

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

Minutes of the meeting of the **Services Committee** held on
Wednesday September 18th 2013 at 7:30pm
at The Source, Southgate, Sleaford

PRESENT: Councillor G Titmus (Chairman)

Cllr M Allan (V. Chairman)
Cllr M Graves
Cllr D Suiter

Cllr D Birks
Cllr H Lormier
Cllr B Watson

Cllr K Fernandes
Cllr T Mayfield

Also Present: Cllr G Jackson, Cllr J Mathieson. Mrs M Waddingham (Assistant Clerk), Mr Steve Beane (Services Supervisor), 5 Members of the public and a representative from the press.

The Chairman opened the meeting and welcomed all present and said he was sorry that the newly elected Councillor, Cllr Claire Darch was unable to attend the meeting through illness and wished her well.

SER.1 APOLOGIES. Apologies, with reasons had been given to the Clerk from Councillor Claire Darch. This was accepted.

SER.2 DECLARATIONS OF INTEREST. There were none.

SER.3 MINUTES. Notes of the meeting held on July 31st 2013, had been circulated.

Cllr G Titmus commented on the accuracy of these notes and drew attention to two minor amendments.

It was proposed by Cllr K Fernandes and seconded by Cllr D Suiter that the Minutes from July 31st, with 2 amendments, be accepted as Minutes of that meeting.

Vote – 8 for and 1 abstention. The Resolution was passed, the Chairman signed the Minutes.

SER.4 CHAIRMAN'S REPORT. The Chairman's report had been circulated. In addition to this the Chairman reported that the stone for the FIT plaque has now been chosen.

SER.5 CLERK'S REPORT/UPDATES.

- Action Log – The Chairman and Vice Chairman to work together to bring the Action Log up to date. The Chairman said a draft copy of the Cemetery Regulations to be presented to the next committee meeting.
- Tamar Court play area – Cllr B Watson gave background information – office to make further enquiries, as to this play area being transferred to STC.
- Rotary Oktoberfest – Recreation ground not needed - event will be held on Rugby ground. No further update.

- Zygote Festival, Sunday October 20th – request for Money’s Yard Toilets to be open during the hours of the Festival.
There were several questions about the costs involved. Mr S Beane, Services Supervisor, confirmed there is funding for any charges.

It was proposed by Cllr M Allan and seconded by Cllr D Suiter to, in principle; grant the opening of Money’s Yard toilets and to ask NKDC to cover any costs involved.

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

SER.6 FINANCIAL REPORT. Receive latest committee financial report.

The Chairman commented that finances look healthy at half way through the year.

There were several questions regarding overspend. A panel formed by Councillors M Graves, B Watson and G Titmus, to meet and discuss this. The report was noted.

SER.7 WORKING GROUPS.

- Market Working Group – WG had not met; there was nothing to report.

At 8:11pm, Cllr J Mathieson left the meeting.

SER.8 DOG LAW ENFORCEMENT OFFICER: To note her latest reports – for any follow up action that is the responsibility of the Services Committee.

The Chairman explained a situation that arose on Boston Road Recreation Ground, resulting in a dog walker being persuaded to return and clear up dog mess.

It was asked if the Company who employ the Dog Law Enforcement Officer had been contacted as previously requested, for a report regarding enforcement. The Chairman commented that he assumed that a reply would now be provided to the Personnel Committee.

SER.9 ALLOTMENTS:

- Working Group (Cllrs MA, BW, DS, KF) – WG not met, nothing to report.
- Regular inspection routine commenced – report was noted. Cllr B Watson congratulated the Services Supervisor, for his work. There was a discussion about marking out the Drove Lane allotments, leading to the intention to implement this as part of normal allotment maintenance.

The Services Supervisor clarified the procedures of issuing letters to tenants who are not maintaining their allotment plots.

- Proposal to promote bee population on the Drove allotment fields – The Services Supervisor explained he had met with the gentlemen involved with this project and this is on-going.

Cllr B Watson suggested Galley Hill Allotments to promote the bee population.

SER.10 EASTGATE GARAGES.

- Update – date for electricity disconnection agreed. The Services Supervisor explained.
- Heras Safety Fencing – The Chairman confirmed that fencing has now been purchased.
- Quotes for demolition – It was proposed by Cllr G Titmus and seconded by Cllr M Graves to move this item to closed session.

Vote – 9 for. The Resolution was passed.

SER.11 REGULAR ASSET INSPECTION - No progress on this item.

SER.12 SKATE PARK – Report about recent damage and initial discussion about future planning.

The Chairman explained that the Skate Park is in a very poor state and it was the right decision to close a part of it off. Future plans for skate park replacement may need to be reviewed. He thanked the Services team for their help in this incident.

There was a short discussion about an article in the local press on the damage of Skate Park and the offenders. The Services Supervisor also updated on the police involvement. The Chairman welcomed a letter published in the local press which provided a parent's view of the situation.

