



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 2nd May 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
26th April 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 declarations of interest under the Localism Act 2011 – being **any pecuniary interest** in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation (7:05pm)
4. **Minutes (7.08pm)**
 - 4.1 Notes of the Council Meeting held on 18th April 2018, to be approved as Minutes (attached)
5. **Chairperson's Report, if any (7.15pm)**
 - 5.1 **Mayoral invitations** – update
 - 5.2 **Annual Town Meeting 9th May** - update
6. **PLANNING MATTERS** - Councillors are reminded that queries on Planning Applications should be directed to the office before the meeting (7.25pm)
 - 6.1 **Current Planning Applications** – Officer Recommendation for **no comments** (attached)
 - 6.2 **18/0404/FUL (amended/additional information)** – Land adj to 47 Westgate, Erection of 4no dwellings – for comment (attached)
7. **PANELS AND PANEL REPORTS (7.40pm)**
 - 7.1 **Culture, Events, and Markets** – Notes from the meeting held on 18th April 2018, for noting only (attached)

- 7.2 **Finance & Assets** – Verbal update from Panel Lead following a meeting held on 1st May 2018. **Recommendation from Panel included at Agenda Item 8.6**
- 7.3 **Services** – Verbal update from Panel Lead following a meeting held on 24th April 2018.
- 7.4 **Revision of Panels and Terms of Reference** – To agree & resolve a revised Panel structure and agree the TORs (attached)
- 7.5 **Panel Membership** – To receive suggestions for Panel membership for 2018/19

- 8. **FINANCE - Councillors are reminded that queries on Finance matters should be directed to the office before the meeting (8.00pm)**
 - 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 Pending cheque payments for **approval (attached)**
 - 8.5 Request for 2 volunteers to sign paperwork
 - 8.6 Final Accounts for 2017/18 and Statement of Balance & Reserves – report and recommendation (attached)

- 9. **INTERNAL AFFAIRS (8.05pm)**
 - 9.1 **Lone Working Policy** – To discuss & approve policy and add to the Constitution (attached)

- 10. **Clerk’s Report – Internal Affairs (8.15pm)**
 - 10.1 Annual Meeting - 16th May 2018
 - 10.2 GDPR Security Compliance Checklist – To approve Compliance Checklist and request Councillor completion by **Friday 11th May 2018 (attached)**

- 11. **EXTERNAL AFFAIRS (8.40pm)**
 - 11.1 **Street Naming: Development at London Road, Sleaford (Handley Chase)** – for approval. Suggested names from the developer (attached)
 - 11.2 **Neighbourhood Plan** – report and recommendation (attached)
 - 11.3 **Sleaford & District Civic Trust** – Letter regarding Castlefield Site, for Council consideration and instruction to the Clerk (attached)

- 12. **Clerk’s Report – External Affairs**
 - 12.1 Former Advanta Seeds Site – update following presentation from Tesco
 - 12.2 Bristol Water Fountain project – update from Project Group