

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

Minutes of the meeting of the **Services Committee** held on  
Wednesday October 31<sup>st</sup> 2012 at 7:30pm  
at The Source, Southgate, Sleaford

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

<b>Cllr M Allan (V. Chairman)</b>	Cllr D Birks	Cllr K Fernandes
Cllr J Mathieson (7.50pm)	Cllr H Lorimer	Cllr D Suiter
Cllr D Vere-Critchler	Cllr B Watson (Leader)	

**Also Present:** Cllrs T Mayfield, M Graves and D Andrews.  
Mrs S McIntyre, Clerk; Mrs L Savage, R.F.O.; Mr S Fletcher, Operations  
Manager, and 3 members of the public.

The Chairman welcomed everyone and opened the meeting. He welcomed Cllr H Lorimer to her first Services Committee meeting.

**SER.1 APOLOGIES.** Apologies, with reasons, had been given to the Clerk from Councillors K Dolby and I Dolby, and a partial apology from Cllr J Mathieson. These were accepted.

**SER.2 DECLARATIONS OF INTEREST.** There were none.

**SER.3 MINUTES.** Notes of the meeting held on September 12<sup>th</sup> 2012, had been circulated.

It was proposed by Cllr D Birks and seconded by Cllr D Vere-Critchler that the Notes from September 12<sup>th</sup>, 2012, be accepted as Minutes of that Meeting.

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

**SER.4 CHAIRMAN'S REPORT.** A report had been circulated. There were some questions about the cemetery toilets and the tree work – which is on the agenda later in the meeting.  
The Chairman also spoke about the recent vandalism. He felt that vandalism was at an increasing level – the allotments, one of the schools, the toilets and the recreation ground. The play equipment has been made safe, but can't be used. Prices for various options are being obtained.

**SER.5 CLERK'S REPORT/UPDATES.**

- Civil Parking Enforcement – Eastgate car park. To note letter from NKDC. There was some discussion about this. It was agreed that a letter should be sent, accepting the arrangement for this financial year but expressing disappointment at the lack of consultation and requesting closer cooperation.  
Cllr J Mathieson attended (7.50pm).  
**ACTION: The Chairman, Vice Chairman and Clerk to formulate a reply.**
- Public footpaths – meeting with Ops Manager and LCC representative – to note report – full details to next meeting.  
**ACTION – Ops Manager to report.**
- Proposed open day NKDC – details circulated.
- Grant received for Sleaford Playhouse.

- Police Neighbourhood team – details of Alerts.
- Grit bin requests – bins allocated for Rhodes Ave; Station Road, west end; Clayberg Drive. A request for Linwood Close was not granted as it did not meet the criteria.
- NKDC – Traffic Model. Reply from NKDC - apply to LCC for the details.  
**ACTION: Cllr M Allan agreed to formulate a reply for the Clerk to send.**
- Boston Road rec – cannabis smoking reported in the toilets. Mr D Howorth has spoken to the PCSO's about all current problems.
- Ash Trees – The Services team are aware of the signs of the disease and the Ash Trees on council property will be inspected over the next few weeks.

**SER.6 FINANCIAL REPORT.** Budget 2013/14 – Examine and approve committee budget. The Chairman thanked all concerned for the hard work the previous year which provided a good foundation for this year. The Chairman explained the income and there were some questions about various budget lines.

It was proposed by Cllr D Vere-Critchler and seconded by Cllr K Fernandes that the Parking Fees income be adjusted down to £50,000.

Vote – 6 for; 3 abstentions. The Resolution was passed.

It was proposed by Cllr M Allan and seconded by Cllr D Vere-Critchler, that with the above amendment, the budget for 2013/14 be accepted.

Vote 9 for. The Resolution was passed.

**SER.7 ADVISORY GROUP –** To receive verbal reports from the Groups. The Chairman briefly explained the remit of the Advisory Groups. He asked Cllr H Lorimer to take the vacant place on the allotment advisory group. Cllr D Vere-Critchler said he had received very favourable comments about the cemetery on 3 occasions recently.

**SER.8 WORKING GROUPS –** Market – met Sept 21<sup>st</sup> – report Cllr B Watson. He said a meeting had taken place and the Councillors had met with traders. Two Farmers' Market traders wished to be part of the group. Another meeting is to be arranged.

**SER.9 DOG LAW ENFORCEMENT OFFICER:** To note her latest report (attached) – for any follow up action that is the responsibility of the Services Committee. Cllr M Allan asked how effective is the DLEO – there was a discussion as to how to determine measures for success. The Personnel Committee is taking this up. Cllr D Suiter suggested using a quantifiable criteria to assess success on the ground. A leaflet drop or more signage was also discussed. The absence of any ticket issued to be investigated both with the employing agency and neighbouring authorities.

