

Oakham Town Council

Rol House, Long Row, Oakham, Rutland, LE15 6LN. Tel: 01572 723627
Email: enquiries@oakhamtowncouncil.gov.uk
www.oakhamtowncouncil.gov.uk



An ORDINARY MEETING of the TOWN COUNCIL was held on Wednesday 9th September 2026 at 6.30pm at the Council Offices and was attended by the following:

Chairman: Cllr M. Brookes

Town Councillors: Cllr D. Romney, Cllr SA Wadsworth, Cllr B. Callaghan, Cllr J. Harris, Cllr C. Clark, Cllr P. Ainsley, Cllr J. Perry

In Attendance: 19 members of the public

Locum Clerk/Minutes: Samantha Haywood

ITEM	MINUTE	VOTE / ACTION
26145.	APOLOGIES FOR ABSENCE	
	Cllr A. Padmore - business. IT WAS RESOLVED that Council accept the apology. Cllr Nix to be reminded to consider submitting an apology if he cannot attend a meeting.	Proposed:MB Seconded:SAW All in favour Clerk
26146.	DECLARATIONS OF INTERESTS AND DISPENSATIONS	
	Cllr Perry and Cllr Callaghan declared a non-pecuniary interest in the Bowls Club and Tennis Club lease agenda item due to residing adjacent to the club/land. Cllr Ainsley requested a point of order regarding agenda item 16 and the 100-year lease, disposal of property, S123, and felt that there was a prejudicial interest if a councillor lives adjacent to the property and will be reporting to the Monitoring Officer.	
26147.	DEPUTATIONS FROM MEMBERS OF THE PUBLIC - OPEN MEETING	
i.	Bowls Club Lease	
	A resident spoke in favour of granting the bowls club a 99-year lease as he felt it would secure the asset for the town at no cost to the Council, would improve resident health and wellbeing, allow the club to obtain external funding, and would be of benefit to everyone.	
ii.	Tennis Club Lease	
	A resident spoke in favour of granting the Tennis Club a 99-year lease for the same reasons as stated above for the Bowls Club.	

