

Sleaford Town Council
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Sleaford, Lincolnshire
NG34 7TW



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Email: enquiries@sleaford.gov.uk
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To: All Members of Sleaford Town Council.

You are hereby summoned to attend the **FULL COUNCIL MEETING** of Sleaford Town Council on **WEDNESDAY 27th January 2021 at 7.00pm** to be held electronically.

Members will be able to access the meeting via the following link

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

There will be a public forum before the meeting commences for a maximum of **15 minutes** when members of the public may ask questions or make short statements to the Council, about any item listed on this agenda. The Public Authority updates from Lincolnshire County Council and North Kesteven District Council will also be provided in this forum.

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

Mrs L Tidy
Clerk to the Council
21st January 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 16 th December 2020, to be approved as Minutes (attached) | 1-5 |
| 5. Chairman's Report | |

6.	Planning Matters	
	<i>Cllrs are reminded that Planning queries must be made to the Office before the meeting</i>	
	a. Current Planning Applications – report (attached)	6-7
7.	Regular Finances	
	a. Payments made for retrospective approval (attached)	8
	b. Direct Debits, Standing Orders and Regular Bill Payments for approval (attached)	9-10
	c. Bill Payments for approval (attached)	11
	d. Request for 2 volunteers to sign paperwork	
	e. Finance Quarter 3	12-19
	To note the financial performance of the Council in the last 9 months of the financial year 2020/21	
	f. Precept	20-26
	To receive and vote upon the Precept for 2021/22	
8.	Council Business	
	a. Advertisement of Internal Auditor	27-30
	To consider the role and recruitment of the Internal Auditor.	
	b. CCTV Cameras	31
	To consider request from Police to install CCTV cameras in Nags Head Passage	
	c. Proposed Grass Cutting Agreement with LCC 2021-22	32
	To receive and vote upon the request from Lincolnshire County Council to undertake grass cutting on public highways.	
	d. Council Meeting Schedule 2021-2022	33-34
	To receive and vote upon suggested council meeting schedule for 2021-22	
9.	Internal Affairs	
	a. Fire Risk Assessment	35-36
	To consider the report and vote upon the request to review the fire risk assessment for the Town Hall and Tractor Shed.	
	b. Staff Mobile Phone renewal	37-39
	To consider the report and vote upon the request to renew mobile phones for all staff.	
	c. Tractor Shed heating	40-41
	To consider the report and vote upon the request to install heating in the tractor shed.	

10. **Outside Bodies and Working Group Updates**
- a. Panel Task & Finish Group Update Verbal Update
Verbal Update from Councillor L Edwards-Shae
 - b. Neighbourhood Plan 42-49
To note minutes and progress.
 - c. Castle Heritage Group 50-53
To note minutes from meetings held on 9th December 2020 and 12th January 2021 and progress.
11. **Motion in accordance with Paragraph 18 of the Council's Constitution** 54
- The Town Clerk to write to our MP and the CCG to express the concerns of our residents and to ask for a vaccination site or sites to be set up in Sleaford.
- Proposed by Cllr. Linda Edwards-Shea
Seconded by Cllr. Dave Darmon, Cllr. Heather Lorimer, Cllr. Ken Fernandes
12. **Town Clerk's report, if any**
13. **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 minutes** 55-57
To note minutes from meeting held on 20th January 2021 and vote upon recommendations.

Thank you for your attendance, the next scheduled Council meeting will be held on Wednesday 24th February 2021.