

**Sleaford Town Council**

**Minutes of the Meeting of Sleaford Town Council held on  
Wednesday 21<sup>st</sup> March 2018 at 7.00 p.m. at The Town Hall, Quayside House,  
Navigation Yard, Sleaford**

**Present:** Cllr J Mathieson (Chairperson)

Cllr A Brand (Vice-Chairperson)	Cllr B Allan	Cllr J Charlesworth
Cllr S Dale	Cllr K Fernandes	Cllr M Graves
Cllr G Jackson	Cllr H Lorimer	Cllr P McCallum
Cllr F Richards	Cllr M Shanahan-Kluth	Cllr S Shanahan-Kluth
Cllr A Snookes	Cllr D Suiter	

**Also in attendance Council Officers:** Clerk  
Members of Public (2) Press (0)

**FC.1 Chairperson's Welcome**

001 The Chairperson welcomed all to the meeting.

**FC.2 Apologies for Absence**

002 Apologies for absence with reasons were received from Councillors S Clegg and K Dolby.

003 **IT WAS RESOLVED** to accept the above apologies with reasons. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

**FC.3 Declarations of Interest**

004 Cllr F Richards declared an interest in agenda item 12.1.

005 Cllr S Dale declared an interest in agenda item 12.1.

006 Cllr J Mathieson declared an interest in agenda item 8.3, transaction nos. 13278 and 13279, due to being the recipient.

007 Cllr A Brand declared an interest in agenda item 8.3, transaction no. 13262, due to being the recipient.

**FC.4 Minutes**

008 **Notes of the Council Meeting held on 21st February 2018 – IT WAS RESOLVED** that the notes of the Council Meeting held on 21<sup>st</sup> February 2018, be approved as Minutes of that meeting. Vote: for 14 – against 0 – abstained 1. The Resolution was carried.

009 **Notes of the Council Meeting held on 7<sup>th</sup> March 2018 – Amendment to page 3, 021 to correct a spelling error and to add "following a complaint".**

010 **IT WAS RESOLVED** that the notes of the Council Meeting held on 7<sup>th</sup> March, with the above amendments, be approved as Minutes of that meeting. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

**FC.5 Chairperson’s Report**

011 **Mayoral Invitations** - A brief update on attendance at recent and future events was given.

**FC.6 Planning matters**

012 Cllr K Fernandes declared a non-pecuniary interest in planning application 18/0315/HOUS, 147 North Parade.

013 Cllr D Suiter declared a pecuniary interest in planning application 18/0315/HOUS, 147 North Parade and left the room.

014 **6.1 Current Planning Applications – IT WAS RESOLVED** to accept officer recommendation for no comment on the following applications. Vote: for 12 – against 0 – abstained 2. The Resolution was carried. NKDC to be notified accordingly.

Ref No	Location	Proposal
18/0275/HOUS	Cavendish House, 26 Town Road, Quarrington	Erection of new single storey rear extension insertion of new dormers to front & rear & insert new twin wall flue for wood burner
18/0315/HOUS	147 North Parade, NG34 8AJ	Erection of single & 2 storey rear extension (resubmission of 17/1449/HOUS)

015 Cllr D Suiter returned.

016 **18/0197/HOUS (Amended)** – Erection of extension & replacement flat roof to pitched roof to include roof lantern. 9 Lord Street. **Amendment: Change to window details to rear elevation.** This item was noted.

**FC.7 Panel Reports**

017 **7.1 Culture, Events, and Markets** – Notes with recommendations to Council for consideration from the meeting held on Tuesday 13<sup>th</sup> March 2018.

018 **IT WAS RESOLVED** that the following recommendations be deferred until the next meeting on 4<sup>th</sup> April, as there is a need for a business plan. Vote: for 12 – against 3 – abstained 0. The Resolution was carried.

- That Full Council agree in principle to the outdoor cinema event taking place.

