

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

Minutes of the meeting of the **Finance and Strategy Committee** held on
Wednesday March 26th, 2014 at 7.55pm
at The Source, Southgate, Sleaford

PRESENT: Cllr M Graves (Chairman)

Cllr M Allan (Vice Chairman)	Cllr D Birks	Cllr G Titmus
Cllr M Suffield	Cllr K Fernandes	Cllr D Suiter
Cllr B Watson	Cllr J Mathieson	Cllr B Dunbar-Beckford
Cllr G Jackson	Cllr K Dolby	Cllr C. Darch
Cllr D Vere-Critchier	Cllr H Lorimer	

In attendance: members of the public (5), 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 Mrs. J. Titmus. These were accepted.
- F&S.2 DECLARATIONS OF INTEREST.** To receive any Disclosable interests. There were none.
- F&S.3 MINUTES.** The Notes from the meeting held on January 29th 2014 have been circulated. ***IT WAS RESOLVED THAT*** the notes from the meeting be accepted as Minutes of this meeting.
Vote – Unanimous. The Resolution was carried.
- F&S.4 CHAIRMAN’S REPORT,** verbal report.
- F&S4.1 St George’s Day –Cllr D. Suiter’s request for volunteers was noted.
- F&S.4.2 The Chairman thanked staff for attending to various outstanding matters on the Council’s behalf..
- F&S.5 CLERK’S REPORT.**
- F&S.5.1. Action Log (Ref: F&S11, page 5 **Recreational/Play Areas**. Report to follow – see Agenda Item 19.
- F&S.5.2 Action Log: (Ref F&S7, page 3) **Planning Consultant Appointment**. Progress report see Agenda Item 12.
- F&S.6 FINANCIAL MATTERS**
- F&S.6.1 Approve Budget Line Virements & Finance Report up to 20th March, 2014. In the absence of any questions, the Finance Report was noted.
- F&S6.2** Year End Estimates & Suggested Virements and movement to Earmarked Reserves. It was noted that accounts that End of Year accounts are being prepared; there has been a committee underspend; surplus income received and all figures are subject to Audit.

F&S6.3 It was noted that the report and recommendations are yet to be finalised, and **IT WAS RESOLVED THAT** the report would be referred to Full Council for approval when completed. Vote: unanimous. The Resolution was carried.

F&S6.4 The Chairman confirmed that funding for the Five Year Open Spaces Plan had already been budgeted for. It may be necessary to review the plan as some equipment may need to be replaced sooner than anticipated.

F&S.7 MONEY'S YARD TOILETS – THREE YEAR LEASE.

F&S.7.1 IT WAS RESOLVED THAT that Cllr Graves be authorised to continue negotiations with NKDC regarding a lease extension and terms. **The Resolution was appended** to include “that the Council investigate the acquisition of the premises under the Localism Act/Community Right to Bid/Assets of Community.

Vote: 13 For; Absention 1. The Resolution was carried.

F&S.8 FUTURE AGENDA ITEMS:

F&S.8.1 Commercial Cinema. It is unclear as to who was asked to prepare a report on supporting an application for a Commercial Cinema. Officers to research and report back, noting that there is already a limited cinema facility within the theatre.

F&S.8.2 Grant Funding Skate Park. Planning Officer to be invited to future meeting (F&S 29.01.14)

F&S.8.3 Items to be added:

- **Tractor Shed** – future of building, .
- **Depot**
- **Community Building Requirement** – an opportunity for Council to find something appropriate for the town.
- **Town Centre Toilets** – additional requirements

F&S.9 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”. It was proposed by Cllr M Graves and seconded by Cllr K. Fernandes.

Vote: 14 For; Abstention: 1. The Resolution was carried.

The public and press left the meeting at 8.20p.m.

F&S.10 To receive an item referred from General Purposes Committee: to recommend that the monthly fee for website maintenance is increased to £30 per month, effective February 2014.

It was noted that the increased charge referred to additional website input, in addition to the IT support provided. **IT WAS RESOLVED THAT** THE increased charge would be paid.

Vote: Unanimous. The Resolution was carried.

F&S 11 CHRISTMAS MARKET.

