

Sleaford Town Council
Quayside House,
Navigation Yard
Sleaford, Lincolnshire
NG34 7TW



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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 16th February 2022 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=RWxPWDFNK21hSTZnYU51TkFCMkVMUT09>

If you require to access the meeting please email enquiries@sleaford.gov.uk or telephone 01529 303456

Melanie Waddingham
For and on behalf of Sleaford Town Council
10th February 2022

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Number

1. **To confirm by Resolution, Council acceptance of the validity of the summons and Agenda**
2. **Chairman's Welcome**
3. **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
4. **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
5. **Minutes**
Notes of the Council Meeting held on 19th January 2022, to be approved as Minutes (attached)

1-6

6. **Chairman's & Deputy Chairman's Report** – To receive a verbal updates
7. **Planning**
 - a. **Applications for consideration** - report (attached) 7-8
 - b. **Street Naming: Land at Handley Chase, Quarrington** – To consider a proposal from Councillors L Edwards-Shea and D Suiter (attached) 9-11
8. **Financial Matters**
 - a. **Council's Bank Balances** 12
To note Council's current financial position
 - b. **Financial Transactions** 13-17
To consider and vote upon all financial transactions made retrospectively and pending totalling £64,761.38 (attached)
 - c. Request for 2 members to sign paperwork
 - d. **Edge – Quote for Facilities, Markets & Events Module including pilot status for Council** – To consider and approve the quotes at a total cost of £860.00 (attached) 18-28
 - e. **LALC Subscription and Training Membership** - To approve payment of annual subscription and join the annual training scheme at a total cost of £2,802.65 (attached) 29-30
 - f. **National Association of British Market Authorities (NABMA)** – To consider and approve membership of NABMA at a cost of £369.00 (report attached) 31
 - g. **Tree Works at Cemetery** - To consider report and approve quotation (attached) 32-34
 - h. **Purchase of new vehicle** – To consider and approve the purchase of a new vehicle as recommended by the Finance & Strategy Panel at their meeting held on 27.01.22 (report attached) 35
 - i. **Eastgate Car Park Resurfacing Project** – To approve revised costings from appointed procurement contractor (supporting documentation attached from F&S Meeting held on 09.02.22) 36
9. **Council Business**
 - a. **Chairman's Handbook & Civic Protocol** – To consider and approve to accept the new Chairman's Handbook & Civic Protocol as an official Council document to form part of the Constitution (attached) 37-46
 - b. **Vintage Fun Fair - Request to use Boston Road Recreation Ground** – To consider and approve the use of Boston Road Recreation Ground from Sunday 29th to Sunday 5th June 2022(attached) 47

c.	Sleaford Festival - Request to use Boston Road Recreation Ground – To consider and approve the use of Boston Road Recreation Ground from Monday 12 th September to 19 th September 2022 (attached)	48
d.	Panel Membership – To consider and resolve to fill the current vacancy on the HR Panel (current list attached)	49
10.	Council Panels and Working Groups	
a.	Services Panel –Notes from Meeting held on 18.01.22	50-52
b.	Culture, Events & Markets Panel – Notes with recommendations (listed on attached report) to Council for consideration from the meeting held on 26.01.22	53-59
c.	Finance & Strategy Panel – Notes with recommendations (listed on attached report) to Council for consideration from the meeting held on 27.01.22	60-63
d.	Finance & Strategy Panel – Notes with recommendations (To Follow) to Council for consideration from the meeting held on 09.02.22	Notes To Follow
11.	Deputy Clerk’s report, if any	
12.	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:-“	
13.	Adult Fitness Trail – To consider and resolve to award contract	64
14.	HR	
a.	Staffing Matters – To receive a verbal report from the Chairman	65
b.	HR Panel Meeting – Panel Lead to give a verbal update following a meeting held 15.02.22	

Thank you for your attendance, the next scheduled Council meeting will be held on Wednesday 16th March 2022.