

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

Minutes of the meeting of the **General Purposes Committee** held on
Wednesday March 6th 2013 at 7:30pm
at The Source, Southgate, Sleaford

PRESENT: Councillor D Suiter (Chairman)

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| Cllr D Andrews | Cllr D Birks | Cllr J Charlesworth |
| Cllr B Dunbar-Beckford | Cllr K Fernandes | Cllr G Jackson |
| Cllr J Mathieson | Cllr T Mayfield | Cllr G Titmus |
| Cllr B Watson (Leader). | | |

Also Present: Cllr K Dolby, C/Cllr A Hagues, one member of the public, Mrs S McIntyre (Clerk), Mrs L Savage, (R.F.O.).

GP.1 APOLOGIES. There were none.

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

GP.3 MINUTES. The Clerk's Notes from the meeting held on January 16th 2012, had been circulated.

It was proposed by Cllr G Titmus, and seconded by Cllr T Mayfield that, with one amendment, these be accepted as Minutes of the meeting.

Vote – 10 for, 1 abstention. The Resolution was passed, the Chairman signed the Minutes.

GP.4 CHAIRMAN'S REPORT. The Chairman opened his report by saying: "I am sorry for any concern that was caused". Councillors present asked him to clarify this statement and if he remembered what he was apologising for. There followed some lengthy and detailed questioning and the Clerk clarified some points. The Clerk said that reading a letter from December would be sufficient, but this had not been brought to the meeting. Cllr B Watson said he would help the Chairman, he said: "An incident took place in the GP meeting in November, the Clerk felt upset and for that you wholeheartedly apologise and agree a full retraction." Cllr K Dolby said: Will you also retract that accusation that an e mail was not sent, accept the Clerk did send the e mail and apologise?" Cllr D Suiter agreed that both of these comments were correct and he said he agreed to apologise as above and retract his comments.

GP.5 CLERK'S REPORT. The Clerk said she accepted the terms of the apology and the retraction; she thanked the councillors for their help during the Chairman's report.

- **Action Log.** The Clerk explained the work behind the production of the action log. She asked all committee members to look through the log and to contact the office if they had any comments. In future the logs will be used during the agenda setting process and issued with the packs. Cllr B Watson congratulated the person responsible for producing the log. Cllr G Titmus asked if page numbers could be included. This will be passed on.

GP.6 FINANCIAL MANAGEMENT REPORT.

- Regular Committee Report. The Chairman explained some of the detail.

It was proposed by the Chairman and seconded by Cllr J Mathieson that the report be accepted.

Vote 11 for. The Resolution was passed.

GP.7 UPDATES/PROGRESS REPORTS

- **Sleaford Awards** – Meeting Feb 28th – report attached. Cllr T Mayfield said a meeting had been held today and some final details have been finalised. KSHS are filming the event and edited clips will be available for the web site, all sponsors are now in.
- **Hearing Facilities** – No update for this meeting.
- **Fundraising Car Boot Sales** – Chairman – has any research taken place as to how events should be run and cost implications – resolution Jan 16th. The Chairman spoke about previous car boot sales, these could be to raise money for the Mayor's charities. He spoke about an organiser having to be present and insurances in place and up to 14 sales could be staged annually. He was asked about conditions to be in place, and costs incurred by the Town Council. It was asked if Eastgate Car park would be a better surface for such events. It was unclear whether this was a TC event, or other organisations using the rec for their event. Comment was made that there was no information to this meeting as to costs. Cllr G Titmus said there should be more research into this.

The Clerk explained a point of order that the agenda item had relied on specific details being brought to this meeting, and these had not been submitted.

It was agreed that the research promised by the Chairman in the January 16th meeting still needed to be carried out and brought to the next meeting.

GP.8 CHRISTMAS MARKET – Chairman. Christmas Market Committee and interested Councillors met Wednesday January 23rd at 2pm. Minutes from this circulated.

Some questions were asked about the report.

The Chairman suggested Thursday 14th March for the WG to meet. This date was not suitable.

Cllr J Charlesworth said he will put together a matrix of suitable dates. A venue can be sorted when a date and time is known.

GP.9 OFFICE BUILDING – DECORATING. Further contractors have visited but no further quotes received.

The Clerk explained there had been no further progress on quotations, although some contractors have been around. For the amount involved, three quotes were not strictly necessary. Cllr K Dolby offered to get some quotes.

