

Sleaford Town Council

Minutes of the Meeting of Sleaford Town Council held on Wednesday 1st February 2017 at 7.00 p.m. at The Town Hall, Quayside House, Navigation Yard, Sleaford.

Present: Cllr D Suiter (Chairman)

Cllr M Allan (Vice Chair)	Cllr A Brand	Cllr J Brealeycook
Cllr J Charlesworth	Cllr S Clegg	Cllr M Graves
Cllr G Jackson	Cllr H Lorimer	Cllr P McCallum
Cllr A Snookes	Cllr G Titmus	Cllr R Willis

Also in attendance Council Officers: Clerk and Assistant Clerk
Members of Public (2) Press (0)

FC.1. Chairman's Welcome

001 The Chairman welcomed all to the meeting.

FC.2 Apologies for Absence

002 Apologies for absence with reasons were received from Councillors K Dolby, P Coyne and B Allan.

003 **IT WAS RESOLVED** to accept the above apologies with reasons. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.

FC.3. Declarations of Interest

004 No Declarations of Interest were received at this point.

FC.4. Minutes

005 **11th January 2017** – amendment to Page 4, Minute Number 027, Should read “Cllr H Lorimer reported on a recent meeting which she had arranged both with the Clerk and 2 representatives of the Galley Hill Allotments Association present”.

006 Amendment to Page 4, Minute Number 035 – the vote recorded should read for 15 - against 0 and abstained 0.

007 **IT WAS RESOLVED** that the notes of the Council Meeting held on 11th January 2017, with the two amendments, be approved as Minutes of that meeting. Vote: for 12 – against 0 – abstained 1. The Resolution was carried.

008 **18th January 2017** – **IT WAS RESOLVED** amendment to Page 3, Minute Number 023 – remove the wording “.... and attend in his ex-officio capacity.” Vote: for 8 – against 2 – abstained 3. The Resolution was carried.

009 It was noted that the seconder to the proposal at Minute No 24 had not been asked if they agreed to the proposal being withdrawn.

010 **IT WAS RESOLVED** that the notes of the Council Meeting held on 18th January 2017, with the amendment, be approved as Minutes of that meeting. Vote: for 10 – against 1 – abstained 2. The Resolution was carried.

FC.5. Chairman’s Report

011 The Chairman reported on recent events. All Councillors and staff were thanked for their involvement in the recent Burns Night event.

FC.6 Planning Matters

012 **6.1 Current Planning Applications - IT WAS RESOLVED** to accept officer recommendation for no comments on the following applications. Vote: for 13 – against 0 – abstained 0. The Resolution was carried. NKDC to be notified accordingly.

Ref No	Location	Proposal
16/1647/FUL	Recreation Ground, Boston Road	Erection of CCTV column
17/0009/FUL	Land adjacent To Volac Hadley Road, NG34 7EG	Retrospective application for the retention of two temporary storage buildings, with associated road widening at site entrance for a further 60 months
17/0022/LBC	25A Jermyn Street, NG34 7RU	Relocate satellite dish from front to rear of property

013 **6.2 Clarke Telecom Ltd** - Pre-application enquiry for the proposed Telecommunications Radio Base Station installation at Northgate, Sleaford (NGR: E: 506720, N:346145)

014 After discussion, regarding radio interference, **IT WAS RESOLVED** that the Clerk seeks information that this potential application will be fully compliant with any radiation protection requirements. It was also requested that the Clerk invites the applicant to meet members on site to discuss the proposal, at a convenient date. Vote: for 10 – against 0 – abstained 3. The Resolution was carried.

015 **6.3 NKDC Community Infrastructure Levy** – The draft Charging Schedule Examination was discussed. Councillors J Charlesworth and D Suiter volunteered to represent STC at the Examination in Public on Tuesday 28th February 2017 in Lincoln. Clerk to advise the Inspector accordingly.

016 It was requested to include an item on the next meeting agenda to look the main modifications to the Central Lincolnshire Local Plan with Councillor John Charlesworth leading the discussions.