26148.	POLICE REPORT																																																																																																											
	No police representation present.																																																																																																											
26149.	RUTLAND COUNTY COUNCILLOR REPORT																																																																																																											
	Cllr Payne reported: - Some of the Rutland County signs have been stolen so the rest have been removed for safe storage. - A lot of road resurfacing works have been carried out this summer and Oakham has received a fair share of the budget. People can continue to report any issues to him. 12.09.26 is Rutland Day. There will be free parking across all RCC car parks. - Local government reform - the elections taking place next year will be on the old rules. 27 councillors will not know how long they will be elected for. In 2027 there will be a smaller number of councillors due to the reform. - It is suspected that the local government reform will go through but the timetable is very short, there are no additional officers so a lot of overtime will be required for which there is no budget, and overtime cannot be enforced. This may be why the government has announced a pause. - Councillor Payne asked if OTC were happy with their emergency response plans particularly concerning flooding? Several councillors expressed concern that until RCC clear the drains and empty the gullies then flooding will always be an issue. Princess Avenue is a prime example of this where there was flooding and all highways did was to put a sign up.																																																																																																											
26150.	APPROVAL OF MINUTES																																																																																																											
	IT WAS RESOLVED that the minutes of the Ordinary Full Council meeting held on 12.08.26 are a true and accurate record of the meeting and as such were signed by the Chairman.	Proposed:MB Seconded:BC 7 for, 1 abstention Clerk																																																																																																										
26151.	INVOICES FOR PAYMENT																																																																																																											
	IT WAS RESOLVED that Council approve the invoices for payment as detailed below except for the Rutland County Council Hopper invoice. RCC to be asked to provide a contract before the invoice is considered for payment: <table><tr><th>Supplier</th><th>Description of supply</th><th>Net</th><th>VAT</th><th>Gross</th><th>Invoice no.</th><th>Power to Spend</th></tr><tr><td>Travis Perkins</td><td>Bin Bags - Events</td><td>£7.18</td><td>£1.44</td><td>£8.62</td><td>1050332421</td><td>PHA 1875 s164 OSA 1906 SS9&10</td></tr><tr><td>Peninsula Business Services</td><td>HR insurance</td><td>£39.20</td><td>£0.00</td><td>£39.20</td><td>U005862734</td><td>LG Act 1972 s112</td></tr><tr><td>Peninsula Business Services</td><td>Monthly HR Service fee</td><td>£306.41</td><td>£57.86</td><td>£364.27</td><td>U005861204</td><td>LG Act 1972 s112</td></tr><tr><td>Vesper</td><td>Band - 30th August</td><td>£450.00</td><td>£0.00</td><td>£450.00</td><td>257</td><td>LG Act 1972 s145</td></tr><tr><td>Peninsula Business Services</td><td>HR Meeting</td><td>£82.91</td><td>£16.58</td><td>£99.49</td><td>U005853837</td><td>LG Act 1972 s112</td></tr><tr><td>DCK Payroll Solutions Ltd</td><td>Payroll processing Aug 26</td><td>£104.10</td><td>£20.82</td><td>£124.92</td><td>27721</td><td>LG Act 1972 s112</td></tr><tr><td>Millenium Ltd</td><td>Monthly I.T./ backup fee</td><td>£133.10</td><td>£26.62</td><td>£159.72</td><td>INV-21915</td><td>LG Act 1972 s111</td></tr><tr><td>A Star Cleaning Ltd</td><td>WC cleaning/opening/closing</td><td>£1,251.25</td><td>£0.00</td><td>£1,251.25</td><td>INV029</td><td>PHA 1936 s87</td></tr><tr><td>Rutland County Council</td><td>Contribution to Oakham Town Hopper</td><td>£29,000.00</td><td>£5,800.00</td><td>£34,800.00</td><td>9171425</td><td>LG & RA 1997 s26</td></tr><tr><td>Glendale Countryside Ltd</td><td>Grounds maintenance Aug 26</td><td>£2,143.97</td><td>£428.79</td><td>£2,572.76</td><td>GC147-0374</td><td>PHA 1875 s164 OSA 1906 SS9&10</td></tr><tr><td>ToolStation Ltd</td><td>Mounting tape - Events</td><td>£5.54</td><td>£1.11</td><td>£6.65</td><td>YWW506631858</td><td>PHA 1875 s164 OSA 1906 SS9&10</td></tr><tr><td>LGRC Associates Ltd</td><td>Monthly HR Service fee</td><td>£125.00</td><td>£25.00</td><td>£150.00</td><td>2517</td><td>LG Act 1972 s112</td></tr><tr><td>WF&S Doody</td><td>Office rent Oct to Dec 26. Insurance Aug 25 - Jul 26</td><td>£3,296.91</td><td>£585.63</td><td>£3,882.54</td><td>1186</td><td>LG Act 1972 s133</td></tr><tr><td colspan="2">TOTAL</td><td>£36,945.57</td><td>£6,963.85</td><td>£43,909.42</td><td colspan="2"></td></tr></table>		Supplier	Description of supply	Net	VAT	Gross	Invoice no.	Power to Spend	Travis Perkins	Bin Bags - Events	£7.18	£1.44	£8.62	1050332421	PHA 1875 s164 OSA 1906 SS9&10	Peninsula Business Services	HR insurance	£39.20	£0.00	£39.20	U005862734	LG Act 1972 s112	Peninsula Business Services	Monthly HR Service fee	£306.41	£57.86	£364.27	U005861204	LG Act 1972 s112	Vesper	Band - 30th August	£450.00	£0.00	£450.00	257	LG Act 1972 s145	Peninsula Business Services	HR Meeting	£82.91	£16.58	£99.49	U005853837	LG Act 1972 s112	DCK Payroll Solutions Ltd	Payroll processing Aug 26	£104.10	£20.82	£124.92	27721	LG Act 1972 s112	Millenium Ltd	Monthly I.T./ backup fee	£133.10	£26.62	£159.72	INV-21915	LG Act 1972 s111	A Star Cleaning Ltd	WC cleaning/opening/closing	£1,251.25	£0.00	£1,251.25	INV029	PHA 1936 s87	Rutland County Council	Contribution to Oakham Town Hopper	£29,000.00	£5,800.00	£34,800.00	9171425	LG & RA 1997 s26	Glendale Countryside Ltd	Grounds maintenance Aug 26	£2,143.97	£428.79	£2,572.76	GC147-0374	PHA 1875 s164 OSA 1906 SS9&10	ToolStation Ltd	Mounting tape - Events	£5.54	£1.11	£6.65	YWW506631858	PHA 1875 s164 OSA 1906 SS9&10	LGRC Associates Ltd	Monthly HR Service fee	£125.00	£25.00	£150.00	2517	LG Act 1972 s112	WF&S Doody	Office rent Oct to Dec 26. Insurance Aug 25 - Jul 26	£3,296.91	£585.63	£3,882.54	1186	LG Act 1972 s133	TOTAL		£36,945.57	£6,963.85	£43,909.42			Proposed:BC Seconded:MB 6 for, 2 against Clerk
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26152.	DATE OF NEXT MEETING																																																																																																											
	IT WAS RESOLVED that Council note the date of the next meeting as 14.10.26 at 6.30pm.		All																																																																																																									

26153.	FINANCE COMMITTEE MEETING MINUTES and RECOMMENDATIONS	
i.	Finance Committee Meeting Minutes	
	IT WAS RESOLVED that Council note the draft minutes of the Finance Committee meeting held on 26.08.26.	Proposed:BC Seconded:DR All in favour
ii.	2026/27 Budget Review	
	IT WAS RESOLVED that Council approve the reviewed 2026/27 budget as recommended by the Finance Committee meeting held on 26.08.26.	Proposed:BC Seconded:DR All in favour Clerk
iii.	Banking / Investment Strategy	
	IT WAS RESOLVED that Council approve the proposed Investment Strategy and the recommendations concerning the change to bank accounts as follows: • The transfer of the Council's principal day-to-day banking arrangements to a new Unity Trust Bank current account. • Approves the closure of the existing Lloyds Bank current account, subject to all outstanding transactions being cleared and the account being fully reconciled. • Approves the closure of the existing HSBC current account, subject to all outstanding transactions being cleared and the account being fully reconciled. • Approves the transfer of surplus funds currently held with HSBC into alternative approved deposit/investment arrangements in accordance with the Investment Strategy. • Approves the Clerk/RFO and any Locum Clerk/RFO in post being appointed as administrators for the bank accounts. • Approves a requirement that two separate Finance Committee signatories must authorise every electronic payment. • Approves that the Clerk/RFO may prepare and submit payments but shall not independently authorise payments. • Approves the Investment Strategy set out in the Investment Strategy, based on the principles of security, liquidity and yield. • Authorises the Clerk/RFO to place the balancing funds into the new accounts as follows: ➤ Unity Trust Bank Instant Access account £90,000. ➤ CCLA Public Sector Deposit Fund £200,000. ➤ Hampshire Trust Bank 95-day deposit account £250,000. ➤ Nationwide 95-day deposit account £120,000 ➤ And any remaining funds to be transferred into the Unity Trust Bank current account. • Requires the Clerk/RFO to report at least quarterly to the Finance Committee on cash balances, interest earned, investment maturity dates, counterparty exposure and FSCS protection. • Requires the Investment Strategy to be reviewed annually by the Finance Committee and Full Council and whenever there is a material change in the Council's financial position or the regulatory environment. • That all Council policies such as the Financial Regulations are updated to include the changes stated within this investment strategy report. It to be checked that Council do not already have a current account with Unity Trust Bank.	Proposed:DR Seconded:BC All in favour Clerk
26154.	TOWN COUNCIL OFFICE	
	A discussion took place concerning the location of the Town Council offices including:	

