

Sleaford Town Council

**Minutes of the Meeting of Sleaford Town Council held on
Wednesday 6th July 2016 at 7.00 p.m. at The Town Hall, Quayside House,
Navigation Yard, Sleaford.**

Present: Cllr D Suiter (Chairman)

Cllr M Allan (Vice Chairman)	Cllr B Allan	Cllr A Brand
Cllr J Brealeycook	Cllr J Charlesworth	Cllr S Clegg
Cllr K Fernandes	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 Minutes Clerk
Members of Public (1), Press (0)

Present for item 2 only: Nick Feltham, Principal Planning Officer NKDC and Phil Eley, Area Planning Officer NKDC

FC.1. Chairman's Welcome

001 The Chairman welcomed all to the meeting

FC.2. Principal Planning Officer - regarding 16/0498/OUT - Land East of A15, West of The Drive.

002 **2.1 To agree Council's response to consultation on the above planning application**

Mr Nick Feltham, Principal Planning Officer and Mr Phil Eley, Area Planning Officer both of NKDC attended the meeting to discuss issues regarding this planning application, which included:-

- Planning applications are dealt with on material aspects such as highways, noise, ecology, landscape etc.
- This application is supported by an environmental statement.
- The plan identifies growth of Sleaford by 4500 houses in the next few years.
- Urban extensions must provide substantial solutions.
- A roundabout will be constructed after the first 200 houses have been erected.
- Stokes Drive and St Denys Avenue will NOT be used for construction traffic and both roads are capable of taking any increased traffic.
- A temporary separate haul road will be used. This needs to be left turning into and left turning out of.
- Building 200 houses first will help to generate cash flow to invest in further works.
- Stronger safeguards need to be in place regarding the flow of traffic.
- The cumulative impacts of the urban extensions have been traffic modelled.
- The proposed primary school site is primarily to serve the new urban development and so should not take pupils from other primary schools. The secondary school will be for around 700 places. Discussions for the actual use of the secondary school site are still on-going.

- The development is planned to include later life housing and a further GP surgery. The NHS will be working with NKDC with regard to a Health Strategy for the Town and Sleaford West has been identified as a prime site.
- There will be retail units on the development.
- Concerns were raised regarding the difficulties of ensuring that the master plans are delivered.

003 The Chairman thanked the officers from NKDC and they left the meeting.

004 **IT WAS RESOLVED** to delegate the submission of the Council's response to the SWUE Outline Application to the Chairman, members of Holdingham and Westholme Wards and to the Neighbourhood Plan Working Group Lead. These councillors are to have regard for the advice from the Town Council's Planning Consultants and the discussions with NKDC planning officers. Councillors G Jackson and S Clegg are, at their own request, to be excused. Vote - For 13 - against 0 - abstained 2. The Resolution was carried.

005 The Clerk will meet with Councillors K Fernandes, J Charlesworth, A Brand, H Lorimer, P Coyne and D Suiter to formulate the response. Cllr K Fernandes to have a list of material planning considerations.

FC.3. Apologies for Absence with reasons

006 Apologies, with reasons, had been received from Councillors J Mathieson, K Dolby and P Coyne. There were accepted and the attendance register was completed.

FC.4. Declarations of Interest - To receive any declarations of pecuniary interest in accordance with the requirements of the Localism Act 2011, and to consider any requests for dispensations in respect of DPIs.

007 Cllr G Titmus declared a non pecuniary interest in item 14.2 - the Application for Tree Work at The Cut, Eastbanks.

FC.5. Minutes

008 **IT WAS RESOLVED** that the Notes of the Council Meeting, held on 15th June 2016, with one spelling amendment (item 35) be accepted as Minutes of that meeting. Vote – Unanimous. The Resolution was carried.

FC.6. Chairman's Report

009 Mugs with the Sleaford Town Council Crest have been purchased which will be used for presenting to the Twinning Guests. They will also be available for Councillors to purchase at £2.75 each with an additional donation towards the Mayor's charities.

010 An update of the schedule for the Twinning Guests, was given. Further volunteers were requested to host these visitors - those able to help to inform Clerk.

