



Oundle Town Council

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To: All members of Oundle Town Council

A meeting of the Town Council **Operations Management Committee** will be held on **Thursday 13th March 2014 at 7.30pm** in the Council Chamber, The Courthouse, Mill Road, Oundle.

The public shall be admitted to all meetings of the Council which may, however, temporarily exclude the public by means of resolution due to the confidential nature of the business to be transacted (*Standing Order 3c*).

Representations from Interested Parties

At the Chairman's discretion, 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. The meeting will be adjourned for this purpose. (*Standing Order 3d and 3e*).

AGENDA

OM13.75. Apologies for Absence

OM13.75.01. To receive any apologies for absence.

OM13.75.02. To accept any apologies for absence.

OM13.76. 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 Committee at this meeting.)

OM13.76.01. To declare any Disclosable Pecuniary Interests.

OM13.76.02. To declare any Other Interests.

OM13.77. Minutes of the Previous Meetings – Operations Management Committee

To approve the minutes of the meeting held on 9th January 2014.

OM13.78. Review of Actions of the Previous Meetings

OM13.79. 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*).

OM13.80. Consideration of Requests from Interested Parties

OM13.81. Personnel Matters

OM13.81.01. Staff Matters

13.81.01.01. To receive an update on staffing matters.

13.81.01.02. To approve a change in job title for the Town Centre Manager role to Economic Development & Tourism Officer.

OM13.81.02. Health & Safety Matters

13.81.02.01. To receive an update on Health & Safety matters.

13.81.02.02. To approve the ongoing service of John Dawson Associates at a cost of £116 per month.

OM13.81.03. Training

13.81.03.01. To receive an update on training requirements.

OM13.82. Financial Matters

OM13.82.01. To consider current year budget performance and year end forecast.

OM13.82.02. To agree the grant amount for ongoing support for the Queen Victoria Hall for the year ending 31 March 2014 (to be requested and approved at the meetings to be held on 20 March 2014).

OM13.82.03. To review the Council's Risk Assessment and Financial Management Policies and recommend amendments to Full Council (must be on agenda for 20 March 2014).

OM13.82.04. To review the Council's Effectiveness of the Internal Audit policy and make recommendations to Full Council (must be on agenda for 20 March 2014).

OM13.83. Correspondence for Action

OM13.83.01. NCALC Pre-Annual Internal Audit Report: To note the comments and made and consider the proposed review of Cemetery and Market Management.

OM13.83.02. Little Ducklings Pre-School: To consider the grant request following receipt of further information.

OM13.84. Correspondence for Information

13.84.01. MP Andy Sawford: Council Tax Support Grant Distribution 2014-15.

OM13.85. Any Other Relevant Matters for Report



Debra Harper

Town Clerk

7 March 2014