

Sleaford Town Council  
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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 20<sup>th</sup> July 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.

*Nicola Marshall*

Deputy Clerk to the Council  
14<sup>th</sup> July 2022

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1. **Chairman's Welcome**
2. **Apologies for Absence**  
To receive and **note** apologies for absence, 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**
  - a. Notes of the Council Meeting held on 15<sup>th</sup> June 2022 to be approved as Minutes (attached) 1-9
  - b. Notes of the Extraordinary General Meeting held on 27<sup>th</sup> June 2022, to be approved as Minutes (attached) 10-13
5.
  - a. **Chairman's and Deputy Chairman's Report** – Report to follow To Follow
  - b. **Temporary Proper Officer Report** (Chairman) – Report to follow To Follow
6. **Deputy Town Clerk's Report** – To note report (attached) 14-15

<b>7.</b>	<b>Planning</b>	
<b>a.</b>	<b>Applications for consideration - report (attached)</b>	16-18
<b>8.</b>	<b>Financial Matters</b>	
<b>a.</b>	<b>Council's Bank Balances</b>	19
	To note Council's current financial position	
<b>b.</b>	<b>Financial Transactions</b>	20-24
	To consider and vote upon all financial transactions made retrospectively and pending totalling £46,330.23 (attached)	
<b>c.</b>	<b>Request for 2 members to sign paperwork</b>	
<b>d.</b>	<b>Finance Update from Temporary RFO – Report to follow</b>	25
<b>e.</b>	<b>Internal Audit report 2021-22 - Council to consider and take actions to resolve matters raised in the Internal Audit report 2021-22.</b>	26-45
<b>9.</b>	<b>Council Business</b>	
<b>a.</b>	<b>Panel Membership and Outside Bodies Representatives</b>	46-48
	– To fill vacancies depending on Council's resolution. Report (attached)	
<b>b.</b>	<b>New Councillor Code of Conduct</b>	49-64
	– To consider and adopt new Code (attached) Guidelines and all supporting documents are available to view and download from NKDC website link <a href="#">here</a>	
<b>c.</b>	<b>Recycling Bin Collection for Town Hall and Depot</b>	65
	- To consider recommendation to accept quote for a commercial recycling bin (attached)	
<b>d.</b>	<b>Repairs to Green Machine</b>	66
	– To consider report and quote (attached)	
<b>e.</b>	<b>1940s Festival</b>	67-70
	– To consider report on 2022 event and proposals for 2023 (attached)	
<b>f.</b>	<b>Insurance Renewal</b>	71-73
	– To note report (attached)	
<b>g.</b>	<b>Financial Transaction Reports</b>	74
	– To consider report and recommendation (attached)	
<b>h.</b>	<b>Small Fun Fair</b>	75
	– To consider and approve the use of Boston Road Recreation Ground from 15 <sup>th</sup> August to 30 <sup>th</sup> August 2022 (attached)	
<b>i.</b>	<b>Charity Summer Fair</b>	76
	- To consider and approve the use of Boston Road Recreation Ground on 29 <sup>th</sup> July 2023 (attached)	

- j. **S106 and CIL Funding** – To consider setting up a Working Group to progress possible projects – Verbal report from Chairman

**10. Council Panels and Working Groups**

- a. **Sleaford Castle Heritage Group Meeting** – To receive the notes from the meeting held on 18<sup>th</sup> May 2022 and 6<sup>th</sup> July (attached) 77-80
- b. **Sleaford Neighbourhood Development Plan Working Group** – Verbal report

**11. Reports from Outside Bodies**

- a. **Sleaford Twinning Association** Report for noting (attached) 81

**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:-“

- a. **HR Panel Meetings** – Notes of meeting on 24<sup>th</sup> June and 1<sup>st</sup> July (attached)

**Thank you for your attendance, the next scheduled Council meeting will be held on Wednesday 17<sup>th</sup> August 2022.**