

**SLEAFORD TOWN COUNCIL  
MEETING OF THE FULL COUNCIL**

Minutes of the Meeting of the **Full Council** held on  
Wednesday June 5<sup>th</sup> 2013 at 8.00pm  
in The Source, Southgate, Sleaford

**PRESENT: Councillor B Watson, (Chairman)**

Cllr T Mayfield	Cllr J Mathieson	Cllr K Dolby
Cllr M Graves	Cllr D Suiter	Cllr K Fernandes
Cllr G Jackson	Cllr G Titmus	Cllr J Titmus
Cllr D Birks	Cllr D Vere-Critchler	Cllr D Andrews
Cllr M Allan	Cllr J Charlesworth	Cllr H Lorimer
Cllr I Dolby	Cllr B Dunbar-Beckford	

**Also Present:** 1 member of the press and two members of the public. Mrs S McIntyre (Clerk), and Mrs L Savage, (R.F.O.).

Prior to the meeting no members of the public wished to address the Council.

The Chairman welcomed all present and opened the meeting at 7:50pm.

**FC.1 APOLOGIES.** There were none.

**FC.2 DECLARATIONS OF INTEREST.** To receive disclosable pecuniary interests in accordance with the Localism Act 2011. There were none.

**FC.3 CHAIRMAN'S REPORT.** The Chairman said his chosen charities for this year are: Children with Autism; and the Sleaford Town Fund. He said that Cllr P Haysum has resigned as a District Councillor and said he had also been a long serving Town Councillor and Mayor. The Councillors agreed that Cllr B Watson and Cllr K Dolby look at recommending a suitable mark of appreciation.

**FC.4 CLERK'S REPORT.**

- Action Log. This was circulated.
- Our Communities – Councillors agreed to reply as individuals if they wished – not send a reply from the TC.
- Cycle lane on Boston Road. The Clerk outlined some recent complaints. It was noted that the current cycle lane is not enforceable. The Clerk was asked to write to LCC Highways with copies to the Police and the County Councillor.
- Core Strategy – Mr A McDonough and Mr S Priestly will be giving a Core Strategy update on Wednesday June 19<sup>th</sup> at 6.45pm.
- Resolution to be moved without notice. The Clerk asked the Council to resolve to remove Cllr I Dolby from membership of the Applications Committee, at his own request. Cllr I Dolby explained he felt that as a District Councillor he should not be on the committee as there may be some conflict of Interest.

Proposed by Cllr D Vere-Critchler and seconded by Cllr M Allan.  
Vote 18 for. The Resolution was passed.

**FC.5 MINUTES.** To look at the Clerk's Notes from the meetings held on April 10<sup>th</sup> and May 22<sup>nd</sup>, 2013, and accept them as Minutes of this meeting.

It was proposed by Cllr K Dolby and seconded by Cllr D Vere-Critcher, that the Notes from as above be accepted as Minutes of those meetings.

Vote – 15 for. 3 abstentions. The Resolution was passed, the Chairman signed the Minutes.

**FC.6 COMMITTEE MEETING NOTES:** To take note of the Clerk's notes from the last round of committee meetings which will then go to their next meetings for approval as Minutes. Services, April 24<sup>th</sup> 2013, General Purposes, May 1<sup>st</sup>, 2013, Personnel, May 8<sup>th</sup> and Finance & Strategy, May 15<sup>th</sup> 2013. These were noted.

**FC.6 FINANCE:**

**A)** To receive financial report. It was proposed by Cllr I Dolby and seconded by Cllr H Lorimer that the report be accepted.  
Vote 18 for; the resolution was passed.

**B)** Recommendations from Finance and Strategy re transfer, virements etc. Cllr M Graves explained this was recommended by the last F&S meeting. It was proposed by Cllr M Graves and seconded by Cllr D Vere-Critcher that the report and the recommendations be approved.  
Vote 18 for. The Resolution was passed.

**C)** End of Year.- to receive and approve end of year accounts and records. Cllr M Graves explained. He proposed and Cllr D Vere-Critcher seconded that they be accepted and approved.  
Vote 18 for. The chairman signed the report.

**D)** Audit documents. The Clerk explained the details and requirements of the external audit document.  
It was proposed by Cllr M Graves and seconded by Cllr I Dolby that Section 1 be approved and accepted.  
Vote 18 for. The Resolution was passed. S.1 was signed.  
Section 2 was completed. It was proposed by Cllr I Dolby and seconded by Cllr T Mayfield that this be approved and accepted.  
Vote 18 for. S.2 signed.

