



Sleaford Town Council
Finance & Strategy Panel
Notes and Report of Meeting – 3rd December 2018
10am – 11.58am

Panel Members present:

Councillor Anthony Brand (Lead)
Councillor Mark Graves (arrived at 10.10am)
Councillor Heather Lorimer
Councillor Ken Fernandes
Councillor Grenville Jackson
Councillor David Suiter (arrived at 10.15am)

Apologies: Councillor S Shanahan-Kluth

Non panel members present:

Councillors Bozena Allen and Councillor John Charlesworth (arrived at 10.10am).

Meeting supported by the Clerk, Deputy Clerk and Administration Officer.

1. Welcome by Lead and apologies

The Panel Lead welcomed all to the meeting and introduced the new Deputy Clerk.

The Panel Lead reported that Councillors Mark Graves and David Suiter would be late arriving.

2. Notes from previous meeting 1st November 2018

The Panel agreed the notes which had been presented to Council on 21st November 2018.

The Clerk gave an update to the Panel that he had made contact with the new Clerk at Kirkby la Thorpe and they had indicated that they wish to continue to be involved in the Neighbourhood Plan Group. The Clerk would set up a meeting with the Councillor representing Kirkby la Thorpe on this matter along with Councillors Lorimer and Brand.

Action: Clerk to set a meeting Kirkby la Thorpe and Cllrs Brand and Lorimer.

3. Strategic Plan for F&S

(Cllrs Graves and Suiter arrived during the discussion of this item)

(Cllr Lorimer left the room during the discussion of this item and returned)

The Panel discussed the closed burial ground at St Denys' Church which included the Arch.

The Clerk would arrange a meeting with Panel Lead and Church to discuss arrangements.

Action: Clerk to set up a meeting with Church.

Recommendation to Council: Clerk to seek legal advice from LALC in relation to the Council's obligations in maintaining the closed burial ground.

The Panel discussed Boston Road Layby. Ward Councillor David Suiter reported the area is a neglected area and used for free parking and was frequently unavailable to users of the Recreation Ground.

It was noted that the Services & Assets Panel had discussed this becoming a fee-paying car park.

It was noted that this would remain on the agenda for discussion at future meetings and the Clerk would liaise with the Culture, Events and Markets Panel, as the item fell within the remit of both panels.

The Panel Lead suggested in that in the new year to look at options and to take recommendations to Full Council.

The Panel were also asked to look at the website and bring back their thoughts to the next meeting.

4. Support Given to Outside Organisations

The Panel noted the organisations that hired the rooms within the Sleaford Town Council offices and were conscious to ensure the space was used efficiently. The Panel queried whether we had received feedback from those organisations that no longer used the facilities.

The Panel reiterated the need to support local organisations for the benefit of the community.

Action: The Clerk to liaise with Culture, Events and Markets Panel to ensure feedback could be requested from previous commercial hirers.

It was recommended that Councillors David Suiter and Grenville Jackson review the existing guidelines for concessions and bring thoughts back to the Panel.

5. Chairman's Allowance

There was a discussion regarding the Chairman's Allowance

Recommendation: that the Clerk be instructed to seek formal legal advice from NALC on the tax position and treatment of the Chairman's Allowances.

6. Risk Management

Clarity was sought on referenced content to ensure accuracy. Assurance was sought that the named officers were made aware of their responsibilities. The Clerk requested for any further observations to be reported to him by the end of January.

7. Eastgate Car Park Charges

It was noted that NKDC were reviewing their car parking strategy which included a suggested charging structure for car parks within Sleaford. In addition to this Eastgate Car Park would have two new ticket machines installed to allow alternate options for payment.

The Panel considered the circulated costings of the refurbishment of the car park, together with income received. It was noted that further work was required to ensure Council could make an informed decision in relation to fee charging for the car park for May 2019 onwards.

Action: Clerk to investigate costings further in relation to Eastgate Car Park including the type and number of spaces available, the management cost and gross income.

Recommended to Council:

- **Thank NKDC for the strategy and confirm our understanding of what the strategy seeks to achieve for the Town. We would revisit this strategy when considering future tariff changes**
- **Look to collect data from the existing two machines in the car park for the next three months to help inform future choices and,**
- **In the light of the planned refurbishment of Eastgate Car Park in 2019, any charges to the current charging structure will be deferred.**
- **Further consideration may be given to future tariffs to cover increased operating costs.**

8. Date for next meeting

Thursday 10th January 2019 10am

Meeting closed 11.58am