



Sleaford Town Council  
**DRAFT Minutes from the S.106 & CIL Task & Finish Group,**  
held in the Council Chamber on 2<sup>nd</sup> November 2022 from 10:03 to 11:17

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

The Gp Lead welcomed those present and opened the Meeting at 10.03am.

**1. Apologies for Absence**

Cllr Fernandes was also absent from the Meeting.

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

The DRAFT Notes of the Meeting held on 5<sup>th</sup> October 2022 had been previously circulated but not received by some Members. Approval deferred until the end of the Meeting to give everyone chance to review them. An amendment was required to change Ad. Snookes to Al. Snookes for the apologies received at item 1. On conclusion of Item 7, the Amended Notes were **approved** as a true record of the last Meeting. Gp Lead signed the file copy and initialled the amendment.

**3. To Review Community Engagement responses to date and agree any actions**

The Gp Lead stated that leaflets requesting residents, input on the plans for the George Street Play Area had been quickly delivered to Castle Ward properties and most of the peripheral streets, as per the circulated map. The inclusion of additional streets with the remaining leaflets was discussed.

The deadline for responses was 7<sup>th</sup> Nov but some had already been received. The initial feedback was in favour of all the proposed improvements; seeking resident input had been welcomed and appreciated.

The process had highlighted the benefit of community engagement for other improvement projects. Some residents were unsure of the Play Area's location and inclusion of a map or reference (e.g., What3Words) was discussed. There was no differentiation or indication in the age group of the household responding.

**Actions:**

Community engagement responses to be collated and circulated. **PE-S.**

**a. To confirm hosts for Farmer's Market Stand on 5<sup>th</sup> November 2022**

The availability of Council representatives, cover period, required equipment, required number of leaflets and recording of public comments were discussed.

The busiest market trading period was confirmed as approx. 08.30-12.30.

It was **resolved** that:

Cllrs Offer, Ad. Snookes and Suiter would host the Market Stand.

50 of the A5 leaflets plus an A4 version to be used record immediate responses.

A gazebo, table, chairs, pens, sanitiser, wipes and a rubbish bag were required.

**Actions:**

Production of A4 version of the leaflets for the Market Stand. **PE-S.**

Attendance at the Farmer's Market Stand from 08.30 (**MO & AdS**) and from 10.00. **DS**.  
Equipment for the Stand, Services Team set-up, and collection of equipment. **MF & AdS**.

**4. To Review George Street Play Area Boundary Ownership Feedback**

Cllr Offer had received written confirmation from the developer (Taylor Lindsey) on the ownership responsibilities of the boundary between the Play Area and Stamford Close; a hardcopy of the map and the individual areas was shared. Taylor Lindsey had also stated that, if added to the play area, they would look to continue the new footpath across the threshold and into Stamford Close and, although they retain the responsibility for the strip between the legal boundary and the footpath, they would *"be happy for the Council to include it as part of the play area and maintain it accordingly."* No agreement of this, favourable or otherwise, was indicated or discussed with the company by Cllr Offer. The Group felt that the current condition of the boundary was nowhere near that required and there were no plans for this consideration to be put to Council.

**5. To Agree Deadlines for specific tasks**

Deadlines to be reviewed once engagement responses had been collated as unable to progress with the costings until the preferred equipment was known; the Gp Lead was keen to provide FC with a proposed plan for the area asap.

Cllr Suiter had researched different bench styles; a recycled plastic bench suitable for public spaces was approx. £585.

Anti-social behaviour at the George Street Play Area was a concern, especially the use of bikes and skateboards on the basketball court when refurbished and fencing in the area with controlled access was discussed; Cllr Fernandes' input on a suitable structure for underneath the court was also required.

Splitting the required works into different contracts was discussed; the RFO reminded the Group that the contract(s) must comply with the Public Contracts Regulations and be advertised on the Contract Finders website, even if the works were divided into smaller contracts.

**6. To Agree Recommendations to Full Council**

The summarised results of the Community Engagement and the outline plans would be presented to FC. A further Group meeting was required to review the results.

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

Date of next Meeting: **Friday 11<sup>th</sup> November at 14:00** in the Town Hall. **MF** to book room.

Agenda items: Review Community Engagement responses and agree specific tasks.

The Gp Lead thanked everyone for attending and closed the Meeting at 11.17am.

Written by: M Free

Date: 12/11/2022

Approved date:

Signed: