

**SLEAFORD TOWN COUNCIL
MEETING OF THE FINANCE AND STRATEGY COMMITTEE**

Minutes of the meeting of the **Finance and Strategy Committee** held on
Wednesday October 10th 2012 at 7:30pm
at The Source, Southgate, Sleaford

PRESENT: Cllr M Graves (Chairman)

Cllr I Dolby (Vice Chairman)	Cllr D Birks	Cllr J Mathieson
Cllr D Suiter	Cllr T Mayfield	Cllr K Fernandes
Cllr K Dolby	Cllr G Titmus	Cllr J Titmus
Cllr D Vere-Critchler	Cllr D Andrews	Cllr J Charlesworth
Cllr B Dunbar-Beckford	Cllr M Allan	

Also present: Mrs S McIntyre (Clerk), Mrs M Waddingham (Assistant Clerk), Mr S Fletcher (Operations Manager), Mrs L Savage (RFO), C/Cllr Hauges and a representative from Sleaford Standard.

The Chairman welcomed all present.

- F&S.1 APOLOGIES.** Apologies, with reasons had been given to the Clerk from Councillors G Jackson and B Watson. These were accepted.
- F&S.2 DECLARATIONS OF INTEREST.** To receive disclosable pecuniary interest in accordance with s.34 of the Localism Act 2011. There were none.
- F&S.3 CHAIRMAN'S REPORT.**
- The Chairman explained that work on some agenda items had not had progressed as much as he would have liked. He thanked members and Officers for their hard work in putting the agenda together.
- F&S.4 CLERK'S REPORT.**
- The Clerk circulated a rota for volunteers to help with the Christmas Market.
 - Reply letter from Karen Bradford at NKDC regarding the Sleaford Traffic Model. Clerk to send a reminder requesting the model.
 - Fields in Trust – acknowledgement of application received.
- Action: Clerk to write letter to NKDC to press for further information on the Traffic Model.**
- F&S.5 MINUTES.** Notes of the meeting held on August 15th 2012, had been circulated.

It was proposed by Cllr M Graves and seconded by Cllr D Vere-Critchler, that the Notes from August 15th 2012, with an amendment to the closed session papers being moved in to open session, be accepted as Minutes of that meeting.

Vote – 15 for. The Resolution was passed, the Chairman signed the Minutes.

F&S.6 FINANCIAL REPORT

- Overview of whole council's position appropriate reports attached.

The Chairman explained the Services Committee Budget and said parking fees from Eastgate Car Park may be less than budgeted. The Operations Manager to make enquiries from NKDC to clarify whether the reduction was due to usage or number of people paying.

It was proposed by Cllr M Graves and seconded by Cllr I Dolby that the report be accepted.

Vote – 14 for and 1 abstention.

Action: SF to make enquiries at NKDC as to the current car park usage and fees.

Virements: Cemetery paths – Major work to cemetery paths to be paid for from reserves earmarked for this project. Recommend the virement from the reserves.

There were questions about the virements and where they will appear on the Services Budget. Cllr K Fernandes stated that he felt this was an incorrect way to show income in the budget.

It was proposed by Cllr M Graves and seconded by Cllr M Allan that the virement from the earmarked reserves for cemetery paths into the Services Committee Budget be made. This to be shown as "Other Income" on the Services Budget line 3070.

Vote – 14 for and 1 abstention. The Resolution was passed.

F&S.7 B.I.D. Report from the final BID meeting.

The Chairman explained the circulated report and said there is no guarantee that the Town Council will receive financial support in full upto a maximum of £3,000 although the risk is very slight.

F&S.8 TOWN COUNCIL SURGERIES – Reports from Aug 4 and Sept 15th, none received for Aug 18, and Sept 1st, report from 18th August circulated on the night.

The Chairman asked members how to direct comments from these surgeries. A discussion took place.

It was proposed by Cllr M Graves and seconded by Cllr D Vere-Critchler that the Clerk looks at these comments and takes the appropriate action, directing the comments forward to the relevant committees/agencies, referring back to Councillors is appropriate.

It was suggested that a standard form is produced for use at Surgeries listing N.F.A./Action/report to another agency.

Vote – 11 for and 4 abstentions. The Resolution was passed.

Action: Clerk to take appropriate action.

F&S.9 VOLUNTEERS POLICY – Report from Cllr D Suiter.

After a lengthy discussion regarding expenses in general, Councillors did not support the payment of expenses. The Clerk raised a number of separate concerns within this policy.