- That Full Council discuss whether they are prepared for any potential monetary losses from holding the event and if so, how much loss are they willing to take. A budget line to be identified.

019 **IT WAS RESOLVED** that Full Council agree to the continuation of Bingo nights and Coffee Mornings. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

020 **IT WAS RESOLVED** that Full Council look at the Mayor’s overall responsibilities. The combination of chairing Full Council meetings and attending Civic events, plus fund raising, is a huge task. The fund-raising aspect of the Mayor’s role to continue. Vote: for 12 – against 1 -abstained 2. The Resolution was carried.

021 **IT WAS RESOLVED** that Full Council agree for the next Car Boot Sale to be held on Sunday 8<sup>th</sup> April, from 11am to 2pm and every first Sunday in the month thereafter. Vote: for 9 – against 0 – abstained 6. The Resolution was carried.

022 **IT WAS RESOLVED** that Full Council agree to the ‘Do Something New’ event taking place at the Town Hall, on Saturday 12 May 2018, from 10am to 4pm. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

023 **7.2 Finance & Assets** – Nothing for this meeting.

024 **7.3 Services** – Nothing for this meeting.

#### **FC.8 Finance**

025 **8.1 Regular Direct Debits/Standing Orders for retrospective approval - IT WAS RESOLVED** to approve the list totalling £13,685.80. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

026 **8.2 BACS payments made for retrospective approval - IT WAS RESOLVED** to approve the list totalling £2,957.56. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

027 Cllr M Graves declared an interest in transaction no. 13266.

028 **8.3 Pending BACS payments for approval - IT WAS RESOLVED** to approve the list totalling £6,020.78. Vote: for 12 – against 0 – abstained 3. The Resolution was carried.

029 **8.4 Payments by cheque for approval - IT WAS RESOLVED** to approve the list totalling £72.20. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

030 **8.5 Request for 2 volunteers to sign paperwork** – Councillors A Snookes and J Mathieson volunteered.

#### **FC.9 Internal Affairs**

031 **9.1 Internal Audit Report** – This report was noted.

- 032 **9.2 Dog Waste Bins – IT WAS RESOLVED** to authorise action to remove, replace and/or relocate Dog Waste Bins. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.
- 033 **9.3 Cemetery Security Patrols - IT WAS RESOLVED** for patrols to be continued but to be reduced in number from 14 a week to 7 a week from 1<sup>st</sup> April 2018, with a caveat that if problems arise over the coming months Council will revisit their decision. Vote: for 11 – abstained 3 – against 1. The Resolution was carried.
- FC.10 Clerk's Report**
- 034 **10.1 GDPR Training for Councillors** – It was agreed that Councillors F Richards, S Dale and M Shanahan-Kluth attend the seminar on 18<sup>th</sup> April which looks specifically at the requirements for elected Members.
- 035 **10.2 Town Centre Conveniences – IT WAS RESOLVED** to defer this item for the Clerk to obtain further options for consideration. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.
- 036 **10.3 Tractor Shed Drainage Works and Forthcoming works to Trees at Recreation Ground** – The Clerk gave a verbal update.
- FC.11 External Affairs**
- 037 **11.1** The Clerk gave a verbal update on the following: -
- Eastgate Car Park – parking when on council business
  - Works in St Denys' Closed Burial Ground
- FC.12 Clerk's Report – External Affairs**
- 038 **12.1 Judicial Review** – Further submissions have been made by both defendants and a court date is awaited. This item was noted
- FC.13 Resolution to move into Closed Session.**
- 039 **IT WAS RESOLVED** to exclude the public and press for the consideration of the following matter. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.
- 040 Cllr S Dale left the meeting at 9:06pm
- FC.14 HR Panel**
- 041 The HR Panel Lead introduced this item.
- 042 **IT WAS RESOLVED** to note the report; agree the four recommendations relating to the restructure of the administration team which is planned to be completed by the 31<sup>st</sup> July 2018. Vote for 14 – against 0 – abstained 0. The Resolution was carried.
- 043 **IT WAS RESOLVED** to confirm agreement to retaining the services of the current HR Advisor for one further year on the bronze package. Vote for 14 – against 0 – abstained 0. The Resolution was carried.

