

**SLEAFORD TOWN COUNCIL  
MEETING OF THE SERVICES COMMITTEE**

Minutes of the meeting of the **SERVICES COMMITTEE** held on  
15<sup>th</sup> July, 2015 at 7.55pm. The Source, Southgate, Sleaford

**PRESENT: Cllr M Suffield (Chairman)**

Cllr John Charlesworth (Vice Chairman)	Cllr H Lorimer
Cllr M Allan	Cllr A Snookes
Cllr K Dolby	Cllr D Suiter
Cllr K Fernandes	Cllr G Titmus
Cllr M Graves	

**Also In Attendance:**

Council Officers: Office Manager and Project Lead.

Councillors B Allan, J Brealeycook, G Jackson, P McCallum and A Snookes.

Press (0) Member of Public (1)

**SER.1 APOLOGIES FOR ABSENCE.**

There were no apologies received, the attendance register was completed.

Cllr M Suffield welcomed Cllr M Allan to the Committee, replacing Cllr P Coyne.

There was uncertainty as to whether Cllr A Snookes is on the Committee, he declared that he would not vote during this meeting. Officers to check with the Clerk.

**SER. 2 DECLARATIONS OF INTEREST.**

There were no Declarations of Interest to record.

**SER. 3 MINUTES.**

Cllr J Charlesworth's name to be added to the attendance list on the Minutes.

**IT WAS RESOLVED THAT** the Notes of the meeting held on 27<sup>th</sup> May 2015, together with the amendment, be accepted as Minutes of that meeting.

Vote – 8 for, 1 abstention. The Resolution was carried.

**SER.4 CHAIRMAN'S REPORT.**

- 4.1 Sleaford Tennis Club – Sleaford Tennis Club wishes to erect signs on their new building. This was noted.
- 4.2 Recreation Ground: Anti Social Behaviour Issues – an incident with a sapling which was destroyed was reported. The Police were informed following the report, with photographs supplied by a member of the public.

Signed:

Date:

## **SER.5 CLERK'S REPORT.**

5.1 The Project Lead explained the Clerk's Report, Part 1 – for Councillors' action.

Working Groups to meet to move their matters forward - tree planting programme, Eastgate Green enhancement and speed indicating device scheme,

5.2 The Clerk's Report, Part 2 – was noted.

**IT WAS RESOLVED THAT** the meeting be taken out of formal session, in order for a member of the public to speak about the allotments.

Vote – unanimous. The resolution was carried.

The member of the public advised the committee of an allotment holder who representative who would like to join the Council's Working Group, on a temporary basis.

Following discussion about the allotments, the Chairman advised that the number of vacant allotments has been reduced and cultivated and are being administered. Letters are to be sent to all tenants by the end of July, regarding the use of the new compost toilet and allotment information in general. A report to be put on the agenda for the next Services meeting, with an update of the work that has been done.

The member of public was thanked for their participation in the meeting.

**IT WAS RESOLVED** that the meeting be taken back into formal session.

Vote – unanimous.

## **SER.6 ACTION LOG.**

The Project Lead updated the Committee on items that have been completed and Those items that are still outstanding.

It was noted that the Market signs are on order.

The action log was noted.

## **SER.7 FINANCIAL REPORT.**

The Project Lead went through the budget lines and the RFO's notes on the report. He also confirmed that the Town Council will be in receipt of litter picking money from NKDC.

The RFO was requested to provide the Committee with an estimate of Market income for the year, for the next Services meeting.

The Services Committee Financial Budget Comparison Report, up to 15<sup>th</sup> July 2015 was noted.

## **SER.8 RESOLUTION TO MOVE INTO CLOSED SESSION.**

In view of the confidential financial nature of the business about to be transacted, **IT WAS RESOLVED THAT** it is advisable in the public interest that the press and the public be temporarily excluded and they are instructed to withdraw.”  
Vote – 7 for, 2 against. The Resolution was carried.

**IT WAS RESOLVED THAT** the non-Committee members be permitted to stay in the meeting.  
Vote – 8 for, 1 against. The Resolution was carried.

## **SER.9 MONEY’S YARD TOILETS.**

Taking into consideration the confidential nature of the business discussed, **IT WAS RESOLVED THAT** the Lease be signed. The Clerk to write a letter to NKDC regarding future negotiations.  
Vote – unanimous. The Resolution was carried.

Cllr G Jackson left the meeting at 9.00pm.

## **SER.10 SKATE PARK.**

The Project Lead explained the details in his report.

Adrian Snookes left the meeting at 9.10pm.

Taking into consideration the confidential nature of the business discussed, **IT WAS RESOLVED THAT** the skate park be maintained and repaired, as per the ROSPA report; that daily checks and inspections will continue and the Working Group will meet to discuss the future plans. Cllr M Suffield to be added to the Working Group. The Project Lead to contact companies who have submitted quotations.  
Vote – 6 for, 2 against and 1 abstention. The Resolution was carried.

## **SER.11 DEPOT OIL TANK**

The Project Lead explained the details in his report.

Taking into consideration the confidential nature of the business discussed, **IT WAS RESOLVED THAT** a new tank be purchased, as per the quote received.  
Vote – 8 for and 1 against. The Resolution was carried.

Cllr H Lorimer left the room at 9.26pm and returned to the room at 9.30pm.

## **SER.12 ASSETS UNDER COMMITTEE STEWARDSHIP**

After discussion, the report was noted.

**SER. 13 FIVE YEAR CAPITAL PROJECTS**

The Project Lead updated the Committee. The Working Group to meet to review the programme.

**SER.14 CCTV AT THE RECREATION GROUND**

The Project Lead updated the Committee. The Working Group to meet to move this matter forward.

There being no further business, the Chairman thanked all for attending and closed the meeting at 9.45pm.

SG/sms  
17.07.15