

Sleaford Town Council

Minutes of the Meeting of Sleaford Town Council held on Wednesday 5th July 2017 at 7.00 p.m. at The Town Hall, Quayside House, Navigation Yard, Sleaford.

Present: Cllr J Mathieson (Chairperson)

Cllr A Brand (Vice-Chairman)	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 H Lorimer	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 All were welcomed to the meeting including the candidates for the co-option.

FC.2 Apologies for Absence

002 Apologies for absence with reasons were received from Councillors G Jackson and P McCallum.

003 **IT WAS RESOLVED** to accept the above apologies with reasons. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

FC.3 Declarations of Interest

004 Cllr S Clegg declared an interest in agenda item 7.3, due to being a neighbour.
005 Cllr H Lorimer declared an interest in agenda item 10.2, due to knowing a recipient.
006 Cllr A Brand declared an interest in agenda item 10.3, due to being the recipient.
007 Cllr M Graves declared a personal interest in agenda item 6, due to knowing one of the candidates. Cllr Graves advised he would leave the room for this item.

FC.4 Minutes

008 **Notes of the Council Meeting held on 21st June 2017** – amendment to page 1, opening paragraph should refer to the Mayor of London and not Kensington and Chelsea Council.

009 Amendment to page 5, FC13, 036 should mention that the report was about the Newfield development.

010 **IT WAS RESOLVED** that the notes of the Council Meeting held on 21st June 2017, with the above amendments, be approved as Minutes of that meeting. Vote: for 13 – against 0 - abstained - 2. The Resolution was carried.

July 5th 2017 Council Meeting
Date:

Signed:

- FC.5** **Chairperson's Report**
- 011 **5.1 Mayoral invitations** – Recent Armed Forces events attended by STC Councillors and Caption Spicer the grandson of the last Commanding Officer of HMS SHELDRAKE.
- 012 Thanks were given to Cllr A Snookes, Mr G Titmus and the Staff for making the event a success.
- 013 **5.2 Process of reviewing the Constitution** – a suggested time-line for reviewing the Constitution was circulated and Members were asked to send their suggestions for additions/amendments to the Assistant Clerk.
- 014 It was agreed that Cllrs J Mathieson/A Brand, M Shanahan-Kluth and the Assistant Clerk collate the suggestions and review Chapters 1 to 4 of the Constitution and bring to the meeting on 2nd August.
- 015 **5.3 Ratification of Panels Terms of References** - an updated TOR for the Culture, Events and Markets Panel was circulated. Cllr J Brealeycook, reminded members that she has resigned from this panel.
- 016 It was agreed that all Panel Terms of Reference be ratified at the next Council meeting on 19th July 2017.
- FC.6** **Co-option** – to receive presentations from applicants and **resolve** to co-opt to the Quarrington Ward vacancy.
- 017 Mr Stephen Shanahan-Kluth, Mr Melvyn Amess and Miss Francesca Richards, separately, introduced themselves to the Council and all gave a 5-minute presentation. Members thanked them for their presentation.
- 018 The Chairperson explained that there would be two rounds of voting and on the first, the candidate with the least amount of votes would be discarded for the second round.
- 019 **First round of voting -**
Mr S Shanahan-Kluth – Vote: for 4
Mr M Ammes – Vote: for 1
Miss F Richards – Vote: for 9
- 020 **Second round of voting –**
Mr S Shanahan-Kluth – Vote: for 4
Miss F Richards – Vote: for 9
One member abstained from voting.
- 021 **Receiving the majority of the votes, Miss Francesca Richards was co-opted and will fill the Quarrington Ward vacancy.**

022 Miss F Richards was welcomed to Sleaford Town Council and joined the meeting but was not able to vote.

FC.7 Planning Matters

023 Cllr S Clegg left the room.

024 **7.1 Current Planning Applications – IT WAS RESOLVED** to accept officer recommendation for no comments on the following application. Vote: for 12 – against 0 – abstained 2. The Resolution was carried. NKDC to be notified accordingly.

Ref No	Location	Proposal	Comments Due Date
PL/0076/17	Sleaford Water Recycling Centre, Bonemill Lane, NG34 7BH	For the erection of three Kiosks to house electrical control equipment	7 th July 2017
17/0723/HOUS	73 London Road, NG34 7LL	Two storey rear & side extension & single storey side extension	7 th July 2017
17/0826/FUL	Land off Town Road, Quarrington	Erection of 187 dwellings with associated works	13 th July 2017
17/0241/RESM Amended	Land East of London Road/Stumpcross Hill & West of Southfields, (Handley Chase)	Erection of 31 dwellings, formation of northern site access, footpaths & cycleways estate roads, public open space & associated infrastructure including foul drainage pumping station (reserved matters application pursuant to 13/0498/OUT)	Meeting 26.04.17 made no comments.
17/0827/FUL	Funeral Parlour, Duke Street, NG34 7DX	Rear extension to provide additional storage	19 th July 2017

025 **7.2 17/0724/FUL Additional information**– Proposed alterations including change of use from bed & breakfast accommodation to 2 flats. Coach House, Toft Lane. **(NKDC confirmed that existing and proposed plans are now added to the online records. They were missing from the previous application.)**

026 **IT WAS RESOLVED** to reaffirm the objection that this application does not contain enough details in accordance with paragraph 5,8.10 if the CLLP especially the north elevation window. Vote: for 13 – against 0 – abstained 1. The Resolution was carried.

