



The Town Hall, Quayside House, Navigation Yard,  
Sleaford, Lincs, NG34 7TW

Tel: 01529 303456 / Email: [enquiries@sleaford.gov.uk](mailto:enquiries@sleaford.gov.uk)

To: All Members of Sleaford Town Council

You are hereby summoned to attend a meeting of Sleaford Town Council to be held at the **Town Hall, Quayside House, Navigation Yard, Sleaford** on **Wednesday 24<sup>th</sup> May 2023** at **7:00pm** for the purpose of transacting the following business.

### **AGENDA**

**1. ELECTION OF CHAIRMAN/TOWN MAYOR**

(a) To elect a Chairman/Town Mayor of the Council for 2023/2024 and to receive delivery of their acceptance of office form

(b) Presentation of the Past Year's Town Mayor's Badge – To be presented by the Chairman of the 2022/2023 civic year

**2. ELECTION OF VICE-CHAIRMAN/DEPUTY TOWN MAYOR**

To elect a Vice-Chairman/Deputy Town Mayor of the Council for 2023/2024

**3. ACCEPTANCE OF OFFICE FORMS**

To note the delivery by councillors of their acceptance of office forms and to consider any extensions for completion required

**4. APOLOGIES**

To receive apologies for absence and to approve reasons for absence

**5. DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS**

(a) To receive disclosures by members of any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and any other relevant interests under the Members' Code of Conduct.

(b) To receive and decide upon requests for dispensations to councillors to take part in discussions and votes where they have declared disclosable pecuniary interests

**6. MINUTES OF THE PREVIOUS MEETING**

To receive and confirm the minutes of the meeting of the Town Council held on Wednesday 19<sup>th</sup> April 2023

## **7. GENERAL POWER OF COMPETENCE**

To re-adopt the General Power of Competence further to Section 8(2) of the Localism Act 2011 and the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

## **8. GOVERNANCE MATTERS**

- (a) To review the terms of reference of the Human Resources Committee, to adopt terms of reference for the Finance, Planning, Sleaford Castle and Services Committees and to review the terms of reference of the S106/CIL Working Group
- (b) To consider the appointment of any new committees of the Council in accordance with standing order 4
- (c) To appoint the members and the chairmen of the committees of the Council and the members of the S106/CIL Working Group of the Council
- (d) To receive any minutes of last meetings of committees
- (e) To consider any recommendations made by a committee
- (f) To review delegation arrangements to committees, sub-committees, staff and other local authorities
- (g) To review and adopt appropriate standing orders and financial regulations
- (h) To review arrangements (including legal agreements) with other local authorities, not-for-profit bodies, and businesses
- (i) To review representation on or work with external bodies and arrangements for reporting back
- (j) To review the inventory of land and other assets including buildings and office equipment
- (k) To confirm arrangements for insurance cover in respect of all insurable risks
- (l) To review the Council's and/or staff subscriptions to other bodies
- (m) To review the Council's complaints procedure
- (n) To review the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation
- (o) To review the Council's policy for dealing with the press/media
- (p) To review the Council's employment policies and procedures
- (q) To review the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the general power of competence

## **9. DATE OF MEETINGS**

- (a) To determine the time and place of ordinary meetings of the Council up to and including the next Annual Meeting of the Council
- (b) To determine the time and place of committee meetings of the Council for the 2023/2024 Council year
- (c) To set the date of the Annual Town Meeting in 2024

**CIRCULATION**

Councillors L Edwards Shea (Chairman of the Council), J Thomas (Vice-Chairman of the Council), B Allan, N Aziz, A Brand, P Cockcroft, D Darmon, K Fernandes, H Lorimer, S Mason, R Oates, M Offer, M Shanahan-Kluth, S Shanahan-Kluth, M Sharp, M Smith, Ad Snookes, Al Snookes and D Suiter.

Chris Pilkington PSLCC



Town Clerk & Responsible Financial Officer

Sleaford Town Council

19<sup>th</sup> May 2023