SLEAFORD TOWN COUNCIL
MEETING OF THE GENERAL PURPOSES COMMITTEE

Minutes of the meeting of the **General Purposes Committee** held on
Wednesday January 11th 2012 at 8:00pm
at The Source, Southgate, Sleaford

PRESENT: Councillor T Mayfield (Chairman)

Cllr D Suiter (Vice-Chairman) Cllr D Croker Cllr B Dunbar-Beckford
Cllr B Watson (Leader) Cllr K Fernandes

Also Present: Mrs S McIntyre (Clerk), Mrs M Waddingham (PA to the Clerk), Councillors D Birks and D Vere-Critcher, C/Cllr Hagues, 1 member of the public and a representative from the Sleaford Target.

WELCOME REMARKS BY THE CHAIRMAN.

The Chairman welcomed all present.

GP.1 **APOLOGIES**. Apologies, with reasons, had been given to the Clerk from Cllr J Mathieson. This was accepted.

GP.2 **DECLARATIONS OF INTEREST.**

Item 8 (Twinning) – Cllr D Suiter – personal – Twinning member.

GP.3 **MINUTES.** The Clerk's Notes from the meeting held on November 2nd 2011 had been circulated. It was proposed by Cllr D Suiter and seconded by Cllr B Dunbar-Beckford, that these be accepted as Minutes of the meeting.

Vote – 6 for. The Resolution was passed, the Chairman signed the Minutes.

GP.4 **CHAIRMAN's REPORT.** There was nothing to report.

GP.5 **CLERK's REPORT.** There was nothing report.

GP.6 **FINANCIAL MANAGEMENT REPORT.**

It was proposed by Cllr D Suiter to accept this report. Seconded by Cllr K Fernandes.

Vote – 6 for. The Resolution was passed.

GP.7 **UPDATES/PROGRESS REPORTS**

- **Christmas Market** – The Clerk explained the de-brief and have to have a plan A & B depending on the results of the BID re-bid – to be passed to the next meeting.
- **Sleaford Awards** – The Chairman reported on sponsorship.
- **Town Guide** – Councillors to help distribute. Staff were congratulated.
- **CAB –** Invitation received for all Councillors – 25th January.

GP.8 **TWINNING – Official representation at Twinning events.** (Report from Working Group)

- Budget 2012/2013 – agree an amendment to the 2012/2013 Budget to include a new line for official representation at Twinning Events.

It was proposed by Cllr K Fernandes that the General Purposes Committee agrees to amend the 2012/13 budget – an additional line be created for Official Twinning Visits, of £1500 – this to be taken from the Capital contingency line. Seconded by Cllr B Watson.

Vote – 6 for. The Resolution was passed.

It was proposed by Cllr K Fernandes that a small working group be formed – to be a minimum of 3 from: the Mayor, the Leader, Cllr G Titmus and Cllr K Dolby, together with the Clerk or other Officer. This Group to look at each and any Twinning invitation and consider whether the invitation is for official Town Council representatives and to use the budget line as above.

This group to be given the power to make the decision as some invitations require a prompt response. Seconded by Cllr B Watson.

Vote – 6 for. The Resolution was passed.

GP.9 **CHRISTMAS LIGHTS –** Working group to arrange meeting to de-brief 2011 and look towards provision of lighting 2012.

Working Group to meet before the end of January 2012 and the Clerk to have a look at the progress the Deputy Clerk has made.

GP.10 **SLEAFORD TOWN FUND.** To look at recommendations concerning Councillors' expenses and General Donations unused monies.

The Clerk explained to members the background of the donation process and said this should be treated in the same way.

It was proposed by Cllr B Dunbar-Beckford and seconded by Cllr D Croker that:-

- the remaining funds from the Councillors' expenses be transferred into the Sleaford Town Fund, in March;
- the remaining funds for the General Donations budget line be transferred into this fund in March 2012, thereafter £1000 of the annual budgeted sum in this budget line be transferred in April annually;
- the Council representatives on the joint Committee to be Cllr B Dunbar-Beckford, Cllr B Watson and the Clerk.

Vote – 6 for. The Resolution was passed.

The next meeting to receive more information.

GP.11 **RESOLUTION TO MOVE INTO CLOSED SESSION.** It was proposed by Cllr T Mayfield and seconded by Cllr D Suiter 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 public be temporarily excluded and they are instructed to withdraw, with the exception of Mr G Jackson.

Vote - 6**.** The Resolution was passed.

GP.12 **SERVICE CONTRACT AND REMOTE SUPPORT FOR OFFICE COMPUTERS.** Consider agreeing that the computer provider also has a monthly or annual service and remote support contract to maintain the new computers and associated equipment.

It was resolved that the current support person becomes the Council's I.T support and web host. This would mean that all of our I.T matters are kept under one company and any problems would be dealt with on the same day that they occur.

At 8:30pm, there being no further business, the Chairman closed the meeting.