

Sleaford Town Council  
Quayside House,  
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Sleaford, Lincolnshire  
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To: All Members of Sleaford Town Council.

You are hereby summoned to attend the next meeting of Sleaford Town Council to be held at the **Town Hall, Quayside House, Navigation Yard, Sleaford** on **WEDNESDAY 15<sup>th</sup> December 2021 at 7:00pm**

Prior to the official start of the meeting a public forum of not more than 15 minutes will be held if required. The public may address the council between **6:45pm** and **7:00pm** on current matters, or issues which may become future agenda items and your attendance is also requested during this period. The Public Authority updates from Lincolnshire County Council and North Kesteven District Council will also be provided in this forum.

In the interests of public safety, members of the public, press and County Councillors are invited to access the meeting via zoom.

<https://us02web.zoom.us/j/9302925924?pwd=RWxPWDFNK21hSTZnYUs1TkFCMkVMUT09>

If you require to access the meeting please email [enquiries@sleaford.gov.uk](mailto:enquiries@sleaford.gov.uk) or telephone **01529 303456**

Sharon Stafford  
Clerk to the Council  
9<sup>th</sup> December 2021

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1. **Chairman's Welcome**
2. **Apologies for Absence**  
To receive and vote to accept apologies where valid reasons for absence have been given to the Clerk, prior to the meeting
3. **Declarations of Interest**  
To receive declarations of interest under the Localism Act 2011 – being any **pecuniary interest** in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensations
4. **Minutes**  
Notes of the Council Meeting held on 24<sup>th</sup> November 2021, to be approved as Minutes (attached) 1-9
5. **Chairman's & Deputy Chairman's Report, if any**

6. **Planning**
  - a. **Applications for consideration** - report (attached) 10-11
  
7. **Financial Matters**
  - a. **Council's Bank Balances** 12  
To note Council's current financial position (attached)
  
  - b. **Financial Transactions** 13-18  
To consider and vote upon all financial transactions made retrospectively and pending totalling £64,333.48 (attached)
  
  - c. Request for 2 members to sign paperwork
  
8. **Council Business**
  - a. **Panel Membership** – To consider and resolve to fill the current vacancies on the Finance & Strategy Panel and Services Panel (current list attached) 19
  
9. **Motions**
  - a. **Standing Orders Modification** (attached) 20-21  
*“That Para 16 (c) of STC Standing Orders, reviewed and adopted 21 July 2021, be amended to read:*  
  
*c) If, prior to a meeting, a Councillor has submitted reasons for their absences at the meeting, the Clerk will inform the meeting that reasons for the absence have been submitted. This will be noted by the meeting and shall be recorded as noted in the minutes of the meeting for which the reasons were submitted.”*  
  
*This proposed amendment will align this section of Standing Orders with **Section 85 of the Local Government Act, Vacation of office by failure to attend meetings and Section 13 of STC Standing Orders.***  
  
Proposed by Cllr S Shanahan-Kluth and seconded by Cllr M Shanahan-Kluth.
  
10. **Town Clerk's report** (attached) 22
  
11. **Closed Session**  
“To resolve and vote to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the sensitive nature of the business to be discussed in relation to the following matters:-“
  
12. **HR Panel**
  - a. **HR Panel** – Notes and Recommendations from meeting held on 23.11.21
  - b. **Formal Complaint** – Report attached
  - c. **Employee Contract** - Report attached

**Thank you for your attendance, the next scheduled Council meeting will be held on Wednesday 19<sup>th</sup> January 2022.**