



## 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 3<sup>rd</sup> September 2014 at 7:30pm**. 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 7:30pm, 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 declarations of pecuniary interests in accordance with the Localism Act 2011 and to receive declarations of personal interests”.
3. **CHAIRMAN’s REPORT.**
  - 3.1 Fields in Trust – verbal update.
  - 3.2 Mayoral Functions – verbal update
  - 3.3 Deputy Mayoral Functions – verbal update.
4. **CLERK’s REPORT MATTERS OUTSTANDING AND PROGRESS MADE** - attached.
5. **MINUTES.** To look at the Clerk’s Notes of the Full Council meetings held 16<sup>th</sup> July, 30<sup>th</sup> July and 13 August 2014 and accept them as Minutes of these meetings.
6. **CLERK’S NOTES. For information only, no discussion.** Finance & Strategy 23<sup>rd</sup> July. Services 30<sup>th</sup> July 2014 and General Purposes 6<sup>th</sup> August 2014. Personnel 25<sup>th</sup> June and 9<sup>th</sup> July .  
**(F&S Minutes 20<sup>th</sup> August 2014, not available.)**
7. **FINANCE**
  - 7.1 To receive Financial Report of R.F.O.
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.

10. **FROM OTHER COMMITTEES/ APPOINTMENT PANELS**
  - General Purposes 6<sup>th</sup> August 2014 – To agree recommendation that the Community Foundation continues to administer the Town Fund.
11. **TOWN COUNCIL SURGERIES:**
  - 2<sup>nd</sup> August 2014 – attached.
12. **FORTHCOMING EVENTS FOR FORMAL APPROVAL**
  - Oktoberfest, 19<sup>th</sup>- 20<sup>th</sup> September 2014
  - Christmas Market, 30<sup>th</sup> November 2014 and to agree the cost of Market Stall and Pitch charges for 2014, report attached.
  - NKDC Civic Service – 19<sup>th</sup> October 2014, for information.
13. **COMMITTEE TERMS OF REFERENCE – for final approval.**
  - 13.1 Personnel
  - 13.2 Finance & Strategy
14. **POLICIES – To discuss and adopt, if appropriate.**
  - 14.1 Policy for Handling Freedom of Information Requests (incorporate with Model Publication Scheme – adopted 28<sup>th</sup> May Annual Meeting of the Council.
  - 14.2 Volunteers' Policy (from Services) – for formal approval.
15. **OPENESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**  
– Report and recommendation attached. To resolve to amend Standing Orders to accommodate new legislation.
16. **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”.
17. **RECREATION GROUND**
  - 17.1 CPO – Update from Working Group.
18. **MATTERS OF AN URGENT NATURE.**
  - 18.1 Staffing Issues.

Mrs M Waddingham  
Assistant Clerk.  
28<sup>th</sup> August 2014