

Sleaford Town Council

**Minutes of the Meeting of Sleaford Town Council held on
Wednesday 6th November 2019 at 7.00 p.m. at The Town Hall, Quayside House,
Navigation Yard, Sleaford**

Present: Cllr A Snookes (Chairman)

Cllr A Brand (Deputy Chairman)	Cllr B Allan	Cllr L Edwards-Shea
Cllr P Edwards-Shea	Cllr K Fernandes	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 and Deputy Clerk
LCC Councillors (0) Members of Public (2) 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 T Hayat and D Darmon.

003 Prior to the meeting, Councillor J Thomas reported he may be late arriving for this meeting.

004 After being proposed and seconded **IT WAS RESOLVED** to accept the above apologies with reasons.

Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

FC.3 Declarations of Interest

005 Councillor A Brand declared an interest in agenda item 9.2, transaction nos. 15170 and 15173.

006 Councillor A Snookes declared an interest in agenda item 9.3, transaction no. 15148

007 Councillor J Thomas arrived for the meeting.

FC.4 Minutes – 9th October 2019

008 Amendment to page 6, minute no. 045 to include, for the purpose of accuracy and clarity, the following, "The draft Standing Orders indicated that a request for a recorded vote should be proposed, seconded and supported by a third Councillor.

Council discussed this and it was proposed that a request for a recorded vote should be proposed and seconded but there was no requirement to be supported by a third Councillor."

A further amendment was made to the voting on this item and the vote for should read 9 not 6.

009 After being proposed and seconded **IT WAS RESOLVED** that the notes of the Council Meeting held on 9th October 2019, together with the above amendments, be approved as Minutes of that meeting.

Vote: for 14 – against 0 – abstained 2. The Resolution was carried.

FC.5 Principal Authority Updates

010 **5.1 Verbal reports from dual-hatted members on NKDC business relevant to STC -** Councillor A Brand reported he had attended an NKDC event for the NK Plan 2020-23 which is out to consultation. The public document for consultation will be available in January 2020. It was suggested that a similar document for STC would be beneficial to provide a strategic direction.

011 **5.2 Verbal reports from Lincolnshire County Councillor(s) –** There were no reports for this meeting.

FC.6 Chairman's Report

012 The Chairman gave a verbal update on recent events he had attended.

FC.7 7.1 Planning Matters

013 There was a discussion regarding planning application 19/1479/FUL. One Councillor had concerns about the layout and density of the proposed building design. Other Councillors disagreed and considered that the proposed building design would improve the street scene.

014 After being proposed and seconded **IT WAS RESOLVED** to make no comment on the following planning applications.

Vote: for 8 – against 1 – abstained 7. The Resolution was carried. NKDC to be notified accordingly.

Ref No	Location	Proposal
19/1147/HOUS	205 Grantham Road, NG34 7NY	Erection of detached garage & boundary wall
19/1390/TPO	4A Holdingham, NG34 8NR	T2 Ash – reduce eastern limb back to main fork & reduce upright branch by 3m
19/1127/FUL & 19/1366/LBC	6-8 Northgate, NG34 7BJ	Retention of an ATM machine & associated illuminated signage
19/1128/ADV	6-8 Northgate, NG34 7BJ	The installation of 1no illuminated top sign & 1no illuminated log panel (Retrospective)

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19/1431/VARCON	Land Adjacent to Redcroft House, 31 Mareham Lane, NG34 7JP	Application to vary conditions 2 (Materials) & 12 (Approved Plans) attached to application 18/1466/FUL – Erection on dwelling
19/1368/FUL	11 & 12 The Riverside, Southgate, NG34 7PD	Proposed change of use of 2 vacant ground floor shop units (A1) to form Orthodontist Practice (D1)
19/1386/LBC	4 Northgate, NG34 7BF	Erection of sign to front of building & small bracket sign to side of building
19/1393/OUT	4 Lord Street, NG34 7NQ	Outline application for the erection of 1no. detached dwelling (with means of access, landscaping, layout and scale to be considered)
19/1360/FUL	Seven Acres, East Road, NG34 8SS	Change of use of an existing outbuilding to provide a veterinary pain management & acupuncture clinic
19/1369/HOUS	87 Grantham Road, NG34 7NP	Erection of a two-storey side extension & rear extension with an orangery
19/1469/LBC	10A Market Place, NG34 7SR	Erection of new fascia, colour change to the north elevation & alterations to rear porch
19/1435/LBC	54 Southgate, NG34 7RR	Retrospective application for the installation of signage (change in colour)
19/1492/HOUS	12 Franklin Crescent, NG34 7AH	Erection of a single storey front extension
19/1479/FUL	33-37 Westgate, NG34 7PU	Proposed demolition of No's 33-37 Westgate (and associated site clearance), removal of existing tree (as previously approved Ref 18/0193/TCA) & erection of 3 dwellings & associated works
19/1476/HOUS	10 Cromwell Crescent, NG34 7HW	Erection of single storey rear extension & two storey side extension

