

**SLEAFORD TOWN COUNCIL
MEETING OF THE FULL COUNCIL**

Minutes of the Meeting of the **Full Council** held on
Wednesday December 5th 2012 at 7:45pm
in The Source, Southgate, Sleaford

PRESENT: Councillor T Mayfield (Mayor)

Cllr M Allan	Cllr D Andrews	Cllr D Birks
Cllr J Charlesworth	Cllr I Dolby	Cllr K Dolby
Cllr B Dunbar-Beckford	Cllr K Fernandes	Cllr M Graves
Cllr G Jackson	Cllr H Lorimer	Cllr J Mathieson
Cllr D Suiter	Cllr G Titmus	Cllr D Vere-Critchler
Cllr B Watson (Leader & Deputy Mayor)		

Also Present: Mrs S McIntyre (Clerk) Mrs M Waddingham (Assistant Clerk), C/Cllr Hagues, C/Cllr Dickinson and representatives from the Target and Standard.

The Chairman welcomed all present.

FC.1 APOLOGIES. Apologies, with reasons, had been given to the Clerk from Councillor J Titmus. This was accepted.

FC.2 DECLARATIONS OF INTEREST.

The guidelines concerning members owning property in a Town or Parish being advised to declare pecuniary interests in Precept discussions are still being interpreted. The Clerk said advice had been coming through concerning Block Dispensations. At this stage, Councillors should be aware that final guidelines should clarify the position.

FC.3 CHAIRMAN'S REPORT.

- **Royal British Legion** - The Chairman read out a Thank you letter from Lt. Col. I Graham, Royal British Legion, thanking all involved in the Remembrance Day Parade. The Chairman also thanked those involved.
- **Christmas Market** – The Chairman mentioned the success of the Christmas Market and thanked all Staff and Councillors who were involved in organising the event and helping on the day.

FC.4 CLERK'S REPORT.

- **Remembrance Day** - protocols were revised by NKDC and implemented on the day. These were noted.
- **Website** – This project will be worked with during the Christmas Period. This was noted.
- **Use of e-mails** – Members was reminded that this excludes Cllrs who are not on e-mail. The report was noted.
- **Farmers' Market** – A rota was passed around for volunteers to collect market rents for first few markets of 2013.

- **Christmas Market** – Constructive comments to be passed to the office for a debrief meeting in the New Year.
Action: comments from Cllrs to be received.
- **Council Surgeries** – last Surgery of 2012, is December 8th.
- **Christmas Public Meeting, Wednesday December 12th** – Cllrs to circulate and talk to organisations and members of the public – 10 tables booked so far. Representatives from Eco2 are also attending.
- **Sleaford Renewable Energy Plant Liaison Panel** – a report was circulated and noted. Any questions/comments for the panel to be received into the office before Christmas.
Action: Question/comments to be received from Cllrs before Christmas.

FC.5 FINANCIAL MATTERS.

- **Budget** - to formally approve the budget for 2013/14 and precept request.

Cllr M Graves explained the report and corrections had been made to the CCTV and 'Capital Programme' budget lines from Finance & Strategy budget. He also explained the tax base to remain the same.

It was proposed by Cllr M Graves and seconded by Cllr I Dolby to approve the budget for 2012/14 and precept request, with the recommendation from Finance & Strategy that the CCTV line should read £9,000 and the Capital Programme line should read £51,000.

Vote – 17 for. The Resolution was passed.

Cllr D Suiter asked for clarification regarding Council Tax charges. The Clerk explained there is no news yet about “capping” for Town and Parish Council’s for 2013/14. However, advice is still coming through.

FC.6 MINUTES. To look at the Clerk’s Notes from the meeting held on October 17th 2012, and accept them as Minutes of that meetings.

It was proposed by Cllr I Dolby, and seconded by Cllr D Andrews, that the Notes from October 17th 2012, be accepted as Minutes of that meeting.

Vote – 14 for and 3 abstentions. The Resolution was passed and the Chairman signed the Minutes.

