



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 August 2017 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
27th July 2017

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 (7:05pm)
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 (7:06pm)
4. **Minutes (7:10pm)**
 - 4.1 Notes of the Council Meeting held on 19th July 2017, to be approved as Minutes (attached)
5. **Chairperson's Report, if any (7.20pm)**
 - 5.1 **Mayoral invitations** – verbal update
6. **PLANNING MATTERS** - Councillors are reminded that queries on Planning Applications should be directed to the office before the meeting (7.35pm)
 - 6.1 **Current Planning Applications** – Officer Recommendation for **no comments** (attached)
7. **PANEL REPORTS (7:45pm)**
 - 7.1 **Culture, Events and Markets** – Report and room hire diary, for noting only (attached)
 - 7.2 **Finance & Assets** -Report for noting only (attached)
 - 7.3 **Services** – Nothing for this meeting. Next meeting Thursday 17th August 2017

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 Request for 2 volunteers to sign paperwork

9. **INTERNAL AFFAIRS, if any (8.05pm)**

10. **Clerk's Report – Internal Affairs (8.10pm)**
 - 10.1 Councillors Basic Allowance – To receive a report and recommendations (attached)
 - 10.2 Constitution Chapter 1, Introduction to the Constitution of STC – to approve for ratification at a later date (attached)
 - 10.3 Constitution Chapter 2, How the Council is organised – to approve for ratification at later date (attached)
 - 10.4 Constitution Chapter 3, Standing Orders – ongoing
 - 10.5 Constitution Chapter 4, Financial Regulations – to approve for ratification at a later date (attached)
 - 10.6 Member conduct complaint (verbal update from Clerk)
 - 10.7 Sleaford & District Voluntary Car Scheme – request for assistance with office space (Cllr Dale)

11. **EXTERNAL AFFAIRS (8.30pm)**
 - 11.1 Updates from District, County and Ward Councillors, if any (**Councillors to notify the Clerk, prior to the meeting, if it is their intention to speak**)
 - 11.1.1 Report of Outside Bodies from Cllr J Charlesworth, for noting only (attached)
 - 11.2 Eastgate Car Park Agreement – To review and approve (with any amendments) the Management Agreement with NKDC (attached)

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

13. **INTERNAL AFFAIRS**
 - 13.1 HR Panel – update from Panel Lead