

Sleaford Town Council

Minutes of the Meeting of Sleaford Town Council held on Wednesday 14th August 2019 at 7.00 p.m. at The Town Hall, Quayside House, Navigation Yard, Sleaford

Present: Cllr A Snookes (Chairman)

Cllr B Allan	Cllr K Fernandes	Cllr T Hayat
Cllr H Lorimer	Cllr L Lowndes	Cllr R Oates
Cllr J Parry	Cllr K Pole	Cllr C Sandy
Cllr M Shanahan-Kluth	Cllr S Shanahan-Kluth	Cllr D Suiter
Cllr J Thomas		

Also, in attendance Council Officers: Clerk
LCC Councillors (0) Members of Public (0) Press (0)

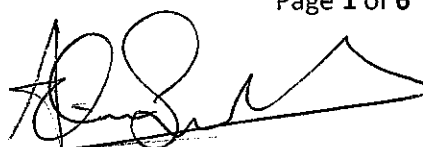
Please note the Audio Recording from this meeting is available on the Town Council's Website.

- FC.1** **Chairman's Welcome**
001 The Chairman welcomed all to the meeting.
- FC.2** **Apologies for Absence**
002 Apologies for Absence with reasons were received from Councillors A Brand, D Darmon, L Edwards-Shea and P Edwards-Shea.
- 003 After being proposed and seconded **IT WAS RESOLVED** to accept the above apologies with reasons. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.
- FC.3** **Declarations of Interest**
004 Councillor R Oates declared an interest in agenda item 7.3, the Services Panel recommendation relating to the reviewed allotment tenancy agreement. Councillor R Oates confirmed he would not vote when this item is discussed.
- FC.4** **Minutes – 24th July 2019**
005 Amendment to page 3, no 029 to read the Council approves the attached schedule as its meeting dates until the end of February 2020.
- 006 After being proposed and seconded **IT WAS RESOLVED** that the notes of the Council Meeting held on 24th July 2019, with the above amendment, be approved as Minutes of that meeting. Vote: for 11 – against 0 – abstained 3. The Resolution was carried.
- FC.5** **Chairman's Report**
007 The Chairman gave a verbal update on recent events he has attended.

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FC.6
008

6.1 Planning Matters

After being proposed and seconded **IT WAS RESOLVED** to make no comment on the following planning applications. Vote: for 13 – against 0 – abstained 1. The Resolution was carried. NKDC to be notified accordingly.

Ref No	Location	Proposal
19/0916/HOUS	11 Ambleside Close, NG34 7LW	Demolition of existing detached garage & erection of 2 storey side extension
19/1030/HOUS	15 St Edmunds Road, NG34 7LS	Erection of single storey side & rear extension
19/0901/HOUS	9 Chestnut Close, NG34 7GX	Erection of single storey rear extension
19/0857/HOUS	3 Exeter Drive, NG34 8UB	Proposed 2 storey front extension, conservation of existing garage & erection of 1 st floor extension above existing garage & new carport
19/1020/HOUS	176 Grantham Road, NG34 7NS	Erection of single storey rear extension to house & garage
19/106/HOUS	1C Rookery Avenue, NG34 7TY	Erection of single storey rear extension
19/1021/LBC & 19/1004/FUL	15 Westgate, NG34 7PJ	Change of use from retail (A1) to tattoo studio (sui generis) internal alterations
19/0967/FUL	Land adj Pennells Four Seasons Garden Centre, London Road, Silk Willoughby	Change of use of agricultural land to extend boundary of existing garden centre

009 **6.2 Application 19/1034/LDEXI – Application for a lawful development for an existing use – offices. Units 2, 3, 4, 7 & 8 Clover House.** Councillors to provide evidence to the Clerk relating to this planning application. This item was noted.

010 After discussion, it was agreed that Councillor R Oates be the Vice-Chairman for this meeting only.

FC.7 Panel Reports

011 **7.1 Culture, Events & Markets** – the notes from the meeting held on 23rd July 2019 were noted and the recommendations were discussed.

012 **1940's Event – 20th June 2020** - After being proposed and seconded, **IT WAS RESOLVED** to confirm the date of Saturday 20th June 2020 for the 1940s Day event and in principle, to increase the 2020/21 Budget for the event up to £1500 (indicative.) Vote: for 12 – against 0 – abstained 2. The Resolution was carried.

