

Oakham Town Council

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MINUTES OF A FULL COUNCIL MEETING OF OAKHAM TOWN COUNCIL HELD ON WEDNESDAY 8th JANUARY 2024 AT 6.30 P.M. IN THE TOWN COUNCIL CHAMBERS

IN ATTENDANCE: Cllrs: A Douthwaite, P Ainsley, C. Nix, S-A Wadsworth, M Brookes

ALSO IN ATTENDANCE: Chris Evans (Town Clerk).

Cllr 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.

Temporary withdrawal of Item 12

Following consultations with our lead consultants, Eddison's, Item 12 is being temporarily withdrawn. This is to allow additional time to produce a revised tender analysis report, necessitated by a recent surge of interest in the Church Street Toilets refurbishment. The paper is now scheduled to be resubmitted at the Council meeting on 12th February, at which point we anticipate achieving a satisfactory resolution.

It is important to note that this delay may jeopardize our eligibility for any supplementary UKSPF funding. Consequently, we have been engaging in discussions with RCC and Eddisons to devise a contingency plan (Plan B). Comprehensive details of this plan will be presented at the meeting on 12th February.

If councillors have any additional inquiries, please feel free to let me or the office know.

01/25-01 APOLOGIES AND REASONS FOR ABSENCES: Cllrs C Clark, S Pryer, L Chatfield, H Williams are indisposed. Proposed by Cllr S-A Wadsworth and seconded by Cllr A Douthwaite. Carried.

01/25-02 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.

01/25-03 DEPUTATIONS FROM MEMBERS OF THE PUBLIC: An opportunity for members of the public to speak in accordance with Standing Orders. None.

01/25-04 MINUTES: To confirm the accuracy of the minutes from the meeting held on 13th November 2024 and 11th December 2024. Proposed by, Cllr S-A Wadsworth and seconded by Cllr Nix carried.

01/25-05 COUNCILLOR'S REPORT and QUESTIONS: Cllr P Ainsley stated that agenda item 12, the Church Street Toilets, is withdrawn, pending further tender negotiations. Cllr A Douthwaite commented on issues with another Cllr that had become personal, and she might need to take advice if it continued.

01/25-06 CHAIRMANS/CLERKS REPORT:

Chairmans Report.

A formal complaint has been raised against me by a fellow councillor with the monitoring officer at RCC. I will not be responding to the complaints until asked to do so, but I do want to say that I am innocent of all complaints lodged and will fight the allegations vigorously.

I represented OTC as mayor of Oakham on Thursday 19th December HMP Stocken Carol Service very enjoyable carol service in the prison followed by tea, coffee and mince pies

Other activities:

Friday 13 December meeting at Victoria Hall, met with representatives from VH as detailed in item 10.1

Wednesday, 18 December, meeting with Cllr Anna Douthwaite to run through the budget discussion document ahead of the virtual meeting of the Finance Committee on the 7th of January.

Immediate Future Activities:

Friday, January 17th, at 14:10, I will be attending Cllr Buxton's funeral at the Great Glen Crematorium in my official capacity as mayor. If anybody needs a lift, please let me know.

Tuesday 21st January Town Centre meeting at the Wisteria Hotel with retailers and ESWG

Monday 03 Feb - Town Centre Place Shaping morning walk about Oakham and afternoon in discussion with RCC, OTC and consultants Placemake

Clerks Report

The Town Clerk reported that the Christmas decorations are switched off and will be taken down later this week. All the medium risk items identified in the latest ROSPA report were being addressed this month. Progress was slowly being made on the Asst Transfer agreement with RCC and later this month the ESWG would address the list of agreed items just received by the Council. On the Town Centre members should place in their diaries the meeting at the Wisteria Hotel on Tuesday 21st January at 5:30pm of the Retailers Group set up jointly by RCC and OTC where actions taken, and the way forward will be discussed.

01/25-07 CORRESPONDENCE RECEIVED:

With reference to the various emails received from Cllr Brookes regarding the Church Street toilet refurbishments. I wish to reassure Council that the tender on the contracts Finder website was corrected on the 17th December and has aroused interest. As previously stated Eddisons will start the process of producing a revised tender analysis report following closure of the bidding process on the 22nd January.

