



Sleaford Town Council  
Notes and Report of Services Panel Meeting (held on site at the Cemetery)  
Tuesday 3<sup>rd</sup> August 2021 - 2:00pm to 3:00pm

Panel members present:

Cllr K Fernandes  
Cllr J Thomas  
Cllr H Lorimer

Meeting and Panel supported by the Deputy Clerk.

Also in attendance Rob Oliver (Services Team Lead) and Mark Bamford (Chairman, Sleaford Museum Trust)

1. **Panel Lead's Welcome**

The Panel Lead welcomed all and thanked all for attending on site at the Cemetery.

2. **Apologies for absence**

Apologies, with reasons, were received from Councillors L Edwards-Shea, D Darmon and D Suiter.

3. **Storage Container at the Cemetery**

Full Council on 21<sup>st</sup> July resolved that the Services Panel consider the Report from the Sleaford Museum Trust (SMT) requesting additional storage at Eastgate Cemetery.

The Council's Services Panel were meeting to consider the request from the SMT to site a second container behind the existing container, at the entrance to the Cemetery. The report from the Chairman of the SMT, presented to Full Council, was used as a basis for the meeting.

4. **Points Raised**

A useful discussion took place, and the following points were raised. Actions are noted in the table below. The majority of actions would be covered in the next stage of planning (proof of concept stage) by SMT.

| Point discussed                   | Information / Questions  | Action   |
|-----------------------------------|--|--|
| <b>Space / Location</b>           | Sufficient space to site a second container behind the existing one. The container measures 244 inches wide. | More details will emerge in the next stage of planning by SMT.   |
| <b>Existing container</b>         | Some questions about the condition of the container.   | SMT to request a viability report.   |
| <b>Siting of second container</b> | A crane will be needed to bring the container to site and crane over the top of the existing container.      | SMT to check viability of this option, including sufficient width for vehicular access via the driveway pillars. |
| <b>Foundations</b>                | Existing container has foundations of 4 feet deep at each corner.  | SMT to check viability of foundations.   |

|  |   |   |
|--|---|---|
|  | Query whether the foundation at front right-hand side of container has slipped.                               | To be determined by further investigations. (SMT)   |
|  | Will second container need 4 x foundations, or can it share 2 x foundations with existing container?          | To be determined by further investigations. (SMT)   |
|  | Suggested linking 2 containers together to improve stability.   | To be determined by further investigations. (SMT)   |
| <b>Sewer and water pipes</b>                 | Existing service pipes may need to be moved / replaced  | To be determined by further investigations. (SMT)   |
| <b>Works to trees and shrubs on boundary</b> | Growth mostly from trees and shrubs in neighbouring property.   | Overhanging branches can be removed without permission.<br><br>SMT to advise neighbouring property of any work to be carried out.   |
|  | Significant growth will need to be removed to make space for the container.                                   | STC Services Team can remove only lower branches / growth.<br><br>Professional tree surgeon will need to be contracted in to carry out work to trees (ash, yew).<br><br>SMT to pay for any works. |
|  | A living green roof over both containers was also discussed.  | SMT to investigate  |
| <b>Purchase of container</b>                 | It was confirmed that SMT would reimburse STC for the full costs of the container, transportation and siting. | None – for noting.  |
|  | 3 x quotes needed   | SMT to procure 3 x quotes for consideration by STC.   |
|  | VAT payment   | STC Clerk / Deputy Clerk to clarify.  |

On the basis of the above discussion the Services Panel agreed to make a **recommendation to Full Council as follows:-**

*Sleaford Museum Trust to make the necessary preliminary enquiries of the next stage of procuring and siting a second container at the Cemetery, and to present to Sleaford Town Council three quotes for the container and all associated costs including the necessary groundworks, transportation and siting.*

**Action: Meanwhile, office staff to pursue any other queries including the question regarding the payment of VAT.**