

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

Minutes of the meeting of the **Services Committee** held on
Wednesday June 6th 2012 at 7:30pm
at The Source, Southgate, Sleaford

PRESENT: Councillor G Titmus (Chairman)

Cllr M Allan (Vice-Chairman)	Cllr B Watson (Leader)	Cllr K Dolby
Cllr K Fernandes	Cllr J Mathieson	Cllr D Suiter
Cllr D Vere-Critchler		

Also Present: Councillors D Andrews, B Dunbar-Beckford, M Graves, T Mayfield, Mrs S McIntyre (Clerk), Mr S Fletcher (Interim Deputy Clerk), Mrs M Waddingham (Assistant Clerk), C/Cllr Hagues and a representative from the press.

The Chairman welcomed everyone and opened the meeting. He outlined his view of the Committee and continued support to the Services Team. Thanks were given to Cllr D Vere-Critchler who he said had worked tirelessly as chairman and he hoped for his continued help.

SER.1 APOLOGIES. Apologies, with reasons, had been given to the Clerk from Councillors D Birks, D Croker and I Dolby. These were accepted.

SER.2 DECLARATIONS OF INTEREST.

Item 14 (Allotments) – Cllr B Watson – personal – has an allotment.

SER.3 MINUTES. Notes of the meeting held on April 18th 2012, had been circulated.

It was proposed by Cllr D Suiter and seconded by Cllr K Dolby that the Notes from April 18th 2012, be accepted as Minutes of that Meeting.

Vote – 7 for and 1 abstention. The Resolution was passed, the Chairman signed the Minutes.

SER.4 CHAIRMAN'S REPORT.

- Chairman's suggested strategy for Services Committee – report attached – note and decide the two proposals.

The Chairman had circulated a report outlining a suggested strategy. He said he wished for all Councillors to work towards achieving services objectives. He explained his first proposal which was about a 3 year plan. He said he wanted to show target objectives and quality assurance.

It was proposed by Cllr K Fernandes and seconded by Cllr K Dolby that a rolling 3 year maintenance and project plan for the Services Department be developed by an Officer assisted by the Chairman and Vice Chairman and presented in draft form at the next meeting of the Services Committee.

Vote – 8 for. The Resolution was passed.

The Chairman then explained his proposal about Advisory Groups. There was concern that the Advisory Groups may overlap some existing Working Groups. Cllr D Suiter felt the role of Working Groups was clear and did not see a remit for Advisory Groups.

The Chairman said the Advisory Groups would provide feedback on how the Council was doing from the public point of view.

There was discussion about the difference between Working Groups and Advisory Groups.

It was proposed by the Chairman and seconded by Cllr K Dolby that 3 Advisory Groups for (a) the Cemetery, (b) Open Spaces, (c) Allotments are established to monitor, review and report, if necessary, to the Services Committee on matters relating to their area of interest.

Vote – 6 for; 1 against and 1 abstention. The Resolution was carried.

SER.5 CLERK'S REPORT/UPDATES.

- **Eastgate Garages** – The planning application is in its final stages of preparation. The Chairman said that re-surfacing enquiries are continuing. He, the Vice Chairman and the Deputy Clerk will review the options for re-surfacing the car park, to include likely costs.
- **Monument Gardens** – The gardens have been tidied and re-planted with red, white and blue plants specifically to celebrate the Jubilee.

SER.6 FINANCIAL REPORT – Committee report circulated.

Mr S Fletcher explained the different type of report produced for the meeting.

Cllr M Graves thanked Mr S Fletcher and staff for the figures. He said this was the time to compare the budget forecasts and assessments.

It was proposed by Cllr K Fernandes and seconded by Cllr D Vere-Critchler that the report be accepted and that the Committee examines its budget figures.

Vote – 8 for. The Resolution was passed.

SER.7 WAR MEMORIAL – Update from Cllr G Titmus.

The Chairman said approvals for repairs and cleaning are in place. The contractor has been chosen and replacement stone has been donated by a local quarry. Work should be completed in time for Armed Forces Day and July 1st. The cost will be within the budgeted amount.

Cllr B Watson thanked the Chairman for his work – all agreed this should be minuted.

It was reported that the floral planters had increased the deterioration of the memorial by trapping water underneath them. Consideration will need to be given to their future placement.

The Chairman and Mr S Fletcher agreed to meet with SIB and discuss their future location.

SER.8 DOG LAW ENFORCEMENT OFFICER: To note her April report (attached) – for any follow up action that is the responsibility of the Services Committee.

Complaints were made about fouling on the Recreation Ground. The Clerk asked if these could be passed to the office and not wait for a meeting. Mr S Fletcher suggested that the long wild flower area in the Boston Road Recreation Ground area be cut.

