

**Sleaford Town Council**

**Minutes of the Meeting of Sleaford Town Council held on  
Wednesday 3<sup>rd</sup> April 2019 at 7.00 p.m. at The Town Hall, Quayside House,  
Navigation Yard, Sleaford**

**Present:** Cllr G Jackson (Chairman)

Cllr B Allan

Cllr A Brand

Cllr J Charlesworth

Cllr S Clegg

Cllr K Fernandes

Cllr M Graves

Cllr H Lorimer

Cllr P McCallum

Cllr F Richards

Cllr M Shanahan-Kluth

Cllr S Shanahan-Kluth

Cllr D Suiter

Cllr Snookes (Deputy Chairman)

**Also, in attendance Council Officers:** Clerk

LCC Councillors (1) Members of Public (2) Press (0)

**Please note the Audio Recording from this meeting is available on the Town Council's Website.**

In the public forum before the meeting commenced, a member of the public addressed the meeting regarding dog fouling at Quarrington. The resident's comments were to be discussed as part of agenda item 13.1 later in the meeting.

**FC.1 Chairman's Welcome**

001 The Chairman welcomed all to the meeting.

002 After being proposed and seconded **IT WAS RESOLVED** to hold a one-minute silence to pay respects to a former Town Clerk, Mrs Freda Bush who recently passed away. Mrs Bush was the Town Clerk from 1983 to 2000. Vote: for 14 – against 0 – abstained 0. The Resolution was carried, and the Council stood to observe one-minute silence.

**FC.2 Apologies for Absence**

003 Apologies for Absence with reasons were received from Councillors J Mathieson, L Edwards-Shea, K Dolby and J Parry.

004 After being proposed and seconded **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**

005 Councillor G Jackson declared an interest in agenda item 8.2, transaction no. 14554, due to being the recipient.

006 There were no further Declarations of Interest at this stage.

**FC.4 Minutes**

007 **Notes of the Council Meeting held on 20<sup>th</sup> March 2019** – Amendment to page 2, 010 to record Councillor J Mathieson arrived at the meeting at 7:10pm.

008 Amendment to page 4, 032, vote should read ‘for 12’ not ‘for 11’.

009 It was requested that on page 4, 039 and 041, that the times of Councillor B Allan leaving and returning the room to be recorded. **NB: the notes taken at this meeting did not record the times.**

010 After being proposed and seconded **IT WAS RESOLVED** that the notes of the Council Meeting held on 20<sup>th</sup> March 2019, together with the above amendments, be approved as Minutes of that meeting. Vote: for 12 – against 0 – abstained 2. The Resolution was carried.

011 After being proposed and seconded **IT WAS RESOLVED** to move agenda 13.1 up the agenda to number 5. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

012 **13.1 Notice of Motion in Accordance with Standing Orders paragraph 11 Dog Fouling** – “That STC acknowledges that a complaint from a resident in Quarrington Ward has been received about increased dog fouling in the town and on the estates, particularly during winter, and should consider what positive action can be taken by STC to tackle the issue.

013 Councillor B Allan introduced this item and a number of Councillors spoke about the need to educated people. It was also asked to engage with NKDC as regards to enforcement and training for volunteer enforcement.

014 It was requested that the Clerk writes to NKDC and includes any response on a future Council agenda.

**FC.5 Chairman’s Report**

015 5.1 The Chairman & Deputy Chairman gave a verbal update on recent events they have attended. This item was noted.

**FC.6 Planning Matters**

016 After being proposed and seconded **IT WAS RESOLVED** to accept the officer recommendation for no comments on the following applications. Vote: for 14 – against 0 – abstained 0. The Resolution was carried. NKDC to be notified accordingly.

Ref No	Location	Proposal
19/0348/HOUS	West Lodge, Willoughby Road, Greylees	Erection of two storey rear extension
18/1466/FUL	Land adj to Redcroft House, 31 Mareham Lane	Erection of 1no dwelling

19/0371/LBC & 19/0370/FUL	Money's Mill, Moneys Yard, NG34 7JW	Conversion of part of the existing Mill from class A3 to Class C1 to create 1No guest house & internal alterations
19/0377/HOUS	6 The Crescent, Greylees, NG34 8PR	Erection of single storey side & rear extension
19/0344/LBC	5 Market Street, NG34 7SQ	Replacement South Facing Windows
19/0355/HOUS	28A The Drove, NG34 7AP	Erection of a bay window with roof over to front elevation, a two-storey side extension & single storey rear extension
19/0357/FUL	Flat 1, 12 Westgate, NG34 7PN	Change of use from personal office space back to residential

017 The Clerk informed members that the following applications are going to NKDC's Planning Sub Committee Meeting on Tuesday 9<sup>th</sup> April 2019, at 5:00pm.

- 19/0120/LBC – Fit replacement boiler and move location of boiler flue. Sleaford Station, Business Centre, Station Road.
- 18/0745/OUT – Outline planning application for engineering works, clearance of existing and the erection of a mixed-use commercial development. Development to comprise of 6 retail units, a C2 retirement living use, and A3/A% use and a replacement bowls facility. In respect of land with access taken from Boston Road, Sleaford. Former Advanta Seeds Site, Southgate, Sleaford.

**FC.7 Panel Reports**

018 **7.1 Culture, Events, and Markets** – The notes from the meeting held on 25<sup>th</sup> March 2019, were noted and the recommendation was discussed.