01/25-08 BANK STATEMENTS: To consider and approve the bank statements for December 2024.

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| 8.1 Rialtas bank reconciliation | Proposer Cllr Douthwaite, seconder Cllr Nix, carried |
| 8.2 HSBC Current account | Proposer Cllr Wadsworth, seconder Cllr Nix, carried |
| 8.3 HSBC Deposit account | Proposer Cllr, Douthwaite seconder Cllr Nix, carried |
| 8.4 Year to date spend (Nov) | Proposer Cllr Douthwaite, seconder Cllr Nix, carried |

The Town Clerk addressed the negative amounts in item 8.4 as being an audit item that had been carried over from last financial year and due to be paid in January and a misappropriated repayment from Severn Trent on a sewer investigation.

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| 8.5 Year to date spend (Dec) | Proposer Cllr Wadsworth seconder Cllr Nix, carried |
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01/25-9 RECENT BUDGET SPEND OVER 5K:

Cllr M Brookes stated that this standing agenda item should from now on include that this conforms to Financial Regulation 4.1 of the Town Council. The Chair agreed to this change.

It was proposed by Cllr S-A Wadsworth that council notes that there are no payments scheduled for January 2025 that exceed £5,000 and seconded by Cllr M Brookes. Carried.

01/25-10 VICTORIA HALL SURVEY AND NEGOTIATIONS:

Cllr P Ainsley stated that the series of documents requested from the Victoria Hall Trustees had yet to be received. Cllr S-A Wadsworth requested that neither item be progressed until these documents had been acquired.

Cllr P Ainsley accepted that these added terms could be placed on the proposal.

Cllr M Brookes had concerns that a full survey could not include the roof as a drone survey would require from the nearby school and felt the Council had not voted yet to go down the road of a move to Victoria Hall.

Cllr P Ainsley agreed that the council should be cautious, and Cllr C Clark added that the Council should remember that any improvements to the Victoria Hall would have direct public benefit.

It was proposed by Cllr S-A Wadsworth and seconded by Cllr C Nix that subject to requested documents being received Council approves an initial building survey to be carried out on Victoria Hall at a cost of £2,465 + VAT. This will be drawn from reserves. Carried (Cllr M Brookes voted against)

It was proposed by Cllr S-A Wadsworth and seconded by Cllr P Ainsley that subject to requested documents being received council approves expenditure of £500 with [Charity](#)

[Law Solicitors - Wellers Law](#) on initial legal consultation. Expenditure will be drawn from the budget approved for VH Legal Expenses. Carried

01/25-11 COUNCILLOR RECRUITMENT:

The Chair requested that more funds needed to be directed at recruitment of Councillors, this time with the initiative of using Nub News and the Radio.

It was proposed that Council approves advertising for a maximum period of 2 months, or until all vacancies are filled. Agencies to be engaged are as detailed in the table below. Other agencies and media outlets may also be considered, and approves advertising expenditure for a period of 2 months, or until all vacancies are filled. Maximum budget £1500

Item	Monthly Cost	Detail
Rutland and Stamford Sound	£167	Advert broadcast 120 times per 30-day month. See 11.1 Rutland and Stamford Sound for full details
Oakham Nub News	£100-£500	Full details on application Contact Us Oakham Nub News
Local Paper	£300	Details on application

Proposer Cllr P Ainsley, seconder Cllr C Clark, carried.

01/25-12 REFURBISHMENT OF CHURCH STREET TOILETS:

Cllr P Ainsley confirmed that this agenda item is deferred until the next Full Council in February

01/25-13 POLICIES AND PROCEDURES:

Cllr M Brookes highlighted the fact that item 20 on the list Protocol on recording needed updating. The Chair Cllr P Ainsley accepted this amendment.

Proposed that council extends the review date of those documents that require no modification as listed in item 13.1 bar item 20 which is moved to 13.2 Proposed by Cllr S-A Wadsworth and seconded by Cllr A Douthwaite. Carried.

Meeting Finished 19.30pm

DATE AND TIME OF NEXT MEETINGS: 12th February 2025

Signed..... Date.....