



Sleaford Town Council
Notes and Report of Services Panel Meeting – 24th October 2019
2:00pm to 3:34pm

Panel members present:

Cllr J Thomas
Cllr K Fernandes
Cllr D Darmon
Cllr D Suiter (2:04pm)
Cllr L Lowndes

Meeting and Panel supported by the Deputy Clerk, Administration Officer (MW) and STC's Gardener.

1. **Apologies**

Apologies, with reasons were received from the Panel Lead, Councillor H Lorimer.

In the absence of the Panel Lead, Councillor K Fernandes was nominated as Panel Lead. With no further nominations, Councillor K Fernandes was elected as Panel Lead for this meeting only.

2. **Wildflower Meadow**

The Panel Lead reminded the Panel that Council have agreed, in principle, of a wildflower area in George Street Play Area.

STC's Gardener was introduced to answer any queries. A discussion took place and the following plan was established: -

Date	Activity
Nov 2019	Engage with SiB and Sleaford be Litter Free Purchase Yellow Rattle Seed and refrigerate Site Visit – 21.11.19 @ 2pm
Dec	Define area and purchase plaque/signage making it clear to members of the public that the area is a wildflower area
Feb/Mar 2020	Remove grass, rotavate soil to generate low fertility
Apr/May 2020	Sow the seed with the Yellow Rattle
Aug 2020	Cut at the desired length. Rake away cuttings

- How will the wildflower area be marked out?
- What is the most suitable seed to be used? It was suggested to use Native Wildflower seed, as it is not too expensive and is suitable for biodiversity.
- Collect and grow our own seeds – possibly with the help of SiB and their facility at the Drove Lane Allotment plot.

Actions:

- 1) Approach SiB and Litter be Free for their help and support;
- 2) Site visit to be carried out on 21st November at 2pm to agree the meterage and mark out the areas which will be used for the Wildflower area. Invite SiB and the Litter be Free Volunteer Group;

STC's Gardner left the meeting.

3. **Notes from the last meeting 26th September 2019**

The Panel agreed the notes which had already been presented to the Full Council Meeting on 9th October 2019.

4. **Action Log**

Councillor D Suiter gave a verbal update following recent communications with a local mental health charity, who will make nest boxes.

A brief discussion took place and it was reported that there are only three types of nest boxes. Two of which have a different whole size and the other having an open front. It was also suggested that nest boxes should be erected in February/March in readiness for the nesting season at a height of no higher than 6 foot.

Recommendation: That Full Council 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.

Actions:

- 1) Deadline for installation of next boxes is mid-February 2020;
- 2) Inform Deputy Clerk of the trees that have been identified for the installation of the nest boxes
- 3) Circulate maps of the Cemetery

The Deputy Clerk confirmed that work has been carried out to remove the graffiti from the Bus Shelter on the Furlong Way.

It was reported that a member of the public has raised concerns about the planting of a hedge at Lincoln Road Play Area and the effect that this might have regarding Anti-social behaviour.

The Action Log was noted.

5. **Verbal Updates from the Clerk/Deputy Clerk**

None for this meeting.

6. **Play Equipment**

Since the last site inspections of play equipment, the Services Panel have new members. It was, therefore, agreed to carry site visits of all play equipment on Thursday 21st November 2019 at 2pm.

Actions:

- 1) Deputy Clerk to forward a summary of the current play inspection report;
- 2) Print of one hard copy in readiness for the site visits on 21st November 2019;

7. **Allotments**

Administration officer (MW) updated the Panel after consulting with other authorities to establish different methods of identifying plots.

The Deputy Clerk reminded the Panel that Council have authorised starter plots and how this will affect the numbering of allotment plots, going forward.

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

Action: Going forward, to suggest to new tenants to identify their plots with their allocated plot number.

8. **Summer Hours**

Council referred a report to the Services Panel which outlined the practicalities around closing public sites at 7pm throughout the summer. It was noted that working hours are 8am to 4pm.

The Panel were made aware that there were no complaints in relation to toilets closing at 4pm throughout the winter. There was a lengthy discussion about restricting vehicular access to Mareham Pastures at 4pm by closing a road gate.

It was proposed and seconded to make the following Recommendation to Full Council.
Vote: for 4 – against 1 – abstained 0.

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.**

9. **Climate Change**

The Deputy Clerk reported that the Finance & Strategy Panel received the same report as the Services Panel in relation to Climate Emergency Motion. At the Finance & Strategy Panel it was recommended to Council to create an Environment Panel. Panel Members were supportive of this recommendation.

Recommendation:

- 1) **Support the recommendation by Finance & Strategy in creating an Environment Panel. Subject to the creation of an Environment Panel being approved, terms of reference be considered.**

Action:

- 1) In order to speed up the process of establishing an Environment Panel (if Council vote for this), Services Panel requested that the Deputy Clerk draft a terms of reference for Council's consideration on 6th November 2019.

10. **Agenda items for the next meeting**

Family exercise equipment (Trim Trail) – Councillor K Fernandes

11. **Date of next meeting**

Thursday 5th December 2019 at 2pm

Thursday 9th January 2020 at 1pm.