Oakham Town Council

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**MINUTES OF A FULL COUNCIL MEETING OF OAKHAM TOWN COUNCIL HELD ON WEDNESDAY 12th February 2025 AT 6.30 P.M. IN THE TOWN COUNCIL CHAMBERS**

**IN ATTENDANCE:** Cllrs: S-A. Wadsworth, P Ainsley, H. Williams, C. Nix, M Brookes, C Clark

**ALSO IN ATTENDANCE:** C. Evans (Clerk) , K. Geraghty (Deputy Clerk) Members of the public 1

Cllr P Ainsley opened the meeting and welcomed all present.

**For the duration of this evening's meeting** and IAW with Standing Orders para 3i, and as Chairman I waive the requirement to stand when speaking unless you wish to do so.

**The meeting will be recorded.**

**02/25-01 APOLOGIES AND REASONS FOR ABSENCES**: Cllr A Douthwaite has given her apologies.

 **Proposer Cllr Nix, seconder Cllr Clark. Carried**

Cllr S Pryer also absent.

 **Proposer, Cllr Williams seconder Cllr Nix. Carried**

**02/25-02 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)

None

**02/25-03 DEPUTATIONS FROM MEMBERS OF THE PUBLIC:** An opportunity for members of the public to speak in accordance with Standing Orders 1 (d)- 1(i)

None

**02/25-04 MINUTES:** To confirm the accuracy of the minutes from the meeting held on 22nd January 2024. The Chair noted that Cllr Brookes concerned over subheadings on General Reserves still in minutes. The Chair highlighted that these subheadings are just an estimate of the likely allocation of the General Reserves should be and not definitive. The Chair considered that the minutes as presented should therefore stand.

**Proposer, Cllr Clark seconder Cllr Ainsley. Carried**

**02/25-05 COUNCILLOR’S QUESTIONS:**

Cllr S-A Wadsworth had concerns over recent invoices regards Playscape and training costs. The Town Clerk stated that he would reply with invoices after the meeting.

**02/25-06 CO-OPTION PROPOSAL:** Evie Tempest could not attend until later, and the Council agreed this matter could be considered in her absence. The proposal isthat Evie Tempest be accepted as an Oakham Town Councillor for the Barleythorpe Ward.

 **Proposer Cllr Wadsworth seconded by Cllr Brookes. Carried**

**02/25-07 CHAIRMANS/CLERKS REPORT:** Chairman reported met with Oakham Nub News over Save Rutland. Also met with the Chair of Victoria Hall trustees, matter to be discussed later in agenda. Also met with potential Software Developer over the potential web site for Retailers also to be discussed later in Agenda Lastly met with team concerned over Future of Oakham led by Placemake.and funded by RCC.

Town Clerk reported that the issues with the Railway pedestrian crossing had been addressed as much as possible by the Handyman with the moss and dirt cleared however it has been reported to RCC that the steps remain unsafe due to loose treads.

### 02/25-08 CORRESPONDENCE RECEIVED:

 None

**02/25-09 BANK STATEMENTS:** To consider and approve the bank statements for January 2025.

A series of questions were asked by Cllr Brookes regards the accounts and these were replied to by the Town Clerk regards the items of concern.

9.1 Rialtas bank reconciliation

**Proposer, Cllr Clark seconder Cllr Williams. Carried**

9.2 HSBC Current account

9.3 HSBC Deposit account

9.4 Year to Date Spend

9.5 Spend/Transfer over 5K requiring approval

The Clerk reported that there are no items over 5K requiring approval for this month.

The Chair proposed taking 9.2 through to 9.5 taken as one

**Proposer, Cllr Williams seconder Cllr Wadsworth. Carried**

**02/25-10 UKSPF GRANT AGREEMENT WITH RCC**

Cllr S-A Wadsworth enquired regards the cost of this contract. Cllr P Ainsley stated that only if we need solicitor advice. Cllr Brookes suggested it is not necessary as drawn up by RCC with a trusted solicitor. The Town Clerk stated that the new deal is the complete transfer of 50K from RCC

The proposal is that council authorises the Town Clerk to sign this agreement

amended to reflect that the agreement can be signed without the need for solicitor advice .

**Proposer Cllr Brookes seconder Cllr Williams. Carried**

### 02/25-11 SPRING EVENT 2025:

Cllr Wadsworth introduced this agenda item to the Council.

Cllr M Brookes requested that a limit be put of the budget which Cllr S-A Wadsworth agreed.

The proposal is that Council pay for road closure, road management team, free parking possible hire of gazebos, and advertising at a maximum cost of £5000

**Proposer, Cllr Wadsworth seconder Cllr Clark Carried**

### 02/25-12 DEEP CLEAN TOWN CENTRE:

Cllr M Brookes concerned over the limited number of quotes for this required work programme. Cllr C Clark pointed out that title is unfortunate as much more comprehensive than a simple clean-up operation with a cost estimate of £9,296.

**Proposer, Cllr Wadsworth seconder Cllr Williams. Carried**

### 02/25-13 WEB DEVELOPMENT FOR TOWN GUIDE:

Cllr P Ainsley introduced this item, only one bid as a very specialist work and importantly also that can be completed in the timeframe. Cllr M Brookes concerned over lack of detail in contract, and also funding for stage 3 and continued maintenance. Cllr H Williams requested clarity over the future management of the Web Site which the Chair agreed to provide.

