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 1st February, 2017 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.

"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
26th January 2017

AGENDA

1. **Chairman's Welcome** (7:02pm)

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 pecuniary interests in accordance with the requirements of the Localism Act 2011, and to consider any requests for dispensations in respect of DPIs (7:04pm)

4. **Minutes** - Notes of the Council Meeting held on 11th and 18th January 2017, to be **approved** as Minutes (attached) (7:07pm)

5. **Chairman's Report,** if any

6. **PLANNING MATTERS** - **Councillors are reminded that queries on Planning Applications should be directed to the office before the meeting** (7.15pm)

6.1 **Current Planning Applications** – Officer Recommendation for **no comments** (attached)

6.2 **Clarke Telecom Ltd -** Pre-application enquiry for the proposed Telecommunications Radio Base Station installation at Northgate, Sleaford (NGR: E: 506720, N:346145)

6.3 **NKDC Community Infrastructure Levy –** To receive notification of Draft Charging Schedule Examination

7. **STC Neighbourhood Plan –** Update from Cllr P Coyne (7:25pm)

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

8.1 Regular Direct Debits/Standing Orders for **retrospective approval** (attached)
8.2 Pending BACS payments for **approval** (attached)
8.3 Cheque payments for **approval** (attached)
8.4 Request for 2 volunteers to sign paperwork

9. **INTERNAL AFFAIRS** (8:00pm)

9.1 **Strategic Plan Panel** – update.
9.2 **Market & Events Working Group** – To receive a report and recommendation attached.
9.3 **Market & Events Working Group** – Terms of Reference and latest recommendations to Council (attached)
9.4 **Christmas Market** – To receive a report and recommendation attached
9.5 **Litter Collection and Litter Picking** – To receive reports and recommendation attached
9.6 **Reports from Councillors on Outside Bodies** - To note reports from Cllr Titmus attached (to follow)

10. **Clerk's Report – Internal Affairs** (8:10pm)

10.1 **Standing Orders and Code of Conduct** – To receive report and recommendation attached
10.2 **Tractor Shed Refurbishment** – Verbal Update from Clerk
10.3 **Skate Park Refurbishment** – Verbal Update from Clerk
10.4 **Tree Works** – The Drove, Recreation Ground and Eastgate Green – Verbal update from Clerk

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

11.1 **Sleaford Museum –** Proposed signage, report and recommendation attached
11.2 **Street Scene Issues –** Request for financial assistance, 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 confidential matters."

13.1 **Boston Road Site Access** – To receive report and recommendation (to follow)
(Item in Closed Session because of third party confidentiality requirement)

13.2 **HR Matters** – To receive verbal update from HR Panel Lead
(Item is in Closed Session as it relates to Personnel matters)