

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

Minutes of a Meeting of the **Full Council** held on  
Wednesday 10<sup>th</sup> December, 2014, 7.40p.m. at The Source, Southgate,  
Sleaford.

**PRESENT: Councillor K. Dolby, (Chairman)**

Cllr M Allan	Cllr D Birks	Cllr C Darch
Cllr B Dunbar-Beckford	Cllr K Fernandes	Cllr S Fields
Cllr M Graves	Cllr J Mathieson	Cllr T Mayfield
Cllr P McCallum	Cllr M Suffield	Cllr D Suiter

**Also in Attendance:** Press (1) & Council Officers: Acting Clerk, R.F.O. & Project Lead.

**FC.1 APOLOGIES.** Apologies, with reasons were given and accepted from Councillors J Titmus, G Titmus, H Lorimer and G Jackson.

**FC.2 DECLARATIONS OF INTEREST.”** To receive declarations of pecuniary interests in accordance with the Localism Act 2011 and to receive declarations of personal interests”. There were none.

**FC.3 CHAIRMAN’S REPORT.**

- 3.1 Staff Resignation – The resignation of the Town Clerk effective 7<sup>th</sup> November 2014 has been received.
- 3.2 CPO – The Town Council’s objections that have been lodged, Press Release was noted.
- 3.3 Mayoral Functions – The Chairman gave an update on the numerous Mayoral functions he had attended.
- 3.4 The Chairman answered a question regarding the Cemetery.

**FC.4 CLERK’S REPORT MATTERS OUTSTANDING AND PROGRESS MADE.**

- 4.1 Resignation of Cllr Luke Mitchell, Navigation Ward has been received. An Extra Full Council Meeting will be called to resolve to co-opt of a new member.
- 4.2 Office opening times over the holiday period were noted.
- 4.3 Emergency contact details in the event of Christmas lights malfunctions were circulated.
- 4.4 LCC Highways letter (3<sup>rd</sup> December 2014) regarding stopping up part of Highway Verge 1A Willoughby Road, Greylees is attached to these minutes for information...

**FC.5 MINUTES.**

- 5.1 Cllr M. Allan’s name to be added to the Councillors present list, and subject to this correction, **IT WAS RESOLVED** that the notes from 22<sup>nd</sup> October 2014 be accepted as minutes of that meeting. Vote – 10 for and 3 abstentions. The Resolution was carried. The Chairman signed the minutes.
  
- 5.2 Cllr M. Allan’s name to be added to the Councillors Present list, and subject to this correction **IT WAS RESOLVED** that the notes from 29<sup>th</sup> October 2014, be

accepted as minutes of that meeting. Vote – 10 for and 3 abstentions. The Resolution was carried. The Chairman signed the minutes.

**FC.6 CLERK'S NOTES. For information only, no discussion.**

Services 5<sup>th</sup> November 2014. General Purposes 12<sup>th</sup> November 2014. Finance & Strategy 8<sup>th</sup> October 2014. Personnel 1<sup>st</sup> October 2014 and 29<sup>th</sup> October 2014. **(Notes from Personnel 19<sup>th</sup> November 2014 and F&S 26<sup>th</sup> November, not yet available.)**

The Clerk's Notes were noted.

**FC.7 FINANCE**

7.1 **Debit Card. IT WAS RESOLVED** that the R.F.O. arrange for a Town Council Debit Card, under the Council's Financial Regulations provision. Vote – 12 for and 1 against. The Resolution was carried.

7.2 **To receive Financial Report of R.F.O.** The Project Lead clarified questions that had been received by the Office. **IT WAS RESOLVED** to accept the Financial Report. Vote – 12 for and 1 abstention. The Resolution was carried.

7.3 **Budget 2015/16.** To receive and approve the Committee budgets for 2015/16.

7.3.1 Band D equivalents have yet to be notified by NKDC.

7.3.2. **IT WAS RESOLVED** to accept Committee Budgets for 2015/16 and to request a Precept of £594,764.43 – being the same amount as for 2014/15. Vote – Unanimous. The Resolution was carried.

