

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

Minutes of the meeting of the **SERVICES COMMITTEE** held on  
5<sup>th</sup> November, 2014 at 8:15pm, at The Source, Southgate, Sleaford.

**PRESENT: Cllr G Titmus (Chairman)**

Cllr C Darch (Vice Chairman)  
Cllr M Graves  
Cllr M Suffield

Cllr B Dunbar-Beckford  
Cllr H Lorimer  
Cllr D Suiter

Cllr K Fernandes  
Cllr T Mayfield

**Also In Attendance:** Cllrs K. Dolby, P McCallum. Officers Mrs. M. Waddingham and Mrs. L Savage.

The Chairman apologised for the unavoidable late start to the meeting, and welcomed all present.

**SER.1 APOLOGIES.** There were none.

**SER. 2 DECLARATIONS OF INTEREST.** – None to record.

**SER. 3 MINUTES.**

**IT WAS RESOLVED** that the Notes of the meeting held on 17<sup>th</sup> September 2014 be accepted as minutes of that meeting. Vote – Unanimous to accept the above.

**SER.4 CHAIRMAN'S REPORT.** There was no report.

**SER.5 CLERK'S REPORT.** There was no report.

**SER.6 ACTION LOG.** This was noted.

**SER.7 FINANCIAL REPORT.**

7.1 **To Receive Latest Committee Report.** The RFO clarified questions relating to car parking fees. The report was noted.

7.1.2 Acting Clerk was requested to look at Business Rates Money's Yard and the Museum Toilets.

7.2 **To Review and agree Services' Budget for 2015/16.** The Chairman gave a page by page summary of the income and expenditure. He explained replacement of STC's vehicles are in the 5 year plan.

7.2.1 Increases in the expenditure and income budgets reflect higher car park, cemetery and market revenue.

Signed:  
Date:

Cllr Graves advised that the overall net Services Committee cost is the same year on year which would help the TC to set an overall increase budget for 2015/16, if other Committees are able to maintain similar positions.

**IT WAS RESOLVED** to accept the Services' Budget for 2015/16. Vote – Unanimous. The Resolution was carried.

8. **PROJECT UPDATES-** Verbal report, if appropriate.

8.1 **Sleaford Museum and Toilets** – Water connection is delaying completion of the project and the toilets will not be open for the Christmas Market, as hoped. Checks to be carried to ensure fit for public use and wheelchair access. Operational routine, maintenance and cleaning of the Toilets, still to be finalised. Museum due to be open March 2015.

8.2 **Eastgate Car Park** – Clarification is requested regarding the final invoice for the demolition of the garages and replacement wall and remedy for the dislodged cobbles.

8.3 **Allotment Compost Toilets** – The Chairman reported a site visit to Hill Holt Wood, and that the order for the compost toilets is ready to be placed as soon as possible.

8.3.1 It was agreed that the Millfield Terrace tenant who had complained about possible odour be offered a discount of 50% on the annual rental, if necessary.

8.3.2 The Chairman is aware of recent complaints regarding the allotments and assured members that Office and Service staff are managing the allotment administration and associated problems.

9. **WORKING GROUPS.**

9.1 **Market Working Group** – LCC “Real Deal” Code of Conduct information was noted.

10. **DOG LAW ENFORCEMENT OFFICER:**

10.1 To note latest report (September 2014). The report was noted.

10.2 It was asked if the DLEO could be contacted to ask for a schedule, in advance, showing dates and locations.

11. **SLEAFORD PRIDE STREET**

**IT WAS RESOLVED** that the Chairman contacts NKDC to gather more information about the furniture and reports back to the next Services or Full Council Committee. Vote – Unanimous. The Resolution was carried.

12. **COACH PARKING – EASTGATE CAR PARK**

12.1 To consider location of coach parking facilities; and associated signage etc issues.

12.1.1 There was discussion on the lack of a dedicated coach station in the Town and the financial impact of losing car parking spaces.

**IT WAS RESOLVED** not to allocate a designated, Coach Parking space in Eastgate Car Park, due to safety considerations. NKDC and LCC to be notified, and

recommendation made that the area of Station Road, close to the Rail Station, which contains a roundabout specially designed to facilitate coach and bus manoeuvring is used for coach parking in Sleaford in the future. The WG to meet and address issues of signage Vote – 8 for and 1 against. The Resolution was carried.

13. **RESOLUTION TO MOVE INTO CLOSED SESSION. IT WAS RESOLVED:** that “in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be temporarily excluded and they are instructed to withdraw”. Vote – Unanimous. The Resolution was passed.

13.1 The Chairman gave permission for Cllr P McCallum to stay.

14. **KIOSK** To review current Tenancy Lease.

14.1 The report circulated was discussed. Cllr M Graves explained the Legalities of the current Lease

It was proposed to increase the rent for this coming year by 5% and a further 5% the following year. Vote – 2 for and 7 against. This proposal failed.

- 1) It was agreed that the present tenant be offered the opportunity to renew their Lease.
- 2) **IT WAS RESOLVED:** that the rent charged be reviewed, using market stall rental as a guideline viz £60.00 per month, inclusive services as at present. Vote – 7 for and 2 against. The Resolution was carried.
- 3) **IT WAS RESOLVED:** That the Council issues a professionally prepared Lease document as previously drawn up by its Solicitors; an estimated Solicitor’s cost be requested. Vote – 7 for; 1 against and 1 abstention. The Resolution was carried.
- 4) **IT WAS RESOLVED:** That the Lease be offered for a two-year period, as previously. Vote – Unanimous. The Resolution was carried.
- 5) **IT WAS RESOLVED:** to investigate to cost of fixing a separate electric meter. Vote – 8 for and 1 abstention. The Resolution was carried.

There being no further business, the Chairman closed the meeting at 9:55pm.

Signed:  
Date: