



17th August 2026

TO: All Members of Oakham Town Council

In accordance with Standing Order 6a, you are hereby requested to attend an extraordinary meeting of Oakham Town Council on Wednesday, 2nd September 2026 at 6:30 p.m. The meeting will be held at the Town Council Offices, Council Chambers., Rol House, Long Row, Oakham LE15 6LN.

Martin Brookes

Chairman of the Council

NOTICE OF MEETING

Public Notice of the meeting has been given in accordance with schedule 12, Para 10(2) of the Local Government Act 1972. The Meeting is open to the press and public. Persons attending this meeting are advised that it may be filmed and recorded.

AGENDA

1. APOLOGIES FOR ABSENCE

MOTION: Council to receive apologies and consider approval of reasons for absence.

2. DECLARATION OF INTERESTS AND DISPENSATIONS

Members to disclose any pecuniary or other Interest in any item on the agenda. Members

are personally responsible for declaring an interest and are respectfully advised to refer to 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).

3. DEPUTATIONS FROM MEMBERS OF THE PUBLIC – OPEN MEETING

Members of the public will be invited to speak on items relating to this agenda or raise issues for future consideration. The period of time designated for public participation at a meeting in accordance with the Council's Standing Orders shall not exceed 15 minutes, maximum 3 minutes per person, and will be under the direction of the Chair of the meeting. This is the only agenda item where members of the public can speak during the meeting, unless invited by the Chair.

4. DATE OF NEXT MEETING

MOTION: That Council note the date of the next meeting as 09.09.26 at 6.30pm.

5. GRANT APPLICATIONS

MOTION: That Council consider and decide upon grant applications received – Oakham Baptist Church x 2. (SH)

6. FLORAL DISPLAY WORKING GROUP / TENDER

MOTION: That Council consider and decide upon the formation of a Floral Display Working Group consisting of two Members. (MB)

MOTION: That Council consider and decide upon the Floral Display Working Group to commence the process of securing land/property permissions and drafting tender specifications for the 2027-2029 contract period in conjunction with the Clerk, with all final contract awards being subject to Full Council approval before the 2027-28 budget is finalised – subject to the above motion being approved. (MB)

MOTION: That Council consider and approve authorising the Clerk to draft Terms of Reference for the Floral Display Working Group, if approved, taking the detail from the agenda supporting information. (SH)

7. PROFESSIONAL REVIEW AND DRAFTING OF COUNCIL GOVERNANCE DOCUMENTATION

MOTION: That Council consider and decide upon the engagement of a legally qualified specialist to draft and produce a comprehensive, cohesive suite of council papers, procedures, standing orders and regulations. (MB)

8. LOCAL PLAN CONSULTATION

MOTION: That Council considered and decided upon a response to the Rutland County Council modifications to the Local Plan consultation. (SH)

9. DBS CHECKS

MOTION: That Council consider and decide upon DBS checks for all Members and Officers. (BC)