

**SLEAFORD TOWN COUNCIL
MEETING OF THE GENERAL PURPOSES COMMITTEE**

Minutes of the meeting of the **GENERAL PURPOSES COMMITTEE** held on
Wednesday 16th September 2015 at 7.00pm, at
The Source, Southgate, Sleaford.

PRESENT: Cllr G Jackson, (Chairman)

Cllr A Snookes (Vice Chairman)	Cllr D Suiter	Cllr G Titmus
Cllr J Charlesworth	Cllr B Allan	Cllr S Fields
Cllr P McCallum	Cllr K Fernandes	Cllr J Brealeycook

Also in attendance:

Council Officers: Office Manager, Project Lead and Minutes Clerk.
Councillor K Dolby.
Press (0) Members of Public (0).

GP1. CHAIRMAN'S REMARKS

The Chairman opened the meeting by welcoming all present.

The Chairman informed the Committee that there will be an informal discussion after the meeting. Any members of the press or public who may be present, will be asked to leave, together with the Officers.

GP2. APOLOGIES FOR ABSENCE

No apologies had been received.

GP3. DECLARATIONS OF INTEREST

No Declarations of Interest were received.

GP4. MINUTES

IT WAS RESOLVED THAT the Notes of the meeting held on 22nd July, be accepted as Minutes of that meeting.
Vote – 8 for and 1 abstention.

IT WAS RESOLVED THAT Cllr Brealeycook become a full member of the GP Committee, although she will not be able to vote until she has approval from Full Council.
Vote – unanimous.

GP5. CHAIRMAN'S REPORT

5.1 The Chairman made a request for Councillors to volunteer to help set up the new Council offices and to help with the arrival of Twinning guests. Councillors G Titmus, J Brealeycook, A Snookes, K Dolby, J Charlesworth and G Jackson all volunteered.

5.2 A request had been made for volunteers to help set up the NLC Conference room for the Twinning Social Event on 26th September. However, sufficient volunteers are now available for this.

5.3 Verbal Market Report by Chairman - Discussions took place as to the current Market, the Market Charter and the possible future use of the Market office.

The Chairman informed the Committee that a business case was currently being prepared for NKDC, in order to retain the Market Licence in 2016.

GP6. CLERK'S REPORT

6.1 The Action Log was received and noted.

GP7. FINANCE

7.1 **Finance Reports** – The Project Lead gave detailed projected costs and details of the report. The report was noted.

GP8. SLEAFORD TOWN FUND

The Chairman briefed the Committee on how the Sleaford Town Fund runs.

IT WAS RESOLVED THAT Councillor John Charlesworth be appointed onto the panel. Vote – unanimous.

GP9. SLEAFORD PUBLICITY

9.1. The Committee considered the idea of a "Welcome to Sleaford" information pack, which would be available to all new inhabitants of Sleaford. However, it was felt that this information is already available via Local Lincs and the Town Council Website.

9.2. Town Guide and Map –

The Chairman informed the Committee that the Town Guide agreement has now come to an end after three years. The Chairman gave some background information as to the agreement, with a possibility of looking at renewing the agreement for a further three years.

The company that would produce the Town Guide and Map will provide it at no cost to the Council. Each guide will be produced about 18 months apart and 3000 copies would be produced each time. There would also be a digital e-flip version, which would be for emailing and the website.

IT WAS RESOLVED THAT the offer to produce a Town Guide with a map be accepted and that the Committee work with the company regarding any enhancements to the map.

Vote – unanimous.

GP10. SOCIAL MEDIA WORKING GROUP

10.1 It was noted that a Working Group has been set up and are due to arrange a meeting. After discussion it was agreed to appoint Cllr Charlesworth as 'Convenor' for this group, in order to move it forward.

GP11. PROPOSED MEETING DATES

A list of proposed meeting dates had been distributed. A query was made as to the 5 week gap between the Planning Applications meeting on 11th May and 15th June. The list was noted.

The Chairman informed the Committee that he will be unavailable for the next General Purposes Meeting on 18th November. However, he is happy either for the meeting date to be changed or for the Vice Chair to take the meeting.

GP12. INFORMAL MEETING OF ALL COUNCILLORS HELD 4TH AUGUST

12.1 **IT WAS RESOLVED THAT** all Markets, Events and Community Buildings business be transferred from the Services Committee to the General Purposes Committee.

Vote – unanimous.

GP13. Request for Funding from Sleaford and District CAB

IT WAS RESOLVED THAT £2,000 be granted to the Sleaford and District CAB.

Vote – unanimous.

GP13. CHRISTMAS LIGHTS

A verbal report was given by Cllr J Brealeycook, detailing the Working Group's latest meeting, plus details of where the Christmas lights could be placed to best advantage throughout the town.

IT WAS RESOLVED THAT the Christmas Lights Working Group make the decision to use the Christmas Lights company who have been successful in tendering.

Vote – unanimous.

GP14. CHRISTMAS MARKET

14.1 The Chairman informed the Committee that the Convenor for the Christmas Market has resigned, due to personal reasons. Councillors commented on what a great job the Convenor did with last year's Christmas Market and that a letter and flowers be sent to her.

IT WAS RESOLVED THAT Councillor J Brealeycook take over as the Christmas Market Convenor.

Vote – unanimous.

There being no further business, the Chairman thanked all for attending and closed the meeting at 8:16 p.m.