FC.8 Panel/Councillor Groups Reports

015 **8.1 Culture, Events & Markets** – the notes from the meeting held on 22nd October 2019 were noted.

016 **8.2 Finance & Strategy** – the notes from the meeting held on 24th October 2019 were noted and the recommendations were presented by the Panel Lead and were discussed.

017 **Finance Governance -Risk Management** - After being proposed and seconded **IT WAS RESOLVED:-**

- That a clear mission statement and set of objectives for STC are created by the F&S Panel and adopted by Council.

- That F&S Panel identify how those objectives will be delivered.
- That F&S Panel identify training and development for Councillors to achieve mission statement and objectives.

Vote: for 15 – against 0 – abstained 1. The Resolution was carried.

018 **Eastgate Car Park Income and Charges** - After being proposed and seconded **IT WAS RESOLVED:-**

- Council to agree in principle to look at the future of the car park fees, increasing as with RPI inflation as a minimum on an annual basis.
- Create a press release to let the public know we are reviewing the car parking charges and usage and to promote the availability to pay by card.

Vote: for 16 – against 0 – abstained 0. The Resolution was carried.

019 **Local Audit – Code of Practice Consultation** - After being proposed and seconded **IT WAS RESOLVED** that Council engage with the consultation before 22nd November 2019. A small group of Councillors to respond on behalf of STC.

Vote: for 16 – against 0 – abstained 0. The Resolution was carried.

020 **Climate Emergency Motion** – The Panel Lead explained that this recommendation was premature prior to the creation and implementation of the mission statement, and therefore considered that the recommendation should be withdrawn. This was supported by members of the panel. After being proposed and seconded **IT WAS RESOLVED** to **WITHDRAW** the following recommendation:

- Draft mission and objectives statement agreed earlier in the meeting embraces climate change.
- Environment Panel be created to scrutinise council business in relation to climate change.

Vote: for 16 – against 0 – abstained 0. The Resolution was carried

021 **8.3 Services** – the notes from the meeting held on 24th October 2019 were noted and the recommendations were presented by the Panel Lead for that meeting and were discussed.

022 **Action Log – Nest Boxes** - After being proposed and seconded **IT WAS RESOLVED** to approve a £100 donation to a local mental health charity, for the making of the nest boxes. Following this Councillors K Fernandes, L Lowndes and D Suiter to identify specific areas within the Cemetery for installation.

Vote: for 15 – against 1 – abstained 0. The Resolution was carried.

023 **Allotments** – It was noted that this was an administrative task for the Clerk to implement in the next tenancy agreement and therefore Council considered that

the recommendation be withdrawn. After being proposed and seconded **IT WAS RESOLVED** to **WITHDRAW** the following recommendation.

- As part of the Allotment Tenancy Review for 1st October 2020, identification of plots will be revisited.

Vote: for 16 – against 0 – abstained 0. The Resolution was carried.

024 **Summer Hours** - The Panel Lead explained that this recommendation was premature and required a more detailed discussion. After being proposed and seconded **IT WAS RESOLVED** to **WITHDRAW** the following recommendation:-

- 1) Agree to close all sites at 4pm all year round with the exception of Mareham Pastures;
- 2) Clerk to contact LCC to negotiate the fee for STC to close their site (Mareham Pastures) to reflect the actual costs. Findings to be reported back to a future meeting of the Services Panel.

Summer Hours to be a future agenda item.

Vote: for 16 – against 0 – abstained 0. Cllr Lorimer voted in favour of withdrawal. The Resolution was carried.