019 **Town Council Gazebos** - After being proposed and seconded **IT WAS RESOLVED** that Full Council approve to not hiring out the gazebos anymore for Town Council events or Markets, but that they will still be available for groups or individuals to hire to take away from external usage. Vote: for 12 – against 0 – abstained 0. The Resolution was carried.

14 [Signature] 17/4/19

020 **7.2 Services & Assets** – The Panel Lead introduced this item. The notes from the meeting held on 26<sup>th</sup> March 2019, were noted.

021 **7.3 Finance & Strategy** – The Panel Lead introduced this item. The notes from the meeting held on 14<sup>th</sup> March 2019, were noted and the recommendations were discussed.

022 **NK Parking Strategy** - After being proposed and seconded **IT WAS RESOLVED**:-

- 1) The current set of charges are not changed;
- 2) The one-hour free period will continue but the restriction re-entry will become three hours rather than the current 24 hours;

- 3) Users will be required to enter registration plate numbers when obtaining a ticket.

Vote: for 13 – against 0 – abstained 1. The Resolution was carried.

023 **Website** - After being proposed and seconded **IT WAS RESOLVED** to seek competitive quotes to set up and maintain a new website against the minimum specification and requirements detailed in the report and with an indicative cost of up to a maximum of £10,000. Vote: for 13 – against 0 – abstained 1. The Resolution was carried.

024 **Chair's Allowance** - After being proposed and seconded **IT WAS RESOLVED**-

- 1) The Council request (through the Clerk) the Independent Remuneration Panel to make a recommendation on the additional amount payable to the Chair for duties associated with the post. This to be implemented from May 2019;
- 2) The Council seeks advice from the Independent Remuneration Panel in regard to all allowances being updated annually in line with inflation;
- 3) Consequent upon a Chair's Allowance being set a budget "Civic Events" is established.

Vote: for 13 – against 0 – abstained 1. The Resolution was carried.

025 At 8.09pm, Councillor M Shanahan-Kluth left the room.

#### **FC.8 Finance**

026 **8.1 Regular Direct Debits/Standing Orders for retrospective approval** – After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £14,355.08. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.

027 At 8.11pm, Councillor M Shanahan-Kluth returned.

028 **8.2 BACS payments made for retrospective approval** – After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £11,348.76. Councillor D Suiter requested a recorded vote.

**For:** Councillors A Snookes, S Clegg, F Richards, M Shanahan-Kluth, S Shanahan-Kluth, M Graves, H Lorimer, J Charlesworth and P McCallum (9)

**Against:** Councillors D Suiter, A Brand and B Allan (3)

**Abstained:** Councillors G Jackson and K Fernandes (2)

029 **8.3 Regular Direct Debits/Standing Order payments for approval 2019/20** - After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £288.50. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

030 **8.4 Pending BACS payments for 2019/20 for approval** - After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £5,914.92. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

031 It was requested that a subscriptions report is provided as part of the annual budget setting process.

032 **8.5 Request for 2 volunteers to sign paperwork** – Councillors B Allan and D Suiter volunteered.

**FC.9 Internal Affairs**

033 **9.1 Eastgate Car Park Refurbishment** – The Clerk, Councillors M Graves and A Brand spoke on this item.

034 After being proposed and seconded, **IT WAS RESOLVED** to progress with the design. Vote: for 13 – against 1 – abstained 0. The Resolution was carried.

**FC.10 Clerk/Deputy Clerk's Report – Internal Affairs**

035 **10.1 Meeting Dates** – After being proposed and seconded, **IT WAS RESOLVED** to accept the following meeting dates. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

<b>APRIL 2019</b>	17 <sup>th</sup>	<b>Council Meeting</b>
	24 <sup>th</sup>	
<b>MAY 2019</b>	1 <sup>st</sup>	<b>Annual Town Meeting</b>
	8 <sup>th</sup>	
	15 <sup>th</sup>	<b>Council Meeting (AGM)</b>
	22 <sup>nd</sup>	<b>Council Meeting - Finance</b>
	29 <sup>th</sup>	

036 **10.2 May Elections** – The Clerk gave a verbal update on the current situation. This item was noted.

037 **10.3 LALC Clustering** – After discussion it was requested that the Council acknowledge cluster networking as a different method of working and the Clerk to progress this with LALC.

038 **10.4 Sleaford Cemetery** – The Clerk was asked to look at a temporary toilet provision.

039 **Money's Yard Boiler** – The Clerk gave a brief up date to say the water heater will need replacing as it had failed.

**FC.11 External Affairs**

039 **11.1 National Audit Office – Code of Audit Practice Issues Paper** - After being proposed and seconded, **IT WAS RESOLVED** that the Clerk completes a response and circulates for comment. Vote: for 8 – against 0 – abstained 6. The Resolution was carried.

040 **11.2 Sleaford Regeneration Group Briefing Notes April 2019** – This item was noted.

041 The Clerk to contact NKDC and ask for a presentation to Councillors after the elections.

17/4/19

Grenville Jackson

042 Councillor S Clegg left the meeting at 8.58pm.

043 **11.3 LCC Advance Notification of Road Improvements Scheme, Sleaford Eastgate/Carre Street** – This item was noted.

**FC.12 Clerk/Deputy Clerk's Report – External Affairs**

044 **12.2 Sleaford Market** – The Clerk gave a brief verbal update. This item was noted.

There being no further business, the Chairman thanked all for attending and closed the meeting at 9:01pm.

April 3<sup>rd</sup>, 2019 Meeting  
Date:

17/4/19

Signed:

Grenville Jackson