

**SLEAFORD TOWN COUNCIL
MEETING OF THE FULL COUNCIL**

Minutes of the Meeting of the **Full Council** held on
Wednesday October 17th 2012 at 7:30pm
in The Source, Southgate, Sleaford

PRESENT: Councillor T Mayfield (Mayor)

Cllr M Allan	Cllr D Andrews	Cllr D Birks
Cllr I Dolby	Cllr K Dolby	Cllr B Dunbar-Beckford
Cllr K Fernandes	Cllr M Graves	Cllr G Jackson
Cllr J Mathieson	Cllr D Suiter	Cllr G Titmus
Cllr J Titmus	Cllr D Vere-Critchler	
Cllr B Watson (Deputy Mayor & Leader)		

Also Present: Mrs M Waddingham (Assistant Clerk), Mrs L Savage (RFO), C/Cllr Hagues, C/Cllr Dickinson, a representative from the press and 3 members of the public.

The Chairman welcomed all present.

FC.1 APOLOGIES. Apologies, with reasons, had been given to the Clerk from Councillor J Charlesworth. This was accepted.

FC.2 DECLARATIONS OF INTEREST. There were none.

FC.3 CO-OPTION OF NEW COUNCILLOR. To consider application(s) for the role of Councillor and resolve to co-opt if appropriate. To appoint the councillor to the committee(s) vacated by Cllr D Croker.

- **New Councillor takes his/her seat** and signs the Declaration, if present.

The Chairman explained that there had been a last minute applicant and asked if it would be appropriate to defer this to a later date, giving the opportunity for all applicants to come to a council meeting to introduce themselves.

The Chairman proposed that this Co-option be deferred until members have had more time to consider the late applicant. Seconded by Cllr M Allan.

Vote – 6 for; 7 against and 3 abstentions.

A first paper ballot produced no majority winner. The lowest scoring candidate was excluded and a second ballot took place. After a count, the Chairman announced that Ms H Lorimer had won by 8 votes to 6, with 2 abstentions.

It was proposed by Cllr D Suiter to appoint Ms H Lorimer, as the new Councillor and that she replaces Dave Croker on appropriate committees. Seconded by Cllr D Vere-Critchler.

Vote – 16 for. The Resolution was passed.

FC.4 CHAIRMAN'S REPORT.

- Report of recent civic activities. The Chairman updated members on recent events.

FC.5 CLERK'S REPORT.

- **Meeting space within Town Council offices** – booking system attached. This was noted.
- **Staff Christmas Lunch** – reminded members to reply by November 2nd.
- **Christmas Market Rota** – circulated rota.

FC.6 FINANCIAL MATTERS.

- **Finance Report** – It was proposed by Cllr D Vere-Critchler and seconded by Cllr M Graves to accept and note this report.

Vote – 16 for. The Resolution was passed.

FC.7 MINUTES. To look at the Clerk's Notes from the meetings held on and August 29th, and Sept 26th, and accept them as Minutes of those meetings.

August 29th 2012

It was proposed by Cllr D Vere-Critchler, and seconded by Cllr M Graves, that the Notes from August 29th 2012, be accepted as Minutes of that meeting.

Vote – 14 for and 2 abstentions. The Resolution was passed and the Chairman signed the Minutes.

September 26th 2012

It was proposed by Cllr K Dolby, and seconded by Cllr D Vere-Critchler, that the Notes from September 26th 2012, be accepted as Minutes of that meeting.

Vote – 14 for and 2 abstentions. The Resolution was passed and the Chairman signed the Minutes

FC.8 COMMITTEE MEETING NOTES: To take note of the Clerk's notes from the last round of committee meetings which will then go to their next meetings for approval as Minutes. Finance and Strategy, October 10th, Services, Sept 12th 2012, General Purposes, Sept 19th 2012, Personnel, Sept 26th, and the Management Committee on Sept 18th 2012. *NB F&S will be sent out before the meeting, but not in the envelopes.*

These were noted en-bloc.

FC.9 FROM OTHER COMMITTEES/WORKING GROUPS.

- **Applications Committee** – to note and approve the Terms of reference.

It was proposed by Cllr I Dolby and seconded by Cllr M Allan to approve the Applications TOR.

Vote – 16 for. The Resolution was passed.

- **Services Committee** – to note and approve the Terms of reference.

It was proposed by Cllr I Dolby and seconded by Cllr D Vere-Critchler to approve the Applications TOR.

Vote – 16 for. The Resolution was passed.

- FC.10 REPRESENTATIVES ON OUTSIDE BODIES.** Any Councillor who has represented the Council on their nominated outside body is asked to report to the Full Council meeting after this representation.
- **Neighbourhood Watch** – Cllr J Charlesworth.

This was noted.

- FC.11 OTHER AD-HOC COUNCIL REPRESENTATION** – Councillors invited to meetings etc on an ad-hoc basis – are asked to report to the Full Council meeting following their meeting.
- **Sleaford Business Club.** Sept 7th, Cllr D Birks.
 - **Partnership NK** – Our Communities Action Group – Cllr B Dunbar-Beckford.

These were noted.

- FC.12 COUNCILLOR/CHAIRMAN TRAINING.** Summary of handouts attached. These outline the roles of Councillors/Chairmen and the Clerk.

The Chairman said this was a very successful evening. The handouts were noted.

- FC.13 REMEMBRANCE DAY** – Revised protocols as agreed between Lt Col I Graham, Mr I Fytche and Mrs S McIntyre.

The Chairman explained that the protocol circulated was not what was originally agreed.

Cllr B Watson explained what had previously been agreed.

The Chairman proposed to accept the original protocol agreed on April 30th by Ian Fytche, Lt. Col. Ian Graham and Shelagh McIntyre for this year, and a letter is written to NKDC to this effect. Seconded by Cllr D Birks.

Vote – 16 for. The Resolution was passed.

Action: Clerk to write a letter to NKDC.

- FC.14 FAIRGROUND/CIRCUS BOOKINGS.** Decide a policy as to number and type of such events annually.

Cllr D Suiter said it is good to have these but also the Town Council must respect residents who live nearby, so the number of fairground/circus bookings should be limited.

Cllr D Birks said STC have an obligation to provide these and there is no problem doing so.

It was proposed by Cllr G Titmus and seconded by Cllr K Fernandes to limit Fairground/Circus bookings to 4 times a year and any additional to be decided by Full Council.

Vote – 14 for and 2 abstentions. The Resolution was passed.

FC.15 WEB SITE.

- Consider report outlining costs involved for external web site management. To make final decision with regard to the web site management.
- Organising a photographic profile to be included on the web site – Chairman will be discussing some ideas in order to have authority to expand and progress the idea.

Cllr M Graves explained the cost does not buy new software.

The Chairman said the TC could get the senior schools involved.

It was proposed by Cllr M Graves and seconded by Cllr I Dolby to accept the following recommendation, with one minor amendment:-

- Mr J Williams works with Officers to re-design the Council web site within his own system and to a standard of content and functionality not less than that of the Lincolnshire County Council Version.
- For the immediate future, Mr Williams also maintains the site for £10 per month. This to continue until such time as the Office Staff has the capability within the structure.
- Funding: (£610 for remainder of the financial year). From within existing GP budget – line 10050/1 – Computer Supplies - £1390 remaining this financial year.

Vote – 15 for and 1 abstention. The Resolution was passed.

There being no further business, the Chairman closed the meeting at 8:32pm