



The Town Hall, Quayside House, Navigation Yard,  
Sleaford, Lincs, NG34 7TW

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Mr Kevin Martin  
Clerk to the Council

To: All Services Panel Members.

The next Meeting of the Services & Assets Panel will take place on **Tuesday 11<sup>th</sup> June 2019**  
**at 10:00am** to be held at **The Town Hall, Quayside House, Navigation Yard, Sleaford**

Deputy Clerk  
4<sup>th</sup> June 2019

### **AGENDA**

1. Election of Panel Lead
2. Notes from last meeting 26<sup>th</sup> March 2019 (already presented to FC 03.04.19) (attached)
3. Terms of Reference Remit and Work Plan (attached)
4. SiB allotment plot – progress update from the Deputy Clerk
5. Cycle Lockers – alternative locations – verbal report
6. Verbal Updates from Deputy Clerk
  - 6.1 Phone Boxes
  - 6.2 Bus Shelter Mareham Lane
  - 6.3 Heritage Lottery Fund (HLF) has relaunched - information attached for noting.
7. Allotments
  - 7.1 Allotment Tenancy Agreement – for review (attached)
  - 7.2 Allotment Terms & Conditions – sections 1 to 4 for review (attached)
  - 7.3 Measurements of all allotment plots (attached)
  - 7.4 Memorial Cup – to discuss the judging process (attached)
8. Agenda items for next meeting
  - 8.1 Measurements of Allotment Plots
9. Date of next meeting  
23<sup>rd</sup> July 2019 at 10:00am