



**MINUTES OF A MEETING OF OAKHAM TOWN COUNCIL HELD ON
WEDNESDAY 12 APRIL 2023 AT 6.30 P.M. IN THE TOWN COUNCIL CHAMBERS**

IN ATTENDANCE: Cllrs: P. Ainsley, A. Buxton, A. Lowe, C. Nix, D. Romney, S-A. Wadsworth (Chairman), L. Toseland & H. Williams

ALSO IN ATTENDANCE: K. Bell (Locum Town Clerk), K. Geraghty (Deputy Clerk) & 4 residents

Cllr Wadsworth opened the meeting and welcomed all present.

12/04-01 APOLOGIES AND REASONS FOR ABSENCES: None

12/04-02 DECLARATION OF MEMBERS' INTERESTS AND APPLICATIONS FOR DISPENSATION

Cllr. Williams declared an interest in item 12/04-11.9 as she was a Trustee of Citizens Advice Rutland. **Noted**

12/04-03 DEPUTATIONS FROM MEMBERS OF THE PUBLIC

Members of the public were warmly welcomed to the meeting.

- A representative from UPs gave an update which was received with interest.
- The Chairman welcomed Mr Philip Wildmore who had been elected to the council from May 2023.

12/04-04 2023 ELECTIONS: It was reported that there would be no contested Town Council elections in May 2023. It was noted that the following had been elected:

BARLEYTHORPE ROAD WARD	Philip Wildbore
NORTH EAST WARD	Paul Ainsley
	Sally-Anne Wadsworth
NORTH WEST WARD	Adam Lowe
	Chris Nix
	David Romney
SOUTH WARD	Paul Buxton
	Hannah Williams
	4 vacancies

12/04-05 MINUTES

12/04-05.1 MINUTES OF MEETING OF THE FULL COUNCIL HELD ON 29 MARCH 2023: It was proposed, seconded and:
RESOLVED: That the approval of the minutes be deferred to the next meeting. **Unanimous**

12/04-06 COUNCILLOR'S QUESTIONS: There were none

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

Chairman: 

Date: 26/04/23

12/04-07 CLERK'S REPORT: The Locum Clerk drew attention to the following:

- RCC had shared the new livery on The Hopper Bus
- A new lock had been fitted to the Town Chambers.
- An invitation had been received for OTC representatives to attend the AGM and Mayor making on 09 May 2023 in the Council Chamber, Town Hall, Raunds.
- Temporary Road Closure, 17.04.23 – 28.04.23. Main Street, Greetham. All vehicles would be prohibited whilst RCC undertook drainage works.
- Information received from the Lord Lieutenant regarding Coronation events.
- RCC Adult Learning Courses (copied to members) **Noted**

12/04-08 CHAIRMAN'S REPORT: The Chairman drew attention to the following.

- She thanked Cllr and Mrs Lowe and the Deputy Clerk and her partner for their help and support during the Oakham Easter Egg Hunt which was a popular and fun event.
- To mark the end of the term for the current council an invitation was extended for members to join her for an informal get together on 19 April 2023. Members were asked to RSVP the Deputy Clerk if they would like to attend. **Noted**

12/04-09 WORKING GROUPS AND OUTSIDE BODIES: Members who attended any meetings / events on behalf of OTC were invited to report. There were no reports. **Noted**

12/04-10 CORRESPONDENCE RECEIVED: RYDA – PARTY IN THE PARK: It was reported that RYDA were keen on holding the RYDA Party in the Park at Cutts Close on 01 July at 2.00 p.m. Following a discussion, it was proposed, seconded and:

RESOLVED: That the request be approved **Unanimous**


12/04-11 FINANCIAL AND GOVERNANCE ISSUES

12/04-11.1 Payments for Approval: It was proposed, seconded and:

RESOLVED: That the following payments would be approved **By Majority**

March 2023		
Iliffe Media	Advert Rutland Times	£228.00
AA	Cleaning Public toilets	£1,460.00
K & K	Window Cleaner	£34.00
RCC	Operation London Bridge	£248.67
Millennium	Domain renewal	£172.80
Arco Ltd	Protective Gloves	£45.41
David Wilkinson	Grounds maintenance	£1,500.00
Staff Costs		£1,365.53
Staff Costs		£1,142.55
Water Plus	Water Charges	£20.16
Ms S A Wadsworth	Receipted Expenses reimbursement	£38.66

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Date: 26/4/23

Iiffe Media	Advert Rutland Times	£96.00
PHS Group	Public Toilets Cleaning & Maintenance	£478.04
HSBC	Bank Charges	£8.00
Total Energies	Utilities	£254.15
Total Energies	Utilities	£10.66
Pumpkin Print Ltd	Kings Coronation Event	£229.50
Millennium	Telephone Charges	£92.61
Staff Costs		£195.47
Staff Costs	Pension Contributions	£839.55
TOTAL		£8,459.76

