

Sleaford Town Council

Minutes of the Meeting of Sleaford Town Council held on Wednesday 1st March 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)(7.04 pm)	Cllr B Allan	Cllr A Brand
Cllr J Brealeycook	Cllr J Charlesworth	Cllr S Clegg (7.11pm)
Cllr P Coyne	Cllr K Dolby	Cllr K Fernandes
Cllr G Jackson	Cllr H Lorimer	Cllr P McCallum
Cllr A Snookes	Cllr G Titmus	Cllr R Willis

Also in attendance Council Officers: Clerk
Members of Public (3) 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 M Graves and J Mathieson.

003 **IT WAS RESOLVED** to accept the above apologies with reasons. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

FC.3. Declarations of Interest

004 None.

FC.4. Minutes

005 **IT WAS RESOLVED** that the notes of the Council Meeting held on 15th February 2017, be approved as Minutes of that meeting. Vote: for 13 – against 0 – abstained 1. The Resolution was carried.

FC.5. Chairman's Report

006 The Chairman advised of two forthcoming events including the Civic Service on 2nd April 2017

FC.6 Planning Matters

007 **6.1 Current Planning Applications – IT WAS RESOLVED** to accept officer recommendation for no comments on the following applications. Vote: for 15 – against 0 – abstained 0. The Resolution was carried. NKDC to be notified accordingly.

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Signed:

Ref No	Location	Proposal
16/0490/FUL (amended)	86-90 Southgate	Proposed re-development to create new shops & offices with associated infrastructure. Revised Scheme: to redevelop 82-90 Southgate to include further units & 3 apartments. NB: 14.12.16 Meeting Resolved to support the application
17/0099/FUL	Royal Oak Industrial Estate, East Road, NG34 7EQ	Erection of 4 B1/B8 units with ancillary trade counters
17/0155/LBC	Sleaford Railway Station, Station Road, NG34 7RG	Proposed repairs to and strengthening of station footbridge
17/0075/ADV	Sleaford Tennis Club, Recreation Ground, Boston Road	Erection of 2 fascia signs & 1 free standing sign (NB: from Council 18.01.17 any signage states "in association with Sleaford Town Council")

FC.7 STC Neighbourhood Plan

009 There was no update for this meeting

FC.8. Finance

010 **8.1 Regular Direct Debits/Standing Orders for retrospective approval – IT WAS RESOLVED** to approve the lists totalling £2,727.00; £21,200.51 and £1,613.54 Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

011 **8.2 Pending BACS payments for approval - IT WAS RESOLVED** to approve the list totalling £101,300.24 Vote: for 13 – against 0 – abstained 1. The Resolution was carried.

012 **8.3 Request for 2 volunteers to sign paperwork –** Councillors B Allan and A Snookes volunteered.

013 Cllr Clegg joined the meeting at 7.11pm

FC.9 Internal Affairs

014 **9.1 Strategic Plan Panel –** Cllr Brand gave an update which was noted

FC.10 Clerk's Report – Internal Affairs

015 **10.1 Tractor Shed and Skate Park –** The Clerk updated Council of progress on both projects. Some extra ground works were required at the Skate Park to provide a soakaway; the quote for this was £754 which the Clerk advised he would pay for from the budget of £125,000 agreed by Council. The Skate Park work is scheduled for completion now on 15th March rather than the 21st March. The works to the Tractor Shed will last approximately 2 weeks. The Clerk's update and actions were noted.

016 **10.2 Depot and Xmas Market** – the Clerk updated Council on a forthcoming meeting with the owner of an industrial unit occupied by the Council and expressed concern that the Xmas Market Working Group arranged for 1st March 2017 was not well attended. The Clerk would be bringing a report to the next meeting to request that the membership of this Group be looked at again. Both items were noted.

FC.11 External Affairs

017 **11.1 Central Lincolnshire Local Plan - Main Modifications and Community Infrastructure Levy** – Cllr Charlesworth provided a report and resume of his and Cllr Coyne’s attendance at the CiL examination meeting on 28th February 2017. Both councillors were thanked for representing the Council.

018 Cllr Jackson left the meeting at 7.40 pm

019 **IT WAS RESOLVED** that the meeting be suspended for 8 minutes to allow Councillors to read a paper on the CLLP Main Modifications Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

020 The meeting resumed at 7.48 pm

021 Cllr Charlesworth then took Council through a draft response to the CLLP Main Modifications. After discussion and comment **IT WAS RESOLVED** that subject to some minor changes the paper was approved for submission as the Town Council’s response. Vote: for 13 – against 0 and abstained 2. The Resolution was carried.

FC.12 Clerk’s Report – External Affairs

022 **12.2 Draft Lease for the Drove Lane Allotments** - The Clerk updated Council on the latest negotiations and outstanding matters on the Heads of Terms. The Clerk’s update and actions were noted.

FC.13 Resolution to move into Closed Session.

023 **IT WAS RESOLVED** to exclude the public and press for the consideration of the following confidential matters. Vote: for 15 – against 0 – abstained 0. The Resolution was carried. The three members of the public left the meeting.

024 **14.1 Boston Road Site Access** – The Clerk gave a verbal update on the responses from the Council’s Solicitors and matters relating to the site which were noted.

025 **15.1 HR Matters** – The Clerk provided an update on matters concerning staff sickness and disciplinary matters which were noted.

The Clerk then outlined the revised draft employee handbook for Council consideration. After comment and discussion **IT WAS RESOLVED** to defer the matter until the next meeting on 15th March 2017 to allow the Clerk to make some initial

changes to the document and for Councillors to send their comments to the Clerk.
Vote: for 15 – against 0 – abstained 0.

026 Disciplinary Panel Terms of Reference – the Clerk has produced TOR's for the Panel.
IT WAS RESOLVED to accept the Terms of Reference subject scrutiny by the Panel itself having regard for their forthcoming hearing. Vote: for 14 – against 0 – abstained 1.

027 **16.1 Draft Kiosk Lease** - The Clerk outlined a document drawn up by the Council's Solicitors as the proposed new lease between the existing Kiosk tenant and the Council. After discussion, comment, and a small number of proposed changes, **IT WAS RESOLVED** to approve the document and authorise the Clerk to finalise the matter. Vote: for 14 – against 0 and abstained 0. The Resolution was carried.

There being no further business, the Chairman thanked all for attending and closed the meeting at 8:50pm.