



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 3rd January 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
21st December 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 (7:08 pm)**
 - 4.1 Notes of the Council Meeting held on 13th December 2017, to be approved as Minutes (attached)
5. **Chairperson's Report, if any (7.10pm)**
 - 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 (7.15pm)**
 - 6.1 **Current Planning Applications – None for this meeting**
7. **PANEL REPORTS (7:16 pm)**
 - 7.1 **Culture, Events, and Markets – None for this meeting**
 - 7.2 **Finance & Assets – None for this meeting**
 - 7.3 **Services – None 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 Request for 2 volunteers to sign paperwork
 - 8.5 Balances and Reserves 2017/18 – report and recommendation (attached)
 - 8.6 Budget 2018/19 - report and recommendation (attached)

9. **INTERNAL AFFAIRS (8.00pm)**
 - 9.1 **Constitution, Chapter 3, Standing Orders** – to request an amendment. Report and recommendation (attached)
 - 9.2 **Constitution, Chapter 4, Financial Regulations** – to discuss and approve amendments (attached)
 - 9.3 **Expenses** – Report and recommendation from Cllr P Coyne (attached)

10. **Clerk's Report – Internal Affairs (8.05pm)**
 - 10.1 Verbal Update from Clerk – if required

11. **EXTERNAL AFFAIRS (8.25pm)**
 - 11.1 **Mid Lincs Citizens Advice** – request for financial assistance 2017/18. Report and recommendation (attached)
 - 11.2 **Draft Signage Strategy** – for consultation between 2nd January and 16th February 2018, for comments (attached)
 - 11.3 **Bristol Water Fountain** - report and recommendation (attached)

12. **Clerk's Report – External Affairs (8.30 pm)**
 - 12.1 LCC, Notification of the adoption of the Lincolnshire Minerals and Waste Local Plan: Site Locations – for information only (attached)

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

The following item is in Closed Session as it relates to staffing matters

14. **HR Related Matters – Services Team** - report and recommendation (attached)