

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 10 May 2023 at 6.30 p.m. The meeting will be held at the Town Council Offices, Rol House, Long Row, Oakham, LE15 6LN.

Kathy Geraghty

Deputy Clerk to the Council

01 May 2023

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

1. ELECTION OF CHAIRMAN

2. DECLARATION AND ACCEPTANCE OF OFFICE: Signing of paperwork

3. APOLOGIES AND REASONS FOR ABSENCE: To receive and approve apologies for Absence

4. 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)

5. ELECTION OF VICE CHAIRMAN

6. DEPUTATIONS FROM MEMBERS OF THE PUBLIC: An opportunity for members of the public to speak in accordance with Standing Orders 1 (d)- 1(i)

7. FULL COUNCIL

7.1 Minutes: To confirm the accuracy of the minutes from the meeting held on 26th April 2023 Attached

8. COUNCILLOR'S QUESTIONS

To answer questions previously notified to the Clerk

9. APPOINTMENT OF STANDING COMMITTEES Councillors are asked to agree membership for the following committees:

- Recreation and Planning Committee
- Staffing Committee
- Finance committee

10. REPRESENTATION ON OTHER ORGANISATIONS Councillors are asked to resolve representation of the council in the following outside organisations:

- Citizens Advice
- Trustees of Victoria Hall
- Oakham in Bloom
- Trustees of the Memorial institute
- Rutland Access
- Parish Council Forum
- Military commemorations
- 4Oakham
- Neighbourhood Plan Review Panel

11. CALENDAR OF MEETINGS Councillors are asked to approve the schedule of meetings for the 2023-2024 Year (attached)

12. APPOINTMENT OF WORKING GROUPS Councillors are asked to resolve membership of the following Working Groups

- Events
- Floral
- Communications Officer & Media
- Armed Forces Champion
- Cutts Close Representative
- Willow Crescent Representative
- Royces Recreation Ground representative
- Centenary Field Representative

13. CHAIRMANS ALLOWANCE Under section 15(5) of the local government act 1972 the Council are asked to approve the chairman's allowance of £2,000 for the forthcoming year.

14. CLERK'S REPORT: To receive information

15. CHAIRMAN'S REPORT: To receive information

16. WORKING GROUPS AND OUTSIDE BODIES To receive and consider reports from members, working groups and outside bodies

17. TO CONSIDER CORRESPONDENCE RECEIVED

18. FINANCIAL AND GOVERNANCE ISSUES

18.1	Payments for Approval	(Attached up to 01.05.22)
18.2	Late Payments for approval	To follow
18.3	Bank Reconciliation as of 1 st May 2023	To follow
18.4	Bank Signatories – To confirm the signatories for the OTC bank accounts for the financial year.	

20. DATE AND TIME OF NEXT MEETING: 14 June 2023 @ 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.