GP.10 WORKING PARTY DATES. Agree dates for future WG meetings. Chairman – deferred from last meeting.

Christmas Market dates were discussed. St. George's Day – to be arranged.

GP.11 TOWN FUND. Panel sat for final round of awards for 2012/13. The details of the last round of funding for 2012/13 had been circulated.

The Clerk explained the latest round of funding.
Cllr J Charlesworth thanked Councillor who do give up their expenses.

The Clerk and Cllr B Watson to issue a Press Release.

GP.12 DONATIONS:

- **Unused budgeted donations from 2012/13.** A report had been circulated explaining the end of year situation regarding two budget lines which had not been fully drawn on. The Clerk answered some questions.

Cllr G Jackson suggested that in future all the 'donations' monies should be handed to the Community Foundation for administration. It was agreed that this issue should be considered at the next meeting.

It was proposed by Cllr G Titmus and seconded by Cllr B Dunbar-Beckford that the recommendation from the Clerk's report: that the underspend of £2480 from the 2 'donations' lines be transferred into the Town Fund to be administered for the benefit of local organisations/groups and individuals. This will be added to the unspent Councillors' allowances from 2012/13 making a total in excess of £8,000 to the Town Fund.

Vote – 11 for. The Resolution was passed.

GP.13 PORTABLE PA SYSTEM FOR MAYOR – Cllr K Fernandes.

Cllr K Fernandes explained the reason for the system. He handed out some illustrations of a system costing under £400.

Cllr T Mayfield said maybe it could use one per year and said if it would be cheaper to hire one and have someone to set it up. It would also be better quality.

The Chairman said this was a good idea and asked what budget line it would come from. Cllr J Mathieson asked where it would be stored.

Cllr K Fernandes gave an example of other uses – for example buskers in the market.

The Clerk asked who would transport it and supervise the use. Cllr K Fernandes said he would.

Cllr D Andrews said the sound quality of the illustrated system would not be good enough and music groups would not want to use it.

It was proposed by Cllr J Charlesworth and seconded by Cllr J Mathieson to defer the decision at this stage but continue to hire a system for the time being. Thanks were given to Cllr K Fernandes.

Vote – 10 for and 1 against. The Resolution was passed.

GP.14 **FALLEN SERVICEMEN'S DETAILS ON THE WAR MEMORIAL.** Verbal report from Cllr G Titmus.

Cllr G Titmus said this was an item for the Action Log. He said that the Full Council meeting in August agreed in principle to place details on the War Memorial and the practical work was by the GP Committee but with no time limit. Cllr Titmus said a way needs to be found of proceeding with it – TC owns the War Memorial – RBL my support? He said 2014 was going to have events nationally to commemorate the start of the Great War and memorials would be centre stage.

There was a discussion about keeping the Memorial up to date.

It was proposed by the Chairman to form a WG called by Cllr G Titmus initially, then a co-ordinator will be elected and to include members of appropriate organisations.

Councillors J Mathieson, K Fernandes, G Titmus and D Suiter volunteered.

Vote – 9 for and 2 abstentions. The Resolution was passed.

GP.15 **ST GEORGE'S DAY** – Report attached (Office) – no further progress or interest in assisting organisation.

Cllr J Mathieson said last year was good and people will expect something. Some sort of competition could be organised in the schools. It all boils down to people being there on the day.

Cllrs JM, DS, KD, JCh, DA, GT and KF volunteered (KD and DA would do first early shift).

It was proposed by Cllr J Mathieson and seconded by Cllr D Suiter that other Councillors also be asked to help on the day. Cllrs J Mathieson and D Andrews to meet with Mrs S Goodland and help prepare for the event. They will let other Councillors know if any help before the day is needed.

Vote 11 for. The resolution was passed.

GP.16 **FUTURE AGENDA ITEMS** – any items for future agendas – no discussion in this meeting.

Cllr G Jackson – radical solutions to car parking problems in Sleaford – it was recommended this should be a Services issue.

Cllr J Charlesworth asked about office premises. Cllr D Birks said he hoped a paper he circulated will focus people's attention.

Cllr D Andrews asked for papers for agenda items to be circulated with the agendas and not passed around on the night.

At 8.55pm, there being no further business, the Chairman closed the meeting.