

Sleaford Town Council

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

Present: Cllr A Brand (Chairperson)

Cllr B Allan	Cllr J Brealeycook	Cllr J Charlesworth
Cllr S Clegg	Cllr P Coyne	Cllr S Dale
Cllr K Dolby	Cllr K Fernandes	Cllr M Graves
Cllr G Jackson	Cllr H Lorimer	Cllr P McCallum
Cllr M Shanahan-Kluth	Cllr A Snookes	Cllr D Suiter

Also in attendance Council Officers: Clerk and Assistant Clerk
Members of Public (4) Press (0)

FC.1 Chairperson's Welcome

001 The Chairperson welcomed all to the meeting.

FC.2 Apologies for Absence

002 Apologies for absence with reasons were received from Councillors J Mathieson and F Richards.

003 **IT WAS RESOLVED** to accept the above apologies with reasons. Vote: for 16 – against 0 – abstained 0. The Resolution was carried.

FC.3 Declarations of Interest

004 Councillor D Suiter declared an interest in agenda item 8.3, transaction number 12776, due to being the recipient.

005 No further Declarations of Interest were received at this stage.

FC.4 Minutes

006 **Notes of the Council Meeting held on 18th October 2017** – Amendment to page 3, 015 and 016, should both read abstained 6. Amendment to page 4, 025, 8.7.1, should read against 1 not 0. Amendment to page 4, 025, 8.7.3, should read Car Parking Charges not Market Charges. Amendment to the bottom of page 3, to the order of the vote to read For, Against, Abstained not For, Abstained, Against.

007 **IT WAS RESOLVED** that the notes of the Council Meeting held on 18th October 2017, with the above amendments, be approved as Minutes of that meeting. Vote: for 8 – against 1 – abstained 7. The Resolution was carried.

008 **Notes of the Council Meeting held on 6th September 2017** – Amendment to page 3, 017, 10.1 Councillor Allowances Resolution should read – **IT WAS RESOLVED** that 3 of us meet with the Principal Monitoring Officer and see whether we can solve the problem by changing the Standing Orders as suggested by Councillor Graves.

Amendment to page 3, 018 Resolution should read - **IT WAS RESOLVED** to support the Clerk’s decision that he will adhere to the opinion as it stands until we have any other information.

[Note: the corrections above to 017 and 018 have been taken from the transcript of the audio recording of the meeting]

009 **IT WAS RESOLVED** that the notes of the Council Meeting held on 6th September 2017, with the above amendments, be approved as Minutes of that meeting. Vote: for 11 – against 2 – abstained 3. The Resolution was carried.

FC.5 Chairperson’s Report

010 Sleaford Standard – incorrect comments about the Christmas Market have been published.

011 **Mayoral invitations** – An update on events was given.

012 Reminder to all Councillors to refer to designated officers of NKDC and LCC by their title and not their name.

FC.6 Planning matters

013 Cllr D Suiter declared a Pecuniary Interest in application number 17/1449/HOUS and left the room.

014 Cllr K Fernandes declared an interest in application number 17/1449/HOUS.

015 **6.1 Current Planning Applications – IT WAS RESOLVED** to accept officer recommendation for no comments on the following applications. Vote: for 14 – against 0 – abstained 1. The Resolution was carried. NKDC to be notified accordingly.

Ref No	Location	Proposal	Comment Date
17/1449/HOUS	147 North Parade, NG34 8AJ	Erection of two storey rear extension	9 th November
17/1458/ADV	Sainsbury’s Supermarket, 21 Riverside Shopping Centre, Southgate	Siting of 2 illuminated signs & 4 non-illuminated to building & existing totems	13 th November
17/1508/HOUS	2 Cherry Close, NG34 8BQ	Alterations & extension to existing dwelling including removal of existing hipped roof together with construction of	15 th November

		new bay window to existing rear extension & erection of new flat roofed single storey extension to form bathroom at rear of property	
17/1437/FUL	28 Southgate, NG34 7RY	Proposed construction of an enclosed stair tower & new second floor to rear element together with associated alterations to the existing building including reinstatement of residential use of second floor of the building to form a 2 bedroomed maisonette, plus proposed demolition & rebuilding of existing chimney, re-alignment of existing roof towards the rear of building & removal of existing UPVC windows to front elevation & insertion of new timber windows, together with re-roofing of building in materials to match the existing	15 th November

016 Cllr D Suiter returned to the meeting.

017 Notification of Full Planning Committee Meeting – 16/0498/OUT – Land East of the A15, West of The Drove, Covell Road, Stokes Drive, St Deny's Avenue and South of Holdingham (Sleaford West Sustainable Urban Extension). The matter for discussion at this planning meeting is the revised S106 agreement; Cllr H Lorimer is to attend on the Council's behalf.

FC.7 Panel Reports

018 **7.1 Culture, Events and Markets** – none for this meeting

019 **7.2 Finance & Assets** – notes and report from meeting held 17th October 2017. Cllr J Charlesworth gave a brief update and the report was noted.

020 **7.3 Services** – none for this meeting

FC.8 Finance

021 **8.1 Regular Direct Debits/Standing Orders for retrospective approval - IT WAS RESOLVED** to approve the list totalling £13,498.31. Vote: for 16 – against 0 – abstained 0. The Resolution was carried.

