

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 24th November 2021 at 6:00pm**

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 6.00pm and 6:15pm 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/3051546049?pwd=VGdhVmprRWU5VGt3MmQvckZPNFVUdz09>

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

Sharon Stafford
Clerk to the Council
18th November 2021

Page Number

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 20th October 2021, to be approved as Minutes (attached) 1-6

5. **Chairman's Report**

6. **Planning**
 - a. **Applications for consideration** - report (attached) 7-10

 - b. **Sleaford Castle** - Application for Scheduled Monument Consent (attached) 11

7. **Financial Matters**
 - a. **Council's Bank Balances** 12
To note Council's current financial position

 - b. **Financial Transactions** 13-18
To consider and vote upon all financial transactions made retrospectively and pending totalling £38,730.84 (attached)

 - c. Request for 2 members to sign paperwork

 - d. **Purchase of two Laptops** – To authorise the Clerk to purchase two Laptops 19

 - e. **AdvantEDGE Playgrounds and InspectEDGE** – To consider and resolve to purchase a tablet and software together with the Playgrounds module, the Cemetery App and Allotment App at a cost of £950.20 20-22

 - f. **Financial Regulations** – To amend Financial Regulations to authorise the Clerk to purchase essential items up to a maximum of £2,000 (attached) 23-41

8. **Council Business**
 - a. **Request the use of Eastgate Car Park from Blankney Hunt** - To consider and resolve the use of Eastgate Car Park on Monday 27th December 2021 (report attached) 42

 - b. **Request the use of Boston Road Recreation Ground from Burt Holland's Annual Fun Fair** – To consider and resolve the use of Boston Road Recreation Ground from 8th May 2022 to Sunday 22nd May 2022. (report attached) 43

 - c. **Request the use of Boston Road Recreation Ground from Jims's Gym** – To consider and resolve the use of Boston Road Recreation Ground from Friday 27th May to Monday 30th May 2022 (report attached) 44-45

 - d. **Covid Safety Measure in relation to hire of the Town Hall to external bodies** – To consider and resolve room hire requests from external bodies

- 9 **Council Panels and Working Groups**
- a. **Services Panel** – Notes and Recommendations from Meeting held on 02.11.21 (attached) 46-64
 - b. **Culture, Events & Markets Panel** – Notes and Recommendations from Meeting held on 10.11.21 (attached) 65-70
 - c. **Finance & Strategy Panel** – Notes and Recommendations from Meeting held on 11.11.21 (attached) 71-83
 - d. **Christmas Market Notes** – Notes from the meeting held on 12.11.21 (attached) 84
 - e. **Sleaford Castle Heritage Group** – Notes from Meeting held on 18.10.21 (attached) 85-86
 - f. **Sleaford Castle Heritage Group Summary Report** – To consider and resolve to support in principle for the continuation of the Castle project (report attached) 87
- 10 **Representatives on Outside Bodies**
- a. **Plastic Free Sleaford** – To ask for a council volunteer to represent STC on Plastic Free Sleaford.
- 11 **Town Clerk’s report**
- a. **Plastic Free Sleaford** – To receive a verbal update from the Clerk
 - b. **Money’s Yard Male Toilets** - To receive a verbal update from the Clerk
- 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 **HR Panel**
- a. **HR** – Notes from Meeting held on 26th October 2021 (attached) 88-89

Thank you for your attendance, the next scheduled Council meeting will be held on Wednesday 15th December 2021