

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

Minutes of the meeting of the **General Purposes Committee** held on
Wednesday June 19th 2013 at 8:00pm
at The Source, Southgate, Sleaford

PRESENT: Cllr G Jackson (Chairman)

Cllr D Vere-Critchler (Vice-Chairman)
Cllr B Dunbar-Beckford
Cllr J Mathieson
Cllr D Suiter

Cllr J Charlesworth
Cllr K Fernandes
Cllr T Mayfield
Cllr B Watson,

Also Present: Cllr M Allan (8:20pm), Mrs S McInyre (Clerk) 2 members of the public and 2 representatives from the Press.

The Chairman welcomed all to the meeting.

GP.1 APOLOGIES. Apologies, with reasons were given to the Clerk from Councillor D Birks. This was accepted.

GP.2 DECLARATIONS OF PECUNIARY INTEREST. There were none.

GP.3 MINUTES. The Clerk's Notes from the meeting held on May 1st, 2013, had been circulated.

It was proposed by Cllr J Charlesworth, and seconded by Cllr K Fernandes that the Notes from May 1st 2013, be accepted as Minutes of that meeting.

Vote – 9 for. The Resolution was passed, the Chairman signed the Minutes.

GP.4 CHAIRMAN'S REPORT. There was none.

GP.5 CLERK'S REPORT.

- **Action Log** – This was circulated.
- **Terms of Reference** – The Clerk explained 2 amendments to the TOR due to the advice from LALC.

Cllr J Charlesworth said there needs to be one committee which innovates projects with outside agencies etc.

It was proposed by Cllr J Charlesworth and seconded by Cllr K Fernandes that the General Purposes Committee develops relationships with outside organisations to encourage development in the Town, including outside co-options onto Working Groups, resulting in involvement with members of the public.

Cllr D Suiter explained that a budget line may be necessary.

This proposal was withdrawn.

Cllr D Vere-Critchler said any Councillor has the right to bring any ideas or innovations to any committee. Part of the TOR provide for this.

It was proposed by Cllr D Vere-Critchler and seconded by Cllr J Charlesworth that the TOR, with the amendments, be adopted for 2013/14.

Vote – 9 for. The Resolution was passed.

GP.6 FINANCIAL MANAGEMENT REPORT.

- Regular Committee Report.

It was proposed by Cllr D Vere-Critchler and seconded by Cllr T Mayfield that this report be accepted.

Vote – 9 for. The Resolution was passed.

- Donation request C.A.B

It was proposed by Cllr D Suiter and seconded by Cllr B Dunbar-Beckford that the budgeted sum of £2,000 be allocated to the C.A.B.

Vote – 9 for. The Resolution was passed.

Cllr B Watson said that NKDC also donate funds and have a representative on their committee – the TC donates but does not have a representative on their committee.

Cllr D Suiter said we did have a representative but it was decided that one was not needed, some time ago.

It was proposed by Cllr B Watson and seconded by Cllr D Vere-Critchler to send the donation with a letter of congratulations for all their work and also ask if a Town Councillor could be appointed to their committee.

Vote – 9 for. The Resolution was passed.

GP.7 UPDATES/PROGRESS REPORTS.

- **War Memorial** – Inscriptions – The Chairman informed members that he had received a note from Cllr G Titmus and will try and raise the matter with the press.

It was proposed by Cllr K Fernandes and seconded by Cllr D Suiter that Cllr G Titmus, through his Working Group, continues with his investigations as outlined in his email.

Vote – 9 for. The Resolution was passed.

- **Donation Monies** – the Chairman explained and suggested that the Town Council look again at the donations policy with the possibility of having all donations managed under one body. The Chairman and Clerk to meet with the Lincolnshire Community Foundation and a report to go to a July meeting. There was some discussion on the matter and it was

agreed that there needs to be more publicity about what the Town Council does for the Town.

GP.8 TOWN COUNCIL LEAFLET / NEWSLETTER– (From May meeting).

The Chairman outlined the basic details and explained that the staff would not be able to produce the newsletter, it would have to be done by Councillors.

The Clerk explained the current position of Quality Status, and the timeline for ideas to be included in the budget for 2014/2015, if needed.

The Chairman suggested that a working group be set up to look at ways of communicating to members of the public, electronically or on paper. Cllr J Charlesworth suggested that all ways of communicating to the public be looked at – broad communication strategy.

Cllrs J Charlesworth, J Mathieson and D Vere-Critchler to be the working group and Cllr D Vere-Critchler to call a meeting.

GP.9 CHRISTMAS MARKET.

The Minutes from the meeting held on 10 May were noted. Cllr J Charlesworth explained that this first meeting established the ideas for the Market. He then informed the committee that there was another meeting on 14 June and the group are working well together. The Christmas Market will incorporate Riverside, the Market Place, Money's Yard and the church rooms. The group have liaised with the PCSOs about road closures and health and safety. NKDC have outlined various responsibilities that the group must stick to and they must be delivered. A map needs to be produced of the outline of the Market. Cllr J Charlesworth will liaise with the office on certain matters.

The Clerk explained that many of the procedures and policies could be brought forward. She had told the sub-committee members could have access to previous market documentation. There was no need to start documents etc from scratch when those used previously could be amended.

GP.10 CAR BOOT SALES.

The Chairman said that this matter needs to be closed. The Town Council as a whole are not going to support and organise any car boot sales but will support other groups organising them. This will be subject to the usual legalities being enforced. The Clerk has already produced a draft lease for car boot sales but it has not yet had committee approval.

It was proposed by Cllr D Vere-Critchler and seconded by Cllr K Fernandes that the Town Council does not take on responsibility for organising car boot sales but will support other groups, subject to the necessary permissions.

Vote – 6 for, 1 against, 2 abstentions. The Resolution was passed.

GP.11 MARKET.

Several discussions took place about the 'Stay Local Saturday' event which is going to be held on 29 June. The Town Council has not been asked for any

assistance for this event. The Market has been mentioned in the advertising of the event but the Town Council could have contributed if they had been asked. There have been discussions on social networking sites about this matter and these have not been too complimentary about the Town Council. It was agreed the TC wanted to encourage the growth of the market, but the legal requirements and permissions had to be in place.

It was agreed that the Market working group would discuss a possible Market re-launch day and agree a date. The next meeting is to take place on Friday 21 June. They will report into the next Services Committee.

GP.12 RESOLUTION TO MOVE INTO CLOSED SESSION. To propose 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”.

This item was withdrawn.

GP.13 OFFICE PREMISES – To look at the practicalities of the way forward – decision about purchase will be known –
a) Look at impact and budgets involved if remaining in place
b) Look at forming a contingency plan if unsuccessful.

This item was withdrawn.

There being no further business, the Chairman closed the meeting at 9.14pm.