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 8th May 2024 at 6.30 p.m. The meeting will be held at the Town Council Offices, Rol House, Long Row, Oakham, LE15 6LN.

Chris Evans

**Chris Evans**

**Clerk to the Council**

**01 May 2024**

**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. UPDATE FROM COUNTY COUNCILLOR:**

**8.** **FULL COUNCIL MINUTES**

 To confirm the accuracy of the minutes from the meeting held on 10th April 2024

**9. COUNCILLOR’S QUESTIONS**

To answer questions previously notified to the Clerk

**10. APPOINTMENT OF STANDING COMMITTEES** councillors are asked to agree membership for the following committees:

* Recreation and Planning Committee
* Staffing Committee
* Finance committee

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

* Economic Strategy
* Promotions
* Policies and Procedures
* Oakham Skate Park
* Environmental

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

* Citizens Advice
* Oakham in Bloom
* Trustees of the Memorial institute
* Armed Forces Champion
* Tree Champion
* Town Cryer
* Grounds Maintenance Champion
* Parish Council Forum
* Twinning Representatives

**13. CALENDAR OF MEETINGS** Councillors are asked to approve the schedule of meetings for the 2024-2025 Year

**14. 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.

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

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

**17. TO CONSIDER CORRESPONDENCE RECEIVED**

**18. BANK STATEMENTS:** To consider and approve the bank statements for April 2024.

18.1 Rialtas bank reconciliation

18.2 HSBC Current account

18.3 HSBC Deposit account

18.4 Cambridge Savings account

**19. INTERNAL AUDIT REPORT**

To review the Internal Audit Report **.**

**20.** **MATTERS FOR CONSIDERATION IN PRIVATE: To resolve 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**

 **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.**

**21. ROYAL STATUE**

To consider a proposal regards the Queen Elizabeth Statue.

**22. ANNUAL PAY REVIEW FOR HANDYPERSON**

To consider the proposals from the Staffing Committee

**23. DATE AND TIME OF NEXT MEETING:** Wednesday 12th June 2024

**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.