

Sleaford Town Council

Minutes of the Meeting of Sleaford Town Council held on Wednesday 3rd January 2018 at 7.00 p.m. at The Town Hall, Quayside House, Navigation Yard, Sleaford

Present: Cllr J Mathieson (Chairperson)

Cllr A Brand (Vice Chairperson)	Cllr B Allan	Cllr J Charlesworth
Cllr S Clegg	Cllr P Coyne	Cllr K Dolby
Cllr K Fernandes	Cllr M Graves	Cllr G Jackson
Cllr H Lorimer	Cllr M Shanahan-Kluth	Cllr A Snookes
Cllr D Suiter		

Also in attendance Council Officers: Clerk
Members of Public (4) Press (0)

FC.1 Chairperson's Welcome

001 The Chairperson welcomed all to the meeting.

FC.2 Apologies for Absence

002 Apologies for absence with reasons were received from Councillors S Dale and F Richards.

003 **IT WAS RESOLVED** to accept the above apologies with reasons. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

004 Cllr P McCallum was absent from the meeting.

FC.3 Declarations of Interest

005 Cllr B Allan declared an interest in Agenda Item 8.3.

FC.4 Minutes

006 **Notes of the Council Meeting held on 13th December 2017** – Amendment on page 1, 006, should read 'Cllr J Charlesworth declared a personal and prejudicial interest.

007 Amendment to page 4, 035, to include the telephone number for P3 (0808 2810 280)

008 Amendment to page 5, 038, should read 'Vote: for 7 – against 5 – abstained 2.'

009 **IT WAS RESOLVED** that the notes of the Council Meeting held on 13th December 2017, with the above amendments, be approved as Minutes of that meeting. Vote: for 12 – against 0 – abstained 2. The Resolution was carried.

FC.5 Chairperson's Report

010 There was no report for this meeting.

- FC.6 Planning matters**
011 There were no planning applications for this meeting.
- FC.7 Panel Reports**
012 **7.1 Culture, Events, and Markets** – None for this meeting.
013 **7.2 Finance & Assets** – None for this meeting.
014 **7.3 Services** – None for this meeting.
- FC.8 Finance**
015 **8.1 Regular Direct Debits/Standing Orders for retrospective approval - IT WAS RESOLVED** to approve the list totalling £17,749.12. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.
- 016 **8.2 BACS payments made for retrospective approval – IT WAS RESOLVED** to approve the list totalling £437.00. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.
- 017 **8.3 Pending BACS payments for approval – IT WAS RESOLVED** to approve the list totalling £21,000.76. Vote: for 13 – against 0 – abstained 1. The Resolution was carried.
- 018 **8.4 Request for 2 volunteers to sign paperwork** – Councillors M Graves and A Snookes volunteered.
- 019 **8.5 Balances and Reserves 2017/18** – The report was noted.
- 020 **8.6 Budget 2018/19** – It was proposed and seconded to increase the Band D charge for the Town Council precept by 5%. A request for an amendment was made and it was further proposed and seconded that the increase to Band D charges should be 3%.
- 021 Cllr H Lorimer requested a recorded voted and **IT WAS RESOLVED** to increase the Band D Charges by 3%.

For: Cllr D Suiter, Cllr S Clegg, Cllr G Jackson, Cllr J Charlesworth, Cllr K Fernandes, Cllr J Mathieson, Cllr A Brand, Cllr A Snookes, Cllr P Coyne, Cllr B Allan, Cllr M Shanahan-Kluth, Cllr M Graves and Cllr K Dolby (13)
Against: Cllr H Lorimer (1)
Abstained: (0)

- FC.9 Internal Affairs**
022 **9.1 Constitution, Chapter 3, Standing Orders – IT WAS RESOLVED** that the Council approves an amendment to Standing Orders, 11, (b), Page 12, Motions for a Meeting that require written notice to be given to The Town Clerk, to read as follows:

“No motion may be moved at a meeting unless it is on the agenda (this includes written recommendations from the Town Clerk which Councillors must turn into proposals is so required) and the mover together with a seconder has given written

notice of its wording to the Town Clerk at least five (5) clear working days before the meeting. Clear days do not include the day of the notice or the day of the meeting.”
Vote: for 13 – against 0 – abstained 1. The Resolution was carried.

023 **9.2 Constitution, Chapter 4, Financial Regulations – IT WAS RESOLVED** that the Council accepts the revised document in its current form (noting change to the Clerk’s emergency expenditure limit of £3,500) and that it will be subject to further review in 2018. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

024 It was requested that the Clerk ensures that all details are recorded on the Council’s petty cash system.

025 **9.3 Expenses** – a written report and recommendations from Cllr P Coyne had been received prior to the meeting and in accordance with Standing Orders. Cllr Brand, in the meeting seconded the recommendations.

After discussion, it was accepted by the proposer and seconder, to amend the motion and **IT WAS RESOLVED** that the Council does not pay any additional expenses to those members who have elected to take the parish basic allowance, unless approved by Full Council. Vote: for 11 – against 1 – abstained 2. The Resolution was carried.

026 With the agreement of the proposer and seconder the second motion was withdrawn.

FC.10 Clerk’s Report – Internal Affairs

027 **10.1 Verbal Update from Clerk** – The updated Councillors on the Blankney Hunt, the upcoming election for the Quarrington Ward and the imminent signing of option agreements relating to the Recreation Ground and former Advanta Seeds. These were noted

FC.11 External Affairs

028 **11.1 Mid Lincs Citizens Advice Bureau** – request for financial assistance 2017/18. **IT WAS RESOLVED** to agree in principle to an increase in the grant, subject to receiving further financial information from the Mid Lincs Citizens Advice Bureau. Vote: for 13 – against 1 – abstained 0. The Resolution was carried.

029 Councillors also asked the Clerk to invite the Mid-Lincs CAB Chief Executive Officer to the next meeting.

030 **11.2 Draft Signage Strategy** – for consultation between 2nd January and 16th February 2018. Councillors to read and send comments to the Clerk by 17th January 2018.

031 Cllr D Suiter left the room at 8:54pm.

- 032 Councillors A Brand, J Charlesworth, K Fernandes to look at the Draft Signage Strategy, have regard for individual councillor responses and formulate a draft response for Council to consider at its meeting on 7th February 2018.
- 033 **11.3 Bristol Water Fountain - IT WAS RESOLVED** to provide a grant, in principle, of up to £1,000 towards the project in the event of a successful bid to the Heritage Lottery. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- FC.12 Clerk's Report – External Affairs (8.30 pm)**
034 **12.1 LCC, Notification of the adoption of the Lincolnshire Minerals and Waste Local Plane: Site Locations** – This item was noted.
- FC.13 Resolution to move into Closed Session.**
- 035 **IT WAS RESOLVED** to exclude the public and press for the consideration of the following item. Vote: for 13 – against 0 – against 0. The Resolution was carried.
- The following item is in Closed Session as it relates to staffing matters
- FC.14 HR Related Matters** – Cllr M Graves gave an overview regarding the Services Team.
- 036 **IT WAS RESOLVED** to confirm agreement to the proposed structure, pay progression matrix, a two-year protected pay period where needed and the budget for any training requirements. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.

There being no further business, the Chairperson thanked all for attending and closed the meeting at 9:32pm.