011 Upcoming events, include bingo and a family fun day.

012 **6.1 Sustainable Planting and Biodiversity Conservation -**
IT WAS RESOLVED for the Clerk to discuss with the Services Supervisor the feasibility of growing some or all of the plants needed; also discuss whether any plants which do need purchasing would be more economically obtained from wholesalers rather than nurseries. The Clerk to bring findings back to a future meeting. Vote – Unanimous. The Resolution was carried.

013 **6.2 Inspection Review of Council Assets -**
IT WAS RESOLVED that the Clerk meet with Councillors K Fernandes, J Brealeycook, A Brand and B Allan, to review the Council’s assets and produce a report and recommendations. Vote – Unanimous. The Resolution was carried.

014 **6.3 Mayoral Activity Update**
 Both the Mayor and Deputy Mayor have been involved in various Civic Duties. A list will be uploaded onto the Clerk's "blog".

FC.7. Planning Matters

015 **7.1 Planning Authority Decisions made** – This item was noted.

016 **7.2 Current Planning Applications - IT WAS RESOLVED** to accept Officer recommendation for no comments on the following applications. Vote – Unanimous. The Resolution was carried.

Ref No	Location	Proposal
16/0569/FUL	Ash Villa, Willoughby Road, Greylees	Erection of enclosure fencing (retrospective)
16/0646/LBC	Sleaford Railway Station	Erection of bronze artwork roundel
16/0648/LBC	The Mill, Money’s Yard	Erection of bronze artwork roundel
16/0649/LBC	1 Bass Cottages, Mareham Lane	Erection of bronze artwork roundel
16/0647/LBC	Cogglesford Water Mill, East Road	Erection of bronze artwork roundel
16/0632/PNTEL	Furlong Way, Holdingham	Installation of 1 telecoms cabinet
16/0701/LBC	Bedehouses, Eastgate	Erection of bronze artwork roundel
16/0660/LBC	Manor House, 39 Town Road, Quarrington	Proposed single storey extension to provide a garden rom as an extension to the kitchen

017 **7.3 Market Square Cafe and Restaurant - Application for a permanent cafe licence.**

018 **IT WAS RESOLVED** that the Council supports the application with the table and chair arrangements as submitted, with the comment that NKDC is asked to review the parking arrangements with a view to creating more pedestrian space. Vote - For 10 - against 3 - abstained 2. The Resolution was carried.

FC.8. Clerk's Report - Planning Related

019 **8.1 Planning On Line** - STC dealings with all planning applications to be paperless.
020 Any paper copies that are needed should be requested from the office.
021 Electronic links to NKDC's planning on line will be sent to Councillors with agendas.

FC.9. STC Neighbourhood Plan

022 No update available at this time.

FC.10. Finance

023 **10.1 Regular Direct Debits/Standing Orders.** Item 11190 should read salaries and not wages.

024 **IT WAS RESOLVED** to approve the list totalling £22,602.88. Vote – Unanimous. The Resolution was carried.

025 **10.2 Pending Bacs and Cheque payments**

026 Item 11179 should read to the 5th Sept and not the 25th Sept. The rental should be for the Town Hall

027 Subject to the above **IT WAS RESOLVED** to approve the lists totalling £11,633.75, £8,263.11 and £20,416.00. Vote – Unanimous. The Resolution was carried.

028 **10.3 First Quarter Income and Expenditure Report**

029 Page 10 - item 10020/3 the Clerk will establish a budget line for this item. Page 14 - item 2010/4 should read no payment due.

030 The Clerk is to carry out an analysis of salaries and wages. The report was noted.

FC.11. Clerk's Report - Finance Related

031 **11.1 Request for two volunteers for cheque signing.** Councillors B Allan and D Suiter volunteered to sign cheques.

032 **11.2 Sleaford Town Fund**

IT WAS RESOLVED that in future three councillors be involved in making decisions regarding which applications should benefit and that the cheques are presented in the Council Chamber by the Mayor. Vote – Unanimous. The Resolution was carried.

