

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

Minutes of the Meeting of the **Full Council** held on  
Wednesday October 17<sup>th</sup> 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-Critcher |                        |
| 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-Critcher.

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 2<sup>nd</sup>.
- **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 29<sup>th</sup>, and Sept 26<sup>th</sup>, and accept them as Minutes of those meetings.

**August 29<sup>th</sup> 2012**

It was proposed by Cllr D Vere-Critchler, and seconded by Cllr M Graves, that the Notes from August 29<sup>th</sup> 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 26<sup>th</sup> 2012**

It was proposed by Cllr K Dolby, and seconded by Cllr D Vere-Critchler, that the Notes from September 26<sup>th</sup> 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 10<sup>th</sup>, Services, Sept 12<sup>th</sup> 2012, General Purposes, Sept 19<sup>th</sup> 2012, Personnel, Sept 26<sup>th</sup>, and the Management Committee on Sept 18<sup>th</sup> 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 7<sup>th</sup>, 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 30<sup>th</sup> 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