Proposed that council engages ‘The Rutland WebDesigner’ to proceed with Package 2 at a cost of £5,425, using the UKSPF budget.

**Proposer, Cllr Wadsworth seconder Cllr Williams. Carried**

**02/25-14 CHURCH STREET TOILET RENOVATION:**

Cllr M Brookes left the meeting at this point.

That council authorises Eddison’s to proceed with awarding the contract to Metcalf Ltd subject to licence and insurance details and Council approves the total project cost, including fees, of £156,457.03 excluding VAT, as detailed on page 9 of the Tender Analysis report. Following the award of a contract, a full schedule of payments will be brought to Full Council.

**Proposer, Cllr Ainsley seconder Cllr Williams. Carried**

**02/25-15 VICTORIA HALL:**

Cllr M Brookes joined the meeting at this point.

Cllr Ainsley introduced this agenda item and stated that the move was dependent on successful negotiations. Cllr H Williams asked if it would save money to which the Chair replied to the affirmative, noting that cannot take place for at least six months due to our lease agreement.

Cllr M Brookes concerned that the amount of funds over last move from Victoria Hall.

Cllr S-A Wadsworth concern over agreement for Council Chamber use. Cllr P Ainsley assured that our use has to be a primary duty for that new room.

Cllr P Ainsley also confirmed during the debate that the boiler replacement can be funded with CIL money.

The proposal is that council is willing to cover the costs of a replacement boiler with the following conditions:

* 1. Final approval must be granted at a future council meeting once suitable tenders are received, and costs are fixed.
	2. A suitable agreement must be drafted and signed by both parties to ensure proper use and protection of the public funds.
	3. The chosen contractors will be paid directly by OTC.

Also OTC agrees in principle to move back into Victoria Hall for at least 5 years, given that a suitable lease agreement is in place.

**Proposer, Cllr Ainsley seconder Cllr Brookes. Carried**

Cllr M Brookes proposed a working group is set up for the purpose of the move to Victoria Hall.

**Proposer, Cllr Brookes seconder Cllr Nix. Carried**

**02/25-16 ROUNDABOUT REPLACEMENT AT CUTTS CLOSE :**

Cllr P Ainsley presented two quotes for replacement of the roundabout at Cutts Close, as the Princess Avenue could be repaired potentially. Cllr H Williams proposed that the Cutts Close be upgraded to an accessible roundabout, the Town Clerk stated there would be an increased cost.

That the council agrees that the Town Clerk replaces the roundabout as per a quote previously obtained. At a cost of a maximum of £8500 net.

**Proposer, Cllr Williams seconder Cllr Clark Carried**

**02/25-17 PRINCESS AVENUE CONSIDERATIONS :**

The proposal is following recommendations from the EPC, to instruct the Town Clerk to prepare a costed list of works for potential remedial activities to improve the thermal/energy efficiency of the building. (to be raised as an agenda item for discussion not more than one month after receipt of the EPC certificate)

**Proposer, Cllr Nix seconder Cllr Wadsworth. Carried**

The proposal for back lighting of the exterior signs was deferred until further details are presented regards lighting pollution agreed by Cllr Nix

The next proposal is that conditional to the tenant complying with guidance on use of security systems and data collection, to permit the installation, at the tenants cost, of a video enabled security system (Ring or similar, as distinct from a CCTV system) to improve the safety and security of the premises and individuals associated with the business.

* 1. To reimburse the tenant 50% of the cost of purchase and installation of the security system, up to a maximum of £200, in recognition of the benefit to the overall security of the public asset.

Cllr Nix introduced this proposal stating that this is to aid the security of this establishment .There followed a healthy debate over the pros and cons of using Ring doorbells. Cllr Ainsley made it quite clear that we must ensure that we follow guidelines for GDPR with the settings on these cameras.

The proposal was amended to cover the total cost at a maximum of 400 pounds and also that a separate investigation into further public surveillance is carried out.

**Proposer, Cllr Nix seconder Cllr Wadsworth. Carried**

The next proposal is that conditional on the tenant securing appropriate planning permission, agree that the tenant may construct, at their own cost, a structure (temporary or otherwise, as approved) to be used as additional studio space on the land within the boundary of the premises and that the leaseholder is responsible for removal of this structure should it be required should the tenant leave.

**Proposer, Cllr Clark seconder Cllr Brookes. Carried**

The next proposal is that OTCpermit improvement of the flooring in the smaller of the studios, at the tenant’s cost, to improve the surface and reduce likelihood of injury to those using the premises.

**Proposer, Cllr Ainsley seconder Cllr Wadsworth Carried**

Should it be apparent that the improvement to the flooring will benefit the energy efficiency of the building, that the council will discuss the possibility to financially support an agreed proportion of this activity, once the financial details are apparent

**Proposer, Cllr Nix seconder Cllr Clark Carried**

The next proposal is that under appropriate professional electrical guidance and compliance with necessary regulations, that the tenant may install hard-wired electrical heaters as necessary throughout the premises.

**Proposer, Cllr Clark seconder Cllr Williams Carried**

**MEETING CLOSED 8.29PM**

**DATE AND TIME OF NEXT MEETING: 12th March 2025**