After a discussion about the funding/costs involved in a new Skate Park, the Services Supervisor said he has been approached by a member of the Public who has offered to look at Lottery funding for this.

SER.13 TENNIS COURTS – consider access and compound request.

The Services Supervisor said that more information has been requested but there has been no reply.

It was proposed by Cllr M Graves and seconded by Cllr M Allan that the Office, together with the Chairman, to make further enquiries.

Vote – 8 for and 1 against. The Resolution was passed.

SER.14 LITTER BINS .

- David Wilson Homes – concerns were raised that if STC take on litter bins it will have Services Staff implications. Cllr G Titmus said that this matter had been discussed and resolved in 2012 with the Services staff having identified sufficient capacity to include Greylees in the litter/dog bin emptying schedule, if this should be required.

SER.15 RIVER CLEANING – Update from Services Supervisor.

The Services Supervisor explained that a meeting had taken place with River Care and that health and safety is the main priority.

At 8:41pm, it was proposed by Cllr M Graves and seconded by Cllr D Suiter to suspend Standing Orders to allow a member of the Public speak.

Vote – 9 for. The Resolution was passed.

Mr Greenwood spoke about the river clean up.

At 8:45pm, it was proposed by Cllr G Titmus and seconded by Cllr M Graves to reconvene the meeting.

Vote – 9 for. The Resolution was passed.

SER.16 LCC WINTER GRITTING AND SALTING SCHEME.

Cllr M Allan explained the winter gritting and salting scheme.

At 8:49pm, Cllr G Jackson left the meeting.

It was proposed by Cllr M Allan and seconded by Cllr D Suiter to make immediate contact with LCC, so STC can be part of the winter maintenance plan.

Vote – 9 for. The Resolution was passed.

SER.17 BENCHES ON RECREATION GROUND.

Cllr D Suiter said he has been approached by a member of the public requesting benches with backs on, at the Recreation Ground.

The Services Supervisor said quotes for benches have been received. The Chairman said that budgets need to be looked at before purchasing benches. Cllr M Graves suggested memorial or voluntary benches being placed at the Rec. The Chairman noted that the Council had previously procured benches on behalf of voluntary organisations.

It was proposed by Cllr M Graves and seconded by Cllr G Titmus that a letter is written to voluntary organisations to see if they are interested in purchasing benches – land to be allocated by STC. Cllr B Watson and the Chairman to work on a press release.

Vote – 9 for. The Resolution was passed.

SER.18 FOOTWAY LIGHTING.

Cllr H Lorimer said this situation is on-going and very confusing and asked if any Ward Councillors would like to get involved.

The Assistant Clerk left the meeting at 9:00pm and returned at 9:03pm.

Cllr H Lorimer suggested contacting the local MP to help with Footway Lighting.

There was much discussion of how to proceed with this matter. The Chairman was concerned that a matter that had started on a formal basis from STC was now being conducted by the LCC dealing with an individual Councillor. It was proposed by Cllr D Birks and seconded by Cllr M Allan that STC Officers re-engage with LCC on this matter noting the serious concerns over safety and propose that Lincolnshire Road Safety Partnership be asked to fund the safety lighting.

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

SER.19 FUTURE AGENDA ITEMS

Cllr K Fernandes – more play equipment at Woodside play area.
Cllr B Watson – Road way through Drove Lane Allotments.
Cllr D Suiter – Adult gym equipment on all recreation grounds.

SER.20 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”. Proposed by Cllr G Titmus and seconded by Cllr D Birks. All members of the public and the press left the meeting.

Vote – 9 for. The Resolution was passed.

SER.10 EASTGATE GARAGES.

- Quotes for demolition – Item moved from open session. A verbal update was given on quotations received for the demolition of East Gate Car Park garages, the building of a replacement 2m brick wall and insertion of new parking spaces.
- Following discussion it was concluded that there was insufficient information to reach a resolution. In the meanwhile, the Services Supervisor/Office to review the matter to provide more detailed specification for the works required. The requirement, to receive three valid quotations for the work, to be considered as ongoing

At 9:30pm, it was resolved to extend the meeting for a further 30 minutes.

SER.21 CEMETERY PATHS – to look at quotes for remaining phase of work.

- Although provided with three written quotations for the re-laying of cemetery paths, Councillors did not find sufficient commonality between the quotations to allow a like-for-like comparison and a resolution was not taken.
- The Office to review the matter to provide more detailed specification for the works required. The requirement, to receive three valid quotations for the work, to be considered as ongoing.

SER.22 CEMETERY DRAINAGE.

Following concerns with flooding in the cemetery a drainage survey had been conducted and the Committee provided with an external report proposing a surface drainage solution.

During discussion it was noted that the solution proposed is similar to that already installed in the other half of the new field. The Chairman explained that at the present time summer there is no evidence of flooding. Under the circumstances, it was decided to defer a resolution and the situation in the cemetery to be monitored.

There being no further business, the Chairman closed the meeting at 10:00pm.