



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