There being no further business, the Chairperson thanked all for attending and closed the meeting at 9:12pm.

March 21<sup>st</sup> 2018 Council Meeting

Date:

Signed:

**Report to: Council****Meeting Date: 4<sup>th</sup> April 2018****Report from: Clerk****Subject: Planning Applications****New Planning Applications**

<b>Ref No</b>	<b>Location</b>	<b>Proposal</b>
18/0360/LBC	7 Boston Road, NG34 7ER	Internal alterations, replace external asbestos svp with cast aluminium & addition of air brick
18/0357/HOUS	20 Cromwell Crescent, NG34 7HW	Erection of two storey extension part retrospective (resubmission of 17/0673/HOUS) NB: Meeting 07.06.17
18/0366/ADV	Little Chef, Lincoln Road, NG34 8NP	1 x entrance portal sign box, 1 x lane height restrictor, 2 x 2 panel signcase leader board, 1 x 8 panel signcase leader board, 1 x speaker post with signage, 4 x directional ground signs, 1 x pylon sign & various parking signage
18/0292/HOUS	18 Northgate, NG34 8AN	Erection of a single storey rear extension & two storey side extension
18/0384/FUL	Flat1, 12 Westgate, NG34 7PN	Change of use from residential to office space
18/0404/FUL	Land adjacent to 47 Westgate, NG34 7QZ	Erection of 4no. dwellings
18/0308/FUL	5A Carre Street, NG34 7TW	Installation of solar PV panels (Retrospective)

**Officer recommendation**

To note the above planning application(s) and notify NKDC that STC has no comment.

**Note:** Whilst the Clerk is suggesting no comment, Council can resolve to support or object to any Planning Application.

# Sleaford Town Council

## Expenditure transactions - approval list

Start of year 01/04/17

### DD's SO's & Regular Bill Payments

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
13300	BP 23.03.18 Cllrs	£544.00	10030/2	23/03/18	Wages - Cllrs Allowances	£544.00
13301	DD	£200.00	10050/9/1	23/03/18	Francotyp-Postalia Ltd - Franking	£200.00
13302	BP 21.03.18 Wk 50	£2,262.09	20010/1	21/03/18	Wages - Weekly wages week 50	£2,262.09
13303	BP 23.03.18 Mth 12	£8,225.16	20010/1	23/03/18	Wages - Salaries month 12	£8,225.16
13304	DD 28.03.18 Right	£70.27	30120/10	28/03/18	Right Fuelcard - Fuel	£70.27
<b>Total</b>		<u>£11,301.52</u>				

