



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 17th October 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
11th October 2018

AGENDA

1. **Chairman'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 declarations of interest under the Localism Act 2011 – being any **pecuniary interest** in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensations (7:05pm)
4. **Minutes** - Notes of the Council Meeting held on 3rd October 2018, to be approved as Minutes (attached) (7.08pm)
5. **Chairperson's Report** (7.10pm)
 - 5.1 **Mayoral invitations** – update
 - 5.2 **Meeting with NKDC & NHTC** – Verbal update following meeting on 16th October 2018
6. **PLANNING MATTERS** - **Councillors are reminded that queries on Planning Applications should be directed to the office before the meeting** (7.13pm)
 - 6.1 **Current Planning Applications** – Officer Recommendation for **no comments** (attached)
7. **PANEL REPORTS** (7.25 pm)
 - 7.1 **Culture, Events and Markets** – verbal update from Panel Lead following meeting on 17th October 2018
 - 7.2 **Services & Assets** – verbal update from Panel Lead following meeting on Tuesday 16th October 2018

7.3 **Finance & Strategy** – next meeting 18th October 2018

8. **FINANCE - Councillors are reminded that queries on Finance matters should be directed to the office before the meeting (7.35pm)**

8.1 Regular Direct Debits/Standing Orders for **retrospective approval** (attached)

8.2 BACS payments made for **retrospective approval** (attached)

8.3 Pending BACS payments for **approval** (attached)

8.4 Request for 2 volunteers to sign paperwork

9. **INTERNAL AFFAIRS** (8.00pm)

9.1 **Standing Orders** – To approve minor amendments to pages 20 & 22 of Council Standing Orders (Chapter 3) - (shown in red on attached)

9.2 **Allowance for Chairman** – reports and recommendations (attached)

9.3 **Request from the William Alvey School** – report (attached) Note this item will also be reported to the Services & Assets Panel on Tuesday 16th October 2018

9.4 **Financial Comparison** – Income and Expenditure report for 6 months to 30th September 2018 - (attached)

10. **Clerk's Report – Internal Affairs**

10.1 **Key Holding and Alarm Response for Town Hall** - report and recommendation (attached)

10.2 **Councillor Email accounts** – verbal update and request from Clerk

11. **EXTERNAL AFFAIRS** (8.20pm)

11.1 **Appointment to Signage Strategy Group** - report and recommendation (attached)

11.2 **Sleaford Regeneration Group** – Verbal update from Cllrs Brand/Graves following meeting on 15th October 2018

11.3 **Sleaford Castle Heritage Group** – Verbal update following meeting on 16th October 2018

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

12.1 **Commonwealth War Graves at Sleaford Cemetery** – report and recommendation (attached)

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