

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

Minutes of the meeting of the **General Purposes Committee** held on
Wednesday 14th January 2015 at 7:30pm
at The Source, Southgate, Sleaford

PRESENT: Cllr G Jackson (Chairman)

Cllr M Suffield (Vice Chairman)	Cllr S Fields
Cllr K Dolby	Cllr T Mayfield
Cllr B Dunbar-Beckford	Cllr D Suiter
Cllr K Fernandes	

Also Present: Council Officers, Acting Clerk and Proper Officer and Office Manager. Cllrs G Titmus and P McCallum and Press (1)

The Chairman welcomed all to the meeting.

GP.1 APOLOGIES

There were no apologies received. The attendance register was completed.

GP.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 received.

GP.3 MINUTES

IT WAS RESOLVED THAT the Notes from 12th November 2014, be accepted as Minutes of that meeting. Vote – unanimous. The Resolution was carried. The Chairman signed the Minutes.

GP.4 CHAIRMAN'S REPORT

Cllr G Jackson informed the Committee that a Christmas Market meeting had recently been held and that plans were already well underway. The Working Group would like to write to all the town businesses to thank them for their involvement and effort in the 2014 Christmas Market. The Working Group would also like to encourage those that didn't take part, to be involved in 2015.

IT WAS RESOLVED THAT STC write to NKDC, asking if they would consider contributing to the Christmas lights for 2015. Vote – unanimous. The Resolution was carried.

GP.5 CLERK'S REPORT.

5.1 Action Log – the log was noted.

Signed:
Date:

Cllr P McCallum to write a report for the next GP meeting, on the introduction of an induction sheet for new Councillors.

GP.6 FINANCIAL MANAGEMENT REPORT - to receive the latest Committee report.

It was noted that the Stationery and Computer Hardware budget lines were currently over budget.

IT WAS RESOLVED to accept this report. Vote – unanimous. The Resolution was carried.

GP.7 UPDATES/PROGRESS REPORTS.

7.1 Website – it was noted that a new planning portal is in progress for the website. The portal will allow members of the public easy access to planning decisions made by STC. An events section on the website is also in progress. This will enable Sleaford organisations to submit details of forthcoming events, for publishing. It was requested that the Acting Clerk look in to whether Freedom of Information requests can also be put on to the website.

GP.8 CHRISTMAS MARKET

The notes from the Christmas Market meeting were noted.

GP.9 REQUEST FROM CLLR K FERNANDES – to purchase multi-purpose STC stickers and business cards.

GP.9.1 Business cards - after discussion, the motion failed with no one to second the proposal.

GP.9.2 Multi-purpose stickers – **IT WAS RESOLVED** to agree to the principal of the stickers and to look into the system of stickers on items owned by NKDC in the town. Also to see what information would need to be on the sticker. This to go to FC for approval.
Vote – 4 for, 4 abstentions. The Resolution was carried.

GP.10 FLY A FLAG FOR THE COMMONWEALTH

IT WAS RESOLVED THAT this matter be deferred to another meeting. The whole issue of flying flags to be looked at and also the erection of a flag pole on Town Council owned land, in a prominent position. Vote – Unanimous. The Resolution was carried.

GP.11 RECORDING EQUIPMENT FOR MEETINGS

It was agreed that recording equipment for meetings is still relevant.

IT WAS RESOLVED THAT the Acting Clerk look into what is available and suitable for recording equipment, bearing in mind quality and price.
Vote – 6 for, 2 abstentions. The Resolution was carried.

Signed:
Date:

GP.12 ST GEORGE'S DAY WORKING GROUP

GP.12.1 To confirm the membership of the Working Group – Cllrs D Suiter and K Fernandes confirmed that they would like to be on the Working Group again. Cllr B Dunbar-Beckford declined. Cllr J Mathieson to be asked if she would like to be on the Group again. It was noted that a member of the public has offered to help. The Office Manger to liaise and assist with the Group as usual.

IT WAS RESOLVED THAT the St George's Day Working Group be set up to start planning the event. Vote – unanimous. The Resolution was carried.

GP.13 NOTICE BOARD

IT WAS RESOLVED that notice boards be researched.
Vote – unanimous. The Resolution was carried.

GP. 14 CHRISTMAS LIGHTS CONTRACT

The Acting Clerk informed the Committee that the Project Lead is currently looking into information, costs and options for the 2015 Christmas lights.

There being no further business, the Chairman closed the meeting at 8.10pm.

Office Manager
Sleaford Town Council
16 January 2015