013 **Outdoor Cinema Events** - After being proposed and seconded, **IT WAS RESOLVED** to note the cancellation of the showing of Mary Poppins Returns. Vote: for 12 – against 0 – abstained 2. The Resolution was carried.

014 **Invitation from Our Lady of Good Counsel Roman Catholic Primary School** - After being proposed and seconded, **IT WAS RESOLVED** to accept the offer and wait for further details for Councillors nearer the event date. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

015 **7.2 Finance & Strategy** – the notes from the meeting held on 25th July 2019 were noted and the recommendations were discussed.

016 **Finance Governance – Capital Programme** - After being proposed and seconded, **IT WAS RESOLVED** for the Cemetery to include predicted budget line of £30k which will be worked into the budget for the forthcoming financial year. Vote: for 14 – against 0 – abstained. The Resolution was carried.

017 Councillor K Fernandes left the room at 7:33pm and returned at 7:34pm.

018 **Neighbourhood Plan** - After being proposed and seconded, **IT WAS RESOLVED** that: -

- The proposed draft timetable be approved;
- The Clerk/Deputy Clerk seek quotations from consultants to support the production of the Neighbourhood Plan; and
- The Council receive update reports at the end of each milestone.

Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

019 **7.3 Services** – the notes for the meeting held on 23rd July 2019 were noted and the recommendation was discussed.

020 **Allotment Tenancy Agreement and Fees** - After being proposed and seconded, **IT WAS RESOLVED** that: -

- 1) Council to note the proposed amended tenancy agreement to include the following:
 - Remove the right to nominate 'co-tenants' and under special circumstances authorise the Clerk to use their discretion for automatic transfer of tenancy to an individual, ie: spouse, son/daughter;
 - Introduce starter plots, (i.e. One quarter size) where available;
 - Increase annual rental fees to increase to: -
Full Plot £50
Half Plot £25
Starter Plot £12.50
 - Deposit fees to be charged as per the annual rental fee which will be refunded if plot is returned in a satisfactory condition at the end of the tenancy
 - 2) Complete the consultation process on the proposals and report to Council in September 2019.
- Vote: for 13 – against 0 – abstained 1. The Resolution was carried.

FC.8 Finance

021 **8.1 Regular Direct Debits/Standing Orders for retrospective approval** – After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £35,499.33. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

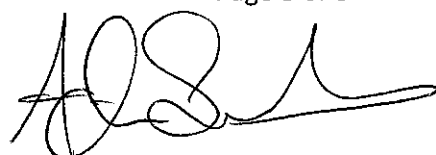
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022 **8.2 BACS payments made for retrospective approval** – After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £1,373.40. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

023 **8.3 Pending BACS payments for approval** - After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £5,473.71. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

024 **8.4 Request for 2 volunteers to sign paperwork** – Councillors D Suiter and J Thomas volunteered.

FC.9 Principal Authority Updates

025 **9.1 To receive verbal reports from dual-hatted members on NKDC business relevant to STC** – Councillor R Oates reported that 12 new council houses have been passed by NKDC. Councillor M Shanahan-Kluth reported that the layout for the development is very good.

026 Councillor D Suiter reported that the planning application for replacement windows at Berkeley Court have been approved.

027 **9.2 To receive verbal report from Lincolnshire County Councillor(s)** – No verbal reports were received.

FC.10 Internal Affairs

028 **10.1 Sleaford Castle Heritage Group** – The notes from the meetings held on 22nd May and 24th July 2019, were noted.

029 **10.2 Christmas Lights 2019** – The Clerk reported he is conscious of the timelines to get the work diarised and the specialized nature of the work the Clerk and Deputy Clerk have met with a local company and asked them to quote for the work this year.

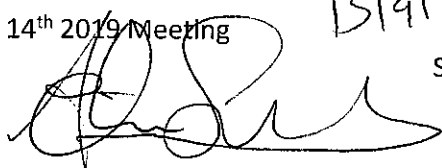
There is a need to replace some light strings this year; there are 4 further street lighting columns (towards the railway station) that do not presently have displays and a tree next to the Handley monument which requires some light strings & knitted balls. The Clerk confirmed he is currently obtaining prices for these items.

