



Sleaford Town Council

Dear Councillor,

I hereby give you notice that a meeting of **The Full Council** will be held in **The Source, Sleaford** on **Wednesday February 12th, 2014 at 6.15pm**. All members of Sleaford Town Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

At 6:00pm, prior to the meeting starting, there is a 15 minute period set aside for members of the public to address the Council. Your attendance is requested for this time.

AGENDA

NOTES

1. **APOLOGIES.** Apologies, with reasons to be given to the Clerk.
2. **DECLARATIONS OF INTEREST.** To receive any Personal or Disclosable Pecuniary Interests.
3. **CHAIRMAN's REPORT.**
 - Recent Mayoral activities.
4. **CLERK's REPORT.**, if any.
5. **MINUTES.** To look at the Clerk's Notes from the meetings held on December 11th 2013 and 15th January 2014, and accept them as Minutes of these meetings.
6. **CLERK'S NOTES. For information only, no discussion.** The Clerk's Notes from the last round of committees are circulated only so that non-committee councillors have a brief overview of what the committees have been doing. They are notes only and may be subject to change. These notes go to the next Committee meetings for acceptance etc as Minutes. Services, January 8th, 2014, General Purposes, January 15th, 2014, Personnel, January 15th 2014.
Personnel January 22nd 2014 and Finance & Strategy, January 29th, 2014. To follow, as soon as possible.
7. **FINANCE.** To receive Financial Report.
 - To receive Financial Report.
8. **REPRESENTATIVES ON OUTSIDE BODIES.** Any Councillor who has represented the Council on their nominated outside body is asked to report to the Full Council meeting after this representation.
9. **OTHER AD-HOC COUNCIL REPRESENTATION –** Councillors invited to meetings etc on an ad-hoc basis – are asked to report to the Full Council meeting following their meeting.
 - **Armed Forces Day –** Cllr G Titmus, report attached.
 - **1st Sleaford Company of the Girls Brigade –** Cllr K Dolby, report attached.

- **Eco2 Renewable Energy Meeting** – Cllr K Dolby attended with Miss L Vokes – confidential report for noting only.
10. **TOWN COUNCIL SURGERIES:**
- January 4th 2014 – Cllr M Allan – report attached.
 - February 1st 2014 – Cllr K Dolby – report attached.
 - To decide whether or not to continue with Council Surgeries.
11. **FIELDS IN TRUST** – Verbal report from Cllr K Dolby, for information only.
12. **ATTENDANCE REGISTER** – enclosed, to approve and publish on website, as agreed FC July 17th. **Note: any amendments needed, please contact office before the meeting.**
13. **RESOLUTION TO MOVE INTO CLOSED SESSION.** To propose that “in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be temporarily excluded and they are instructed to withdraw”.
14. **SLEAFORD.GOV EMAIL ADDRESSES** – request from Cllr M Allan to review these.
15. **FROM OTHER COMMITTEES:**
- Services Committee, 8th January 2014**
- To resolve a previous Services committee and Full Council decision that the trenches should be filled in, along the line of the headstones.
 - To ratify those graves already marked out by relatives, that the people concerned should be asked to write in for retrospective approval.
 - To propose a notice is placed on the cemetery notice board that the staff are not responsible for making the cemetery rules, but only for maintaining the cemetery.
- Personnel Committee 7th February 2014**
- To ratify the decision of the Personnel Committee of 7th February on all staffing issues.
- General Purposes Committee 13th November 2013**
- To ratify decision to use Polling Cards for future Town Council Elections.
16. **INVOICE** - To receive an invoice from Sills & Betteridge for work undertaken and identify a budget line - (enclosed)
17. **OFFICE PREMISES** - Update and any Full Council Resolutions needed.
18. **RECREATION GROUND** – any updates/information.
19. **CEMETERY** – Report from Cllr G Titmus, for information only. To be discussed at a future meeting.

20. **To recommend that our Standing Orders, Finance Regulation and Committee Terms of Reference are all forwarded to LALC and to appoint a panel to discuss with LALC. Verbal report from Cllr M Graves**
21. **TENDERS – Verbal report from Cllr M Graves**
 - 1) Tender process
 - 2) To receive a recommendation from F&S Committee on 29th January on acceptance of tenders received.
22. **ABUSIVE BEHAVIOUR – to report a recent incident.**

Mrs M Waddingham
Assistant Clerk.
February 6th 2014