Oakham Town Council

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**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 12th October 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**

**6th October 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)

1. **FULL COUNCIL**

 4.1 Minutes: To confirm the accuracy of the minutes from the meeting held on 7th September 2022 Attached

4.2 To discuss vacancy on the council and next steps.

**5. COUNCILLOR’S QUESTIONS**

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

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

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

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**8. WORKING GROUPS AND OUTSIDE BODIES**

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

**9. TO CONSIDER CORRESPONDENCE RECEIVED**

9.1To note correspondence from residents and response of OTC (Attached)

**10. FINANCIAL AND GOVERNANCE ISSUES**

 10.1 Payments for Approval (cashbook up to 30.10.22 attached)

 10.2 Bank Reconciliation as at 30 September 2022 (attached)

 10.3 Audit update - to receive an update from the Clerk following the conclusion of the 2021-2022 audit (attached)

 10.4 Bank Mandate – To discuss and vote on signatures for the bank accounts

 10.5 Grant application Ramsey Ross (attached)

 10.6 Policy review – To review and approve the systems of Internal control policy (attached)

**11. CHURCHYARD MAINTENANCE**

11.1. To discuss paper 2022/30 regarding work identified in the Churchyard submitted by Cllr Lowe.

**12. CUTTS CLOSE**

 12.1 To discuss Cllr question from September meeting regarding Oakham in Bloom tidying the flower beds by the Bandstand.

**13. OAKHAM HOPPER**

 13.1 To discuss paper 2022/29 regarding the Oakham Hopper service submitted by the Hopper working group.

**14. OAKHAM DANCE STUDIO**

14.1 To discuss improvements to the dance studio on paper 2022/31 submitted by Cllr Wadsworth

**15. STAFFING**

 15.1 To discuss the employment of a groundskeeper following interviews on 6th October. Any proposals and documents will be circulated before the meeting.

**16. DATE AND TIME OF NEXT MEETING:** 9th November 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

d) Additional documents to support the agenda will be available online and hard copies are available at the office should the public wish to review.