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Signature \_\_\_\_\_

Date \_\_\_\_\_

# Sleaford Town Council

## Expenditure transactions - approval list

Start of year 01/04/17

Reporting Payments Retrospectively

Tn no	Cheque	Gross	Heading	Invoice date	Details	Cheque Total
13006	BP J/S	£180.00	30090/5	09/03/18	John Scotney - Labour	£180.00
13109	BP Arion 23.03.18	£162.00	20050/1	22/03/18	Arion Ltd - 3 on Height Training	£162.00
13286	BP S/F	£16.97	30070/2	13/03/18	Screwfix - Consumables for the cemetery	£16.97
13287	BP A/U 15.03.18	£144.00	30110/3	14/03/18	Andrew Upton - 12 Hardwood for repair to seats	£444.00
13288	BP A/U 15.03.18	£300.00	30110/3	14/03/18	Andrew Upton - 25 Hardwood for benches	£444.00
13291	BP 23.03.18 One	£92.52	30190/5	22/03/18	One Stop Disposables - 2x Toilet roll holders for money's yard toilet	£155.52
13292	BP 23.03.18 Turnbull	£2.04	30110/6	15/03/18	Turnbull & Co Ltd - Consumables for Bus Shelter	£2.04
13293	BP 23.03.18 Screwfix	£12.87	30110/6	15/03/18	Screwfix - Consumables for Bus Shelter	£12.87
13294	BP 23.03.18 J/H	£35.00	30070/2	15/03/18	John Hill Plumbing - Repairs at Cemetery	£35.00
13295	BP 23.03.18 Spalding	£165.67	30060/3	07/03/18	Spaldings Ltd - Chain & lock for allotments	£165.67
13296	BP Dulux 23.03.18	£198.79	30110/3	16/03/18	Dulux Decorator Centre - Paint for street furniture	£198.79
13297	BP 23.03.18 Ajet	£78.00	30080/4	16/03/18	Ajet Drain Services Ltd - Toilet at Museum	£78.00
13298	BP Arco 23.03.18	£220.80	30140/4	20/03/18	Arco Ltd - PPE	£220.80
13299	BP Butler 23.03.18	£97.44	30070/3	19/03/18	Butlers - Timeguard at St Denys	£97.44
13305	BP 23.03.18 Clear	£1,400.00	30070/3	07/03/18	Clearance & Maintenance Services Notts - Clearance work in the Cemetery	£1,400.00
13306	BP Waste 23.03.18	£396.00	30070/2	15/03/18	Waste Away - Skips for Cemetery	£396.00
13307	BP 23.03.18 One	£63.00	10040/8	23/03/18	One Stop Disposables - Consumables for Town Hall	£155.52
<b>Total</b>		<b>£3,565.10</b>				

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Signature \_\_\_\_\_

Date \_\_\_\_\_





**Report to: Council**

**Meeting Date: 4<sup>th</sup> April 2018**

**Report from: Clerk**

**Subject: Use of Eastgate Car Park – 26<sup>th</sup> December 2018**

**Background/Introduction**

Following agreement from Council in 2017 the Blankney Hunt used Eastgate Car park as a meeting point for its Boxing Day meet

**Current Position**

Representatives of the Hunt have met with the relevant agencies to discuss policing, road closures etc and following the success of the 2017 event have requested permission to use Eastgate Car Park again in 2018 for approximately 3 hours.

As last year, the Hunt Committee are happy to arrange and organise all practical matters and will leave the site clean and tidy. Car Parking charges do not apply on bank holidays so there is no loss of income to the Council and no extra costs required for staffing.

**Recommendation**

Council to agree use of Eastgate Car Park on 26<sup>th</sup> December 2018 for the Blankney Hunt to meet.

**Clerk**

**27<sup>th</sup> March 2018**



**Report to: Council**

**Meeting Date: 4<sup>th</sup> April 2018**

**Report from: Clerk**

**Subject: Panels for 2018/19**

### **Background/Introduction**

As the Council approaches the end of the current administrative year the Clerk is seeking early guidance from Council as to what arrangements are required for the Panels from May 2018.

### **Current Position**

Panel arrangements at present are:

**HR Panel** (up to five councillors; quorum is three)

**Services Panel** (up to seven councillors; quorum is four)

**Culture, Events and Markets** (up to seven councillors; quorum is four)

**Finance & Assets** (up to seven councillors; quorum is four)

Panels each have a panel lead and work to pre-agreed agendas and work plans linked to the Council's Strategic Plan; meetings are held in public and audio recorded. Panels are not decision making bodies but can make recommendations to Council. Councillors are expected to serve on at least one panel.

The Clerk would **suggest** that the HR Panel works well in its current form and should be retained; because of operational crossovers and to avoid confusion perhaps the Services & Assets Panel could be merged, with the Finance Panel being renamed the Strategy & Advisory Panel (or similar) with 'higher level' financial matters being linked to revisiting and reworking the current Strategic Plan.

**Recommendation** Council to consider current arrangements and indicate to the Clerk any changes it would like to make for 2018/19.