April 2023

Travis Perkins	Grounds maintenance tools	£21.14
AA	Cleaning Public Toilets	£1,460.00
W & S Doody	Rent of Rol House	£2,850.00
Abacus Hire	Grounds maintenance	£247.20
BIFFA	Grounds maintenance	£2,536.44
Iiffe Media	Advert Rutland Times	£228.00
Zurich	Insurance Renewal	£4,956.67
Staff Costs		£999.45
Staff Costs		£1,812.35
RCC	Annual Premises Licence – The Bandstand, Cutts Close	£70.00
Millennium	Telephone Charges	£92.61
Christmas Decorators	Christmas Lights 2022 – Out of Hours	£840.00
S. A Wadsworth	Punch & Judy Charity Donation	£100.00
Mr L Anthony	Reimbursement of expenses – keys & lock to Town Chambers	£38.98
TOTAL		£16,252.84

It was further.

RESOLVED: That the payment of £2,719.40 (net) in respect of additional Christmas lighting charges would be withheld pending a discussion with the contractor.


Unanimous

12/04-11.2	Receipts for Noting:	Noted
	Petty Cash Receipt	£11.16
	Emily Platt Rent	£800.00
	Bowls Club Rent	£923.38
	Cheque deposit	£94.00
	Emily Platt Rent	£800.00
	TOTAL	£2,628.54

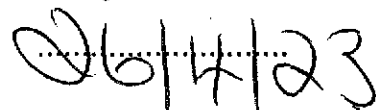
12/04-11.3 **Bank Reconciliation as at 31 March 2023:** The bank reconciliation as prepared by the Clerk and copied to members was RECEIVED AND NOTED as follows: **Noted**

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hairman:



Date:



Current Account

Balance at 28.02.23	£98,123.25
Plus Receipts	£2,628.54
Less Payments	£8,459.76
Balance at 31.03.23	£92,292.03

Business Reserve Account

Balance at 28.02.23	£150,915.08
Combined Bank Balance	£249,038.33

12/04-11.4 Community Lighting Recharge: Additional information was presented to and considered by members. Following a discussion, it was proposed, seconded and:

RESOLVED: That prior to the council being able to approve the payment of the outstanding balance that additional negotiations were needed between RCC and OTC.
Unanimous

It was further.

RESOLVED: That a Working Group would be set up consisting of Cllr. Ainsley, Cllr. Lowe and the Clerk who would arrange to meet with RCC.
Unanimous

It was further.

RESOLVED: That consideration of the payment of the outstanding balance be deferred pending the outcome of the OTC's negotiations with RCC.
Unanimous

12/04-11.5 Oakham Hopper


12/04-11.5.1 Update

- Cllr Williams gave a verbal report following her journey on the Oakham Hopper earlier in the day.
- County Councillor Payne had thanked OTC for funding the Oakham Hopper and asked if Alsthorpe Road could be included on the route. Regrettably this was considered unlikely as the road layout and the speed bumps which might render it not only unsuitable but may lead to an increase in vehicle maintenance and service provision costs.
Noted

12/04-11.5.2 Use of the Oakham Hopper on 07 May 2023. It was reported that RCC had confirmed that the driver would be happy to work extra non contracted hours which would cost £255.00 for the extra day service plus fuel costs. Following a discussion, it was proposed, seconded and:

RESOLVED: That the costs be approved
Unanimous

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Chairman: 

Date: 26/4/23

It was further.

RESOLVED: That RCC be advised that OTC would like the service to run on the day between the hours of 10.00 a.m. – 6.00 p.m. **Unanimous**

12/04-11.6 New Bank Account: Members were asked to consider setting up a new bank account such as one with Unity Trust Bank. It was noted that the account could be set up with multiple signatories with dual authorisation for payments. It was further noted that the Clerks could have view and submit access whilst signatories would be able to view, submit and authorise. It was also noted that the council would have the option of being able to apply for a credit card linked to the account which could be used for small items of expenditure. Following a discussion, it was proposed, seconded and:

RESOLVED: That an application would be made for a Unity Trust Bank Account. **Unanimous**

It was further:

RESOLVED: That the account signatories would be Cllrs. Ainsley, Nix, Romney & Williams. **Unanimous**

It was further:

RESOLVED: That an account linked credit card would be declined. **Unanimous**

It was further:

RESOLVED: That the Clerk and members of the Finance Committee would look at investment vehicles for consideration at a future meeting of the Finance Committee. **Unanimous**

12/04-11.7 Internal Auditor: Following a discussion, it was proposed, seconded and:

RESOLVED: To approve the appointment of the LRALC Internal Audit Service in respect of the financial year ended 31.03.23. **Unanimous**

