



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

Tel: 01529 303456 / Email: 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 15th March 2023** at **7:00pm** for the purpose of transacting the following business.

AGENDA

1. CHAIRMAN'S WELCOME

To welcome members and others to the meeting

2. APOLOGIES

To receive apologies for absence and to approve reasons for absence

3. 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

4. PUBLIC PARTICIPATION SESSION

To receive questions, comments, and suggestions for items for further consideration by the Town Council from Members of the Public

5. MINUTES OF PREVIOUS MEETING

To receive and confirm the minutes of the meeting of the Town Council held on Wednesday 15th February 2023

6. CHAIRMAN & VICE-CHAIRMAN'S REPORT

To note the report of the Chairman and Vice-Chairman

7. TOWN CLERK & RESPONSIBLE FINANCIAL OFFICER'S REPORT

To note the report of the Town Clerk & Responsible Financial Officer

8. GOVERNANCE MATTERS

(a) To receive the mid-year Internal Audit Report and to consider any action required

- (b) To consider the adoption of revised grievance and disciplinary policies for the Council
- (c) To consider a motion received from Cllrs M Smith and M Shanahan-Kluth regarding the role of chairman and mayor
- (d) To consider proposals for a committee structure for the Council and any action required
- (e) To receive a report from the Clerk regarding a complaint received by the Council and to consider any action required

9. PLANNING AND HIGHWAYS MATTERS

- (a) To receive an update regarding the request from Tesco Stores Ltd to extend an option agreement over Town Council owned land and to consider any action required
- (b) Notification of intended work to trees 23/0156/TCA, T1 Evergreen Oak – prune lateral branch to south by approximately 2m to suitable growth point; T26 - T31 Poplar – pollard 4-5m at appropriate break points. Kesteven & Sleaford High School, Jermyn Street, Sleaford, NG34 7RS.
- (c) Application of proposed work to trees 23/0164/TPO, T1 Hawthorn – remove stem broadly in line with annotated photograph. 10 Hawthorn Drive, Sleaford, NG34 7GZ.
- (d) Planning Application 23/0148/HOUS, Proposed one and a half storey rear extension and loft conversion. 48 Hervey Road, Sleaford, NG34 7LT.
- (e) Planning Application 23/0163/HOUS, Demolition of existing conservatory & erection of single storey rear extension with internal alterations. 4 Willoughby Road, Greylees, Sleaford, NG34 8PN.
- (f) Planning Application 23/0181/ADV, Display of non-illuminated shop fascia sign for business. 12A Boston Road, Sleaford, NG34 7ET.
- (g) Planning Application 23/0154/LBC, External alterations to existing building to remove signage, CCTV cameras, ATM machine and night safe and making good of external changes to match the existing building together with internal alterations to allow the removal of counters, furniture and glass partitions. 21 Market Place, Sleaford, NG34 7SS.
- (h) Planning Application 23/0153/FUL, External alterations to existing building to remove signage, CCTV cameras, ATM machine and night safe and making good of external changes to match the existing building together with internal alterations to allow the removal of counters, furniture and glass partitions. 21 Market Place, Sleaford, NG34 7SS.
- (i) Planning Application 23/0186/HOUS, Proposed relocation of fence panel. 8 Glebe Close, Quarrington, Sleaford, NG34 8UN.
- (j) Planning Application 23/0203/FUL, Erection of 2 dwellings (redesign and reposition from approved planning permission 1/0939/FUL). Land at Queen Street, NG34 7NH.
- (k) Planning Application 22/1402/HOUS (amended plans / additional information), Erection of first floor extension to rear and loft conversion plus ground floor alterations and exterior rendering. 44 Hervey Road, Sleaford.
- (l) Planning Application 23/0217/FUL, External alterations to existing building to remove signage and ATM machine making good of external changes to match existing building

together with internal alterations to allow removal of internal furniture/equipment. 26 Market Place, Sleaford, NG34 7SB

(m) To consider a request for double yellow lines on Eastgate and any action required

10. FINANCIAL MATTERS

(a) To note the bank balances of the Council

(b) To consider and vote upon all financial transactions made retrospectively and pending

(c) To authorise the following item of expenditure:

(i) Mrs Debbie Scott, Minute taking services, £480.00

(d) To note authorisations of expenditure made under financial regulation 4.6:

(i) One Stop Disposables, Sanitary Products, £146.40

(ii) Gallagher Insurance Brokers, amendment to insurance policy to cover Handley Monument, £255.20

(iii) FG Adamson & Son, Service of Mower, £700

(e) To note fund transfers within the Council's banking arrangements since the last meeting of the Council

(f) To request two members to sign paperwork

(g) To receive quotes for Laptops & IT Support and to consider any action required

(h) To receive quotes for the maintenance and cleaning of STC managed Toilets and to consider any action required

(i) To receive quotes in relation to the lift in the Town Hall and any action required

(j) To receive an Application for Grant Aid from MosArt

(k) To receive an Application for Grant Aid form Pop in Bargains (Post Office)

11. COUNCIL AND TOWN MATTERS

(a) Request to use Eastgate Car Park or Boston Road Recreation Ground from the Sleaford Historic Car & Motorcycle Show on Saturday 2nd September 2023 and then making this an annual occurrence

(b) Request to use Boston Road Recreation Ground for a family fun day on Sunday 14th April 2024 from 11:30am to 5:30pm

(c) To note the changes to the opening hours of the Nationwide Building Society's Sleaford Branch

(d) To agree representation at the Lincolnshire Association of Local Councils Extraordinary General Meeting on Wednesday 16th March 2023

(e) To consider the draft Castlefield Site Feasibility Study and any action required

12. COUNCIL COMMITTEES, PANELS, TASK & FINISH GROUPS AND OUTSIDE BODIES

(a) To receive the draft minutes of the meetings of the Human Resources Committee held on 10th February and 3rd March 2023

(b) To receive the minutes and consider the recommendations of the Coronation Event Task and Finish Group meeting held on 21st February and 7th March 2023

(c) To receive the notes and consider the recommendations of the S106 and CIL funding Task & Finish Group meeting held on 23rd February 2023

(d) To receive the notes and consider the recommendations of the Sleaford Castle Heritage Group meeting held on 1st March 2023

13. DISTRICT AND COUNTY COUNCIL MATTERS

To receive updates on the work of North Kesteven District Council and Lincolnshire County Council from any district or county councillors present

14. DATE OF NEXT MEETING

To agree that the Council will hold a meeting on Wednesday 19th April 2023 at 7pm at the Town Hall, Sleaford.

CIRCULATION

Councillors L Edwards Shea (Chairman of the Council), J Thomas (Vice-Chairman of the Council), B Allan, D Darmon, P Edwards-Shea, K Fernandes, T Hayat, H Lorimer, L Lowndes, R Oates, M Offer, J Parry, M Shanahan-Kluth, S Shanahan-Kluth, M Smith, A Snookes, A Snookes and D Suiter.

Chris Pilkington PSLCC



Town Clerk & Responsible Financial Officer
Sleaford Town Council
10th March 2023