



# 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 **Tuesday 9<sup>th</sup> September** 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**

### **OM14.25. Apologies for Absence**

### **OM14.26. 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.)

OM14.26.01. To declare any Disclosable Pecuniary Interests.

OM14.26.02. To declare any Other Interests.

### **OM14.27. Minutes of the Previous Meetings – Operations Management Committee**

To approve the minutes of the meeting held on 8<sup>th</sup> July 2014.

### **OM14.28. Review of Actions of the Previous Meetings**

### **OM14.29. 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*).

### **OM14.30. Consideration of Requests from Interested Parties**

**OM14.31. Personnel Matters**

- OM14.31.01. An update on staffing matters, including the forthcoming appraisal process.
- OM14.31.02. To agree the staff grades and hours for the Council's maintenance function and to approve any resulting recruitment process.
- OM14.31.03. To note the request received from NCC Registration Service for staff presence during out of office hours due to concerns with the lift.
- OM14.31.03. To discuss the 2014/15 Town Council work plan and the Council's 5 year plan.
- OM14.31.04. To receive a report on the Policies and Procedure Review, Review of OTC Charges and the Health & Safety Policies as detailed on the Operations Management work plan.
- OM14.31.05. To consider Oundle Town Council joining the Cycle To Work Scheme.

**OM14.32. Financial Matters**

- OM14.32.01. To review the latest 2014/15 accounts and to note progress with review of costs by BCR Associates.
- OM14.32.02. To forecast transfers required to support Capital projects.
- OM14.32.03. To note the action taken with the maturing bond from Scottish Widows.
- OM14.32.02. To note progress with the updated Financial Regulations and agree any actions.
- OM14.32.03. To note progress against the amended Joint Practitioners Advisory Group Governance and Accountability Practitioners Guide and agree any actions.
- OM14.32.04. To note progress on the development of the Community Infrastructure Levy Requirements.

**OM14.33. Correspondence for Action**

None.

**OM14.34. Correspondence for Information**

None.

**OM14.35. Any Other Relevant Matters for Report**



**Debra Harper**

**Town Clerk**

**4<sup>th</sup> September 2014**