noted. It was agreed that the office should invite the commissioner to update the council in person and to take questions.

**14.2.2** **Correspondence regarding the proposed nature reserve at Barnsdale** was noted. The Council welcomed this development.

**02/22-15 FINANCIAL ISSUES**

 **15.1 Budgetary Control** The Clerk presented the budget report as of the end of January 2022. It was noted that the council is currently working within the budget as a whole and there were also no concerns about overspending on any specific budget lines. This was noted by the council.

 **15.2** **Payments for Approval:** a schedule of payments was presented to the Council for approval. These were Unanimously **APPROVED.** It was noted by the Clerk that each payment is now being scrutinised and signed off by two Councillors as per the Financial controls policy prior to the meeting.

**15.3. Late Payments for Approval:** The schedule of late payments was

Presented and unanimously **APPROVED** for payment.

 15.4 Bank reconciliation as of 31st January: These are to follow as not all statements have been received.

 **15.5 Oakham Hopper:** There was no update. It was Unanimously **Agreed** that the working group would arrange a zoom meeting with RCC Officer

 Emma Odabas and report back to the full Council

 **15.6** **External Audit** The Clerk updated the Council as per the outstanding Audit queries. It was noted that these appear to have all been resolved now and the office is anticipating a final sign-off in the coming weeks**.**

 **15.7 Grant Applications**

 **15.7.1 Grant application from Growers Row** the application was discussed and decided that as this grant would not be for the benefit of the people of Oakham it would be denied. This was **Agreed** with 2 abstentions.

 **15.7.2 Grant Application from 4Oakham.** This was discussed by the council and it was noted that as the items had already been purchased the council was unable to provide retrospective grants. This application was therefore denied. It was **Agreed** that the office should contact the organisation to discuss the grant procedure and to assist in the application if they have any specific projects that they require funding.

**15.8 Purchase of Council ID Badges:** The Clerk noted that this was an outstanding action from the previous Clerk. After discussion it was **Agreed** that there was no need for these badges.

**15.9** **Policies to be Reviewed** It was noted that the policies presented were not of relevance to the day to day running of the Council. It was **Agreed** to leave the management of the policies to the discretion of the office and they would only bring policies to the meeting that require review.

**15.10 Financial Statement Required for the opening of a Building Society account**:

The Council **CONFIRMED** unanimously that Oakham Town Council has a budget of less than 500,000 euros (or the equivalent in Sterling).

**02/22-16. LIGHTING CUTTS CLOSE**: It was noted that this work has been completed. It was discussed that the lighting at the park requires updating and it was **Agreed** that the office would investigate and get quotes for this as well as investigating the availability of any relevant grants.

**02/22-17. Neighbourhood Plan** Cllr Lowe updated the Council as to the situation. It was noted that this process has now progressed to the next stage. It was **Agreed** unanimously that the council would allocate £1,000 from reserves to fund any amendments to the plan that may be required.

**02.22-18.** **Shelter Cutts Close** Cllr Lowe updated the council as to the latest application for the upgrade of the Cutts close shelter. It was noted that this again had been denied. It was **Agreed** by the council that there is nothing further that can be done with this and it was best to just maintain the current building. It was further **Agreed** that the Chairman would draft a press release to inform the town.

**02/22-19.** **Tree Planting**. The report by Cllr Lowe was discussed and **Agreed** to purchase and plant the four oak trees as per the plan on Centenary Field. It was further **Agreed** to invite the Lord Lieutenant to the planting.

02/22-20. Royal British Legion The request by the British Legion for office support to send out minutes was discussed and Unanimously Agreed. Cllr Lowe agreed to respond to this request. It was further noted that the Council looks forward to working with the Royal British Legion and Cllr Lowe would let them know that the Council are more than happy to help wherever possible.

**02/22.21 MATTERS FOR FUTURE DISCUSSION:** There were none.

**02/22.22** **MATTERS FOR CONSIDERATION IN PRIVATE:** Following a discussion, it was:

 **RESOLVED:** That the press and public be excluded from the meeting during consideration of the following items on the grounds that they related 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).

**02/22.04. To Confirm co-option of a new Councillor**: Cllr Nealson updated the meeting following the interview process and it was **Agreed** with 3 abstentions to approve the appointment of R Garwood as an Oakham Town Councillor

**02/22-20.3 Review of the Bowls Club and Tennis Club Leases** Following discussions and clarification of points raised at the previous meeting it was unanimously **Agreed** to present these leases to both the Tennis and the Bowls club to be signed.

**02/22.23 DATE AND TIME OF NEXT MEETING:** Confirmed as 9th March 2022 @ 6.30pm

There being no additional business, the meeting concluded at 8.30 p.m.

**These minutes are not a verbatim report of the meeting. but a summary of discussions and decisions made**