

Sleaford Town Council

Minutes of the Meeting of Sleaford Town Council held on Wednesday 1st August 2018 at 7.00 p.m. at The Town Hall, Quayside House, Navigation Yard, Sleaford

Present: Cllr G Jackson (Chairman)

Cllr A Snookes (Vice Chairperson)	Cllr B Allan	Cllr J Charlesworth
Cllr L Edwards-Shea	Cllr K Dolby	Cllr K Fernandes
Cllr M Graves	Cllr P McCallum	Cllr F Richards
Cllr M Shanahan-Kluth	Cllr S Shanahan-Kluth	Cllr D Suiter

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

Please note the audio Recording from this meeting is available on the Town Council's Website.

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, J Mathieson, A Brand, H Lorimer and S Clegg.

003 After being proposed and seconded **IT WAS RESOLVED** to accept the above apologies with reasons. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.

FC.3 Declarations of Interest

004 Cllr F Richards declared an interest in agenda item 8.2, transaction nos. 13740 and 13766.

FC.4 Minutes

005 **Notes of the Council Meeting held on 18th July 2018** – After being proposed and seconded **IT WAS RESOLVED** that the notes of the Council Meeting held on 18th July 2018, be approved as Minutes of that meeting. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.

FC.5 Chairperson's Report

006 **Mayoral Invitations** - a brief update on attendance at recent events was given.

007 **Greylees** – The Clerk advised that letter had been sent to all residents from the Management Company. The Clerk will be contacting the Management Company again, seeking involvement.

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Date:

Signed:

008 **Sleaford Community Radio** – The Chairperson has been approached by the Community Radio Station operating in Boston; They are looking to expand in Sleaford. The Chairperson is to meet with gentleman promoting it and invite him to a future meeting.

FC.6 Planning matters

009 **6.1 Current Planning Applications** – After being proposed and seconded **IT WAS RESOLVED** to accept the officer recommendation for no comment on the following applications, excluding application no. 18/0926/FUL, as Council wish to support this application. Vote: for 12 – against 0 – abstained 1. The Resolution was carried. NKDC to be notified accordingly.

Ref No	Location	Proposal
18/0882/FUL	Unit 2 Navigation Yard, Carre Street	Change of use of unit to dog grooming (Sui Generis)
18/0959/ADV & 18/0696/LBC	28 Southgate, NG34 7RY	Installation of fascia sign & hanging sing (retrospective)
18/0926/FUL	Hockmeyers Motors Ltd. Holdingham Garage, Lincoln Road	Installation of two rapid electric vehicle charging station along with associated equipment
18/0679/VARCON	Nos 1 & 18 & plots 3&4, Newfield Road	Application to vary condition 9 (approved plans) to modify the site layout & approved plans relating to nos 1 & 18 & plots 3&4 of 15/0426/FUL (proposed rear extensions to 63 existing properties, reconfiguration of public highway Newfield Road, construction of new roadways & parking bays, demolition of 6no. existing dwellings & construction of 18no. residential dwellings).

010 **Handley Chase** – Notification of Planning Sub Committee Meeting, 7th August 2018. It was agreed that Cllr K Fernandes would be STC’s representative to speak at this meeting.

FC.7 Panel Reports

011 **8.1 Culture, Events, and Markets** – The notes for the meeting held on 18th July 2018 were noted and the recommendations from this meeting were discussed.

012 After being proposed and seconded **IT WAS RESOLVED** that the Town Council offer the 2019 Car Boot Sales dates during March to October to charities and community groups. Vote: for 12 – against 0 – abstained 1. The Resolution was carried.