F&S.11.1 The financial report had been previously circulated It was noted that the present

system of financial administration arose from the Council receiving funds from B.I.D. The Council's Financial Regulations apply if the Christmas Market is managed as a subcommittee of the Council.

F&S.11.2 The merits of operating the Christmas Markets as a Council sub-committee or the event being independent of the Council were discussed.

F&S.11.3 It was noted that the Christmas Markets sub-committee were yet to hold a debrief meeting, and **IT WAS RESOLVED THAT** the sub-committee would make its recommendations regarding the financial administration of the event to Full Council. Vote: Unanimous, the Resolution was carried.

F&S.12 CONSULTANT FOR VARIOUS PLANNING MATTERS.

F&S.12.1 Seven companies have expressed interest in the Appointment. **IT WAS RESOLVED THAT** those detailed in Memo 12th March, 2014 (Section A, 1-7) be invited to tender and issued with the revised Job Specification.

F&S.13 UPDATES(S) IN CONNECTION WITH RECREATION LAND

Albourne Developments Ltd. Letter (26th February, 2014) noted, also that Mr. A. Plummer absent on leave until 31st March.

F&S.14 EASTGATE CAR PARK

F&S.14.1 NKDC have been requested to remove signage. **IT WAS RESOLVED THAT** STC staff be requested to carry out the removal work.

Vote: Unanimous. The Resolution was carried.

F&S.14.2 Correspondence with Sills & Betterage was noted and awaiting response.

F&S.15 OFFICE PREMISES –

In order to make progress in this matter, the Admin. Support Officer was asked to make preliminary enquiries on the Council's behalf and Councillors requested to notify the office of possible suitable premises.

F&S.16 CEMETERY FOOTPATHS & EASTGATE GARAGES

F&S.16.1 Tender documents are due for return by 7th April, and in accordance with Standing Orders, **IT WAS RESOLVED THAT** the tenders will be opened by the Chairman/ Vice Chairman, Clerk/Senior Officer & Services Committee Chairman.

F&S. 16.2 **IT WAS FURTHER RESOLVED THAT** a summary of tenders would be taken to Full Council (Meeting 9th April, 2014) for approval or referral back to Committee. Vote: Unanimous. The Resolutions were carried.

F&S.17 MONUMENT GARDENS MUSEUM/TOILET BLOCK.

F&S.17.1 Report from Cllr Titmus (26th March, 2014) was noted. The Town Museum Project Group recommend Carre Heritage carry out the work, which it is anticipated will be completed by end of August, 2014. **IT WAS RESOLVED TO** accept the Town Museum Project Group recommendation, "*that the Finance & Strategy Committee recommends to the Full Council that the bid from Carre Heritage for Phases 1 & 2 of the project be accepted.*"

Vote: Unanimous. The Resolution was carried.

F&S.18 UNREGISTERED LAND

It has been suggested that Registration can be done in-house. It was noted that there could be additional land holdings to those detailed by Solicitors. **IT WAS RESOLVED THAT** the Administration Support Officer carry out this task.

Vote: Unanimous. The Resolution was carried.

F&S.19 PROPOSED HANDLEY CHASE DEVELOPMENT, LONDON ROAD – STC

F&S.19.1 Cllr Jackson had met with NKDC Officer (Nick Feltham) and colleague, Community Council of Lincs. and Cllr G. Titmus. NKDC officer was unaware of all implications of community buildings – Custodial Trusteeship, Community Trustees etc. and the considerable impact on the Town Council's responsibilities.

F&S.19.2 NKDC have been requested to:-

- Ascertain and advise STC costs of ownership and ongoing maintenance for assets transferred in the form of Open Spaces
- Consider need for additional allotments under STC management.

F&S.19.3 NKDC (Nick Feltham) has proposed a further meeting to discuss Open Spaces with Full Council and **IT WAS RESOLVED THAT** the Principal Planning Officer be asked to attend also.

Vote: 15 For; 2 Against, 0 Abstentions. The Resolution was carried.

There being no further business, the meeting closed at 9.20pm.

Mrs. S.M. Scholes,
Admin. Support Officer,
9th April, 2014.