**FC.8 REPRESENTATIVES ON OUTSIDE BODIES.**

8.1 Cllr K Fernandes thanked Sleaford River Clean volunteers for their commitment and efforts.

8.2 Cllr J Mathieson advised that a Twinning Committee visit is proposed 26<sup>th</sup> September 2015.

**FC.9 OTHER AD-HOC COUNCIL REPRESENTATION.** Nothing to report.

The RFO left the meeting at 8pm.

**FC.10 FROM OTHER COMMITTEES/ APPOINTMENT PANELS**

10.1 It was requested that Arts NK be contacted, regarding a Town Council representative.

10.2 From General Purposes Committee 12<sup>th</sup> November Sleaford Chamber of Trade. **IT WAS RESOLVED THAT** Cllr M. Graves would, in the first instance, contact Sleaford/Lincoln Chamber of Trade to investigate meeting to discuss areas of mutual interest. Vote: For 12, Abstentions: 1. The resolution was carried.

10.3 It was noted that the Business Breakfast Club offered an informal means of liaison with local businesses.

**FC.11 TOWN COUNCIL SURGERIES:**

11.1 Cllr Titmus Report (1<sup>st</sup> November) was noted. The office is following up items raised where appropriate.

11.2 It was noted that The Source is closed 3<sup>rd</sup> January, and **IT WAS RESOLVED** to hold the Surgery on 17<sup>th</sup> January 2015. Vote: Unanimous. Councillors M. Allan (NKDC & LCC representative) and P. McCallum (STC representative) will attend. The Resolution was carried.

**FC.12 FORTHCOMING EVENTS FOR FORMAL APPROVAL**

12.1 Pinders Circus – 9<sup>th</sup> April to 12<sup>th</sup> April 2015. **IT WAS RESOLVED** grant Pinders Circus permission to use Boston Road Recreation ground. Publication on Website when agreed by the organisation. Vote – Unanimous.

**FC.13 POLICIES – To discuss and adopt, if appropriate.**

13.1 Grant Aid Policy –**IT WAS RESOLVED** to adopt the Grant Aid Policy. Vote – Unanimous. The Resolution was carried.

13.2 Appointment of new Town Crier – The Town Crier was complimented for his duties at the Christmas Market.

13.2.2 **IT WAS RESOLVED** to confirm the Appointment of the Town Crier and adopt the Terms of Reference drawn up regarding the appointment. Vote – 11 for and 2 abstentions. The Resolution was carried.

**FC.14 CHRISTMAS MARKET 30<sup>TH</sup> NOVEMBER 2014 - Interim Report.**

14.1 The Working Group and all involved with the arrangements for the Christmas Market were thanked. A Debrief meeting is scheduled for early January 2015. The Group has worked within the agreed budget £1050.

14.3 **IT WAS RESOLVED TO** send a letter of thanks to be sent to the Christmas Market Committee, in particular Mrs. Emma Evans who is to be commended for her efforts. Volunteers should also be thanked. Vote: 12 For, 1 Abstention.

14.4 It was noted that the event is currently being funded from the B.I.D. specific grant; consideration should be given to the event becoming self-funding and look to ways of increasing revenue. It was further noted that in 2014 the event had been set up with a short lead time.

**FC.15 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”. Project Lead to remain. Vote – Unanimous. The Resolution was carried.

**FC.16 STAFFING AND HR COMPANY MATTERS –**

Taking into account information of a confidential nature, councillors were updated on Staffing matters and the Personnel Committee will continue to work with the Council’s HR Advisors as appropriate.

**FC.17 CPO**

17.1 CPO Working Group – Taking into account information of a confidential nature, councillors were updated by members of the Working Group.

There being no further business, the Chairman thanked all for attending and closed the meeting at 8.45p.m.

Mrs. S.M. Scholes,  
Acting Clerk & Proper Officer,  
2<sup>nd</sup> January, 2015.