	• Confirmation that the lease has expired on Rol House and there will be no financial penalty. • With security concerns at Rol House, Victoria Hall being up for sale, Princess Avenue is really the only consideration. Cllr Romney spoke to the proposal to relocate the Town Council office to Princess Avenue, including works required to the building such as insulation, decorating, an additional WC, 8ft security fencing at the back of the building, CCTV, car park lighting, storage unit, and air conditioning. Solar panels can also be considered at a later date. • It was asked whether the alarm and door entry would be linked to the police? Cllr Romney replied that this could be taken into consideration. • There was concern that this is a major decision and the supporting information report had only recently been received. There is a lot to consider, including Princess Avenue being a 60 year old building and it was questioned whether a new building would be better. • Princess Avenue had a survey carried out in 2024. A copy of the survey to be distributed to all. There was concern that the report stated that external drain repairs needed carrying out at a cost of £5,600. • The next stage is to get a building condition report and draft a tender. • A councillor requested that all councillors had the opportunity to visit Princess Avenue. • A councillor felt it worthwhile to invest in a new surveyor's report. • The motion is to ask Council in principle to be in support of moving to Princess Avenue and then further investigation works can be carried out. • Half of the building would be used for offices and the other half would be used as a community space. • CIL Money can be used. It is estimated the works will cost in the region of £70,000 and take approximately 3 months to complete. Cllr Callaghan felt this was a worthwhile investment in a Council owned asset and to have offices fit for purpose and secure. Cllr Ainsley proposed a motion to defer the item until surveys had been carried out and confirmation had been received as to whether we can use CIL money for survey costs. There was no seconder for the motion. IT WAS RESOLVED that Council approve in principle to move to Princess Avenue in order to utilise a Council owned premises and save on rent, subject to satisfactory surveys and building viability. The Working Group to continue their investigations.	Clerk DR / BC Proposed:BC Seconded:MB All in favour BC / DR /Clerk
26155.	CHAIRMAN'S REPORT	
	The Chairman read his report, a copy of which will be placed on the website.	Clerk
26156.	CLERKS' REPORT	
	The Clerk gave an update to her report - It has been confirmed to the Clerk that Council do not own the Grampian Way play area so RCC will be contacted to carry out the repairs. A councillor expressed concern that the picnic benches will be pulled out off the ground again. The Chairman confirmed that the plinths are concreted into a considerable depth into the ground. IT WAS RESOLVED that Council note the Clerks' report including the update.	Clerk
26157.	CORRESPONDENCE RECEIVED	
	The Chairman advised that he had written to the Prime Minister to ask that he come and explain to the residents of Oakham the proposed local government reform. A disappointing	