The potential new provider has been asked to carry out portable appliance testing on all the lights in readiness for this year. This item was noted.

030 **10.3 Tree – Woodside Playing Field** – The Clerk introduced this item. After being proposed and seconded, **IT WAS RESOLVED** to follow the advice from the Arboricultural Technicians of a 2-metre radial reduction on the western crown. Vote: for 12 – against 0 – abstained 2. The Resolution was carried.

031 After being proposed and seconded, **IT WAS FURTHER RESOLVED** to discuss a tree policy at a future meeting and setting up a Task and Finish Group to produce a policy. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

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032 **10.4 Hire of Boston Road Recreation Ground 13th to 19th April 2020** - After being proposed and seconded, **IT WAS RESOLVED** to approve the application for the hire of the Recreation Ground from 13th to 19th April 2020, for a small family (non-animal) circus. This is subject to the requirements of a deposit, hire charge, insurance, site usage and the casual hire agreement. Vote: for 14 – against 0 – abstained. The Resolution was carried.

FC.11 Clerk/Deputy Clerk's Report – Internal Affairs

033 **11.1 Action Log** – This item was noted.

FC.12 External Affairs

034 **12.1 Sleaford In Bloom Allotment Area – Drove Lane Site** – After being proposed and seconded, it was recommended that STC fund 50% for ground levelling work to the front and side of the allotment plot they rent. This recommendation was **withdrawn**.

035 A further discussion took place and after being proposed and seconded, **IT WAS RESOLVED** that STC fund £724.03 for the ground levelling work. Vote: for 8 – against 6 – abstained 0. The Resolution was carried.

036 **12.2 Local Community Policing Panel Meeting** – A report from the Panel Meeting held on Tuesday 16th July 2019, was noted.

FC.13 Clerk/Deputy Clerk's Report – External Affairs

037 **13.1 Bristol Water Fountain/Market Hut Electricity supply** – The Clerk gave a verbal report which was noted.

038 **13.2 Gladstone's Yard Tunnel** – The Clerk gave a verbal report which was noted.

FC.14 Notice of Motion in Accordance with Standing Orders Paragraph 11

Proposer: Councillor L Lowndes. Seconder: Councillor J Thomas

"A neighbourhood plan provides an effective mechanism for parish and town councils or a neighbourhood forum to specify detailed priorities for development in the community, such as the provision of low-cost housing or the preservation of green space. A neighbourhood plan has the huge benefit that its scope does not have to be limited to matters covered by planning law.

As a Town Council we are responsible together with Kirkby La Thorpe Parish Council for leading the NG34 neighbourhood plan. It is imperative that councillors not only understand their responsibilities but also understand the scope that a plan can cover and the likely restrictions. Councillors should also know what a typical plan 'roadmap' looks like.

The NG34 neighbourhood plan project is about to start, therefore I propose that the Clerk invites a neighbourhood planning expert to give a presentation to all the Town and Parish Councillors concerned to explain the process of neighbourhood planning."

039 After being proposed and seconded, **IT WAS RESOLVED** to accept the above. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

FC.15 Closed Session

040 Resolution to move into Closed Session

After being proposed and seconded, **IT WAS RESOLVED** that under Section 100 (a) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item on the grounds that, if they were present, there could be disclosed to them exempt information as defined in the relevant paragraphs of Schedule 12A of the Act. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

FC.16 Refurbishment of Eastgate Car Park – The Clerk introduced a letter and request from an adjacent business.

041 After being proposed and seconded, **IT WAS RESOLVED** to enter into a five-year agreement with a three-year break clause, on a full repairing and insuring basis with annual RPI uplifts. The applicants to meet the costs of producing the agreement. Vote: for 13 – against 1 – abstained 0. The Resolution was carried.

FC.17 HR Panel – The Clerk introduced a report on a staffing matter.

042 After being proposed and seconded, **IT WAS RESOLVED** that the Council recruits a full-time Services Team Lead on Grade 7-12 dependant on experience. Vote: for 14 – against 0 – abstained 0. The Resolution was carried.

There being no further business, the Chairman thanked all for attending and closed the meeting at 9:15pm.

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