



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 12th, October 2011, at 7:45pm.** 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.

There will be a period of ten minutes prior to the commencement of the meeting when members of the public can ask questions; your attendance is requested during this period.

AGENDA

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. **CHAIRMAN'S REPORT.**
 - Report of recent Mayoral activities.
 - Update on Mayor's charities.
4. **CLERK'S REPORT.**
 - Collection for member of staff.
 - No reply to date from NKDC re their media interviews (Item 12 last meeting).
 - Report about 'Apologies'; getting information in to Council/Committee meetings and politics/representing the Council.
 - Christmas Market – volunteers needed for the day.
5. **FINANCIAL REPORT.** To receive a Financial report of Full Council and Committee status.
 - Authorisation needed to approve union fees to be paid by BACS rather than by cheque.
6. **MINUTES.** To look at the Clerk's Notes from the meetings on July 27th, August 24th and August 31st, and approve them as Minutes.
7. **NOTES:** To take note of the Clerk's notes from the last round of committee meetings which will then go to their next meetings for approval as Minutes. Services, September 7th, 2011, General Purposes, September 14th, 2011, Personnel, September 21st, and Finance and Strategy, September 28th, 2011.

8. FROM OTHER COMMITTEES

- PERSONNEL – to ratify resolution from September 21st, “It was resolved that the Clerk be awarded the additional SCP point, which is performance related, as stated in her contract. This to be backdated to April 1st 2011 as per the contract. In view of this annual salary review in September, the Clerk should have an appraisal in August, in addition to the one in February. This would also apply to the Deputy Clerk.”
- FINANCE & STRATEGY – Museum Trust. To appoint Cllr G Titmus as Town Council Representative – to liaise with the Museum Trust.

9. **REPRESENTATIVES ON OUTSIDE BODIES.** Any Councillor who has represented the Council on their nominated outside body is asked to report to the Full Council meeting after this representation.

10. **OTHER AD-HOC COUNCIL REPRESENTATION** – Councillors invited to meetings etc on an ad-hoc basis – are asked to report to the Full Council meeting following their meeting.

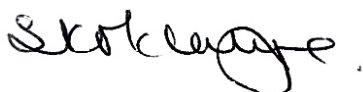
11. **CONDITION OF TREES ON THE BOSTON ROAD RECREATION GROUND AND THE TOWN COUNCIL’S MAINTENANCE.** Report circulated.

12. **INFORMAL CHRISTMAS ‘TOWN MEETING’ ON DECEMBER 7TH.** Cllr B Watson - Report attached.

13. **COUNCILLORS’ ALLOWANCES** – Report attached– discuss using the unused allowances at the end of the financial year to create a grant aid fund to be administered by the Community Foundation.

14. **RESOLUTION TO MOVE INTO CLOSED SESSION.** To be proposed ‘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 the public be temporarily excluded and they are instructed to withdraw’.

15. **FROM FINANCE AND STRATEGY** – to note the reply from NKDC re the meeting on September 27th. To ratify the decision from the Finance and Strategy meeting on September 28th – “It was resolved the Council considers that nothing changes. The Resolution of August 24th still remains. This will be referred to Full Council for ratification on October 12th.



Mrs Shelagh McIntyre
Clerk
6th October, 2011