

Oakham Town Council

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MINUTES OF AN EXTRAORDINARY MEETING OF OAKHAM TOWN COUNCIL HELD ON WEDNESDAY 23rd June 2025 AT 6.30 P.M. IN THE TOWN COUNCIL CHAMBERS

IN ATTENDANCE: Cllrs: C. Nix, S-A Wadsworth, M Brookes, C Clark.

ALSO IN ATTENDANCE: Melanie Palmer (Minutes)

Cllr Nix 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.

06/25-1 APOLOGIES AND REASONS FOR ABSENCES: Cllrs E Tempest, A Douthwaite, and Paul Ainsley are indisposed. Proposed by Cllr Clark, seconded Cllr S-A Wadsworth, carried.

06/25-2 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).

06/25-3 DEPUTATIONS FROM MEMBERS OF THE PUBLIC: An opportunity for members of the public to speak in accordance with Standing Orders.

Connie Francis expressed her gratitude to Oakham Town Council for their support of Oakham Traders, noting that it was both valued and appreciated. She also offered her assistance in disseminating information within the Traders group. Connie also requested regular Trader Meetings to ensure momentum.

Bianca Nix echoed the positive feedback regarding the Council's support of Oakham Traders. She stated that she would share further ideas and suggestions for ongoing support via email to Kathy Geraghty.

06/25-4 MINUTES: To confirm the accuracy of the minutes from the meeting held on 14th May 2025. Proposed by Martin Brookes, seconded by Cllr Sally-Anne Wadsworth, deferred. All in favour.

06/25-5 CHAIRMANS, CLERK & MEMBERS REPORTS:

Cllr Clark "reflecting on the event the previous weekend, expressed a preference for the item on social media to focus the positive aspects of the event & the enjoyment had by those who spent the afternoon, watching the concert in Cutts Close."

Cllr Nix proposed to forego Chairman's, clerk and member reports. Cllr Sally-Anne Wadsworth seconded. Carried. All in favour.

06/25-6 BANK STATEMENTS/BUDGET:

To consider and approve the bank statements for May 2025.

- 6.1 Rialtas bank reconciliation
- 6.2 HSBC Current Account
- 6.3 HSBC Deposit Account
- 6.4 Year to Date Spend
- 6.5 Lloyds Current Account

Cllr Wadsworth has requested a comprehensive statement from Millennium outlining **all services provided and associated costs**, compiled into a single document and presented in **layman's terms** to ensure clarity and accessibility.

In addition, Cllr Brookes has proposed the formation of a **working party to scrutinise all expenditure** and to support the delivery of **full transparency of spend**. This group would be tasked with reviewing the financial details provided and offering oversight on how funds are allocated and utilised.

Proposed by Cllr Nix, Seconder Cllr Sally-Anne Wadsworth carried 1 x abstained.

06/25-7 APPOINTMENT OF LOCUM CLERK: Council to decide to appoint a locum clerk using SLCC or another organisation.

Wellbeing Check: Cllr Nix will carry out a wellbeing call to the Clerk.

Locum Clerk Provision: Cllr Nix will seek advice from the Society of Local Council Clerks (SLCC) regarding locum provision.

Temporary Staffing Agreement: It was agreed to appoint a locum clerk for two days per week. Additionally, administrative support will be provided to Kathy 1-2 days per week while the Clerk remains on leave.

Remuneration: Government guidelines will be followed in determining the expenses and salary for the locum clerk.

Proposed by Cllr Nix, Seconder Cllr Sally-Anne Wadsworth carried all in favour.

06/25-8 RETROSPECTIVE APPOINTMENT OF INTERNAL AUDITOR & RECEIPT OF INTERNAL AUDIT REPORT: Mr Stewart McDonald, as recommended by LRALC, receive the internal audit report and accepts any recommendations in preparation of the AGAR.

8.1 Proposed by Cllr Nix, Seconder Cllr Clark 1 against Cllr Brookes 1 x Abstention.

8.2 Accept the Internal Audit Report and use it as a working document to be reviewed at each meeting to achieve best practice and ensure compliance.

Proposed by Cllr Nix, Seconder Cllr Sally-Anne Wadsworth carried all in favour.

06/25–9 ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2024/25: To receive and approve the signing of the AGAR by the Chairman and the RFO.

9.1

Section 1 all in favour

Section 2 all in favour

Section 3 all in favour

Section 4 all in favour

Section 5 3 in favour Cllr Brookes Abstained.

Section 6 all in favour

Section 7 against

Section 8 all in favour

9.2 carried all in favour.

Meeting Finished 20:00 hrs.

DATE AND TIME OF NEXT MEETING: 9th July 2025

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

DRAFT