



Sleaford Town Council
Notes and Report of Services Panel Meeting – Tuesday 2nd November 2021
10:30am to 12.15pm

Panel members present:

Cllr K Fernandes
Cllr D Suiter
Cllr L Edwards-Shea
Cllr H Lorimer

Meeting and Panel supported by the Town Clerk , Deputy Town Clerk and Administration Officer (MW)

1. **Panel Lead's Welcome**

The Panel Lead welcomed all to the meeting.

2. **Apologies**

Apologies for absence, with reasons, were received from Councillors D Darmon and James Thomas.

3. **Notes from the meetings held on 21st September 2021**

The Panel Lead introduced these notes which had already been presented to Full Council on 20th October 2021. This item was noted.

4. **Asbestos Report**

The Panel discussed the commissioned report from GHD detailing options for the management of the 'brick pit' site at the cemetery.

After discussion and weighing up all the options available, the Panel agreed to make a **Recommendation to Full Council: To agree option 4: capping layer as written in report** "Apply a layer of clean soil over the existing surface to cover any exposed pACM. The incorporation of a geotextile4F5 marker layer to mark the boundary between 'clean' and 'dirty' materials would be recommended. The greater the depth of the capping layer the greater the robustness. However, depth would also be dictated by current site levels and the available budget; the depth would need to be sufficient to minimise the chances of it being penetrated or displaced and sufficient to support subsequent plant growth. The Site could potentially then be seeded with an appropriate seed mix (possibly including meadow or woodland mix) or tree planting may be possible. Subject to risk assessment, the paths at the site could potentially be opened to the public."

Action: Submit the GHD report to Full Council to support the above recommendation.

There was a discussion regarding how the 'brick pit' area of the cemetery will be managed going forward.

Action: Planting of tree saplings and the future use of the 'brick pit' area of the cemetery to be a future agenda item.

5. **Castle Field**

The Panel Lead and Cllr LES gave a verbal update following a site visit on 22nd October.

It was reported that during the visit, maintenance issues with the boundary ditch were discussed and communications with the High School will continue.

6. **Three Year Play Strategy**

The feedback received following Councillors carrying out site visits of play areas and green spaces within their wards were discussed. It was acknowledged that this is the first step in working towards the 3 Year Play Strategy and the Panel agreed that the findings would be considered in the context of developing the Play Strategy.

It was noted that the feedback received relating to notice boards would be taken into consideration when siting and purchasing new ones.

Action: Office to update the feedback spreadsheet to include Woodside Play Area, following an audit by the Panel Lead.

Action: Deputy Clerk and Panel Lead to work on a schedule and timetable as to what a 3 Year Play Strategy should look like and present to the next meeting.

7. **Notice Boards**

Three different suppliers had been approached and requested to quote for various size notice boards. The Panel discussed the comprehensive quotes that have been received.

It was reported that cost of notice boards has increased considerably since 2019.

The colour of notice boards were discussed; Green notice board at the Castlefield site and red one outside the Town Hall.

It was suggested that the staff decide on the notice board specification and the location for siting them.

Recommendation to Full Council:

- 1) Buy one notice board (green) to replace the one at Boston Road Recreation Ground, due to a matter of urgency**
- 2) Defer the purchase of 2 further notice boards until officers in consultation with the Panel Lead revisit the three quotes received and agree the specification together with costings for the purchase of 2 further notice boards.**
- 3) Further notice boards will be dealt with by officers in consultation with the Panel Lead until all Sleaford Town Council green spaces have a notice board, as per past Full Council decisions.**

8. **Date of next meeting(s)**

Tuesday 18th January 2022 at 10:30am

Tuesday 22nd February 2022 at 10:30am

Tuesday 5th April 2022 at 10:30am

9.

Forward Planning:

Water on the allotments

Wheelchair access – specific request from the Tennis Club