



Sleaford Town Council

To: All Members of Sleaford Town Council.

You are hereby summoned to attend the next meeting of Sleaford Town Council to be held at **The Town Hall, Quayside House, Navigation Yard, Sleaford** on **WEDNESDAY 21st March 2018** at **7.00pm**

There will be a public forum before the meeting commences for a maximum of 15 minutes when members of the public may ask questions or make short statements to the Council, about any item listed on this agenda.

Mr K Martin
Clerk to Sleaford Town Council
15th March 2018

AGENDA

1. **Chairperson's Welcome**
2. **Apologies for Absence** - To receive and accept apologies where valid reasons for absence have been given to the Clerk, prior to the meeting (7:03pm)
3. **Declarations of Interest** - To receive any declarations of interests in accordance with the requirements of the Localism Act 2011, and to consider any requests for dispensations (7:05pm)
4. **Minutes (7.10pm)**
 - 4.1 Notes of the Council Meeting held on 21st February 2018 (deferred from 07.03.18 meeting), to be approved as Minutes (attached)
 - 4.2 Notes of the Council Meeting held on 7th March 2018, to be approved as Minutes (attached)
5. **Chairperson's Report, if any (7.15pm)**
 - 5.1 **Mayoral invitations – update**
6. **PLANNING MATTERS** - Councillors are reminded that queries on Planning Applications should be directed to the office before the meeting (7.20pm)
 - 6.1 **Current Planning Applications – Officer Recommendation for no comments (attached)**
 - 6.2 **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 – For noting only.**

7. **PANEL REPORTS (7.30pm)**
 - 7.1 **Culture, Events, and Markets** – Notes with recommendations (listed on attached report) to Council for consideration from the meeting held on Tuesday 13th March 2018.
 - 7.2 **Finance & Assets** – Nothing for this meeting.
 - 7.3 **Services** – Nothing for this meeting.

8. **FINANCE - Councillors are reminded that queries on Finance matters should be directed to the office before the meeting (7.40pm)**
 - 8.1 Regular Direct Debits/Standing Orders for **retrospective approval (attached)**
 - 8.2 BACS payments made for **retrospective approval (attached)**
 - 8.3 Pending BACS payments for **approval (attached)**
 - 8.4 Payments by cheque for **approval (attached)**
 - 8.5 Request for 2 volunteers to sign paperwork

9. **INTERNAL AFFAIRS (8.00pm)**
 - 9.1 **Internal Audit Report** – For noting only **(attached)**
 - 9.2 **Dog Waste Bins** – To authorise action to remove, replace and/or relocate Dog Waste Bins. **(attached)**
 - 9.3 **Cemetery Security Patrols** – To authorise continuation of Cemetery Security Patrols for a further six months **(attached)**

10. **Clerk's Report – Internal Affairs (8.10pm)**
 - 10.1 **GDPR Training for Councillors** – Request that Councillors attend seminar on 18th April which looks specifically at the requirements for elected Members. **(attached)**
 - 10.2 **Town Centre Conveniences** – To agree changes to closing times. **(attached)**
 - 10.3 **Tractor Shed and Works to Trees at Recreation Ground** – verbal update from Clerk

11. **EXTERNAL AFFAIRS, if any (8.15pm)**
 - 11.1 Verbal update from Clerk, if any

12. **Clerk's Report – External Affairs**
 - 12.1 Judicial Review – Verbal Update from Clerk if any

13. **Resolution to move into Closed Session. "To resolve whether to exclude the public and press for the consideration of the following matter."**

The following item is in Closed Session as it contains information relating to Personnel matters.

14. **HR Panel – (8.30pm)**

Report from HR Panel Lead and Clerk with recommendations for proposed changes to the Administration Team and the continuation of service from the existing HR Provider **(attached)**