- FC.7** **STC Neighbourhood Plan**
017 Due to the absence of the Lead Councillor, no update was received.
- FC.8.** **Finance**
018 **8.1 Regular Direct Debits/Standing Orders for retrospective approval – IT WAS RESOLVED** to approve the lists totalling £29,767.55 and £1,009.03. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- 019 **8.2 Pending BACS payments for approval - IT WAS RESOLVED** to approve the list totalling £584.44. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- 020 **8.3 Cheques for approval – IT WAS RESOLVED** to approve the list totalling £3.39. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- 021 **8.3 Request for 2 volunteers to sign paperwork –** Councillors D Suiter and A Snookes volunteered.
- FC.9** **Internal Affairs**
022 **9.1 Strategic Plan Panel** – The Lead Councillor of this panel updated Members of a first draft signage report from NKDC, the possibility of recording Council Meetings, litter picking and the STC Depot. All updates were noted at this points. Reports and recommendations to be brought to a future meeting.
- 023 **9.2 Market & Events Working Group** – After a lengthy discussion regarding the practicalities of this Working Group, **IT WAS RESOLVED** to create two separate Working Groups; one for the Market and Events; one for Christmas Market. Vote: for 7 – against 2 – abstained 4. The Resolution was carried.
- 024 **IT WAS RESOLVED** to accept the following Working Groups membership:
Market and Events Working Group: Members to comprise of Councillors A Brand, K Fernandes, G Jackson, P McCallum and A Snookes.
Christmas Market Working Group: Members to comprise of Councillors A Brand, G Jackson, P McCallum, K Fernandes, and D Suiter.
Vote: for 7 – against 1 – abstentions 5. The Resolution was carried.
- 025 **9.3 Market & Events Working Group** – Terms of Reference and latest recommendations to Council. Due to the formation of the two separate Working Groups (Market and Events and Christmas Market) to Clerk is requested to draft Terms of Reference for both and report back to a future meeting.
- 026 **9.4 Christmas Market** – After discussion, **IT WAS RESOLVED** to accept the following:
- Note the report
 - The Group’s recommendations:-
 - Southgate to be closed to traffic (subject to the relevant permissions) even if the decision is taken later not to put stalls down there

- Aurora Security Services to be retained for event management and road closures
 - Those responsible for the SANTA Run will be asked to submit their own paperwork regarding road closures with STC to submit only for Market Place and Southgate
 - An extra £10 premium to be added to the price of a stall in the Market Place this will guarantee a stall there on first come first served basis.
 - Enquiries to be made to NKDC to see if we can utilise the square outside Town Hall in Navigation Yard
 - It was agreed to keep separate the Christmas Market and St George's Market from the consideration of normal weekly market matters as there are volunteers involved
 - Instruct the Working Group to continue with the organisation for the 2017 event with the changes proposed.
- Vote: for 13 – against 0 – abstained 0. The Resolution was carried.

027 **9.5 Litter Collection and Litter Picking – IT WAS RESOLVED to: -**

- Note the report
 - Confirm that, subject to further ongoing review and negotiations with NKDC, it will continue with existing service levels for 2017/18 on non STC sites
 - Agree that the Clerk looks to rationalise the number of bins in situations where dog bins and litter bins are in close proximity to each other and make them dual purpose using appropriate signage
 - Only replace or add bins where it can be evidenced a need exists
 - Not to install any more dog bins but to use litter bins instead
 - Instruct the Clerk to produce suitable information on the Council's services in this arena to convey to the local press and residents
 - To review the funding situation for these services having regard for the fact that the other tiers of local government receive funding from the same council tax pot yet it is STC carrying out the work
- Vote: for 12 – against 1 – abstained 0. The Resolution was carried.

028 **9.6 Reports from Councillors on Outside Bodies -** Four written reports were received from Cllr Titmus, as follows:-

Armed Forces Day – IT WAS RESOLVED for STC to arrange/support an event to commemorate the adoption of HMS Sheldrake by the Town and for the Market and Events Working Group to arrange. Vote: for 13 – against 0 – abstained 0. The Resolution was carried

029 **Sleaford REP –** The Liaison Panel has completed the majority of its work and has distributed a large number of grants. This item was noted.