**E)** Recommended surplus money transferred. Cllr M Graves explained the report and the spread sheet details. The figures are as at the end of the last financial year.  
It was proposed by Cllr H Lorimer and seconded by Cllr J Charlesworth that this be accepted and approved.  
Vote 17 for; 1 abstention. The Resolution was passed.

The Chairman asked that a vote of thanks to the staff for their work on the end of year and audit be recorded – this was agreed unanimously.  
The Clerk thanked the Chairman and said the RFO should be thanked especially for taking on the full duties in January and making excellent progress in such a short time.

- FC.7 REPRESENTATIVES ON OUTSIDE BODIES.** Any Councillor who has represented the Council on their nominated outside body is asked to report to the Full Council meeting after this representation.
- **Business Breakfast.** Cllr D Birks had submitted a report which was noted.
  - **Neighbourhood Watch** - Cllr J Charlesworth had submitted a report which was noted.
  - **Connect2.** Cllr J Charlesworth had submitted a report which was noted.

- FC.8 OTHER AD-HOC COUNCIL REPRESENTATION –** Councillors invited to meetings etc on an ad-hoc basis – are asked to report to the Full Council meeting following their meeting.
- **NKDC Partnership.** Reports from Cllr J Charlesworth and Miss L Volkes were noted.

- FC.9 TOWN COUNCIL SURGERIES.**
- Cllr M Allan had attended on May 4<sup>th</sup> Comments on parking he was able to answer and about the market were directed to Cllr B Watson. He said a Councillor was not a duty councillor turned up wearing a name badge and confused people as to they should speak to. The Clerk reminded Councillors about wearing name badges when not on officially designated TC duties.
  - To review the surgeries. Cllr M Allan said they were a valuable service and allow the TC to show councillors are available. Cllr G Titmus agreed and said they should be better advertised.

It was proposed by Cllr M Allan and seconded by Cllr G Titmus that the surgeries continue for 6 months commencing August 2013 until the end of the year.

Vote 17 for; 1 abstention. The Resolution was passed.

- FC.10 FIELDS IN TRUST.** The Clerk explained the council was now waiting for the license to be signed and returned. A plaque had been ordered and was on its way.
- There was a discussion about an official ceremony. It was agreed a celebration involving the public was important.
- It was proposed by Cllr K Dolby and seconded by Cllr D Birks that Cllrs K Dolby, B Watson, G Titmus and M Allan with the Foreman form a WG to decide where to position the plaque, a possible event date, format, and guest of honour – consider a member of the Royal Family.
- Vote 18 for. The Resolution was passed.

- FC.11 SLEAFORD MUSEUM TRUST.** A report had been submitted by Cllr G Titmus. He further explained. It was agreed that STC should do the minimum work to ensure the building was sound for the proposed adaptation by the

SMT. The required permissions have been prepared and are awaiting final approval.

It was proposed by Cllr G Titmus and seconded by Cllr K Dolby that his recommendations be approved.

Vote 18 for. The Resolution was passed.

The Recommendations are:

- a. STC proceeds now, independently of the SMT museum timetable with the maintenance and preparatory building work required on the Monument block; all work to be carried out within the budgeted figure of £10,000
- b. STC proceeds now, independently of the SMT timetable, with the detailed design and installation of a uni-sex, invalid friendly public toilet block.
- c. STC establishes an annual maintenance budget for the Monument block starting in 2014/15, initially at a rate of £1,000.
- d. To ensure continuity, that the current composition of the ST Museum Project Group is retained for the 2014/14 council year.

**FC.12 RESOLUTION TO MOVE INTO CLOSED SESSION.** To propose that “in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and the public be temporarily excluded and they are instructed to withdraw”. Proposed by Cllr D Vere-Critchier and seconded by Cllr D Birks.

Vote 18 for. The Resolution was passed. The press and public left the room.

**FC.13 MONEY’S YARD TOILET LEASE.** It was resolved that the lease for a 12 month period, ending March 31<sup>st</sup> 2014, be noted and signed.

**F.C.14 OFFICE PREMISES.** Cllr M Graves gave an update on the current situation

1. It was proposed and seconded that the Clerk and nominated Councillors continue to make further enquires and make an offer.
2. It was proposed and seconded that further enquiries are made and that a higher offer be made.

Vote (2) above: 7 for.

Vote (1) above: 11 for. Resolution as at (1) above was passed.

There being no further business, the meeting was closed at 9.12pm.