



Sleaford Town Council
Notes and Report of Services & Assets Panel Meeting – 22nd January 2019
10:00am to 11:00pm

Panel members present:

Cllr M Shanahan-Kluth
Cllr H Lorimer
Cllr D Suiter
Cllr P McCallum
Cllr J Mathieson
Cllr F Richards

Apologies: Apologies for absence were received from Councillor B Allan.

Meeting and Panel supported by Deputy Clerk and Administration Officer (MW).

1. Notes from the last meeting held on 27th November 2018

The Panel agreed the notes which had already been presented to the Full Council Meeting on 19th December 2018.

2. Service & Assets Work Plan & Action Log

The Panel Lead introduced each item on the Work Plan which members discussed and prioritised. All were in agreement for the Work Plan & Action Log to be updated.

At 10:30am, Councillor D Suiter left the meeting.

3. Feedback from “Walk About” on 15th January 2019

The Panel Lead reported that the “Walk About” was very well attended and overall the condition of all STC’s play areas and equipment were in good condition and all sites are well maintained.

It was noted that some play areas would benefit from additional bins, benches and signage.

Action: Panel Lead and Deputy Clerk to meet to discuss the findings from the “Walk About” and present a report to the next meeting with planned action.

Administration Officer (MW) left the meeting.

4. Wood Chipper & 5.2 Burning at Drove Lane

The Panel Lead took agenda items 4 and 5.2 together. The Deputy Clerk presented the reports which identified a number of complaints in relation to burning on both allotment sites. It was noted that allotment holders were burning inappropriate material in incorrect conditions. The persistent behavior would lead to STC’s burning license to be revoked. The Panel discussed the issue of burning and understood the difficulties of policing such an activity. On this basis it was proposed that allotment holders should be banned from burning and this should be written into their tenancy agreement.

The Panel then discussed the disposal of green waste if allotment holders were prohibited from burning green waste. The Panel were appraised of options for disposal together with current budget provisions.

Following a lengthy discussion, it was proposed that a second hand chipper be purchased within budget to enable the green waste to be recycled. Due to the chipper being of significant value, necessary storage was to be identified. The most appropriate location for siting a storage container would be at the Drove Lane Allotment Site.

Recommendation:

- A) STC give notice to allotment holders of a burning ban – and written into tenancy**
- B) A second hand chipper and container be purchased within current budget provision to support the environmentally friendly disposal of green waste.**

5. Allotments

- 5.1 **Update on vacant plots** – The report circulated which updated members on the current position of vacant allotment plots was noted.

Action: To prohibit burning on allotment sites and write this in to the Allotment Tenancy Agreement.

- 5.2 **Review of current Tenancy Agreement** – The Deputy Clerk gave a verbal update on the current position and noted this was ongoing.

- 5.3 **Galley Hill/Millfield Terrace Site** – The Deputy Clerk reported that the large conifer trees on two allotment plots are to be removed.

There was a discussion regarding the Haulage Way and making this area wider. Currently there is no budget within the Capital Programme for work to be carried out.

Action: Refer this to the Finance & Assets Panel for further investigation.

- 5.4 **SiB** – The Deputy Clerk reported on the progression of the Polytunnel and container. Work to commence 4th February 2019.

6. Woodside – Review of works undertaken

7. Agenda items for next meeting

7.1 Cycle Lockers

8. Date of next meeting

Tuesday 26th February at 10:00am