025 **Climate Emergency Motion** – The Panel Lead explained that this recommendation was premature prior to the creation and implementation of the mission statement, and therefore considered that the recommendation should be withdrawn. This was supported by members of the panel. After being proposed and seconded **IT WAS RESOLVED** to **WITHDRAW** the following recommendation and record it as nul and void:

- Draft mission and objectives statement agreed earlier in the meeting embraces climate change.
- Environment Panel be created to scrutinise council business in relation to climate change.

Vote: for 16 – against 0 – abstained 0. The Resolution was carried

026 **Christmas Market Group** – The notes from the meetings held on 8th October and 29th October were noted.

027 Councillors M Shanahan-Kluth and S Shanahan-Kluth left the meeting at 8:30pm.

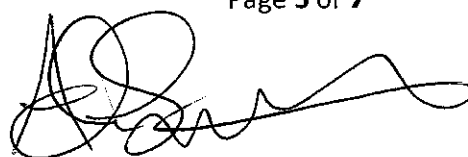
028 The Chairman agreed to move agenda item 14.1 to 8.5.

FC.14 **Notice of Motion in Accordance with Standing Orders Paragraph 18**

029 **14.1 To review the remit of and terms of reference for the Council Panels –**

Following confusion in Council referring an item to two Panels, the Proposer and Secunder considered that there was a requirement to look at Panels in further detail. Proposer Councillor H Lorimer; Secunder Councillor K Fernandes

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030 After being proposed and seconded **IT WAS RESOLVED** to accept an amendment to review in light of the earlier Council decision (see minute number 17) to develop a Mission Statement.

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

FC.9 Finance

031 **9.1 Regular Direct Debits/Standing Orders for retrospective approval** – After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £36,627.54.

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

032 **9.2 BACS payments made for retrospective approval** – After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £25,987.32.

Vote: for 12 – against 0 – abstained 2. The Resolution was carried.

033 **9.3 BACS payments for approval** – After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £20,693.29.

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

034 **9.4 Pending Cheque payment** - After being proposed and seconded, **IT WAS RESOLVED** to approve the list totalling £58.72.

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

035 **9.5 Request for 2 volunteers to sign paperwork** – Councillor A Snookes volunteered. Prior to the meeting Councillor Darmon had also volunteered.

036 **9.6 Draft Budget 2020/21** – After discussion, the draft budget was noted.

FC.10 Internal Affairs

037 **10.1 Services & Culture Events and Market Panel Vacancies** – It was agreed to withdraw this item following earlier discussions.

038 **10.2 Residents Parking Task & Finish Group** – The Panel Lead gave a verbal report and explained that the need for additional group members. No interest from Councillors was received, therefore, no additional members were appointed.

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

039 **11.1 Action Log** – After being proposed and seconded, **IT WAS RESOLVED** for the outstanding actions to remain on the log.

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

040 **11.2 Neighbourhood Plan – Community Engagement** - After being proposed and seconded, **IT WAS RESOLVED** to appoint Councillors to form a working group to facilitate further community engagement. Councillors R Oates, P Edwards-Shea,

D Suiter and K Fernandes to form the working group.

Vote: for 12 – against 0 – abstained 2. The Resolution was carried.

041 **11.3 Eastgate Car Park, Woodside, Drove, Town Hall and Street Furniture – The Clerk gave a verbal update on each of these items.**

FC.12 External Affairs

042 **12.1 Tamar Court – After being proposed and seconded, IT WAS RESOLVED to approve the transfer of the area at Tamar Court.**

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

043 **12.2 Recreation/Open Spaces - After being proposed and seconded, IT WAS RESOLVED to ask members who represent various wards to identify areas are report back to the Clerk.**

Vote: for 15 – against 0 – abstained 0. The Resolution was carried.

044 **12.3 Community Infrastructure Levy: allocation of CIL to Town and Parish Councils – This item was noted.**

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

045 **13.1 Representative on Outside Bodies – Christmas Market Group Vacancy – After discussion it was agreed not to appoint a member to fill the vacancy on the Christmas Market Group. Council indicated they would like more involvement from the outside.**

046 **13.2 Request from a Local Charity Support Group - After being proposed and seconded, IT WAS RESOLVED to defer this item to seek further information.**

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

047 **13.3 Town Crier Event 2020 - After being proposed and seconded, IT WAS RESOLVED to defer this item to seek further information.**

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 10:15pm.

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Date:

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Signed:

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