

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

**Minutes of an extra Meeting of Sleaford Town Council held on
Wednesday 4th May 2016 at 8:00 p.m. at The Town Hall,
Quayside House, Navigation Yard, Sleaford**

Present: Cllr G Titmus (Chairman)

Cllr B Allan	Cllr M Allan	Cllr A Brand
Cllr J Brealeycook	Cllr J Charlesworth	Cllr S Clegg
Cllr P Coyne	Cllr K Dolby	Cllr K Fernandes
Cllr M Graves	Cllr G Jackson	Cllr H Lorimer
Cllr J Mathieson	Cllr P McCallum	Cllr A Snookes
Cllr D Suiter (Vice-Chairman)	Cllr R Willis	

Also Present: Council Officers: Clerk and Minutes Clerk.
Press (0) Members of Public (0)

- FC.1 Chairman's Welcome**
001 The Chairman updated Councillors regarding the upcoming Civic Service and Dedication of the Town Hall which will take place on Sunday 8th May 2016. A Marquee is available - volunteers were requested to help to erect it. The event will be recorded.
- FC.2 Apologies for Absence**
002 There were no apologies. All Members completed the attendance register.
- FC.3 Declarations of Interest.** To receive any declarations of pecuniary interests in accordance with the requirements of the Localism Act 2011, and to consider any requests for dispensations in respect of DPIs.
003 None were declared at this point.
- FC.4 Clerk's Report**
004 **4.1 Tesco site in Sleaford - Request to meet Council**
IT WAS RESOLVED that the Clerk, Leader of the Council and Cllr Graves are all present at the meeting and that they ensure that the meeting is recorded and that any press release is agreed. Vote – Unanimous. The Resolution was carried.
- 005 **4.2 Approval of Minutes - To receive a verbal report confirming approval of Minutes** – Confirmation was given that any Councillor can vote confirming approval of minutes even if they had not been present at the actual meeting.
- 006 **4.3** E-mail received from G Scott, Transport Forum at Spalding asking if Town Council would be interested in their adopting Sleaford Railway Station. The Clerk is to obtain further information. This will then become an agenda item on a future meeting.
- FC.5 Money's Yard Public Conveniences**
007 It was noted that the address for Sleaford Town Council at the beginning of the Licence is the old address at Mill House.
- 008 **IT WAS RESOLVED** that the Clerk be authorised to sign the licence once the address on the licence has been updated. Vote – Unanimous. The Resolution was carried.

FC.6 Purchase of Quayside House

009 After discussion, **IT WAS RESOLVED** to acceptance of the following recommendations:

1. Council to note the report
2. Resolve to agree a borrowing approval of £280,000 from the PWLB to be arranged to meet a purchase completion date of 6th September 2016 and
3. Agree the use of general fund reserves as needed to complete the transaction.

010 A recorded vote was requested.

For: 17. Councillors G Titmus, B Allan, M Allan, A Brand, J Brealeycook, J Charlesworth, S Clegg, P Coyne, K Dolby, K Fernandes, M Graves, G Jackson, J Mathieson, P McCallum, A Snookes, D Suiter and R Willis
Against: 1. Cllr H Lorimer.

FC.7 From Other Committees

011 **7.1 STC Neighbourhood Plan**

7.1.1 To approve the sum of £5,000 to be allocated for the development of the Neighbourhood Plan.

7.1.2 To authorise the Clerk/RFO to jointly agree with representatives from Kirby la Thorpe Parish Council (and any other participating Parish Council) any arrangements necessary to enable the development of a Joint Neighbourhood Plan, such formal agreement to be signed by the Clerk/RFO on behalf of Sleaford Town Council.

7.1.3 To authorise the Lead of the Neighbourhood Plan Working Group to submit an Application for the designation of a Neighbourhood Area to North Kesteven District Council and sign on behalf of Sleaford Town Council in the capacity as Lead Contact.

7.1.4 That the Neighbourhood Plan Steering Group will be responsible for all publicity for the emerging Neighbourhood Plan.

7.1.5 That all Officer Support which may be required by the Neighbourhood Plan Working Group and/or Steering Group in connection with the development of the Joint Neighbourhood Plan will be met in full by the paid staff employed by Sleaford Town Council, the level of support to be by agreement with the Clerk with consideration to operational requirements.

012 **IT WAS RESOLVED** to approve the above items 7.1.1 - 7.1.5. Vote – Unanimous. The Resolution was carried.

013 **7.2 Eastgate Car Park**

014 **IT WAS RESOLVED** that the Committee approve acceptance of the quote for £8,995 with a request to Council that the funding is taken from the existing earmarked reserve rather than be found from the Services budget for 2016/2017. Vote – 17 for and 1 abstention. The Resolution was carried.

015 **7.3 Skate Park**
016 **IT WAS RESOLVED** to ratifying the Finance and Strategy Committee recommendation that the Clerk bring to the next Council meeting a paper of procurement strategy and a programme with a time line for implementation and that, additionally, phase 1 and phase 2 are carried out together. Vote – Unanimous. The Resolution was carried.

017 **7.4 2015/2016 Accounts**
018 **IT WAS RESOLVED** to approve the Finance and Strategy Committee recommendation, as follows:
1. Note the contents of the report
2. Earmark a sum of £5k to be provided for the Neighbourhood Plan; £6k for works at Lincoln Road Playing Field and the remaining £12k to go to General Reserves and recommend to Council
3. Accept the income and expenditure report and recommend it to Council and suggests that Council reviews all budget line out-turn figures for 2015/2016 against the 2016/2017 budgets as soon as possible as part of good financial governance. Vote – Unanimous. The Resolution was carried.

FC.8 STC Constitution

019 **8.1 To receive a report on the draft Constitution**

020 The Chairman congratulated the Working Group for their hard work on the Constitution.

021 **IT WAS RESOLVED** that Council approve adoption of the new Constitution (Version 7A) which will commence from the Annual General Meeting on May 18th 2016 with a review to Full Council in September 2016. The new Constitution must state the Version number and date. Vote – 17 for and 1 abstention. The Resolution was carried.

022 It was noted that staff can only use Council email addresses for Council business.

FC.9 STC Rolling Three Year Strategic Plan

023 **9.1 To receive a report on the new draft three year plan**

IT WAS RESOLVED that the Council adopt the document as its Strategic Plan for the next three years. The document version number is to be included and the pages numbered. Vote – Unanimous. The Resolution was carried.

There being no further business, the Chairman closed the meeting at 9.00p.m.

ACTIONS FROM MEETING 4TH MAY 2016

FC 4 Clerk's report 4.1 Tesco	Meeting to be recorded & press release agreed	Clerk, Leader & Cllr MG
4.3 Transport Forum at Spalding	Obtain further information & agenda item	Clerk & FC
FC.6 Purchase of Quayside House	Meeting with PWLB to be arranged	Clerk
FC.7 Neighbourhood plan	See above 7.1 to 7.5	
FC.7.3 Skatepark	Report of procurement strategy & programme with a time line for implementation, Phase 1 & 2 to be carried out together	Clerk
FC.8 Constitution	To adopt at AGM (state version number & date)	Clerk & AGM 18.05.16
FC.9 Rolling three year Strategic Plan	State version number & date)	Clerk