



Sleaford Town Council

To: All Members of Sleaford Town Council.

You are hereby summoned to attend the next meeting of Sleaford Town Council to be held at **The Town Hall, Quayside House, Navigation Yard, Sleaford** on **WEDNESDAY 21st March 2018 at 7.00pm**

There will be a public forum before the meeting commences for a maximum of 15 minutes when members of the public may ask questions or make short statements to the Council, about any item listed on this agenda.

Mr K Martin
Clerk to Sleaford Town Council
15th March 2018

AGENDA

1. **Chairperson's Welcome**
2. **Apologies for Absence** - To receive and accept apologies where valid reasons for absence have been given to the Clerk, prior to the meeting (7:03pm)
3. **Declarations of Interest** - To receive any declarations of interests in accordance with the requirements of the Localism Act 2011, and to consider any requests for dispensations (7:05pm)
4. **Minutes** (7.10pm)
 - 4.1 Notes of the Council Meeting held on 21st February 2018 (deferred from 07.03.18 meeting), to be approved as Minutes (attached)
 - 4.2 Notes of the Council Meeting held on 7th March 2018, to be approved as Minutes (attached)
5. **Chairperson's Report**, if any (7.15pm)
 - 5.1 **Mayoral invitations** – update
6. **PLANNING MATTERS** - Councillors are reminded that queries on Planning Applications should be directed to the office before the meeting (7.20pm)
 - 6.1 **Current Planning Applications** – Officer Recommendation for **no comments** (attached)
 - 6.2 **18/0197/HOUS (Amended)** – Erection of extension & replacement flat roof to pitched roof to include roof lantern. 9 Lord Street. **Amendment: Change to window details to rear elevation** – For noting only.

7. **PANEL REPORTS (7.30pm)**
 - 7.1 **Culture, Events, and Markets** – Notes with recommendations (listed on attached report) to Council for consideration from the meeting held on Tuesday 13th March 2018.
 - 7.2 **Finance & Assets** – Nothing for this meeting.
 - 7.3 **Services** – Nothing for this meeting.

8. **FINANCE - Councillors are reminded that queries on Finance matters should be directed to the office before the meeting (7.40pm)**
 - 8.1 Regular Direct Debits/Standing Orders for **retrospective approval** (attached)
 - 8.2 BACS payments made for **retrospective approval** (attached)
 - 8.3 Pending BACS payments for **approval** (attached)
 - 8.4 Payments by cheque for approval (attached)
 - 8.5 Request for 2 volunteers to sign paperwork

9. **INTERNAL AFFAIRS (8.00pm)**
 - 9.1 **Internal Audit Report** – For noting only (attached)
 - 9.2 **Dog Waste Bins** – To authorise action to remove, replace and/or relocate Dog Waste Bins. (attached)
 - 9.3 **Cemetery Security Patrols** – To authorise continuation of Cemetery Security Patrols for a further six months (attached)

10. **Clerk's Report – Internal Affairs (8.10pm)**
 - 10.1 **GDPR Training for Councillors** – Request that Councillors attend seminar on 18th April which looks specifically at the requirements for elected Members. (attached)
 - 10.2 **Town Centre Conveniences** – To agree changes to closing times. (attached)
 - 10.3 **Tractor Shed and Works to Trees at Recreation Ground** – verbal update from Clerk

11. **EXTERNAL AFFAIRS, if any (8.15pm)**
 - 11.1 Verbal update from Clerk, if any

12. **Clerk's Report – External Affairs**
 - 12.1 Judicial Review – Verbal Update from Clerk if any

13. **Resolution to move into Closed Session.** “To resolve whether to exclude the public and press for the consideration of the following matter.”

The following item is in Closed Session as it contains information relating to Personnel matters.

14. **HR Panel – (8.30pm)**
Report from HR Panel Lead and Clerk with recommendations for proposed changes to the Administration Team and the continuation of service from the existing HR Provider (attached)