



# Oundle Town Council

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A meeting of the Town Council **Operations Management Committee** will be held on **Tuesday 13<sup>th</sup> October 2015** at **7.30pm** in The Oundle Suite, Fletton House, Oundle.

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or other special reasons. The public's exclusion from part or all of the meeting shall be by resolution which shall give the reason for their exclusion (Standing Order 3c).

Subject to standing order 3c above and at the discretion of the chairman of the meeting and at a convenient time in the transaction of business, members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda and the chairman will adjourn the meeting for this purpose (Standing Order 3d).

Photographing, recording, broadcasting or transmitting the proceedings of the meeting by any means is permitted without the Council's prior consent (Standing Order 3l).

## AGENDA

### OM15.13. Apologies for Absence

- 15.13.01. To receive apologies for absence.
- 15.13.02. To accept apologies for absence.

### OM15.14. Declarations of Interests

To receive and consider any declarations of interest from Members and Officers under Section 50 of the Local Government Act 2000 (*Standing Order 35*) (This requirement applies only in respect of matters, which are to be considered by the Council at this meeting.)

- OM15.14.01. To declare any Disclosable Pecuniary Interests.
- OM15.14.02. To declare any Other Interests.

### OM15.15. Minutes of the Previous Meetings – Operations Management Committee

PROPOSITION: *'That the minutes of the meeting held on 14<sup>th</sup> July 2015 are approved as an accurate record'*.

### OM15.16. Review of Actions of the Previous Meetings

**OM15.17. Representations from Interested Parties**

A period of no longer than 10 minutes will be allocated for members of the public to address the meeting about items on this agenda **at the Chairman's discretion.** (*Standing Order 3d and 3e*).

Cllr Julie Grove will be making a representation regarding Item OM15.20.04

**OM15.18. Consideration of Requests from Interested Parties**

**OM15.19. Financial Matters**

OM15.19.01. To review the 2015/16 half year accounts.

OM15.19.02. To consider Arts and Community Support Grant applications received totalling £2,373.

OM15.19.03. To note progress on the new set of SAGE accounts being developed.

**OM15.20. Personnel Matters**

OM15.20.01. To receive an update on staff training.

OM15.20.02. To consider staffing needs for The Hub and provide the Clerk with delegated authority to resource the facility as required.

OM15.20.03. To renew the Events Officer Fixed Term Contract on a permanent basis.

OM15.20.04. PROPOSITION: *'that Oundle Town Council introduces the Living Wage as the minimum hourly rate for employees in permanent, temporary and casual position working for Oundle Town Council'*.

OM15.20.05. To receive a verbal update on staff appraisals and the arrangements for the annual review of Job Grades to be carried out by the Mayor and Deputy Mayor.

**OM15.21. Correspondence for Action**

None.

**OM15.22. Correspondence for Information**

None.

**OM15.23. Any Other Relevant Matters for Report**



**Debra Harper**

**Town Clerk**

**8 October 2015**