



## Sleaford Town Council

Dear Councillor,

I hereby give you notice that a meeting of **The Full Council** will be held in **The Source, Sleaford** on **Wednesday May 18<sup>th</sup>, 2011 at 7:45pm, or earlier if the Application Meeting ends sooner**. All members of Sleaford Town Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

Prior to the start of the meeting there will be a ten minute session where members of the public may address the Council.

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### AGENDA

Welcome remarks by the Chairman

1. **APOLOGIES**. Apologies, with reasons to be given to the Clerk.
2. **DECLARATIONS OF INTEREST**. To receive declarations of interest in accordance with 2000 Local Government Act.
3. **CLERK'S REPORT**, If any. This will include any item from Public Speaking not requiring a resolution.
4. **MINUTES**. None for this meeting.
5. **CLERK'S NOTES**. To look at the Clerk's Notes from the following Committee meetings and to approve them as Minutes of those meetings. (*Usually this is done within Committee meetings, but the last round of the former Committees comes to this Full Council meeting*)
  - Services – April 13<sup>th</sup> 2011
  - General Purposes – April 20<sup>th</sup> 2011.
  - Personnel – April 27<sup>th</sup> 2011.
  - Finance – May 4<sup>th</sup> 2011.
6. **TO APPROVE APPOINTMENT MEMBERS OF STANDING COMMITTEES:** (Details circulated).
  - Services Committee
  - General Purposes Committee
  - Personnel Committee
7. **FINANCE AND STRATEGY COMMITTEE**. To resolve that all members of the Council are members of the Finance and Strategy Committee (Cllr B Watson).

**8. APPOINT CHAIRMAN AND VICE CHAIRMAN OF COMMITTEES:**

- Services Committee
- General Purposes Committee
- Personnel Committee
- Finance and Strategy Committee

**9. SCHEDULE OF MEETINGS.** To accept revised schedule of meetings for 2011/12

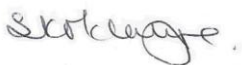
**10. PANELS:** To resolve the format of the following panels. Below is format approved for 2010/11

**Grievance Panel:** Deputy Mayor plus 2 Councillors as appropriate  
**Disciplinary Panel:** Chair of Personnel plus 2 Councillors as appropriate.  
**Appeals Panel:** Mayor plus 2 councillors as appropriate – not necessarily STC Councillors.

**11. COUNCILLORS' EXPENSES.** To discuss and decide that individual Councillors may claim their Councillors' expenses, as resolved in the Full Council budget meeting on December 1<sup>st</sup>.

**12. Resolution that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw.**

**13. STAFFING/PERSONNEL ISSUES.** Any outstanding staffing and Personnel issues.



Mrs Shelagh McIntyre  
Clerk. May 12<sup>th</sup>, 2011