

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

Minutes of a Meeting of the **Full Council** held on  
Wednesday 19<sup>th</sup> August, 2015, 7.00p.m. at The Source,  
Southgate, Sleaford.

**PRESENT:** Councillor G Titmus (Chairman)

Cllr B Allan	Cllr K Fernandes	Cllr P McCallum
Cllr M Allan	Cllr S Fields	Cllr A Snookes
Cllr J Brealeycook	Cllr M Graves	Cllr M Suffield
Cllr S Clegg	Cllr G Jackson	Cllr D Suiter
Cllr P Coyne	Cllr H Lorimer	
Cllr K Dolby	Cllr J Mathieson	

**Also in Attendance:** Council Officers: Clerk and Project Lead.

**FC.1 CHAIRMAN'S WELCOME**

- 01** No members of the public were in attendance; there was no Public Forum and the Chairman opened the Council Meeting at 7.00p.m.
- 02** The Chairman welcomed all Councillors and staff to the meeting. The meeting is to be recorded for Councillor training purposes and Cllr Coyne was thanking for making these arrangements.

**FC.2 APOLOGIES.**

- 03** Apologies, with reasons, had been received from Cllr John Charlesworth. The attendance register was completed.

**FC.3 DECLARATIONS OF INTEREST.**

- 04** There were no Declarations of Interest received.

**FC.4 MINUTES**

- 05 4.1** **IT WAS RESOLVED** that the Notes from the Full Council meeting held on 10<sup>th</sup> June 2015, be accepted as Minutes of that meeting, subject to minor amendment (Item 2) . Vote –15 votes for, 0 against and 2 abstentions. The Resolution was Carried. The Chairman signed the Minutes.
- 06 4.2** **IT WAS RESOLVED** that the Notes from the Full Council meeting held on 1<sup>st</sup> July 2015, be accepted as Minutes of that meeting, subject to minor amendment on Item 2. Vote –14 votes for, 0 against and 3 abstentions. The Resolution was carried. The Chairman signed the Minutes.
- 07** It was requested that latest lists of Working Group composition and Representatives on Outside Bodies be circulated to all members.

**FC.5 CHAIRMAN'S REPORT.**

- 08 5.1** Council was informed of the unexpected death of Mr Richard Enderby, former Chief Executive of LALC. Councillors expressed their sorrow at this news and asked

that condolences will be passed on to LALC and his family.

- 09 5.2 Mayoral Functions – Agenda enclosure of Functions attended was noted.
- 10 5.3 Councillors have been invited by RAF Cranwell, to a Tour of the College on 10<sup>th</sup> November 2015. Details have been sent to all Councillors by the Office Manager.
- 11 5.4 Matters arising from informal meeting – The Chairman believed that the meeting had been very positive and constructive. Notes are to follow and actions agreed at the meeting will be brought to Council and Committees as appropriate.
- 12 It was suggested that similar meetings be held, possibly quarterly for all councillors, and that an alternative name such as ‘Seminar’ or ‘Gathering’ be used.

#### **FC.6 CLERK’S REPORT**

- 13 6.1 Skate Park Update – the Project Lead is awaiting another report from one of the interested companies, which will then be submitted to Services Committee.
- 14 6.2 Letter of thanks from Home-Start Sleaford and District – this was noted.
- 15 6.3 Council and Committee meeting dates to December 2015 were noted.
- 16 6.4 Update of new office premises. Planning Permission re Change of Use is awaited. Arrangements for Councillors to view the premises at 7pm on Wednesday 26<sup>th</sup> August were agreed.

#### **FC.7 CLERK’S NOTES/MINUTES (for information only)**

- 17 7.1 It was noted that all future Planning Applications Minutes would be brought to Full Council’s attention; the meeting Minutes of 27<sup>th</sup> May, 3<sup>rd</sup> June, 10<sup>th</sup> June, 1<sup>st</sup> July, 15<sup>th</sup> July and 22<sup>nd</sup> July 2015 were noted en bloc.
- 18 7.2 General Purposes (22<sup>nd</sup> July 2015) , Services (15<sup>th</sup> July), Personnel Minutes from 17<sup>th</sup> June, 10<sup>th</sup> July and 29<sup>th</sup> July were noted en bloc. Finance & Strategy Minutes 5<sup>th</sup> August, 2015 not yet available.

#### **FC.8 FINANCE**

- 19 8.1 To receive a report from the RFO – the report has been previously seen by Finance & Strategy Committee. It was noted that figures are as at 30<sup>th</sup> June, 2015.

#### **FC.9 REPRESENTATIVES ON OUTSIDE BODIES AND WORKING GROUPS**

- 20 9.1 The report (Cllr G Titmus), of a meeting of Sleaford REP Liaison Panel meeting was noted.

#### **FC10. OTHER AD-HOC COUNCIL REPRESENTATION**

- 21 10.1 The report (Cllr G Titmus) of a meeting between the Strategic Planning Working Group and NKDC’s Executive Officers was noted.

#### **FC.11 FORTHCOMING EVENTS FOR APPROVAL/NOTING**

- 22 11.1 Tough Mudder Midlands 2016 - Boot Camp – Sundays commencing 21<sup>st</sup> September 2015. A Hire agreement and sight of certification will be put in place.
- 23 11.2 Oktoberfest – 18<sup>th</sup> to 19<sup>th</sup> September 2015 – previously approved. Noted.
- 24 11.3 Twinning Visit – 26<sup>th</sup> September 2015 – this was noted.

