



## Sleaford Town Council

Dear Councillor,

I hereby give you notice that a meeting of **The Full Council** will be held in **The Source, Sleaford** on **Wednesday October 23<sup>rd</sup>, 2013 at 7.45 pm, or earlier if the Application Meeting ends sooner**. All members of Sleaford Town Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out hereunder.

At 7.30pm, prior to the meeting starting, there is a 15 minute period set aside for members of the public to address the Council. Your attendance is requested for this time.

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### AGENDA

1. **APOLOGIES.** Apologies, with reasons to be given to the Clerk.
2. **DECLARATIONS OF INTEREST.** To receive disclosable pecuniary interests in accordance with the Localism Act 2011.
  - Personnel Committees recommendation to amend the declarations of interest to: To receive declarations of pecuniary interests in accordance with the Localism act 2011 and to receive declarations of personal interests.
3. **NEW COUNCILLOR** – new Councillor to take his seat and sign his declaration of office and to replace Mr J Charlesworth on the General Purposes Committee, Applications and F&S committees.
4. **CHAIRMAN'S REPORT.**
  - Regeneration/Road – questions. WG met Oct 18<sup>th</sup>.
  - Credit Union – at opening event, they requested giving a presentation to the TC.
5. **CLERK'S REPORT.**
  - Action Log – circulated.
  - Partnership NK – report.
  - Eco2 Renewable Energy meeting – Cllr BW attended with Mrs MW – confidential report for noting only.
  - From GP 25.09.13 – that the Mayor be STC representative on CAB.
  - Guide to Standing Orders – Reminder about non-committee attendance for noting
  - The Good Councillor's Guide – 4<sup>th</sup> edition. **Councillors wishing a copy, please contact the office, these will be brought to the meeting.**
  - Agendas – Suggested format for agendas – enclosed.
6. **MINUTES.** To look at the Clerk's Notes from the meetings held on September 4<sup>th</sup>, October 9<sup>th</sup>, 2013, and accept them as Minutes of these meetings.
7. **CLERK'S NOTES. For information only, no discussion.** The Clerk's Notes from the last round of committees are circulated only so that non-committee councillors have a brief overview of what the committees have been doing. They are notes only and may be subject to change. These notes go to the next Committee meetings for acceptance etc as Minutes. Services, September 18<sup>th</sup>, 2013, General Purposes, September 25<sup>th</sup>, 2013, Personnel, June 26, August 14<sup>th</sup>, August 21<sup>st</sup> and October 2<sup>nd</sup>, 2013 and Finance & Strategy, October 9<sup>th</sup>, 2013.
8. **FINANCE.** To receive Financial Report.

9. **REPRESENTATIVES ON OUTSIDE BODIES.** Any Councillor who has represented the Council on their nominated outside body is asked to report to the Full Council meeting after this representation.
  - **Business Breakfast** – Agree no representative attends these meetings.
  - **Sleaford & District Citizens Advice Bureau** - Mrs S Goodland (report attached.)
  - **LALC AGM** – report attached.
  - **Youth Club** – report from Cllr J Mathieson attached.
10. **OTHER AD-HOC COUNCIL REPRESENTATION** – Councillors invited to meetings etc on an ad-hoc basis – are asked to report to the Full Council meeting following their meeting.
11. **TOWN COUNCIL SURGERIES:**
  - August 3<sup>rd</sup> – Cllr B Watson.
  - September 7<sup>th</sup> – Cllr G Titmus – no report due to no members of the public attending.
  - To review to continue holding Surgeries (resolution from FC June 5<sup>th</sup> – *surgeries continue for 6 months from August 2013 until the end of the year.*)
12. **FIELDS IN TRUST** – Any update from WG re opening event.
13. **ATTENDANCE REGISTER** – enclosed, to approve and publish on web-site, as agreed FC July 17<sup>th</sup>. **Note: any amendments needed please contact the office before the meeting.**
14. **CHRISTMAS PUBLIC MEETING** – Ideas as to the format for this meeting – December 18<sup>th</sup> in The Source.
15. **FAIRTRADE** - Possible TC involvement with the current bid for Fairtrade status.
16. **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”.
17. **OFFICE PREMISES** - Update, and any Full Council Resolutions needed.
18. **PROTOCOLS** – Various protocols related to the administration of the Council.
19. **MEETING ARRANGED BY NKDC** - report from WG after meeting Solicitor – confirm or otherwise provisional meeting date.
20. **EXCAVATION DIGGER TRAINING** – To discuss training requirements.
21. **PERSONNEL COMMITTEE - to discuss:**
  - **June 26<sup>th</sup>** – Statement by Cllr Vere-Critchler , confidential notes enclosed
  - **Aug 14<sup>TH</sup> Chairman’s report**– confidential notes enclosed.
22. **STIGA** – Report from Working Group.

*Storage*

Mrs S McIntyre, Clerk. October 17<sup>th</sup> 2013.