033 **IT WAS FURTHER RESOLVED** that Councillors J Charlesworth and G Jackson continue to be involved and that Cllr R Willis is also elected to this post. Vote – Unanimous. The Resolution was carried.

034 **11.3 Eastgate Car Park - To ratify extra work costs**

IT WAS RESOLVED that the Clerk is authorised to make the additional payments incurred. In future, the contractors must inform the Council of any extra costs beforehand. Vote – Unanimous. The Resolution was carried.

FC.12. Internal Affairs

035 **12.1 Strategic Plan Panel - IT WAS RESOLVED** to accept the Terms of Reference. Vote - For 13 - against 1 - abstained 1. The Resolution was carried.

036 The Clerk to notify all Councillors of any meetings of the panel.

037 **12.2 HR Panel - IT WAS RESOLVED** to accept the Terms of Reference. Vote – Unanimous. The Resolution was carried.

038 **12.3 Working Groups - IT WAS RESOLVED** that all Working Groups are disbanded except for the Neighbourhood Planning WG and the Market & Events WG (Christmas Lights is incorporated as part of the Market & Events). Vote – Unanimous. The Resolution was carried.

039 The Neighbourhood Planning WG consists of Cllrs Coyne, Fernandes, Clegg, Suiter and Brand.

041 The Market & Events WG consists of Cllrs Jackson, McCallum, Snookes, Fernandes, Brealeycook, and Brand. Terms of Reference to be agreed at the next WG Meeting and submitted thereafter to Full Council, for adoption.

042 The Clerk is to confirm that Working Groups can permit non Councillor Membership.

043 **IT WAS RESOLVED** that the time of the meeting be extended to 9.10 p.m. Vote – Unanimous. The Resolution was carried.

FC.13. Clerk's Report - Internal Affairs

044 **13.1 Cemetery Headstone - IT WAS RESOLVED** that the Clerk is given the authority to deal with this issue. Vote – Unanimous. The Resolution was carried.

045 **13.2 Adherence to Constitution Standing Orders** – The report from Cllr J Charlesworth was read and noted.

046 **IT WAS RESOLVED** a further extension to the time of the meeting to 9.30 p.m. Vote – Unanimous. The Resolution was carried.

FC.14. 14. External Affairs

047 **14.1 Amenity Grass Cutting** - Cllr M Allan will take any comments of Councillors to a meeting with LCC.

048 **14.2 Application for Tree Work – The Cut, East Banks**

049 **IT WAS RESOLVED** to make no comment, to this application. Vote - For 13 - against 1 - abstained 1. The Resolution was carried.

050 **14.3 Market Charter** - The Clerk is to approach the Chief Executive of NKDC for a response to the business plan. This will then be an agenda item at a future meeting.

051 **14.4 Newfield Road Development** – Councillor H Lorimer gave an overview of the ongoing development and the community involvement. Comments were noted.

FC.15 Clerk's Report - External Affairs

052 **15.1 Land at Sheldrake Road, Quarrington s106. IT WAS RESOLVED** that this agenda item be deferred and brought back to the next meeting. Vote – Unanimous. The Resolution was carried.

053 **15.2 Sleaford Market Place/ Shop Front Improvement Scheme** - The Clerk and Councillors G Jackson and A Snookes had met with officers from NKDC as requested and they reported back.

054 **IT WAS RESOLVED** Cllr M Allan proposed that the Council:

- Note the report
 - Confirm its support of the enhancement plan for the market
 - Participate with NKDC in further market improvement work where appropriate
- Vote – Unanimous. The Resolution was carried.

055 **15.3 Drove Lane Lease (Allotment Site)** - Clerk advised of meeting contact with Land Owners Representatives.

056 **15.4 Request for litter bin at Mareham Pastures and Dog Bins either side of the bridge that crosses the A17 - IT WAS RESOLVED** that a litter bin be sited at Mareham Pastures but that a decision on the requested dog bins either side of the bridge is deferred until current facilities have been investigated. Vote - For 14 - against 0 - abstained 1. The Resolution was carried.

There being no further business, the Chairman thanked all for attending and closed the meeting 9.30 p.m