



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 Source, Southgate, Sleaford on WEDNESDAY 14th October, 2015 at 7.15p.m.**

At 7:00pm, 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. Please note that if no members of the public are present then the Full Council Meeting will commence at 7.00 p.m.

“Any member of the press or public desirous of filming or audio recording this public meeting is requested to notify the Council’s Proper Officer, giving 24 hours’ notice to enable reasonable facilities to be made available to accommodate their requirements.”

Mrs. M Waddingham, Assistant Clerk,
8th October, 2015.

NOTES

AGENDA

1. **CHAIRMAN’S WELCOME** (1 min)
2. **APOLOGIES FOR ABSENCE** and reasons given. (1min)
3. **DECLARATIONS OF INTEREST.** (1min) To receive any declarations of pecuniary interests in accordance with the requirements of the Localism Act 2011, and to consider any requests for dispensations in respect of DPIs.
4. **MINUTES.** Notes of the Full Council Meetings, to be approved as Minutes. **Attached** (3mins)
 - 4.1 19th August 2015
5. **CHAIRMAN’S REPORT** (5mins)
 - 5.1 Civic Attendance Reports - Mayoral, for noting (**Attached.**)
 - 5.2 Civic Attendance Reports – Deputy Mayoral, for noting. (**Attached.**)
 - 5.3 Council Surgery – verbal report.
6. **CLERK’S REPORT** (5mins)
 - 6.1 Vacancy in Westholme Ward – Confirmation, to be filled by Poll. For Noting only.
 - 6.2 To note amended provisional dates of Committee meetings (09.12.15 FC not F&S) (**Attached.**)
 - 6.3 Office Premises – Update, if any.
 - 6.4 Report on Surgery – 05.09.15 (**Attached.**)
 - 6.5 RBL – Remembrance parade and service 8.11.15 - invitation to all Members (**Attached.**)
7. **CLERK’S NOTES/MINUTES. For information only** (3 mins) **Attached.**
 - 7.1 Planning Applications: 12th August, 2nd September and 23rd September 2015.
 - 7.2 Services: 9th September 2015
 - 7.3 General Purposes: 16th September 2015
 - 7.4 Finance & Strategy 5th August 2015.

- 8 **FINANCE** (2mins)
- 8.1 To receive Financial Report of R.F.O. – Attached.
- 8.2 Notice of Conclusion of Audit – Notice displayed. For noting only.
9. **REPRESENTATIVES ON OUTSIDE BODIES AND WORKING GROUPS.** No reports received.
10. **OTHER AD-HOC COUNCIL REPRESENTATION.** No reports received.
11. **FORTHCOMING EVENTS FOR APPROVAL/NOTING** - None for this meeting.
12. **FROM OTHER COMMITTEES** (10 mins)
- 12.1 **The Council's Code of Conduct**, for final approval – from FC 01.07.15. Attached.
- 12.2 **From F&S 07.10.15 – Public Contracts Regulations 2015** - Recommendation that Full Council amends its Standing Orders in accordance with The Public Contracts Regulations 2015. Any amendments are to be in addition to STC's existing Standing Orders. Amended to Standing Order to be presented to the next Full Council, for approval.
- 12.3 From F&S 07.10.15 – **2016/17 Budgets** – Recommendation that the per household charge to be maintained at the present level for 2016/17, and shortfall to be transferred from reserves. Future plans for Woodbridge Road and the Tractor Shed to be addressed as soon as possible. Potential Income streams for the new office premises to be investigated. Each Committee budget to be thoroughly reviewed during 2016/17 by the relevant Committee and referred back to Full Council.
- 12.4 From F&S 07.10.15 – **Councillors' Allowances** – Recommendation that the present level of Councillor Expenses is maintained.
- 12.5 From F&S 07.10.15 – **Christmas Lights** – Recommendation to use £10,000 from Earmarked Reserves to cover additional costs in purchasing Christmas Lights. General Purposes to reimburse the £10,000 to reserves in the following two years.
- 12.6 From F&S 07.10.15 – **Personnel Advice** – Recommendation to approve £2,000 expenditure from the Personnel Reserves for the Chairman of Personnel to seek “one off additional” Personnel Advice on an ad hoc basis.
- 12.7 Cllr J Brealeycook to become a Member of the GP Committee – from GP 16.09.15. Under the present TOR General Purposes is limited to 9 Members. If or until TOR's are amended and agreed by Full Council, agree for Cllr J Brealeycook to attend and support the committee.
- 12.8 **From informal Meeting 12.08.15 and relevant committees since:**
- 12.8.1 Rename the Services Committee “Services and Amenities Committee.” – From Services 16.09.15
- 12.8.2 GP Committee assuming responsibility for ‘events’ etc.
- 12.8.3 F&S - Council Projects remain under auspices of this Committee until handed over, as appropriate to the managing committee or Full Council. For noting only.
- 12.8.4. Committee TOR's to be amended accordingly, for agreement by Committees and ratification by Full Council.

- 13 **LEADER** – To receive a report and recommendation from the Leader Working Group and to agree further course of action. **Report follow** (10 mins)
14. **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”.
15. **PERSONNEL ISSUES.** (3 mins)
 - 15.1 Update from recent Tribunal, verbal update.

Mw/GT 08.10.15