027 Cllr S Clegg re-entered the room.

FC.8 NG34 Plan

028 An open forum meeting is arranged for Wednesday, 12th July at 7pm in the Town Hall.

029 Cllr P Coyne stated there will be a full report regarding the Plan at the next meeting.
030 Cllr J Brealeycook reported on the Greylees planning appeal and all are welcome to attend the Greylees Funday event on 15th July.

FC.9 PANEL REPORTS

031 **9.1 Culture, Events and Markets – IT WAS RESOLVED** that the Panel eagerly encourages Full Council and the HR Panel to facilitate greater use and income of the Town Hall by means and mechanism of evening/weekend use. Vote: for 13 – against 0 – abstained 2. The Resolution was carried.

032 There was a short discussion about the Culture, Events and Markets Panel Report and it was suggested when the Skatepark has an official opening and that Mrs S Woods and Mr G Titmus are invited.

033 **9.2 Finance & Assets – IT WAS RESOLVED** that the balance of £67k from the 2016/17 financial year is left in the Council's General reserves and that the Council agrees that the general reserve should be set at a minimum of £150k which should be reviewed every year. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

034 The refurbishment of Eastgate Car Park was discussed and **IT WAS RESOLVED** that Council consider the report and suggested requirements as an outline brief, make any changes where required and instruct the Clerk to progress the matter of assistance with NKDC. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

035 **Services** – The Panel report was noted and it was requested that Public Conveniences be an agenda item for the next meeting.

FC.10 Finance

036 **10.1 Regular Direct Debits/Standing Orders for retrospective approval – IT WAS RESOLVED** to approve the list totalling £16,908.86. Vote: for 13 – against 1 – abstained 1. The Resolution was carried.

037 **10.2 BACS payments made for retrospective approval – IT WAS RESOLVED** to approve the list totalling £312.48. Vote: for 13 – against 0 – abstained 2. The Resolution was carried.

038 **10.3 Pending BACS payments for approval - IT WAS RESOLVED** to approve the list totalling £1,852.21. Vote: for 12 against 0 – abstained 3. The Resolution was carried.

039 **10.4 Request for 2 volunteers to sign paperwork** – Councillors A Snookes and B Allan volunteered.

040 **10.5 Finance Regulations - IT WAS RESOLVED** that the Council's financial regulations Page 7, paragraph 4.5 is amended to read that the Clerk can authorise up to £3,500

in the event of extreme risk to the delivery of the Council's services. Vote: for 15 – against 0 – abstained. The Resolution was carried.

FC.11 Internal Affairs

041 **11.1 Panel Membership – IT WAS RESOLVED** to amend the Terms of Reference so that a minimum of 4 panel members must be present to be quorate, not 3. Vote: for 10 – against 3 – abstained 2. The Resolution was carried.

042 **IT WAS FURTHER RESOLVED** that the 3 new STC Councillors are members of the following panels:-

Cllr M Shanahan-Kluth – Finance & Assets and Services

Cllr S Dale – Services and Culture, Events & Markets

Cllr F Richards – Culture, Events & Markets

043 It was requested that the Panels revisit the appointment of Lead Councillor at their next meeting now panel membership has been refreshed.

FC.12 Clerk's Report – Internal Affairs

044 **12.1 Recreation Ground Kiosk** – request for permission to allow monthly social gatherings. The Clerk clarified a local motorcycle club have requested to meet the second Wednesday of every month from 7:30pm to 9:30pm.

045 **IT WAS RESOLVED** to grant in principle permission for the use of Boston Road Recreation Ground. The Clerk to inform the organiser of the Council's requirements. Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

046 **12.2 Siting of storage facility at the Cemetery for Sleaford Museum Trust - IT WAS RESOLVED** to approve the following:-

- The purchase and siting of a container within any overall budget of £5,500
- A simple agreement be drawn up covering the terms of occupation, contribution to utilities, responsibilities that ensures the Town Council has no ongoing extra costs etc to tie in with the remaining term of the lease for 81 Southgate
- The Council to receive the sum of £5,000 as a contribution from the Museum Trust

Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

047 The Clerk reminded all Members to follow the protocol of the Council's Communications, Press and Social Media Policy.

FC.13 External Affairs - none for this meeting.

FC.14 Clerk's Report – External Affairs

- 048 **14.1 Central Lincolnshire Local Plan** – request for two representatives to attend a briefing session on **Tuesday 11th July, 6pm-7pm, NKDC Council Chamber**. It was agreed that Cllrs P Coyne and J Charlesworth attend as STC representatives.
- 049 **14.2 Boston Road Site Access** – Feedback from intended land exchange consultation. The Clerk reported on the feedback received. The Clerk to acknowledge the correspondence.

There being no further business, the Chairperson thanked all for attending and closed the meeting at 9:27pm