The locations of some dog bins were discussed. The Chairman said he would look at Mareham Lane, but said there were already 4 in the area behind Ancaster Drive.

Mr S Fletcher explained the system for emptying bins and the reason why larger bins not be practical.

SER.9 FOLLOW UP ENQUIRIES FROM PREVIOUS MEETING(S).

- **‘Soccer Tots’ – mini football** – This is a community organisation. All Committee members were notified.
- **Money’s Yard Toilets – NKDC graphics department** – The Clerk explained about a charge for signage from NKDC. She was asked to write to the Chief Executive about this. Cllr B Watson said the toilets were clean and Cllr K Dolby said they were a credit to the Town. The Clerk was asked to write to the ladies thanking them for their hard work.
- **Cemetery Tree Planting** – The newly planted trees were removed and replanted within 2 days of receiving a complaint from a nearby resident.

SER.10 MARKET – Request from Traders – any discount(s) available for block bookings? Also request that block payments can be made in advance.

A proposal concerning a discount for advance bookings was discussed. Cllr M Graves said more radical measures may be needed. Incentives for introducing new traders may be considered.

It was proposed by Cllr K Fernandes and seconded by Cllr D Suiter that traders can book one month or more in advance at a 10% discount, provided payment is made via invoice into the office.

Vote – 6 for and 2 against. (Cllr B Watson and Cllr K Dolby asked to be named). The Resolution was passed.

There were further discussions about the market and its future. These to go to a future meeting.

Councillors B Watson, J Mathieson, K Fernandes and D Sutier agreed to form a Working Group, with Mr S Fletcher as Officer. The Chairman asked Cllr B Watson to lead the Working Group.

SER.11 BOSTON ROAD LAY BY - Consider closure of lay by due to surface condition, pending decision on its long term future.

Mr S Fletcher explained temporary repairs had cost £600 and asked that it be closed off until its future could be decided.

The cost of barricades plus the amount of advance notice was discussed. Would “park at own risk” be sufficient?

The Chairman proposed the costs of closing it off be investigated, plus the requirements for advance notice. This to go to the next Services Committee. Seconded by Cllr D Vere-Critchler.

Vote – 8 for. The Resolution was passed.

There was a discussion about the future of the lay by, together with some suggestions. These to go on a future agenda.

SER.12 BANNERS ACROSS SOUTHGATE - Consider whether to permit banners across Southgate as a Policy.

A report had been circulated.

There was a discussion about all aspects of banners, charges, liabilities. It was proposed by Cllr K Fernandes and seconded by Cllr D Vere-Critchler that the Committee wished to continue to permit banners.

Vote – 3 for; 2 against and 3 abstentions. The Resolution was passed.

There was further discussion about anchor points and their use and testing.

It was proposed by Cllr K Fernandes that the owners of all the buildings with anchor points be contacted. The Town Council to say they were no longer using them and would no longer be responsible for them. The owners of the buildings and anchor points to come to their own agreement with any organisations wishing to use them. Seconded by Cllr M Allan.

Vote – 8 for. The Resolution was passed.

SER.13 OLYMPIC TORCH – Verbal update by Cllr D Vere-Critchler from meeting held today (June 6th.)

Cllr D Vere-Critchler attended a meeting today. The timings remain 4:12pm from the Football Club ground. 4:35pm at the Holdingham Roundabout. The following carnival comprises 8 schools and some bands – around 300 people. They will finish at Carre’s Grammar School for some speeches and dispersal events.

SER.14 ALLOTMENTS –

- **Drove allotments** – Approval needed to be able to split the Drove Allotments in half.
- **Waiting list** – update on current position, and details of any action being taken regarding overgrown ones.
- **Allotment lease** – needs updating. Permission for Chairman/Vice Chairman to work with appropriate Officer to update and bring to next Services meeting for approval.

A report had been submitted. Cllr B Watson explained some of the points.

The Chairman proposed that he, Cllr K Dolby and Cllr B Watson meet with an officer to revise the terms of agreement and bring a draft to the next Services Committee Meeting. Seconded by Cllr D Suiter.

Vote – 8 for. The Resolution was passed.

SER.15 RESOLUTION TO MOVE INTO CLOSED SESSION. The Resolution was not passed.

SER.16 BOSTON ROAD KIOSK. Current tenant is not renewing lease and is not operating for the remainder of the lease – June 30th. Someone else is interested.

Mr S Fletcher explained a potential client had come forward and work was in hand to complete a 12 month lease for the kiosk. This would be on the same terms and conditions as previously. Some minor repairs will be completed plus a deep clean.

There being no further business, the Chairman closed the meeting at 9:18pm.