

Oakham Town Council

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



An EXTRAORDINARY MEETING of the TOWN COUNCIL was held on Wednesday 2nd 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 J. Perry, Cllr B. Callaghan, Cllr J. Harris, Cllr A. Padmore

In Attendance: 0 members of the public

Locum Clerk/Minutes: Samantha Haywood

ITEM	MINUTE	VOTE / ACTION
26136.	APOLOGIES FOR ABSENCE	
	Cllr Ainsley - personal. Cllr Clarke – business/personal. Cllr Wadsworth – business. IT WAS RESOLVED that Council accept the apologies.	Proposed:DR Seconded:BC All in favour
26137.	DECLARATIONS OF INTERESTS AND DISPENSATIONS	
	None received.	
26138.	DEPUTATIONS FROM MEMBERS OF THE PUBLIC - OPEN MEETING	
	None.	
26139.	DATE OF NEXT MEETING	
	IT WAS RESOLVED that Council note the date of the next Full Council meeting as 09.09.26 at 6.30pm.	Clerk / All
26140.	GRANT APPLICATIONS	
	Two applications had been received from Oakham Baptist Church but one was withdrawn. A discussion took place which included: - How did the Church know to apply for a grant? The Chairman responded that the grant application details are on the website, they should be widely advertised, and it is in the published budget. - How did the Church know that Council may consider moving premises? The Chairman responded that the Church approached the Council to see if they wished to rent the Church offices.	

	Can we afford to award grants? The Chairman confirmed that they have been budgeted for and were included in the precept calculation. IT WAS RESOLVED that Council approve awarding a grant to Oakham Baptist Church for £695.93 for an audio system and lighting for a new youth space, subject to the Church confirming that they cannot obtain funding elsewhere.	Proposed:DR Seconded:MB 5 for, 1 against Clerk
26141.	FLORAL DISPLAY WORKING GROUP / TENDER	
i.	Working Group	
	IT WAS RESOLVED that Council approve the formation of a Floral Display Working Group consisting of the Chairman and Cllr Perry, in conjunction with the Clerk, to commence the process of securing land/property permissions and drafting tender specifications for the 2027-2029 contract, with all final contract awards being subject to Full Council approval before the 2027-28 budget is finalised.	Proposed:DR Seconded:MB All in favour Clerk / MB / JP
ii.	Terms of Reference	
	IT WAS RESOLVED that Council approve the Floral Display Working Group Terms of Reference to be drafted and circulated to all for approval via email.	Proposed:JH Seconded:BC All in favour Clerk
iii.	Floral Display Tender	
	A discussion took place which included: - The current contract expires 31.12.26 so a tender is needed as a matter of priority. - It was suggested that expressions of interest are requested alongside local garden centres being approached. - It was felt that £30k was a lot of money to spend on floral displays. - An outline specification is required. - Watering of the Oakham in Bloom plants to be considered. - Drought resistant plants are preferred in order to help with watering. IT WAS RESOLVED that Council approve publishing an expressions of interest for the 2027-2029 floral contract with a deadline of 30.09.26 for submissions. The floral schedule to be updated first. Existing floral contract, tenders, and any other relevant information held on file to be forwarded to the Chairman and Cllr Perry.	Proposed:BC Seconded:MB All in favour MB / BC / Clerk Clerk
26142.	PROFESSIONAL GOVERNANCE REVIEW	
	IT WAS RESOLVED that quotes be obtained from external specialists for governance documentation review for all required Council non-HR governance documents and then presented to Full Council for consideration.	Proposed:BC Seconded:MB 5 for, 1 against Clerk
26143.	LOCAL PLAN CONSULTATION	
	A discussion took place which included: - The deadline for response is far too short to study the large document in detail and then to draft a response. An extension is required. The Clerk advised that it is unlikely an extension will be granted. - The Clerk emphasised the importance of the document as it can shape Oakham for many years to come and encouraged all Members to read the Plan sections that relate to Oakham. IT WAS RESOLVED that a Local Plan Task & Finish Group be formed to contact Rutland County Council for an extension to respond to the Local Plan consultation modifications and to then study the Plan to draft a response.	Proposed:BC Seconded:JP 5 for, 1 abstention BC / JP / Clerk

	IT WAS RESOLVED that a Terms of Reference to be drafted for the Local Plan Task & Finish Group. IT WAS RESOLVED that Cllr Callaghan and Cllr Perry be the Local Plan Task & Finish Group members.	Proposed:BC Seconded:MB 5 for, 1 abstention BC / JP / Clerk Proposed:BC Seconded:MB All in favour BC / JP / Clerk
26144.	DBS CHECKS	
	A discussion took place which included: • Whether Officers and Members should have a DBS check. • The value of DBS checks. • The cost of DBS checks, currently £21.50 for a basic check. IT WAS RESOLVED that Council approve that any new Officer will be required to have a basic DBS check, and the Contract of Employment to be checked to ensure it is stated within it.	Proposed:MB Seconded:BC 3 for, 3 abstentions Clerk

The meeting closed at 8.05 pm.

Chairman Date: