Sleaford Town Council

Dear Councillor,

I hereby give you notice that a meeting of the **Services Committee** will be held in **The Source, Southgate**, **on Wednesday June 12th, 2013, at 7:30pm, or earlier if a previous meeting ends sooner.**
All the members of the Committee are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out

The business to be dealt with at the meeting is listed in the agenda

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AGENDA

Welcome remarks by the Chairman

1. **APOLOGIES**. Apologies, with reasons, to be given to the Clerk.

2. **DECLARATIONS OF INTEREST**. To receive disclosable pecuniary interests in accordance with the Localism Act 2011.

3. **MINUTES**. The Clerk's Notes from the meeting on April 24th 2013 have been circulated – to accept these as Minutes of that meeting.

4. **CHAIRMAN'S REPORT**. Enclosed.

5. **CLERK'S REPORT/UPDATES**.
   - Action Log – enclosed.
   - Tamar Court play area – update from Clerk.
   - Tree planting request for cemetery.

6. **FINANCIAL REPORT.** Receive latest committee financial report.

7. **TERMS OF REFERENCE.** Current TOR attached – update if necessary and re-adopt for 2013/14.

8. **BOSTON ROAD RECREATION GROUND –** Update on Sleaford Carnival.

9. **WORKING GROUPS –**
   - Market Working Group – to meet ASAP.
   - Tractor sheds – to discuss/agree in principle whether tractor sheds could house market gazebos. If agreed, this to go to the WG to discuss and decide the administration of these and report back to a future meeting.

10. **DOG LAW ENFORCEMENT OFFICER:** To note her latest reports (attached) – for any follow up action that is the responsibility of the Services Committee.

11. **FIVE YEAR PLAN –** To note the agreed 2013/14 elements – the Office to organise the necessary work/quotes etc.

12. **ALLOTMENTS:** To note a letter of intent to be drafted for the next Services Committee and revised allotment regulations and guide to their management.

13. **EASTGATE GARAGES.**

- Update on planning application and discussion as to what action should be taken in view of the refusal.
- Consider purchasing Heras safety fencing – currently £50 per week for 11 panels. To purchase – 12 panels plus clips - £1615.00.

14. **ALMS HOUSES –** Should the TC install a permanent flag post? If so designate responsibility for obtaining quotes and permissions.

15. **REGULAR ASSET INSPECTION.** Progress of last meeting's Resolution - Chairman and Vice-Chairman to work with Office and produce draft for future meeting.

16. **MONUMENT GARDENS TOILET BLOCK**. Services Committee responsibilities to progress the project.

Mrs Shelagh McIntyre
Clerk
June 6th, 2013