



Sleaford Town Council

To: All Members of Sleaford Town Council.

You are hereby summoned to attend the next meeting of Sleaford Town Council to be held at **The Town Hall, Quayside House, Navigation Yard, Sleaford on WEDNESDAY 18th April 2018 at 7.00pm**

There will be a public forum before the meeting commences for a maximum of 15 minutes when members of the public may ask questions or make short statements to the Council, about any item listed on this agenda.

Mr K Martin
Clerk to Sleaford Town Council
12th April 2018

AGENDA

1. **Chairperson's Welcome**
2. **Apologies for Absence** - To receive and accept apologies where valid reasons for absence have been given to the Clerk, prior to the meeting (7:03pm)
3. **Declarations of Interest** - To receive any declarations of interests in accordance with the requirements of the Localism Act 2011, and to consider any requests for dispensations (7:05pm)
4. **Minutes (7.10pm)**
 - 4.1 Notes of the Council Meeting held on 4th April 2018, to be approved as Minutes (attached)
5. **Chairperson's Report, if any (7.15pm)**
 - 5.1 **Meeting with North Hykeham Town Council and North Kesteven District Council – update**
 - 5.1 **Mayoral invitations – update**
6. **PLANNING MATTERS** - Councillors are reminded that queries on Planning Applications should be directed to the office before the meeting (7.30pm)
 - 6.1 **Current Planning Applications – Officer Recommendation for no comments (attached)**
 - 6.2 **Handley Chase Development – To discuss the working draft document to manage and maintain the proposed community centre and comment as considered appropriate at this stage. (attached)**
 - 6.3 **The Town Council as a Statutory Consultee – Advice from the Clerk and material planning considerations (attached)**

7. **PANEL REPORTS (7.40pm)**
 - 7.1 **Culture, Events, and Markets** – Notes with three recommendations (listed on attached report) to Council for consideration from the meeting held on 4th April 2018 (attached)
 - 7.2 **Finance & Assets** – Nothing for this meeting.
 - 7.3 **Services** – Nothing for this meeting.

8. **FINANCE - Councillors are reminded that queries on Finance matters should be directed to the office before the meeting (7.45pm)**
 - 8.1 Regular Direct Debits/Standing Orders for **retrospective approval** (attached)
 - 8.2 BACS payments made for **retrospective approval** for 2017/18 and 2018/19 (attached)
 - 8.3 Pending BACS payments for **approval** (attached)
 - 8.4 Pending cheque payments for **approval** (attached)
 - 8.5 Request for 2 volunteers to sign paperwork

9. **INTERNAL AFFAIRS (7.55pm)**
 - 9.1 **Display Screen Equipment Policy** – To discuss and approve this policy and add to the Constitution. (attached)
 - 9.2 **General Data Protection Regulations – Role of DPO** – report and recommendation (attached)

10. **Clerk’s Report – Internal Affairs (8.05pm)**
 - 10.1 **Agenda Content** – Report and recommendation (attached)

11. **EXTERNAL AFFAIRS (8.25pm)**
 - 11.1 **Waste Strategy Consultation** – Public consultation of the draft joint Municipal Waste Management Strategy (attached)
 - 11.2 **Sleaford Town Fund Awards 2012-2017 – for noting only** (attached)
 - 11.3 **Trees at the Recreation Ground** – To instruct the Clerk as considered appropriate. Report and recommendation (attached)
 - 11.4 **Trees on Council Land adjoining other areas** – To confirm instructions to the Clerk as considered appropriate. Report and recommendation (attached)

12. **Clerk’s Report – External Affairs, if any**

13. **Resolution to move into Closed Session. “To resolve whether to exclude the public and press for the consideration of the following matter.”**

The following item is in Closed Session as it contains information relating to staffing issues.

14. **HR Related Matters** – verbal update from Panel Lead and Clerk