	response had been received stating that the Prime Minister is very busy and carrying out visits across the UK but Rutland would not be one of the places visited. IT WAS RESOLVED that Council note the correspondence received.	
26158.	RIALTAS LEDGERS	
	IT WAS RESOLVED that Council approve the purchase of the sales and purchase ledger add ons for the Rialtas accounting system at a cost of £1,791 + VAT one-off cost plus £490 + VAT per annum.	Proposed:BC Seconded:SAW All in favour Clerk
26159.	WARD – COUNCILLOR PERRY	
	IT WAS RESOLVED that co-opted Cllr Perry represent the South Ward.	Proposed:BC Seconded:CC All in favour Clerk
26160.	OAKHAM TENNIS CLUB & OAKHAM BOWLS CLUB LEASES	
	It was proposed that Council grant 99-year leases to Oakham Tennis Club and Oakham Bowls Club, each with an annual peppercorn rent of £100, subject to an annual increase based on CPI inflation for the term of each respective lease. A discussion took place which included: • Councillors were generally in favour of the proposal but had some queries. • That Council should not be liable for any of the legal fees. • A 99-year lease is treated as S123 and is general disposable after 7 years. • A valuation is required. • The land is open spaces/recreational ground. • A public consultation should take place before a decision is made. • A Heads of Terms is needed. • A solicitor needs to look over the leases. • More information is needed, particularly a legally compliant and complete report for Council to consider. IT WAS RESOLVED that Council approve in principle to granting 99-year leases to the Oakham Tennis Club and Oakham Bowls Club, each with an annual peppercorn ground rent of £100 p.a. index linked, subject to satisfactory legal advice. The meeting was suspended for 3 minutes to allow for a comfort break.	Proposed:BC Seconded:SAW All in favour BC / Clerk
26161.	COMMITTEE / WORKING GROUP MEMBERSHIP	
	IT WAS RESOLVED that Council approve an update to the Committee/Working Group membership as follows: • To remove Cllr Wadsworth from the Finance Committee. • To add Cllr Perry to the Finance Committee. • To disband the UK Town of Culture Working Group now confirmation has been received that the bid was not successful. And that the bank signatories are updated accordingly with the change to the Finance Committee membership.	Proposed:MB Seconded:DR All in favour Clerk
26162.	PUBLIC CONVENIENCES STONE CARVING	
	A resident has very kindly offered to carve a stone for the wall of the public conveniences free of charge. The stone is approx. 300mm x300mm and is Clipsham limestone so fairly local. A discussion took place, including whether RCC permission will be needed as owners of the public conveniences, and a budget for installation.	

	IT WAS RESOLVED that Council approve the acceptance of the carved stone and to decide upon its site location at a later date.	Proposed:DR Seconded:BC All in favour Clerk
26163.	PLANNING APPLICATION – 135 DWELLINGS	
	It was felt that the deadline for response was too short and there is not enough time to consider a response thoroughly. IT WAS RESOLVED that Council do not submit a response to RCC concerning the Town & Country Planning (Development Management Procedure) (England) Order 2015, outline planning permission 2025/0480/MAO, Land to the south east of Brooke Road, Oakham, reserved matters application for the erection of 135 dwellings (appearance, landscaping, layout and scale).	Proposed:BC Seconded:SAW All in favour
26164.	MEETING EXTENSION	
	It was suggested that the meeting time be extended due to the number of agenda items not yet considered. IT WAS RESOLVED that the meeting time to not be extended.	Proposed:JH Seconded:BC All in favour
26165.	COUNCILLOR'S REPORTS AND QUESTIONS	
	Cllr Perry reported that he would draft an Expressions of Interest for the flower contract for next year and send to the Clerk. It is expected that the proposed tender and tender process will be submitted to the October Full Council meeting for consideration.	JP
26166.	EXCLUSION OF PRESS AND PUBLIC	
	Cllr Ainsley felt that the following agenda item was a governance decision so should be considered in open meeting and he would be reporting to the Monitoring Officer. IT WAS RESOLVED that under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during consideration of the following agenda item on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted, as per Standing Order 3d, and that all recording devices are turned off. Cllr Ainsley asked for a recorded vote – Cllr Clark and Cllr Ainsley against, Cllr Brookes, Cllr Romney, Cllr Callaghan, Cllr Wadsworth, Cllr Harris and Cllr Perry for. The meeting was suspended for 2 minutes to allow for calm.	Proposed:BC Seconded:DR 6 for, 2 against Clerk
26167.	INTERNAL INVESTIGATION	
	Council were asked to consider and decide upon commissioning an internal investigation / scoping report to investigate the claim of confidential material and personal items being removed from the office. A discussion took place including: • An update report from the Clerk relevant to the motion concerning a confidential staffing matter that had come to light. • The matter has been reported to the police. IT WAS RESOLVED that Council approve the compilation of a report giving the background to the issue, including an update from the police, and a report to be submitted to the next Full Council meeting to consider whether an internal investigation / scoping report is required.	Proposed:PA Seconded:JH All in favour Clerk

The meeting closed at 8.32 pm.

Chairman Date:

DRAFT