



Sleaford Town Council

Dear Councillor,

I hereby give you notice that a meeting of the
SERVICES COMMITTEE
will be held in **The Source, Southgate, on Wednesday April 23rd, 2014, at 7:30pm.** All the members of the Committee are summoned to attend for the purpose of considering and resolving upon the business to be transacted as set out

The business to be dealt with at the meeting is listed in the agenda

AGENDA

Chairman's Welcome and Introduction.

1. **APOLOGIES.** Apologies, with reasons, to be given to the Clerk.
2. **DECLARATIONS OF INTEREST.** To receive any Personal To receive any Personal Interests and Disclosable Pecuniary Interests..
3. **MINUTES.** The Clerk's Notes from the meeting on 19th February, 2014 have been circulated – to accept these as Minutes of that meeting.
4. **CHAIRMAN'S REPORT** – To follow.
5. **CLERK'S REPORT/UPDATES.**- Attached.
6. **FINANCIAL REPORT – To Receive Latest Committee Report.**
7. **WORKING GROUPS.**
 - Market Working Group – to confirm date of next meeting..
 - Allotment Working Group – Tenancy Agreement Review progress.
 - Compost Toilets – agree location of unit & Resolve to accept quotation for Design Fee.
8. **DOG LAW ENFORCEMENT OFFICER:** To note latest report (March 2014)– for any follow up action that is the responsibility of the Services Committee.
9. **CEMETERY FOOTPATH RESTORATION** – Update.

NOTES

- 10 **EMPLOYMENT OF SERVICES SUPERVISOR & SERVICES OPERATIVE (2 positions)** – To call meeting of the Appointments Panel and create Applicants' short list.
11. **SKATEPARK. To form a Working Group to examine funding and supply of new skatepark facilities..**
12. **ALLOTMENTS BEE GARDEN** – Report 01.04.14 Attached.
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”.
15. **SERVICES COMMITTEE TERMS OF REFERENCE** To consider Draft v1 T.O.R. previously circulated.
16. **ACTION LOGS – Enclosed.** To determine whether “Committee Action Log” and “Service Resolutions for Action” Logs are both required and recommend that .

Cllr G. Titmus,
Chairman,
Services Committee.
15th April, 2014