- 25 **11.4** 'Made in Sleaford' – 8<sup>th</sup> to 10<sup>th</sup> October 2015 – Approval for use of Eastgate Green granted.
- 26 **11.5** Spires and Steeples Challenge – 18<sup>th</sup> October 2015 – this was noted and approval for use of Eastgate Green granted.
- 27 **11.6** Dog Show – 5<sup>th</sup> June 2106 – this request was approved.
- 28 It was noted that a revision of charges for use of the Council Open Spaces – including use of Eastgate Green - was overdue. The Working Group previously agreed to consider the Hiring Charges is asked to meet as quickly as possible; that the office make future enquirers aware of the proposed changes in 2016, that conditions of Hiring be reviewed.
- 29 **IT WAS RESOLVED THAT:-** booking requests already received are honoured until 31<sup>st</sup> March, 2016; that officers will refer requests to Council interim requests and new charges and conditions would be effective 1<sup>st</sup> April, 2016. Vote: Unanimous. The Resolution was carried.

#### **FC.12 FROM OTHER COMMITTEES**

- 30 **12.1** Press Policy Document - **IT WAS UNANIMOUSLY RESOLVED** that the Press Policy document be approved. The Resolution was carried.

#### **FC.13 USE OF THE TOWN CREST**

- 31 It is believed that the Crest “belongs” to Sleaford Town Council, but there is no copyright attached. Previously those requesting to use the Crest have been asked to reproduce it faithfully and in the correct colours. Previous permissions have been to accommodate organisations over the long term; not on an ad hoc commercial basis. The Clerk was requested to trace any history/information available via College of Arms and archives.
32. The Council’s earlier policy decision (13<sup>th</sup> June, 2012) viz”  
“ that non-commercial requests to use the Town Crest – if there is insufficient time to go to a Committee – may be agreed by a Senior Officer, Mayor, Leader and the Chairman of the General Purposes Committee” **IT WAS RESOLVED THAT** all future permissions will be withheld pending clarification of the copyright and usage . Vote: For – 15, Against 2, Abstentions 0. The Resolution was carried.
33. Officers to respond to current individual queries on an individual basis as directed

#### **FC14. TREE PLANTING PROGRAMME**

- 34 **IT WAS RESOLVED THAT** the report and recommendations of the Working Group are noted and accepted and that Phase 1 planting is commenced with immediate effect. Vote: 16 For, 1 Abstention. In discussion, additional comments made:
- caution regarding use of an allotment space as a tree nursery.
  - all trees planted require protection.
  - hedging should be re-established.

35 The Resolution was carried.

#### **FC15 SLEAFORD SHOPFRONTS SCHEME**

36 **IT WAS RESOLVED THAT** Cllr Mrs. B. Allan be appointed as the Town Council's representative on the Decision Making Panel. Vote: 16 For, 1 Abstention. The Resolution was carried.

#### **FC16 LOCALISM ACT – TRAINING/INFORMATION SESSION.**

37 **IT WAS UNANIMOUSLY RESOLVED THAT** LALC be asked to provide an in-house presentation/information session on the Localism Act; that the Council would identify the aspects that it required to be covered; that if feasible other councils be invited to join the session. The Resolution was carried.

#### **FC17 RESOLUTION TO MOVE INTO CLOSED SESSION.**

38 **IT WAS UNANIMOUSLY 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. The Resolution was carried.

39 The video recording of proceedings was terminated.

#### **FC 18 STRATEGIC PLANNING WORKING GROUP**

40 **18.1** Councillors were briefed on the Working Group consultation with the Council's Traffic Modelling Consultants. Estimated costs for additional work are being investigated. When available, this information will be brought back to Full Council.

41 **IT WAS RESOLVED THAT** a capped sum be allocated to finance this additional piece of work. Vote: 16 for, 1 Abstention.

#### **18.2 RESPOND TO UNSOLICITED PROPOSAL RELATED TO CENTRAL SLEAFORD DEVELOPMENT.**

42 It is minuted, as requested, that Sleaford Town Council has at no time stipulated a figure for which it would agree to selling part of the Recreation Ground to build a road, and that any reported discussions with former Officers were without the authority of the Council at that time.

43 **IT WAS UNANIMOUSLY RESOLVED THAT** the Clerk would report back to the enquirer the Council's responses, as summarised and agreed by members present.

44 **IT WAS UNANIMOUSLY RESOLVED THAT** the Town Council will meet in full to consider in depth a potential Neighbourhood Plan in conjunction with its consultant's transport modelling recommendations.

45 It was requested that Councillors' behaviour at the proposed meeting complies with Standing Orders – ie: speaking through the Chair and the number of time a Member can speak.

**FC 19 PERSONNEL ISSUES**

- 46 19.1** The Personnel Committee Chairman advised on office working arrangements until December 2015. The Clerk and Project Lead were thanked for their cooperation.
- 47** The Council's acknowledgement and appreciation is Minuted, as requested, of the skills brought by the Project Lead for which Members are grateful.
- 48 19.2** The Clerk was requested to check an outstanding issue with its Insurers.
- 49** There being no further business, the Chairman thanked all for attending and closed the meeting at 9.20p.m.

SMS/SG