



Sleaford Town Council  
Notes and Report of Services Panel Meeting – 26<sup>th</sup> September 2019  
2:00pm to 3:30pm

Panel members present:

Cllr J Thomas  
Cllr K Fernandes  
Cllr D Darmon  
Cllr H Lorimer  
Cllr D Suiter  
Cllr L Lowndes

Apologies: No apologies for absence were received.

Councillor C Sandy was absent from the meeting.

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

1. **Election of Panel Lead**

Councillor H Lorimer was nominated for the position of Panel Lead. With no further nominations and Councillor H Lorimer accepting the position, it was agreed, unanimously to appoint Councillor H Lorimer as the Services Panel Lead.

2. **Notes from the last meeting 27<sup>th</sup> August 2019**

A concern was raised with regard to the Panel not receiving the notes before they are presented to Full Council.

[Action: Prior to the panel notes being presented to Full Council, the notes to be sent to the Panel Lead, with Panel Members being copied. Panel Members to contact the Panel Lead if they have any queries with the accuracy.](#)

(Councillor D Suiter left the room and returned shortly after.)

3. **Action Log**

Nesting Boxes is the only item highlighted Red. Councillor D Suiter clarified he is waiting for further information.

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

None for this meeting.

5. **Allotments**

- 5.1 **Memorial Cup Presentation** – It was reported that there will be a small, formal presentation which will form part of the Council Meeting on Wednesday 9<sup>th</sup> October 2019 at 6pm, for the winners of the 'Best Kept Allotment 2019'. Mrs Blythe, the wife of the late former Mayor Mr Gordon Blythe was part of the judging panel and will be joining the presentation. The Press and all Councillors have been invited.

## 6. Noticeboards

To improve communication with the public, the Panel considered the requirement to locate noticeboards on STC sites.

Additional details were provided on supplier C. The Panel considered all information and agreed that supplier C offered good visual presence and good value for money. (Photograph below)



The reports and supporting photographs of various sized noticeboards were also discussed together with where they would be best located, how many should be purchased and what design they should be.

### **Recommendation:**

- 1) Purchase 3 noticeboards from supplier C;
- 2) Noticeboards to be 30mm with flat top header in Green at a cost of £530.00 excluding VAT each;
- 3) Site the noticeboards at Boston Road Recreation Ground, George Street Play area and Woodside Play Area;
- 4) Clerk to make a budget line for future purchase of noticeboards for siting on all STC own areas with the next three years; and
- 5) Statement of intent to purchase/replace future noticeboards in line with number 2, as above.

## 7. Wildflower Meadow

The Panel discussed and suggested the following: -

- Seek advice from the Environment and Community Projects Officer at LCC, Lincs Wildlife Trust and Sleaford in Bloom, as to what would be the most suitable wildflower seed to use;
- Use a small area on George Street Play area as a trial for a Wildflower Meadow. If this proves to be successful, plant a further Wildflower Meadow at Woodside;
- Purchase 1 kilo of Annual British Wildflower seed to plant a 330sqm area;
- Services Panel to mark out a specific area;
- Signage to be made giving a clear indication of a Wildflower Meadow.

The Panel recognised that it is too late in the year to move forward with this project.

**Recommendation: Agree the principle of a Wildflower area in George Street Play Area.**

**Action: To seek guidance from STC's gardener to establish a full timeline to ensure the ground can be prepared in readiness for a Wildflower Meadow in 2020.**

**8. Reporting mechanism for members of the public**

It was noted STC had a robust reporting mechanism for members of the public.

**9. Summary of visits to Play Areas and Open Spaces**

There was a discussion noting issues relating to anti-social behaviour and outdated play equipment at STC's play areas and open spaces.

A discussion took place and it was suggested that a review of security patrols could address the issues of anti-social behaviour.

It was suggested that another site visit to all STC's play areas and open spaces would be beneficial, as the Services Panel now has new members. It was agreed that site visits take place after the next Services Panel Meeting when members have agreed an action plan.

**Action: Deputy Clerk to forward current play inspection report to Panel Members.**

**Action: Clerk to review a security patrol rota to target anti-social behaviour.**

**10. Extraordinary jobs completed by the Service Team**

The Deputy Clerk asked for this item not to be discussed from a HR point of view and explained some extraordinary jobs that the Service Team has carried out. This item was noted.

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

Play Equipment

Re-numbering of allotment plots

Climate Change – in relation to service provision in the Town (Cllr D Suiter)

**12. Date of next meeting**

Thursday 24<sup>th</sup> October 2019 at 2pm

**NB: Meeting scheduled 9<sup>th</sup> January 2020 to be held at 1pm**