It was proposed by Cllr M Allan and seconded by Cllr K Dolby not to accept this Volunteers Policy in the current Form. Cllr D Suiter to re write for the next F&S Meeting. The Clerk to seek advice from other Councils.

Vote – 14 for and 1 abstention. The Resolution was passed.

Action: Cllr D Suiter to re-write the Volunteer Policy following further advice sought by the Clerk.

F&S.10 BEST VALUE REVIEW: This item withdrawn.

F&S.11 TOILET PROVISION.

- Toilet Provision WG – report - Cllr G Titmus thanked all on the Working Group.

It was proposed by Cllr G Titmus and seconded by Cllr M Allan to accept the report for toilet provision in its present form and use it as reference for any further toilet provision. The Working Group to be disbanded.

Vote – 15 for. The Resolution was passed.

- Money's Yard toilets – review the half year situation.

There was a discussion about vandalism. The Operations Manager said from October 1st, winter opening times are now in place and the toilets will be locked from 4pm. This may reduce vandalism. He said he would monitor the situation.

Cllr G Titmus said the Services Committee would take on compiling data of how many people use these toilets. Also to look at some signage.

It was proposed by Cllr M Graves and seconded by Cllr M Allan that officers consult with NKDC to seek a 5 year lease and if the Council decides to continue with the arrangement beyond March 2013, then the running costs and projected maintenance and repairs should be budgeted for within the Councils budget for the forthcoming year.

Vote – 15 for. The Resolution was passed.

Action: SF to monitor vandalism. Clerk to consult with NKDC to secure a 5 year lease.

F&S.12 EASTGATE GARAGES – Report Cllr G Titmus.

Cllr G Titmus briefly explained his report.

- 1) Cllr G Titmus proposed that the future of the Eastgate tractor shed with respect to future accommodation for Sleaford Town Council be resolved prior to the impending demolition of the Eastgate garages. Seconded by Cllr D Vere-Critchler
- 2) Cllr M Allan proposed the original plan. No seconder.
- 1) Vote – 6 for; 6 against and 2 abstentions. The Chairman had the casting vote and voted in favour of Cllr G Titmus' proposal with the proviso of deciding what the tractor shed could be used for and to get professional advice for the next F&S meeting. Otherwise revert to the original proposal.

Action: Officers & Services Committee explore ideas of what tractor shed could be used for. Officer Staff to get professional advice from the architect.

F&S.13 OPEN SPACES – FIVE YEAR PLAN. Report attached showing possible future expenditure – discuss and accept the report.

The Operations Manager explained the plan.

It was proposed by Cllr M Allan to accept this report as a starting point to formulate coming years expenditure and incorporate into forthcoming budgets.

Vote – 15 for. The Resolution was passed.

- **'The Core' replacement equipment** – It was resolved in the August meeting to choose The Core as a replacement item – recommend that this be purchased through the 40040/1 Capital Programme budget line.

It was proposed by Cllr M Graves that 'The Core' replacement equipment be purchased through the Capital Programme budget line.

Vote – 15 for. The Resolution was passed.

F&S.14 OFFICE PREMISES – developments/progress in enquiries? This item was noted. Further report to next F&S Meeting.

F&S.15 REPORTS FROM VARIOUS STRATEGIC MEETINGS:

- **Core Strategy.** Report from Luke Fleming.
- **London Road – Handley Chase.** Report and suggested comments attached.
- **Network Rail** – future development of the old freight line – the avoiding line. Clarification that only the bridges over rail lines might be raised. Those carrying rail lines could not.

The above 3 reports were noted.

It was proposed by Cllr M Graves and seconded by Cllr D Vere-Critchler to give the Clerk authority to circulate reports to neighbouring authorities and developers, as appropriate.

Vote – 15 for. The Resolution was passed.

Action: Clerk to circulate reports, as appropriate.

- **Sleaford Museum Trust** – First meeting of the Sleaford Town Museum Project Group. Report attached. Also report from funding meeting.

Cllr G Titmus explained his report and said the Lease needs further clarification. This report was then noted.

F&S.16 EASTGATE CAR PARK – Overview of preliminary costs for various strategic options – report Cllr M Allan.

Cllr M Allan explained and produced a maintenance plan. Mr S Fletcher said core sample testings should be completed by Christmas.

Cllr M Allan said the current sum of £25,000 pa into reserves seems to be adequate for various proposals of future maintenance.

F&S.17 FUTURE AGENDA ITEMS, if any. There was none.

There being no further business, the Chairman closed the meeting at 8:54pm.