It was noted that a provisional date of 26 April had been set for the Internal Audit. **Noted**

12/04-11.8 Commercial Bin Collections 2023 / 2024: It was reported that RCC had updated their commercial waste collection service for 2023 / 2024 and unfortunately prices had increased slightly. Following a discussion, it was proposed, seconded and:

RESOLVED: That OTC would continue to use the service and would note the price increase. **Unanimous**

12/04-11.9 Grant Application: Rutland Citizens Advice: It was reported that Rutland Citizens Advice was seeking £5,000.00 from OTC and that the funding application had been copied to members. Following a discussion, it was proposed, seconded and:

RESOLVED: That OTC would award £3,000.00

By Majority (1 abstention)

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Cllr. Lowe requested that his abstention be recorded in the minutes.
Cllr. Williams having declared an interest did not participate in the voting or decision making.

12/04-12 QUEEN ELIZABETH STATUE LEASE: Earlier this year OTC had agreed to contribute give £5,000.00 towards the erection of a statue to the late Queen Elizabeth II, a request had now been received for OTC to help with the cost of the management and maintenance of the statue. It was noted that the land on which the statue would be placed belonged to RCC and it had been suggested that RCC could transfer the land to OTC or that OTC managed the land under license from RCC. Members were asked to consider the following options.

Option 1 Pay the £5,000.00 already agreed towards the statue, take over the management of the statue and discuss land transfer options.

Option 2 Retain the £5,000.00 as earmarked reserves to cover the insurance and management of the statue and discuss land transfer options.

Following a discussion, it was proposed, seconded and:

RESOLVED: Options 1 and 2 declined.

By Majority

3 for, 1 abstention and 4 against

12/04-13 ENVIRONMENT ISSUES – TREE MAINTENANCE

12/04-13.1 Wooded Area adjacent to Centenary Field: The Handyman had visited the site and met with a resident who had raised this issue. Some remedial works had been carried out and a proposed works schedule would be prepared for approval. **Noted**

12/04-13.2 Tree Report: The previous tree inspection was carried out in 2021 and all of the “not tolerable” or high-risk recommendations contained within that report had been actioned. “Tolerable” or medium and low risk recommendations were being monitored and remedial work carried out when required. It was noted that the next inspection was due in August / September 2023. **Noted**

12/04-14 MATTERS FOR THE NEXT AGENDA: There were none.

12/04-15 EXEMPT ITEMS: Following a discussion, it was proposed, seconded and:
RESOLVED: That 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). **Unanimous**

It was proposed, seconded and:

RESOLVED: That the time being 20.08 hours the meeting would be suspended for a five-minute comfort break **Unanimous**

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Chairman: 

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The meeting resumed at 20.13 hours. To transact the business on the agenda it was agreed to extend the time allowed for the meeting by an additional 15 minutes. **Unanimous**

12/04-15.1 Staffing Issues

12/04-15.1.1 2022 / 2023 National Salary Award: Following a discussion it was proposed, seconded and:

RESOLVED: That the National Salary Award would be approved and backdated to 01.04.22. **Unanimous**

12/04-15.1.2 Increments: It was proposed, seconded and:

RESOLVED: That the Deputy Clerk would receive 2 increments, one being her service increment backdated to the anniversary of her appointment with OTC, the second would be in recognition of the Deputy Clerk gaining the ILCA qualification and would be backdated to the date of qualification. **Unanimous**

12/04-15.2 Appointment of new Town Clerk: Several expressions of interest had been received. It was noted that the application closing date was 30 April 2023. **Noted**

The time being 20.28 hours, to transact all the business on the agenda it was agreed to extend the time allowed for the meeting by an additional 15 minutes. **Unanimous**

Cllr Toseland left the meeting at 20.28 hours

12/04-15.3 Review of the following Leases

12/04-15.3.1 Bowls Club

12/04-15.3.2 Tennis Club

Following a discussion, it was proposed, seconded and:

RESOLVED: That OTC would like the lease review to be concluded at the earliest opportunity and with this in mind Cllr. Ainsley and the Clerk would invite both the tennis and bowls club to a meeting and continue working with the council's solicitor. **Unanimous**

12/04-15.4 Tenders received for Flowers & Building contracts: Following a discussion, it was proposed, seconded and:

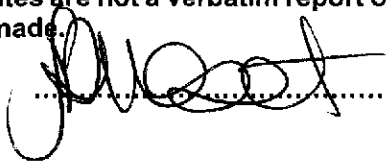
RESOLVED: That having considered the quotations received and with having regard to due diligence, the council selected the quotations which it would accept. The contractors would be notified. **Unanimous**

12/04-16 DATE AND TIME OF NEXT MEETING: Confirmed as the 2023 Annual Meeting of the Town Council

There being no additional business, the meeting concluded at 8.45 p.m.

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Chairman:



Date:

