



Sleaford Town Council  
**Notes from the S.106 & CIL Task & Finish Group,**  
held in the Council Chamber and electronically via Zoom  
on **10<sup>th</sup> August 2022** from 14:00 to 15:21

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|---|---|
| Members present:  |   |
| Cllr L. Edwards-Shea (Council Chamber)<br>Cllr P. Edwards-Shea, Group Lead (via Zoom)<br>Cllr K. Fernandes (via Zoom)<br>Cllr R. Oates (via Zoom) | Cllr M. Offer (via Zoom)<br>Cllr Ad. Snookes (via Zoom)<br>Cllr Al. Snookes (via Zoom)<br>Cllr D. Suiter (via Zoom) |
| Supported by RFO, M Free (Council Chamber)  |   |

As Zoom host, Cllr L. Edwards-Shea welcomed everyone to the inaugural meeting of the S106 & CIL Task & Finish (T&F) Group. Councillor involvement to take the ideas forward was necessary due to inadequate staff time.

**1. Election of the Task & Finish Group Lead**

Cllr P. Edwards-Shea nominated as Group Lead (Gp Lead).

**Voted in unanimously** by the other Members.

**2. Apologies for Absence**

All original Members present plus Cllrs A. & A. Snookes as additional Group Members.

**3. To appoint a Note Taker for this Meeting**

RFO volunteered to take notes for the Group meetings.

**4. Terms of Reference**

Gp Lead read the TORs as per the Council Resolution (2022.07.20 FC.9j):

*"To look at current project lists, being the list associated with the Capital Reserves Account and the list prepared by the Finance & Strategy Panel, as well as any new proposals, and draft a prioritised list for Full Council consideration and implementation as S106 and CIL projects."*

Not all Members had had sight of the current list, Reserves, S106 and CIL holdings prior to the meeting; Cllr Oates had a hardcopy of the list prepared by the F&S Panel.

RFO confirmed the CIL and S106 balances; Reserves being reviewed at FC Meeting on 17<sup>th</sup>.

**Unanimous vote** in favour of accepting the Group TORs.

Gp Lead clarified the current list was only a starting point, other capital expenditure projects and ideas could be put forward; **All**.

**5. Business discussed**

Gp Lead invited each Member to put forward any suggestions - *full list at Annex A to TORs*.

Common themes:

Benches; Bins; Leisure Equipment (all ages and abilities); Toilets; Signage; and Improvements/Refurbishment of existing facilities.

**Key points:**

S106 projects in the vicinity of King Edward St development would be priority.

Allocated funds (~£200,000) must be spent by 30 June 2024.

Confirmation of ownership, access and maintenance responsibility required for development boundaries, passageways, entrances, and Air Ambulance.

Projects identified for S106 and CIL funds must meet eligibility criteria.

CIL funds should be spent before Council Reserves.

Council to be kept updated on available funding and spending deadlines.

Areas should be accurately measured to ensure proposals can be accommodated.

Popularity of existing play equipment should factor in new purchase choices.

Current allotment provision exceeded minimum requirement (15 per dwelling).

Survey of STC play equipment and green spaces by Dep Clerk & Service Lead available.

Cllrs L. Edwards-Shea and Offer both members of Sleaford Heritage Group.

**Actions:**

Latest versions of existing documents to all Members ahead of next meeting; **RFO**.

Clerk to be asked to write to EMAS to confirm designated helipad site; **LE-S**.

MO volunteered to expand the ideas list created from the Notes; **RFO & MO**.

**6. Items for next Meeting**

Review brochures and websites for ideas and basic prices (18<sup>th</sup>)

Review existing projects and ideas and set priorities (24<sup>th</sup>)

Allocate project and costing research roles (24<sup>th</sup>)

**7. Date of next Meeting**

Informal Working Group – Thursday 18<sup>th</sup> August at 10:00 in the Town Hall

Next Meeting – Wednesday 24<sup>th</sup> August at 10:00 in the Town Hall

**RFO** to book rooms.

*PES  
24/8/22.*