- 013 After being proposed and seconded **IT WAS RESOLVED** that the new Farmers Market signs, merged together with regular Market signs be purchased and permanently erected at the Town's entrances. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- 014 After being proposed and seconded **IT WAS RESOLVED** that four portable toilets be hired for the event (one being a disabled unit). Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- 015 After being proposed and seconded **IT WAS RESOLVED** that two Services Team members be requested to set up the barriers, tape and gazebos and signs in the afternoon of Saturday 29th September and to clear and take down the items at the end of the film and close the kiosk toilets. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- 016 After being proposed and seconded **IT WAS RESOLVED** that the light show company be booked for the event on 29th September 2018. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- 017 After being proposed and seconded **IT WAS RESOLVED** that a MacMillan Coffee Morning and Lincolnshire Day celebration be held at the Town Hall on Monday 1st October 2018. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- 018 **8.2 Finance & Assets** – Nothing for this meeting. Meeting still to be arranged.
- 019 **8.3 Services** – Nothing for this meeting.
- FC.8 Finance**
- 020 **8.1 Regular Direct Debits/Standing Orders for retrospective approval** – After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £17,322.16. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- 021 **8.2 BACS payments made for retrospective approval** – After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £1,550.00. Vote: for 12 – against 0 – abstained 1. The Resolution was carried.
- 022 **8.3 Pending BACS payments for approval** – After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £13,201.13. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- 022 **8.4 Pending cheque payments for approval** - After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £298.00. Vote: for 14 – against 1 – abstained 0. The Resolution was carried.
- 023 **8.4 Request for 2 volunteers to sign paperwork** – Cllrs A Snookes and F Richards volunteered.

- FC.9 Internal Affairs**
024 **9.1 Annual Inspection of Accounts** – The near 7-week period permitting public inspection of our 2017/18 accounts has now passed. There were no requests to view received. The External Audit will be completed by 30th September 2018. This item was noted.
- FC.10 Clerk’s Report – Internal Affairs**
025 **10.1 Minutes and Standing Orders** – The Clerk gave an overview of the position. The Chairperson invited Councillors who would like to make changes to minute detail, to bring a report for Council consideration.
026 **10.2 Code of Conduct; Press and Social Media Policies** – The Clerk gave a verbal update which was noted.
027 **10.3 Low Level ASB matters** – Councillors requested that the Clerk reports low level ASB matters, as widely as possible.
- FC.11 External Affairs**
028 **11.1 Sleaford Castle** – After being proposed and seconded, **IT WAS RESOLVED** that the Council agrees to:-
 - Councillor representation being Cllrs K Dolby, A Brand, G Jackson and L Edwards-Shea, on a Sleaford Castle Heritage Group
 - Use of Town Hall for meetings if required
 - Procurement of an aerial survey with a budget of up to £500. Funds to be found from within the current year revenue budget.Vote: for 12 – against 0 – abstained 1. The Resolution was carried.
029 **11.2 Updates from Ward, District & County Councillors** – Cllr J Charlesworth outlined his Holdingham Ward report.
030 After being proposed and seconded, **IT WAS RESOLVED** that STC note the issues raised above and reaffirm its desire to input to a comprehensive Plan of action in keeping with its policy of developing an appropriate Neighbourhood Plan (or Community Plan) that is contained within the Central Lincolnshire/Local Plan. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
- FC.12 Clerk’s Report – External Affairs**
031 **12.1** At 8:10pm, and after being proposed and seconded, **IT WAS RESOLVED** to suspend Standing Orders to allow an LCC/NKDC Cllr to speak. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.
032 At 8:20pm, Standing Orders resumed.
- FC.13 Resolution to move into Closed Session.**

033 After being proposed and seconded, **IT WAS RESOLVED** to exclude the public and press for the consideration of the following matter. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.

FC.14 HR Panel

034 The notes from the meeting held on 18th July were noted.

035 **Long Term Sickness** - After being proposed and seconded, **IT WAS RESOLVED** to continue discussions with a member of staff who has been on long term sick. Vote: for 13 – against 0 – abstained 0. The Resolution was carried.

036 **Deputy Clerk vacancy** - After being proposed and seconded, **IT WAS RESOLVED** that the shortlisting is to be done by the HR Panel and a panel for any formal interviews is to consist of the Chair, HR Panel Lead, Cllr B Allan and the Council's HR Advisor and the Clerk. 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 8:30pm.