



Sleaford Town Council  
**Approved Minutes from the S.106 & CIL Task & Finish Group,**  
held in the Council Chamber on **5<sup>th</sup> October 2022** from 10:13 to 11:51

Members present:	
CLlr P. Edwards-Shea, Gp Lead CLlr Ad. Snookes	CLlr M. Offer CLlr D. Suiter
Supported by RFO, M Free	

The Gp Lead welcomed those present and opened the Meeting at 10.13am.

**1. Apologies for Absence**

Apologies were received from Cllrs L. Edwards-Shea and Al. Snookes. Cllr Fernandes was also absent.

**2. To approve Notes of last Meeting**

An amendment to the DRAFT Notes for 7<sup>th</sup> September 2022 had been circulated in advance. The Amended Notes were **unanimously approved** as Minutes of the Meeting. Gp Lead signed the file copy.

**3. Community Engagement Update**

Unfortunately, SG was unable to attend the Meeting in person but had provided some guidance on engagement options via email to the Gp Lead; hardcopy shared with those present. Community engagement to determine where and on what the improvements and investments should be aimed was deemed important. **leaflet** seeking ideas and comments from residents would ensure all households in the locality were engaged; FC had granted delegated authority up to £500 to cover costs. The leaflet details, area and timeframe for comments were discussed. Publicising options included: use of social media, STC website, local organisations and a Market stand to spread the message. Cllrs Offer, Suiter and Ad. Snookes offered to host a pop-up stand. Due to the spend deadline, S106 funds from the King Edwards St development were the priority.

It was **unanimously** resolved to:

Ensure new equipment to caters for all ages and abilities.

Print 2,000 x A5 double-sided leaflet in thin card, with the agreed amendments and comments deadline of 1 Nov.

Promote the request for public comments on STC website and Facebook page, via a press release and local organisations, and a stand at the **Farmers Market on 5 Nov.**

**Local organisations** to include:

Rainbow Stars (DS)

St Botolph's Primary School

Groups supporting adults with learning difficulties (L-ES)

Town Hall visitors and room bookings

The Capital Expenditure Projects & Ideas (Annex A) were reviewed. Arial views of the individual sites would help to plan the siting of equipment and convey the proposals to FC.

**Actions:**

Updated version of Annex A (project lists) to be circulated. **RFO.**

**Ongoing:**

Confirmation of Castlefield site permitted works and area measurements. **LE-S.**  
George Street boundary ownership. **MO.**

**4. Agree Deadlines for Next Steps on Priority Projects**

Clr Suiter stated that there was a wide variation in costs and styles for benches depending on material type. Following the site visits, the style of bench at the Woodside Play Area (individual hard wooden slats on a metal frame), were the preferred as they were durable, easy to maintain in-house and graffiti could be easily removed.

In order to secure support from FC for any planned purchases, quotes and guide prices were required; the outcome of the community engagement would play a big part in this.

**Actions:**

Map of leafleting area and Clr allocations by Ward and locality to be produced. **Gp Lead.**

**5. Agree Recommendations to Full Council**

One formal recommendation to FC was agreed:

- a. Specific H&S issues (Castlefield site and George Street Play Area/Stamford Close entrances (trip hazards) and uneven footpath across George Street Play Area.

**6. Date & Items for next Meeting**

Date next Meeting: **Wednesday 2<sup>nd</sup> November at 10:00** in the Town Hall. **RFO** to book room.

Agenda items: Feedback on community engagement to date, George Street projects and estimated costs, allocate remaining projects, and review boundary ownership.

The Gp Lead thanked everyone for attending and closed the Meeting at 11.51am.

Written by: M Free

Date: 21/10/2022

Approved date: 02/11/2022

Signed: *File copy signed*