

20 August 2020

Dear Councillor,

STAMFORD TOWN COUNCIL – NOTICE OF MEETING

You are hereby summoned to attend a virtual meeting of the Town Council to be held at remote locations on **Tuesday 25 August 2020 at 7 p.m.** for the purpose of considering and passing such resolutions as may be necessary with respect of each item on the agenda attached.

Yours sincerely,



Town Clerk

NOTICE OF STAMFORD TOWN COUNCIL
TO HOLD A VIRTUAL TOWN COUNCIL MEETING
USING VIDEO AND AUDIO LINK ON TUESDAY 25 AUGUST 2020 AT 7pm

Members of the Public and Press are welcome to join the meeting.

Should you wish to join the meeting, you need to download Microsoft Teams software and provide the Town Council with your email address to endeavour connectivity

- 1. Apologies and reasons for absence**
- 2. Declarations of Interests:** *Members are reminded to declare any interests which may arise on matters for discussion at the meeting*
- 3. To confirm the notes of the Town Council meeting held on 28 July 2020**
- 4. Reports on Outside Bodies/Organisations**
 - a. Town Councillors on Outside Bodies*
 - b. Stamford Ward Councillors*
 - c. South Kesteven District Councillors*
 - d. Lincolnshire County Councillors*
- 5. Town Clerk's Report**
 - a. Action Points arising from Council Minutes:*
 - b. Update on actions raised by members of public and other organisations:*
- 6. To support the Motion principle that the undeveloped land on both side of the River Welland between the bottom of Cherryholt Road and Hudd's Mill be protected, restored and made into a fully accessible Pubic Amenity; Improve the foot and cycle paths across this area and greater use being made of the Priory Building for the benefit of the Community. Proposed by Councillor Amanda Wheeler**
- 7. To receive feedback on recent meeting of the Town Council's Climate Action Working**
- 8. Amenities Committee**
 - a. To approve the accuracy of the notes of the Committee meeting held on 04 August2020*
 - b. To identify any action points and items that may require further discussion and acceptance of the recommendations:*
 - c. The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments.*
- 9. Events Committee**
 - a. To approve the accuracy of the notes of the Committee meeting held on 10 August 2020*
 - b. To identify any action points and items that may require further discussion and acceptance of the recommendations:*
 - c. The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments.*
- 10. Planning Committee**
 - a. To approve the accuracy of the notes of the Committee meeting held on 11 August 2020*
 - b. To identify any action points and items that may require further discussion and acceptance of the recommendations:*
 - c. The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments.*

11. Finance Committee Meeting

- a. *To approve the accuracy of the notes of Committee meeting held on 18 August 2020*
- b. *To identify any action points and items that may require further discussion and acceptance of the recommendations:*
- c. *The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments.*

12. To approve the Annual Governance & Accounting Return 2019/2020

- a. *To consider the Internal Audit Report*
- b. *Approval of the Governance Statement*
- c. *Approval of the Accounting Statements*
- d. *Confirm Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return*

13. To consider the Town Hall Risk Assessment and whether to hold in-person Council and Committee meetings

14. Accounts for Payment

- a. *To approve the schedule of payments – No. 5*

15. Questions without discussion

16. Date of next meeting – Town Council Meeting Tuesday 29 September 2020

Patricia Stuart-Mogg - Town Clerk, 20/08//2020

STAMFORD TOWN COUNCIL
MINUTES OF THE STAMFORD TOWN COUNCIL MEETING
HELD ON TUESDAY, 28 JULY 2020 AT 7.00PM
IN THE TOWN HALL, STAMFORD

PRESENT Councillor Bill Turner, Deputy Chairman (Town Deputy Mayor)
Councillor Harrish Bisnauthsing
Councillor Mike Exton
Councillor Bob Sandall
Councillor Mrs Susan J Sandall
Councillor John Dawson
Councillor Miss Breda-Rae Griffin
Councillor Mrs Sheila Sismore
Councillor Mrs Gloria Johnson
Councillor David Taylor
Councillor Andrew Croft
Councillor Steve Carroll
Councillor David Dorson
Councillor Mrs Marion Pitt
Councillor Mrs Amanda Wheeler
Councillor Mrs Angela Carter-Begbie
Councillor Mrs Julie Clarke
Councillor Mrs Elaine Hooper
Councillor Simon Fenn
Councillor Shaun Ford

ALSO PRESENT Town Clerk
Deputy Town Clerk
6 Members of public
1 member of Press

The Deputy Mayor requested a minute's silence as a mark of respect following the recent death of the former Mayor Councillor Maxine Couch.

The Deputy Chairman, Councillor William Turner, stated he was concerned and disappointed with the behaviour of certain Councillors during the 23 June 2020 meeting. Having since met with the Chief Executive Officer of Lincolnshire of Local Councils, who is the Town Council's legal adviser, he is fully satisfied as Chairman of the 23 June Town Council meeting that said meeting was conducted in full compliance with Standing Orders and had met all legal requirements. If there are members of the Council who wish to question the probity and integrity of other Councillors, there is a Town Council Complaints procedure that should be followed. An Open Public Meeting is not the appropriate forum to address such matters. As to any intention of initiating legal proceedings against fellow Councillors, that is a matter for the Civil Courts and not the Town Council. Inappropriate conduct by Councillors could easily bring the Council into disrepute. Councillor Turner urged all Councillors to consider very carefully how they expressed their opinions. He further encouraged all Councillors to attend training sessions to familiarise themselves, or to refresh their memories, on how debate and Council business is conducted during meetings. He reminded all Councillors that they are serving to do their very best in the interests of the people of Stamford.

