



Sleaford Town Council  
Notes and Report of Services & Assets Panel Meeting – 7<sup>th</sup> August 2018  
11:00am to 12:30pm

Panel members present:

Cllr M Shanahan-Kluth  
Cllr B Allan  
Cllr P McCallum  
Cllr F Richards  
Cllr H Lorimer  
Cllr D Suiter

Apologies: Apologies for absence, with reasons, had been received from Cllr J Mathieson.

Meeting and Panel supported by Clerk, Assistant Clerk, Services Team Leader and Cllr S Shanahan-Kluth

**Please note that the audio equipment failed to record this meeting at an early stage**

**1. Notes from the last meeting held on 10<sup>th</sup> July 2018**

The Panel agreed the notes which had already been to the Full Council Meeting on 18<sup>th</sup> July 2018.

**2. Service & Assets Work Plan**

It was requested that all members of this panel look through the 'Work Plan' in order to progress ongoing items.

**3. 'Walk About'**

The Panel Lead gave feedback from site visits at Galley Hill/Millfield Terrace and Drove Lane Allotments. A list of observations from the Panel were noted.

The Clerk confirmed a meeting with the Galley Hill/Millfield Allotment Tenants will take place on Wednesday 29<sup>th</sup> August 2018 at 6pm.

It is hoped that a meeting will be held on Tuesday 4<sup>th</sup> September 2018 at 6pm, with any tenants of the Drove Lane Allotments that have expressed an interest in being representatives to liaise with the Council on allotment matters.

Following recent thefts on the Galley Hill/Millfield Terrace Allotment Site, the Clerk reported that the Council's security company have been patrolling the site twice nightly and will continue to do so for the time being.

There was a brief discussion regarding water usage and a possible increase in allotment rental fees.

- 3.1 The new fencing erected at the entrance of Galley Hill/Millfield Terrace Allotments off Tennyson Avenue was noted.

#### **4. Exercise/Adult Fitness Equipment**

- 4.1 Suggestion for Adult Fitness Equipment at Boston Road Recreation Ground to be given to the Clerk. The Clerk confirmed £10,000 from the 2019/20 budget.

Play Equipment Brochures are in the Town Council office, for Panel Members perusal.

Cllr D Suiter to investigate match funding and report back to a Panel Meeting in October 2018.

#### **5. Cemetery**

- 5.1 The Clerk explained the request for an extension to water supply for an additional water tap. Due to specialist nature of this work the Clerk as only managed to obtain one quote.

**Recommendation to Council:** The Clerk to try and seek one further quote before the Full Council Meeting on 22<sup>nd</sup> August. If this is possible, both quotes to be presented to Council for discussion and approval. If it is not possible to receive one more quote, the quote already obtained, be accepted by Council.

The Panel Lead informed members of a recent complaint, received in to the office, from a member of the public about dogs off leads at the Cemetery.

- 5.2 **CCTV at the Cemetery** – The Clerk to engage with STC’s current CCTV provider for an indicative quote and advice as to the most suitable location with in the Cemetery for the CCTV cameras to be installed.

6. **By-Laws** – The Panel Lead gave a brief update following a recent meeting with the Head of Community Safety from NKDC.

**Recommendation to Council:** The Council instructs the Clerk to upgrade and/or increase signage at its various sites. Funds to come from existing earmarked reserves.

7. **Signage** – Members were asked to send suggested wording to the Clerk.

8. **Boston Road Lay by** – It was suggested to resurface the lay by and use it for car parking for members of the public wishing to use the facilities at the Recreation Ground. It was also suggested to charge for car parking.

The Clerk to ask NKDC for their professional advice regarding this matter in the first instance.

9. **Woodside Playing Field** – Clarification was sought and given as regards the location of the 15-20 meter length of fencing at Woodside.

#### **10. Agenda items for next meeting**

Items from the ‘Work Plan’

#### **11. Date of next meeting**

Tuesday 11<sup>th</sup> September 2018 at 11am.