It was proposed by Cllr M Allan and seconded by Cllr D Birks that Personnel Committee continues to look at the determination of the levels of success of the DLEO.

Vote 8 for. 1 abstention. The Resolution was passed.

**ACTION. P Cttee look into determining success of DLEO.**

There was further discussion about performance and how a zero tolerance measure can be brought home to the public. It was proposed by Cllr B Watson and seconded by Cllr D Suiter that the Chairman and Vice Chairman should be photographed alongside an appropriate notice, to be published in the press, to promote anti-dog fouling.

Vote: 8 for. 1 against. The Resolution was passed.

**ACTION: The Chairman, V/Chairman to organise photo shoot.**

There will be no leaflet drop at the moment as other measures will be tried. Any Councillor with any positive ideas on tackling the problem should pass these to the office.

#### **SER.10 EASTGATE GARAGES – DEMOLITION.**

- Update on progress of the planning application.
- Confirm whether or not Services need to retain the shed.

The Chairman explained some of the detail and the Clerk explained a recent meeting with the architect. Cllr M Allan questioned the 2-phase demolition. He said the tractor shed may well have some sort of asset value and might be put to some future use. The Clerk reported that a single planning application did not mean the work had to be carried out in one go – the garages could be demolished independent of the sheds. Cllr M Allan said the tractor shed needs further consideration. Further discussion took place about retaining the tractor shed for the time being and protecting the value of the present building whilst progressing the planning application.

Cllr K Fernandes said the sheds could be used as storage for a future disaster plan.

The Operations Manager said the services' team do not use the sheds and he did not see any Services use for them in the foreseeable future.

It was proposed by Cllr M Allan that it should be reported to Finance and Strategy that the Services Committee feel the tractor shed needed reviewing as a possible strategic asset for STC, and that the garages only should be demolished at this stage. Seconded by Cllr D Birks.

Vote 7 for. 2 abstentions. The Resolution was passed.

**ACTION: The above to be forwarded to Finance and Strategy.**

The view 'That the Services' team do not use the shed and no Services' use for it is envisaged in the foreseeable future' to be passed to Finance and Strategy Committee.

#### **SER.11 SLEAFORD IN BLOOM –** Look at a working protocol for 2013, to include all aspects of SIB within the Town. The Chairman explained the background of this item. He said this should not be focussed purely on the War memorial or the Cemetery request – these are just 2 aspects of the whole process of the TC's work with SIB. He said the TC needs a working protocol with SIB to start the 2013 season.

He proposed that the TC forms a working group to draw up a protocol between the TC and SIB for 2013 relating to all aspects of their work in the

Town and presents this protocol to SIB. The working group to be chaired by Cllr M Allan, with Cllr B Watson, Cllr H Lorimer and himself. Seconded by Cllr D Birks.

Vote 9 for. The Resolution was passed.

**SER.12 TREE WORK REQUIRED; (Report attached).**

- **Cemetery.** Large pine tree at the head of the driveway. It was proposed by Cllr G Titmus and seconded by Cllr K Fernandes that the two large dead branches are removed and further enquiries are undertaken to propose a suitable replacement for the site once the tree is felled in the future.

Vote 9 for. The Resolution was carried.

**ACTION: Two lower branches to be removed – OpsM.**

- **Boston Road Rec** – Leylandii at former tennis courts to be felled this Autumn; further tree work needed on other trees on the Rec. The felling of the Leylandii was noted.
- The other trees on the rec – further work needs to be done with regard to the tree surgeon's report – which was noted. The Chairman said that reports and recommendations will be brought to a future committee unless some work proves to be urgent. It was noted that before any work starts, some press notices will be needed to allay fears and rumours. A plan for new planting should be prepared well in advance. The Operations Manager recommended that the contractor has a site meeting with a small group of councillors.

**ACTION: Site meeting with tree surgeon to be organised when appropriate. OpsM.**

**SER.13 RESOLUTION TO MOVE INTO CLOSED SESSION.** To propose 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”. Also, to extend the meeting after 9.30pm to deal with the last item on the agenda. Proposed by the Chairman and seconded by Cllr D Birks.

Vote 9 for. The Resolution was passed.

**SER.14 MEETING WITH RESIDENT** – Report from Chairman and Clerk's meeting with resident. The Chairman explained the meeting and some of the background to the situation.

The Chairman said he and TC Officer(s) will look at the proposition, research options and bring recommendation(s) to a future meeting.

There being no further business the meeting was closed at 9.44pm.