030 **Sleaford Museum Trust** – ongoing discussions to continue between STC and SMT on detailed arrangements for artefacts during renovations. This item was noted.

031 **Local Community Panel** – STC to continue to work with the local police to publicise and promote the panel. This item was noted.

FC.10 Clerk’s Report – Internal Affairs

032 **10.1 Standing Orders and Code of Conduct** – **IT WAS RESOLVED** that Council acknowledges the requirements of the Standing Orders and note that the Chairman will be required to act in the event, of any breach of or non-compliance. Vote: for 13 – against 0 – abstained 0.

033 **10.2 Tractor Shed Refurbishment** – Work to commence at the beginning of March 2017. This item was noted.

034 **10.3 Skate Park Refurbishment** – Delay for refurbishment due to relocation of the floodlights. The rides and equipment are being constructed and will be bought to a location close to Sleaford in readiness for installation once the tarmac pad has been extended. This item was noted.

034 **10.4 Tree Works** – Members were informed of Tree works at The Drove, Recreation Ground and Eastgate Green. This item was noted.

FC.11 External Affairs

035 **11.1 Sleaford Museum** – Proposed signage. **IT WAS RESOLVED** to confirm the Council’s agreement to external signage, subject to the SMT receiving the relevant permissions, and a requirement that any installation is carried out by suitably qualified contractors. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.

036 **11.2 Street Scene Issues** – **IT WAS RESOLVED** to offer £500 from the existing pest control budget to help fund an initiative to deal with the pigeon problem in Sleaford. This would support the district council and local businesses and hopefully reduce the likely impact on both the street scene and the Council’s street cleaning services. The Clerk is to advise NKDC accordingly and request that the Town Council’s input is acknowledged in any publicity. Vote: for 11 – against 1 and abstained 1. The Resolution was carried.

037 It was requested that the Clerk seeks clarification of the nature of intensive falconry and reports findings through the weekly Blog.

FC.12 Clerk’s Report – External Affairs

038 **Grass Cutting** – NKDC to continue to cut the highway grass and 2017/18 maintenance will remain the same. It was requested that the Strategic Plan Panel look at grass cutting levels and how the service reductions from LCC might impact on the Town Council.

039 Woodbridge Road Depot – a schedule of dilapidations has been received and a report will be submitted to a future meeting.

040 Cllr H Lorimer left the meeting

FC.13 Resolution to move into Closed Session.

041 **IT WAS RESOLVED** to exclude the public and press for the consideration of the following confidential matters. Vote: for 12 – against 0 – abstained 0. The Resolution was carried. The two members of the public left the meeting.

042 **13.1 Boston Road Site Access – IT WAS RESOLVED** that the Council accepts, in principle, the draft Heads of Terms, subject to the following;

- An amendment to the wording to say the lump sum consideration is to be put towards new facilities at the Recreation Ground
- That the consideration is payable at the point of sale to any third party

The Clerk is to forward the amended draft Heads of Terms to our Legal Advisors Roythornes, for their opinion and in line with the original meeting with, and statements made the Council will also be seeking comment as to how best to incorporate the Council's wishes;

- To see the use of the road restricted to servicing the development proposal and not to form any means of access to any adjoining land or be used to facilitate the closure of the Southgate Railway crossing
- That the development proposal has been promoted as a mixed use and the Council would wish to ensure that this is delivered

Vote: for 10 – against 1 and abstained 1. The Resolution was carried.

043 At this point of the meeting Cllr R Willis and the Assistant Clerk left the meeting.

044 **IT WAS RESOLVED** to extend the meeting, in order to finish the business. Vote: for 11 – against 0 – abstained 0.

044 **13.2 HR Matters** – The HR Panel Lead gave a verbal report following their recent meeting; the Clerk advised Council that a member of staff would shortly be having to have an extended period of sickness.

There being no further business, the Chairman thanked all for attending and closed the meeting at 9:20pm.