



Sleaford Town Council

Dear Councillor,

I hereby give you notice that a meeting of the **General Purposes Committee Meeting** will be held at **The Source, Riverside, Sleaford** on **Wednesday April 25th, 2012 at 7.30pm, or earlier if the prior meetings end sooner**. All members of the General Purposes Committee are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

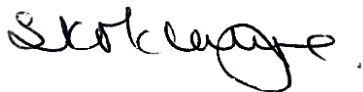
The business to be dealt with at the meeting is listed in the agenda

AGENDA

Welcome by 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) **MINUTES**. Notes from the previous meeting held on February 29th, 2012, to be approved as Minutes.
- 4) **CHAIRMAN'S REPORT** – if any.
- 5) **CLERK'S REPORT**, if any.
- 6) **FINANCIAL MANAGEMENT REPORT**.
 - Regular Committee Report – No report until after end of year finalised.
- 7) **UPDATES/PROGRESS REPORTS**
 - **St George's Day** – report from working group.
 - **Armed Forces Day** – report Cllr Titmus.
- 8) **ASSISTANT CLERK – Membership of the SLCC**. Report attached.

- 9) **WEB SITE** – Report on progress of updating Web Site (report circulated.)
- 10) **CHRISTMAS LIGHTS** – Report from Working Group attached. Meeting to agree the recommendations.
- 11) **OFFICE PREMISES** – Verbal update on enquiries to date. Direction needed from the Committee as to how to progress.
- 12) **SAGE PAYROLL SUPPORT** – Agree to have the Sage Extra Support – details enclosed.
- 13) **REVIEW/UPDATE OF STANDING ORDERS.** This Council seeks to review both its Standing Orders and its Guide to Standings Orders. Cllr M Graves.
 1. The Council acknowledges receipt of revised Standing Orders issued by NALC in 2011
 2. A working group is formed to examine this document, our present Standing Orders and Guide to Standing Orders and make recommendations to any amendments that should be considered.
 3. A report is presented back to Full Council



Mrs Shelagh McIntyre
Clerk

April 19th, 2012