



Sleaford Town Council

Mr Kevin Martin, Clerk to Sleaford Town Council,
The Town Hall, Quayside House, Navigation Yard, Sleaford, Lincs, NG34 7TW

To: All Members of Sleaford Town Council

You are summoned to attend the **ANNUAL MEETING of Sleaford Town Council**, to be held in **The Town Hall, Quayside House, Navigation Yard, Sleaford** on **Wednesday 18th May 2016 at 7:45pm**

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. **Please note that if no members of the public are present the Council Meeting will commence at 7:45p.m.**

“Any member of the press or public desirous of filming or audio recording this public meeting is requested to notify the Council’s Proper Officer, giving 24 hours’ notice to enable reasonable facilities to be made available to accommodate their requirements.”

Mr K Martin, Clerk to Sleaford Town Council.

10th May 2016

AGENDA

1. **ELECTION OF CHAIRMAN/MAYOR OF SLEAFORD FOR THE YEAR 2016/2017.**
2. **DECLARATION OF ACCEPTANCE OF OFFICE** – To receive the Chairman’s Declaration of Acceptance of Office.
3. **APOLOGIES FOR ABSENCE** and reasons given.
4. **DECLARATIONS OF INTEREST.** To receive any declarations of pecuniary interests in accordance with the requirements of the Localism Act 2011, and to consider any requests for dispensations in respect of DPIs.
5. **ELECTION OF DEPUTY CHAIRMAN/MAYOR OF SLEAFORD FOR THE YEAR 2016/17.**
6. **ELECTION OF LEADER OF THE COUNCIL FOR THE YEAR 2016/17.**

7. **PRESENTATION OF PAST YEAR'S MAYOR'S BADGE.**
8. **ELECTION OF PANELS**
 - 8.1 Human Recourses
 - 8.2 Strategic Plan
9. **MINUTES.** Notes of the Full Council Meeting, to be approved as Minutes. (Attached)
 - 9.1 Full Council Meeting, 16th March, 2016.
 - 9.2 Extra Full Council Meeting, 4th May, 2016.
10. **CHAIRMAN'S REPORT**, if any.
11. **CLERK'S REPORT.**
 - 11.1 Meeting dates – to approve meeting date from June to December 2016 (Attached)
 - 11.2 To request and agree meeting(s) in August 2016.
12. **CLERK'S NOTES/MINUTES.** (Attached)
 - 12.1 Planning Applications: 9th March; 30th March and 20th April 2016 – for noting only.
 - 12.2 Services & Amenities: 25th April 2016 – For approval.
 - 12.3 General Purposes: 13th April 2016 – For approval.
 - 12.4 Finance & Strategy: 2nd March and 4th May 2016 – For approval.
 - 12.5 Personnel: 6th April 2016 – For approval.
13. **TOWN COUNCIL REPRESENTATIVES ON OUTSIDE BODIES** – to elect Council representatives. (Attached)
14. **FINANCE.**
 - 14.1 To approve Annual Government Statement for 2015/16 (Attached)
 - 14.2 To approve Annual Accounting Statements for 2015/16 (Attached)
 - 14.3 To approve Annual Internal Audit Statement for 2015/16 – To follow.
 - 14.4 Expenditure Transactions for approval:-
 - a) Regular Direct Debits/Standing Orders – To follow
 - b) Pending BACS and Cheque payments (approval Lists No.2) – To follow.
15. **FROM OTHER COMMITTEES**
 - 15.1 **Made in Sleaford** – To receive a request to use Eastgate Green from Thursday 6th to Sunday 9th October 2016.
16. **SLEAFORD MARKET PLACE / SHOP FRONT IMPROVEMENT SHCEME** – To receive correspondence from NKDC (29.04.16) and discuss proposals.
17. **SKATEPARK REFURBISHMENT PROCUREMENT PROCESS** – Report to follow.