



Sleaford Town Council  
Notes and Report of Panel Meeting – 13<sup>th</sup> February 2018  
11.05am to 12.15pm

Panel members present:

Cllr Suiter (Lead)  
Cllr Mrs B Allan  
Cllr Fernandes  
Cllr McCallum

Apologies: Cllr Mrs Shanahan-Kluth  
Not present: Cllr Stephanie Dale

Also attending: Cllrs Mathieson & Charlesworth

Meeting and Panel supported by Clerk (in the absence of the Assistance Clerk)

1. The notes from the last meeting (which had already been to Council on 7<sup>th</sup> February 2018) were agreed

Action: Clerk was asked to speak to Mrs Blythe regarding the cup for the best kept allotment

2. The work plan was reviewed and the Clerk gave an update on a number of several pieces of work. The Group agreed to add The Boston Road Lay-by to its work plan. After further consideration regarding the facilities at Woodside the Group agreed the following recommendation:

**Recommendation: That Council be asked to confirm that finance is available in the 2018/19 budgets to cover;**

- **3 benches; 2 bins; 2 set of goalposts; 1 piece of exercise equipment plus the erection of some 15-20m of fencing at Woodside**

**If agreed the Clerk is to action these items as soon as possible**

3. Panel Walkabout – next one covering Castlefield and Nags Head passage. Meet 10.30 am at the Castlefield on Monday 26<sup>th</sup> February 2018. The Services Team Leader is requested to attend.
4. Panel agreed to carry out a site visit of the Drove and Galley Hill allotments on Monday 5<sup>th</sup> March 2018 at 2 pm. All Councillors are invited to participate, especially ward members
5. Town Hall Clock – as the Town Clock is now operational it was agreed that this item could be removed from the action list

6. Panel considered further the addition of a disabled toilet at the Recreation Ground; after discussion, the Clerk was requested to find out the cost of adding automatic door openers/closers on the current facility at the site
7. Adult Play Equipment – this item was deferred to the next meeting to allow the Panel Lead to complete his research
8. Panel Membership – The Panel discussed that with one councillor giving apologies for today's meeting, one not attending and only having 6 councillors on the Panel that this is not helping them with getting the work plan completed.

**Recommendation: That Council looks to appoint a further councillor(s) to the Group to cover the current vacancy and to replace another councillor if they confirm they are not able to attend the meetings**

9. Items for the next agenda:

- Feedback from walkabout and Allotment site visits
- Play Equipment Inspection Reports
- Adult Play Equipment
- By-laws
- Noticeboards
- Boston Road Lay-by
- Action log review (copy provided to Panel Members today)

Meeting closed at 12.15 pm. The next meeting date will be agreed in due course.