**Clerk**

**27<sup>th</sup> March 2018**

STC Ward Report  
Holdingham  
20th March 2018

**Councillors: John Charlesworth & Grenville Jackson.**  
**Goldfinch:**

## **Visit to Glenholme Care Home Holdingham:** ***Building Company Goldfinch***

A representative from Goldfinch gave the two Sleaford Town Councillors a guided tour around the new "Private" Care Home today (20 March). It is now well on the way to completion and an expected opening date July 2018. CCTV is installed and was used to identify the culprits of recent vandalism.

There are 64 rooms/beds. The rooms all lead out onto their own front porch/patio. The rooms are for single use but other options will be looked at). A "common" room will be available and there will be features such as a Cinema etc.  
<http://www.goldfinchdevelopments.co.uk/project/wellbeck-way-holdingham-sleaford>

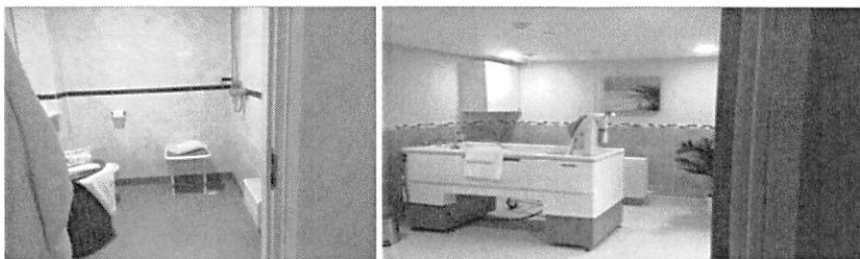
The details are covered on their web-site. (Glenholme have a web-site for Holdingham Grange). The Company who are developing the site as a Care Home: they are looking at other sites within Lincolnshire in addition to other developments elsewhere. Jobs are being advertised and will provide local employment with the prospect of a Crèche for employees (and visitors) to use.

The Care Home is privately funded and local authority funded clients are welcome. Individual costs/prices will depend on room sizes and may require top ups, Costs per week will vary depending on this (e.g. potentially £100 to £700).

We were also advised that the entrance to the Persimmon and Care Home site will be completed this spring (May 2018).

Whilst not yet complete the whole complex should be a complement to the area. Goldfinch is keen to come to the Sleaford Town Council to explain the Care Home in greater detail. The Police and other Community Groups (Neighbourhood Watch was mentioned but we suggested the PCSO's should be approached instead).

***John Charlesworth***  
***Holdingham Ward Councillor***





**Report to:** Council

**Meeting Date:** 4<sup>th</sup> April 2018

**Report from:** Councillor H Lorimer

**Subject:** NKDC Homeless Forum

### **Background/Introduction**

This was the second meeting of the reconvened forum.

Items on the agenda included:- Homeless Reduction Act and changes to service provision with effect from 3rd April.

With the increased work load to implement this priority will be given to those in crisis or homeless. Once implemented, councils will be required to provide support to everybody seeking help!

There was feedback from the manager of P3. They received 1,400 calls over the freezing weather period. A total of 189 rough sleepers were supported including 6 in NKDC area. Sleaford Churches-provision of overnight accommodation for rough sleepers.

I asked for this item as currently our town has no facility to provide a Hostel etc. Once the temperature drops below 0C for three consecutive nights emergency accommodation can be offered. Boston Methodist Church went into action and provided overnight help to a number of people. Unfortunately, there were some issues with drug paraphernalia (in the words of the P3 manager on the third night. The church then had to sadly close its doors! Boston Borough Council stepped in then to help.

There was also a county update informing us that from October all the agencies will be obliged to link into a 'pathway plan'. Agencies present gave feedback including the New Life Church. The community larder which they run has seen referrals increase by 54%. The date of the next meeting will be 13th June.

Cllr H Lorimer

Date: 23<sup>rd</sup> March 2018