



Sleaford Town Council
Finance & Strategy Panel
Notes and Report of Meeting – 26th September 2019
10am – 11.02am

Panel Members present:

Councillor Anthony Brand (Lead)
Councillor Ken Fernandes
Councillor Stephen Shanahan-Kluth
Councillor Linda Lowndes
Councillor David Suiter 10.05am

Meeting supported by the Town Clerk, Deputy Clerk and Administration Officer (LS)

1. Apologies

Apologies were received from Councillors Tarek Hayat and Paul Edward-Shea.

2. Welcome by Panel Lead

The Panel Lead welcomed Panel members.

3. Notes from the last meeting on 29th August 2019

The Panel Lead explained that the notes from 29th August 2019 would be presented to Full Council on 9th October with the Capital Programme.

4. Future of the Tractor Shed Suitability

Following a review of the Capital Programme the F&S Panel identified the need to explore what future investment the Tractor Shed would require. The Panel Lead noted that £20k was presently allocated to the Tractor Shed.

All Cllrs were invited to a meeting of the Service Team and it was identified that the Tractor Shed was not efficient operationally due to:-

- Secure council vehicles and machinery
- Carry out maintenance on vehicles and machinery
- Clean vehicles, machinery and equipment
- Sore tools and waste

The Clerk explained that provisions have now been made to the washing down of vehicles to meet the Health and Safety requirements raised by Councillors.

Following debate, the panel resolved that further detail was required to be aware of the financial implications of future decision making.

Recommendation to Council:

Instruct the Clerk to investigate and research the following 3 options in relation to providing a central facility to address concerns about the current suitability of the Tractor Shed:-

- a) **Do Nothing**
- b) **Lease or Rent an alternate site to provide a central facility to address concerns raised.**
- c) **Purchase an alternate site to provide a central facility to address concerns raised.**

Action: If approved by Full Council the Clerk/Deputy Clerk to write a report on a 3 of the recommendations on the report with costing and the possibility of borrowing from the PWLB.

5. Website

The Panel considered the report by the Clerk detailing full costings in relation to the website. It was noted that the costings were substantially within the budget approved by Council and that the website provider specialised in Town & Parish Council websites.

To migrate information from our current website and the company to train 3 members of staff. The company to also take on all of the email accounts.

Recommendation to Council:

As the Council has already approved a budget for the development of STC Website the Clerk to proceed with all elements from the supplier.

6. Strategic Plan 2019-2020

- Meeting Local Need – Cllr Suiter to bring a report to F&S Panel and the priority to change to 2.
- Use of Mayor Assets-Town Hall – To change priority to 3.
- Use of Major Assets – Eastgate Ca Park - The Panel requested the information from the Real Time data to be reported back to the panel and to review usages and charges.
- Chair Allowance - Chair Allowance for Chapter 8 of the Constitution to be amended.
- Litter Picking – Meeting in October
- Financial Regulations – Change priority to 3
- Neighbourhood Plan- to go back on the Strategic Plan the Deputy Clerk explained STC are going out to consult with the community and there are 2 events lined up to highlight what a Neighbourhood Plan Is and what it involves.
- Corporate Financial Risk Assessment to be added.

Action Clerk to extract data from Smart Folio System. The Clerk to review Chapter 8 of the Constitution.

7. Date and time for next meeting

Thursday 24th October 2019 10am

The Meeting Closed at 11.02am