Action: Verify whether amendment reflecting in page 131 of Full Council Minutes 17th October.

FC.7 COMMITTEE MEETING NOTES: To take note of the Clerk’s notes from the last round of committee meetings which will then go to their next meetings for approval as Minutes. Management Committee, October 30th, 2012, Services, October 31st, 2012, General Purposes, November 7th, 2012 and Finance & Strategy November 21st, 2012. Personnel Committee – Nov 30th – circulated.

These were noted en-bloc.

FC.8 FROM OTHER COMMITTEES/WORKING GROUPS.

Personnel Committee –

- Approve virement from the committee underspend this financial year into 'Capital Programme'.

It was proposed by Cllr D Vere-Critchler and seconded by Cllr I Dolby to approve the virement of £40,000 from the 2012/13 "wages" budget into Capital Programme.

Vote – 16 for and 1 abstention. The Resolution was passed.

- **Replacement Committee member:** To accept Personnel Committee recommendation - either to remain with 7 councillors or to elect a new Committee Member.

The Clerk explained that the Committee had votes to elect a new committee member.

It was proposed by Cllr K Dolby and seconded by Cllr D Vere-Critchler that Cllr D Andrew be the new Personnel Committee Member. Councillor D Andrews was willing to stand. There were no other nominations. Councillor D Andrews was elected unopposed.

FC.9 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.

- Usefulness of attending the Business Breakfast.

Cllr D Birks explained the Business Breakfast is a useful forum.

Cllr M Allan said there must be a link between STC and businesses, even more so now the BID no longer exists.

The Clerk clarified that Sleaford Businesses attend the Breakfast, as well as other from Lincoln, Branston and Grantham.

It was agreed that STC should continue attending the Business Breakfast.

C/Cllrs Hagues and Dickinson left the meeting at 8.08pm.

Cllr J Charlesworth spoke briefly on Neighbourhood Watch and the Farm Bridge A17 which is in the final stage of development.

FC.10 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.

Cllr I Dolby said he has not received any invitation from the Sleaford Foyer Advisory Board. The office to make enquiries regarding this.

Action: Office to make enquiries with Sleaford Foyer regarding ID representing STC.

FC.11 COMMITTEE TERMS OF REFERENCE – To officially approve General Purpose's, Finance & Strategy and Personnel Committee's TOR – already approved by their respective committees.

The Clerk explained the amendments made by the Personnel Committee to their TOR.

It was proposed by Cllr I Dolby and seconded by Cllr D Vere-Critchler that the TOR for General Purposes, Finance & Strategy and Personnel Committee be accepted en-bloc.

Vote – 13 for and 4 abstentions. The Resolution was passed.

FC.12 TOWN COUNCIL SURGERIES. Reports attached. To review and consider whether to continue holding Surgeries in 2013.

Cllr H Lorimer asked how the Surgeries operate and how often they are held. The Clerk explained.

Cllr M Allan said these Surgeries are not well attended but some useful issues involving Sleaford are starting to emerge, ie London Road Development and said this topic will become more popular as time goes on.

Cllr M Graves said some issues that are raised from these Surgeries are not always under the TC's remit but is the remit of NKDC.

A lengthy discussion took place regarding the way in which these Surgeries are advertised and if Surgeries are needed in this day and age of technology.

Cllr J Mathieson asked if there could be a permanent advertisement at The Source.

It was proposed by Cllr M Graves and seconded by Cllr M Allan that the Surgeries continue for a 6 month trial period, starting in February 2013. These to be held the first Saturday of every month, from 10am – 12 noon, to coincide with the Farmers' Market. Town Councillors who are also NKDC Councillors to attend alongside other STC ward Councillors. County Councillors to be asked to attend.

Vote – 14 for; 1 against and 2 abstentions. The Resolution was passed.

Action: Invite C/Cllrs to Surgeries. Advertise through STC website, office window and local press.

There being no further business, the Chairman closed the meeting at 8:26pm.