OAKHAM TOWN COUNCIL

REPORT TO: Full Council

DATE OF MEETING: 10th November 2026

SUBJECT: Representation and Voting Delegate – LRALC 2026 Annual General Meeting (AGM)

AUTHOR: Martin Brookes

1. PURPOSE OF REPORT

To inform Council of the upcoming Leicestershire and Rutland Association of Local Councils (LRALC) 2026 Annual General Meeting and Conference, to confirm member attendance, and to formally appoint a Voting Delegate to represent Oakham Town Council.

2. BACKGROUND

Oakham Town Council is a full member authority of the LRALC. LRALC is a membership organisation controlled by its member parish and town councils.

The LRALC 2026 AGM & Conference details are as follows:

- **Date:** Saturday 12th December 2026
- **Time:** 9:30am – 1:30pm (Registration & Networking from 9:30am; Formal proceedings start at 10:00am)
- **Venue:** Millfield Hall, Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP
- **Cost:** Free of charge to LRALC member councils
- **Booking Deadline:** Thursday 26th November 2026 (12:00pm noon / 5:00pm)

3. DETAILS & KEY BENEFIT

3.1 Attendance & Benefits

In addition to the formal AGM business, the event includes:

- **Sector Presentations:** Key updates from LRALC officers and commercial partners (including Parish Online) on sector priorities and emerging legislation.
- **Commercial Marketplace:** Stalls and networking with commercial partners supplying services, software, and products to local parish and town councils (e.g., Cuttlefish Communities, Kompan, eibe Play, Streetscape).
- **Networking:** Opportunities to engage with fellow councillors, clerks, and officers across Leicestershire and Rutland.

To date, two Members of Oakham Town Council have expressed an interest in attending this event.

3.2 Appointment of Voting Delegate

Each member council is entitled to register one formal Voting Delegate to exercise the Council's vote during the AGM business. Additional attendees register as Non-Voting Delegates to benefit from the conference, market stalls, and presentations.

Because booking deadlines close on 26th November 2026, Council must formally resolve the appointment of its official Voting Delegate at this meeting.

4. FINANCIAL & RESOURCE IMPLICATIONS

- **Attendance Fee:** £0 (Included within annual membership subscription).
- **Travel Expenses:** Travel/mileage expenses incurred by attending delegates may be claimed in accordance with the Council's Member Allowance / Travel Policy.

5. PROPOSALS / RECOMMENDATIONS

It is recommended that Council resolves:

1. **To approve** the attendance of interested Members and Officers at the LRALC 2026 AGM on Saturday 12th December 2026.
2. **To appoint the Clerk or a Councillor** as Oakham Town Council's official Voting Delegate for the 2026 LRALC AGM.
3. **To authorise** the Town Clerk to complete the formal registration of the Voting Delegate and Non-Voting Delegates prior to the deadline of 26th November 2026.

DECISION REQUIRED

- To agree Proposal 1, 2, and 3 above and name the appointed Voting Delegate.