

**SLEAFORD TOWN COUNCIL  
MEETING OF THE FINANCE AND STRATEGY COMMITTEE**

Minutes of the meeting of the **Finance and Strategy Committee** held on  
Wednesday 23 July, 2014 at 7.30pm  
at The Source, Southgate, Sleaford

**PRESENT:** Cllr M Graves (Chairman)

Cllr M Suffield (Vice Chairman)	Cllr D Birks	Cllr P McCallum
Cllr J Mathieson	Cllr K Fernandes	
Cllr R Dunbar-Beckford	Cllr D. Suiter	
Cllr G Jackson	Cllr K Dolby	
Cllr H Lorimer	Cllr G Titmus	
Cllr J. Titmus	Cllr C Darch	

In attendance: Members of the public (2), press (1) &  
and S.T.C. Officers Mrs. L. Savage & Mrs. S.M. Scholes.

The Chairman welcomed all present and opened the meeting.

- F&S.1 APOLOGIES.** Apologies, with reasons had been given to the Clerk from Councillor M Allan. These were accepted.
- F&S.2 DECLARATIONS OF INTEREST.** To receive any Disclosable interests. There were none.
- F&S.3 MINUTES.** Notes of the meeting 14<sup>th</sup> May 2014, had been previously circulated. **IT WAS RESOLVED THAT** the notes from the meeting be accepted as Minutes of this meeting. Vote:12 For, 2 Abstentions. The Resolution was carried.
- F&S.4 CHAIRMAN'S REPORT.** A request for raffle prizes for the twinning evening.
- F&S.5 CLERK'S REPORT.**
- 5.1. Use of Eastgate Green – **IT WAS RESOLVED THAT** the request from Sleaford & District Twinning Association to use Eastgate Green on 27<sup>th</sup> July 2014, be accepted. Vote: Unanimous, the Resolution was carried.
- 5.2. Action Log - noted.
- F&S.6 RFO REPORT.**
- 6.1. It was reported by the RFO that budget lines were being checked.
- 6.2. The RFO reported that the 12 month Licence had been signed for Money's Yard Toilets.
- F&S.7 FINANCIAL MATTERS.**
- 7.1 **Finance Report.** Was noted – The RFO was asked to look into the expenditure on the Grounds Maintenance and report back in due course. The RFO answered various questions on the Financial Budget Report. – **IT WAS RESOLVED THAT** The RFO will continue to look at the sub-headings and report back to the appropriate committees in due course. Vote: Unanimous The Resolution was carried.

- 7.2 Christmas Market Financial Structure and Payments – The Chairman requested clarification from the Christmas Working Group as to how the Financial element will function. The Working Group is to report back into the next F&S on 20<sup>th</sup> August. Vote: For 12 Abstention 1.  
*Cllrs were reminded that the reports are circulated in advance of the meeting to enable Cllrs to raise queries with the office prior to the meeting.*
- F&S.8 TERM OF REFERENCE – *IT WAS RESOLVED THAT*** Once amendments have been made for these to go the Full Council on 3<sup>rd</sup> September for approval. Vote: Unanimous. The Resolution was carried.
- F&S.9 WEBSITE MANAGEMENT – *IT WAS RESOLVED THAT*** this agenda item be moved into closed session. Vote: For 11, Abstentions 2.
- F&S.10 MONEY’S YARD AND OTHER TOILETS-** The 2012 report was brought councils attention by Cllr G. Titmus on all facilities. In summary the Chairman note comments and recommendations ***IT WAS RESOLVED THAT*** the 2012 report be passed to Project Lead to take on to Services Committee. Vote: For 13 Abstentions 1.
- F&S.11 WORKING GROUPS- *IT WAS NOTED THAT*** no changes were need to the composition of the Car Park Working Group, Cllr M. Allan to be invited to remain a member on the Working Group. The Best Value and Town Plan to be referred to the Project Lead.
- F&S.12 FREEDOM OF INFORMATION – *IT WAS RESOLVED THAT*** the policy for handling the Freedom of Information requests and amendments to the Model Publication Scheme be approved and submitted to Full Council for final approval. Vote: Unanimous. The Resolution was carried.
- F&S.13 LGPS2014 STATEMENT OF POLICY –** It was noted that this agenda item be referred to Personnel Committee.
- F&S.14 EASTGATE CAR PARK – *IT WAS NOTE THAT***  
14.1 a) A agreement had been reached with the owners and residents regarding plantings and  
b) That provision for a service duct to allow reconnection of electricity to the tractor shed.
- F&S.15 SKATE PARK FUNDING –**  
15.1 The 5 Year Plan/Open Spaces, to be revisited.  
15.2 Future Funding  
***IT WAS RESOLVED THAT*** the 5 year plan would be revisited and review the possibility of Grant Funding. Vote: Unanimous. The Resolution was carried
- F&S.16 FUTURE AGENDA ITEMS –** Tractor Shed ***IT WAS RESOLVED THAT*** the sum of £400.00 be approved for the Surveyor’s Fee for the Tractor Shed. Vote: Unanimous. The Resolution was carried

**F&S.17 RESOLUTION TO MOVE INTO CLOSED SESSION.**

**IT WAS RESOLVED 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. Vote: Unanimous. The Resolution was carried

Councillor C. Darch left the meeting.

**F&S.18 OFFICE PREMISES.** The Chairman thanked Kevin Martin for his report.

**IT WAS RESOLVED THAT**

- Purchase rather than lease be preferred.
- A detailed specification of requirements to be drawn up.
- Further enquiries to be made on properties detailed in the Project Lead's report.
- Investigative any other suitable properties.
- Pursue grant funding options.
- Create a time line for implementing the project

Vote: For 13, Abstentions 1. The Resolution was carried

**F&S.19 REPLACEMENT OF SERVER**

Some discussion took place on the two reports. Councillor Suffield offered to lead on this project. **IT WAS RESOLVED THAT** Cllr Suffield would liaise with the IT Consultant and report back to F&S. Vote: Unanimous. The Resolution was carried.

**F&S.9 WEBSITE MANAGEMENT** – Councillor Dolby expressed concerns about the updating of the Website when the IT Consultant is unavailable. **IT WAS RESOLVED THAT** Cllr Suffield would liaise with the IT Consultant and report back to F&S. Vote: Unanimous. The Resolution was carried

Mrs L Savage  
RFO  
15 August 2014

## ACTIONS FROM F&S 23<sup>rd</sup> July

7.1	The electricity supplier to be contacted to read the meter on the Rec Ground, Boston Road Check sub-headings on budget report.	RFO
7.2	Christmas Working Group to report on the Financial element of the Christmas Market 2014 back into F&S 20.08.14	CMWG
8	Terms of Reference amended an to go on Full Council	SMS
10	Moneys Yard & Other Toilets the 2012 report submitted by Cllr G. Titmus is to be taken forward by the Project Lead	KM
11	The Best Value & Town Plan to be taken on by the Project Lead	KM
12	The Freedom of Information to be added to the Model Publication Scheme and submitted to Full Council	SMS
13	Statement of Policy to be moved to the Personnel Committee	Office
15.1	The 5 Year Plan/Open Spaces needs to be revisited.	KM
15.2	Once the plan has been revisited this will then enable Funding to be sourced	
16	A Surveyor to be commissioned for the Tractor Shed	KM
18	Offices Premises to continue	KM
19	Replacement Server, Cllr Suffield to lead and liaise with the STC IT Consultant	MS
9	Website Management, Cllr Suffield to liaise with STC IT Consultant	MS