- 022 **8.2 BACS payments made for retrospective approval – IT WAS RESOLVED** to approve the list totalling £934.20. Vote: for 16 – against 0 – abstained 0. The Resolution was carried.
- 023 **8.3 Pending BACS payments for approval - IT WAS RESOLVED** to approve the list totalling £11,895.81. Vote: for 15 – against 0 – abstained 1. The Resolution was carried.
- 024 **8.4 Request for 2 volunteers to sign paperwork –** Councillors A Snookes and M Shanahan-Kluth volunteered.
- 025 **8.5 Capital Programme 2018-2025 –** The Capital Programmes was discussed line by line and it was reported that it is a draft programme at this stage and can be revisited, at any time, by Council.
- 026 **IT WAS RESOLVED** – to adopt the draft Capital Programme. Vote: for 15 – against 1 – abstained 0. The Resolution was carried.
- FC.9 Internal Affairs**
- 027 **9.1 Standing Orders –** It was agreed that a final draft version of the Standing Orders is to be presented to Council on 29th November 2017.
- 028 **9.2 Panels –** After a discussion regarding the operations of Panels, the report was noted.
- FC.10 Clerk’s Report – Internal Affairs**
- 029 Social Media – reminder to all of the pitfalls of Social Media
- 030 Sleaford.gov e-mails to be revisited and seek advice regarding a Councillors/Members link via STC’s website.
- 031 Councillors Allowances – The Clerk requested for those members not claiming their allowance to fill out a form stating they wished to forego. Future unclaimed allowances will no longer be paid to the Town Fund to ensure compliance with the requirement of Regulation 25(1) of the 2003 Act.
- FC.1 External Affairs**
- 032 **11.1 Updates from District, County and Ward Councillors.** Prior to the meeting Cllr J Charlesworth submitted a written report giving an update on affairs within the Holdingham Ward. The report was noted.
- 033 At 8.20 **IT WAS RESOLVED** to suspend Standing Orders to allow LCC Councillor, Kate Cook to give an update Council on several matters. Vote: for 16 – against 0 – abstained 0.
- 034 At 8:29 **IT WAS RESOLVED** to resume Standing Orders. Vote: for 16 – against 0 – abstained 0.
- 035 Cllr S Dale left the meeting at 8:30pm.

- 036 **11.2 Eastgate Car Park – IT WAS RESOLVED** to authorise the Clerk to sign the updated Management Agreement. Vote: for 12 – against 2 – abstained 1. The Resolution was carried.
- 037 **11.3 Eastgate Car Park** – Information and advice from NKDC regarding redesign, procurement and refurbishment, was noted.
- 038 **11.4 Eastgate Car Park** – To agree changes to car park charges from April 2018. After discussion regarding possible changes together with the report and recommendations from Councillors A Brand and A Snookes, **IT WAS RESOLVED** to leave a free first hour (Monday to Friday.) Vote: for 14 – against 0 – abstained 1. The Resolution was carried.
- 039 Councillors A Brand and A Snookes accepted an amendment from Councillor M Graves and **IT WAS RESOLVED** to increase charges for the two charging periods for Monday to Friday to £1.50 and £3.50 respectively. Vote: for 9 – against 4 – abstained 2. The Resolution was carried.
- 040 **IT WAS RESOLVED** to increase the permit parking cost to £650 per annum. Vote: for 11 – against 0 – abstained 4. The Resolution was carried.
- 041 Councillors A Brand and A Snookes accepted an amendment from Councillor M Graves and **IT WAS RESOLVED** that these charges to be fixed for 12 months. Vote: for 11 – against 0 – abstained 4. The Resolution was carried.
- 042 Cllr M Graves proposed an amendment which Councillors A Brand and A Snookes did not accept. Cllr M Graves requested it is recorded that he objects to the Standing Orders STC are working to. Cllr M Shanahan-Kluth then seconded Cllr M Graves amendment and **IT WAS RESOLVED** that Saturdays will now be chargeable. Sundays will remain free and this will be reviewed again next year. Vote: for 9 – against 2 – abstained 4. The Resolution was carried.
- 043 **11.5 CCTV** – To confirm continued support of £5k per annum being 25% of the running costs of the town centre CCTV scheme. It was agreed that this item is on the agenda at the next meeting on 15th November.
- 044 **11.6 Tennis Club – IT WAS RESOLVED** to authorise Councillor M Graves to sign the Original/Deed of Variation to the current Lease, as he was one of the original signatories and it is a document registered with Land Registry. Vote: for 13 – against 1 – abstained 1. The Resolution was carried.
- 045 **11.7 Strategic Assessment Planning – North Kesteven Community Safety Partnership.** It was agreed that Councillors H Lorimer, D Suiter and K Fernandes meet to formulate a response on this and bring to the meeting on 15th November, for approval.

FC.12 Resolution to move into Closed Session.

046 **IT WAS RESOLVED** to exclude the public and press for the consideration of the following items. Vote: for 15 – against 0 – abstained 0. The Resolution was carried. The Assistant Clerk and members of the public left the meeting.

FC.13 Personnel Matters (Note: The following items is in Closed Session as it relates to confidential staffing matters)

047 At 9:25pm, Cllr P McCallum left the meeting.

048 **13.1 HR Panel Meeting 19th October 2017** – Cllr M Graves gave an overview.

049 The following **WAS RESOLVED**:

- Note the report, actions, and update from the Panel Lead
- Approve a further 3 month extension to the weekend worker's contract to March 2018. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

There being no further business, the Chairperson thanked all for attending and closed the meeting at 9:40pm.