



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 18th January 2023** at **7:00pm** for the purpose of transacting the following business.

Prior to the official start of the meeting a public forum of not more than 15 minutes will be held if required. The public may address the Council between **6:45pm** and **7:00pm** on current matters, or issues which may become future agenda items and your attendance is also requested during this period.

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. MINUTES OF PREVIOUS MEETINGS

(a) To receive and confirm the minutes of the meeting of the Town Council held on Wednesday 14th December 2022

(b) To receive and confirm the minutes of the meeting of the Town Council held on Wednesday 4th January 2023

5. CHAIRMAN & VICE-CHAIRMAN'S REPORT

To note the report of the Chairman and Vice-Chairman

6. TOWN CLERK & RESPONSIBLE FINANCIAL OFFICER'S REPORT

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

7. GOVERNANCE MATTERS

(a) To consider adopting revised Standing Orders for the Council

- (b) To receive an update from the Internal Audit Task & Finish Group and to consider any action required
- (c) To receive the revised risk register of the Council and to consider any action required
- (d) To consider the adoption of revised grievance and disciplinary policies for the Council
- (e) To consider a motion received from Cllrs Oates and Suiter regarding laptops for councillors
- (f) To consider a motion received from Cllrs Lorimer and Darmon regarding IT devices for councillors

8. 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) Planning application 22/1752/RESM, Reserved matters application for the formation of strategic surface water drainage infrastructure (pond 5) in connection with Handley Chase development (associated with scheme previously approved through 21/1614/RESM). Land to the South of London Road, Sleaford – To consider any response required
- (c) Planning application PL/0138/22, To install a single storey portacabin building to be used as office space for a period of 192 weeks. Lincolnshire Secure Unit, Rookery Avenue, Sleaford – To consider any response required
- (d) Planning application 22/1783/PNH, Single storey extension 5.4m in length from the original wall, eaves height of 2.4m & maximum height of 3.9m. 124 North Parade, Sleaford – To consider any response required
- (e) Planning Application 23/0001/FUL, Installation of 195 no. roof mounted Solar PV panels. North Kesteven District Council, Kesteven Street, Sleaford – To consider any response required
- (f) Planning Application 23/0039/LBC, Installation of 195 no. roof mounted Solar PV panels. North Kesteven District Council, Kesteven Street, Sleaford – To consider any response required
- (g) Planning Application 22/1789/RESM, Application for reserved matters approval to alter the extent of private garden and boundary treatment to plot 35 (no change to the approved dwellinghouse already constructed) and soft landscaping to adjacent public open space area on phase 1A previously approved by Non-Material Amendments 21/0768/PNMAT and 20/0362/PNMAT in respect of Reserved Matters approvals 19/0493/RESM and 17/0241/RESM. 7 St Vincent's (formerly Plot 35 Handley Chase) Sleaford Lincolnshire NG34 6AP – To consider any response required
- (h) Planning Application 23/0031/FUL, Erection of six commercial starter units. Sellwood Court, Sleaford – To consider any response required

9. FINANCIAL MATTERS

- (a) To agree the budget for the 2023/2024 financial year
- (b) To agree the precept demand for the 2023/2024 financial year
- (c) To consider a report on the Council's payroll and pensions processes and a recommendation from the HR Committee regarding it

- (d) To consider moving the Council's banking arrangements from HSBC
- (e) To note the bank balances of the Council
- (f) To consider and vote upon all financial transactions made retrospectively and pending
- (g) To authorise the following items of expenditure
 - (i) Mrs D Scott, minute taking services, £432
 - (ii) Aurora Training and Security Solutions, December 2022 Security Services, £1,200
 - (iii) Open Plan Consultants Ltd, Support for Stage 1 development of Sleaford Neighbourhood Plan, £2,565
 - (iv) Expenditure on Staffing Review, £6,000
- (h) To note authorisations of expenditure made under financial regulation 4.6
 - (i) Aurora Training and Security Solutions, Services at Christmas Market, £720
 - (ii) E-ON, Installation of Christmas tree, £120
 - (iii) Nicholas Marshall (Blacksmith), Railings for Boston Road Recreation Ground, £1,272
 - (iv) Sparkles of Sleaford, Cleaning of depot – December 2022. £72
 - (v) Sparkles of Sleaford, Cleaning of Town Hall – December 2022, £336
 - (vi) Turnbull & Co Ltd, New tap and parts for the cemetery, £50
- (i) To note fund transfers within the Council's banking arrangements since the last meeting of the Council
- (j) To request two members to sign paperwork

10. COUNCIL AND TOWN MATTERS

- (a) To receive an update regarding the Council's litter collection agreement with North Kesteven District Council and to consider any action required
- (b) To consider a request to use Boston Road Recreation Ground for an annual Fun Fair from 7th May to 21st May 2023
- (c) To receive the Christmas Market 2022 debrief and Feedback and consider the recommendations
- (d) To consider a request to use Boston Road Recreation Ground for the annual Oktoberfest from Monday 11th September to 16th September 2023

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

- (a) To receive the minutes of the Human Resources Committee meetings held on 7th November 2022, 18th November 2022 and the draft minutes of the Committee held on 6th January 2023
- (b) To receive the notes and consider the recommendations of the S106 and CIL funding Task & Finish Group meetings held 6th December 2022 and 12th January 2023
- (c) To receive the notes and consider the recommendations of the Coronation Event Task and Finish Group meeting held on 10th January 2023

- (d) To receive revised proposals from the Sleaford Castle Heritage Group and to consider any action required
- (e) To receive the notes of the Twinning Association meeting held on 9th January 2023 and report on the 2022 Sleaford Visit and to consider any action required

12. DISTRICT AND COUNTY COUNCIL MATTERS

- (a) Lincolnshire County Council Budget and Council Tax Proposal 2023/2024 – To consider any response required
- (b) To receive updates on the work of North Kesteven District Council and Lincolnshire County Council from any district or county councillors present

13. DATES AND VENUES OF MEETINGS

- (a) To agree that the Annual Meeting of the Council will take place on 24th May 2023 at 7pm at the Town Hall, Sleaford.
- (b) To agree that the Council will hold a meeting on Wednesday 31st May 2023 at 7pm at the Town Hall, Sleaford.
- (c) To agree that the Annual Town Meeting will be held on Wednesday 22nd March 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
13th January 2023