PUBLIC PARTICIPATION:

Richard Cleaver – Informed the Council that he had circulated each member of the Council with information regarding his campaign to protect the East Meadows of Stamford. He appreciated that the agenda of this meeting was full and hoped that the Motion being put forward could be deferred to the next meeting for debate and acceptance. Councillor David Taylor appreciated and fully supported the objectives of the Campaign. He strongly believed that the Stamford Neighbourhood Plan provided robust protection for the East Meadows and similar open amenity spaces. Councillor Taylor further understood that the landowners were fully aligned with the aims of extending and protecting the wildlife area which the campaign wishes to achieve. The Deputy Chairman William Turner thanked Mr Cleaver for his attendance and confirmed that this matter would be considered at the August Town Council meeting.

Annie Britton – Informed the Council that she is opening Stamford's first zero waste retail unit with a goal of reducing 1tonne of disposable plastic. It will be called 'All Good Market', an independent grocer selling unpackaged produce. Customers are encouraged to bring in their own containers to reduce packaging and food waste. As many goods as possible will be sourced locally. The vision is to alert Stamford shoppers of how consumer goods impact the environment and highlight that local retailers are also in support of this aim by enrolling in a subscription scheme to order their sundry items from All Good Market and thus reduce their waste. Following research, prices have been benchmarked against large supermarkets to ensure that All Good Market is accessible to as many local shoppers as possible without compromising on the quality and zero waste ethos. Following discussions, the initiative was supported by Councillors and Annie Britton was invited to join the next Stamford Climate Action Working Group Meeting. It was noted that negotiations are ongoing in respect of a local premises with opening projected in October.

Louise Thompson – Is involved in the Stamford Anti-Racism Group which has 200 members. Research has shown that racism does exist in Stamford. The aim of the Group is to encourage proactive behaviour which counteracts racism, to ensure Stamford welcomes all. The Group is working with schools to provide a more diverse curriculum; contacting the health and social providers so services are more accessible to ethnic groups; arranging events and programmes which celebrate diversity in Stamford. It is hoped the Town Council will be supportive of the activities of this group. The Deputy Chairman was pleased to welcome the efforts of the group and it is possible that the Events Committee may support some of the events.

Formal meeting commenced at 7.15pm

1. **APOLOGIES FOR ABSENCE(Agenda Point 1)**

There were no Town Council apologies, as all members were present.

Councillor David Brailsford, LCC Councillor for Stamford West submitted his apologies.

2. **DECLARATION OF INTEREST (Agenda Point 2)**

Councillor David Dorson declared a Personal and Prejudicial Interest in respect of matters on Personnel as his wife is Deputy Town Clerk. He also declared a Personal Interest in the application S20/0971 as he is a member of the Blackstones Sports and Social Club.

Councillor Bob Sandall declared a Personal and Prejudicial Interest in respect of Planning Application S20/0971 as the Chairman and applicant for the Blackstones Sports and Social Club.

Councillors Bob and Susan Sandall declared a Personal and Prejudicial Interest in respect of payment item 13956 as it related to a payment for work undertaken by their business.

Councillor Mrs Susan Sandall and Councillor William Turner also wished to declare a Personal Interest in the application S20/0971 as they too are members of the Blackstones Sports and Social Club

Councillors John Dawson declared a Personal and Prejudicial Interest in respect of Planning Application S20/1086 for tree works on his property.

Councillor Harrish Bisnauthsing wished to declare a Personal Interest in respect of any Planning Applications discussed as he is on the South Kesteven District Council Planning Committee.

Councillor Mike Exton wished to declare a Personal Interest in respect of any Planning Applications discussed as he is on the South Kesteven District Council Planning Committee.

3. **MAYORALTY 2020/2021**

a. The Deputy Chairman called for nominations to elect the Chairman of the Town Council / Mayor of Stamford. There was only one nomination.

Proposal 1 – It was proposed by Councillor Andrew Croft, seconded by Councillor Bob Sandall and unanimously **RESOLVED** that Councillor William Turner is nominated as Chairman of Stamford Town Council and Mayor of Stamford.

Councillor William Turner avowed and signed his declaration to Office as Chairman of the Town Council and Mayor of Stamford.

b. The Chairman Councillor William Turner called for nominations to elect the Deputy Chairman of the Town Council / Deputy Mayor of Stamford. There was only one nomination.

Proposal 2 -It was proposed by Councillor Mike Exton, seconded by Councillor John Dawson and unanimously **RESOLVED** that Councillor Gloria Johnson is nominated as Deputy Chairman of Stamford Town Council and Deputy Mayor of Stamford

4. **MINUTES (Agenda Point 3)**

The notes of the Town Council meeting held on Tuesday, 23 June 2020 had been circulated.

a. ***Amendment to the meeting notes:***

i. The Chairman Councillor William Turner noted that Councillor Elaine Hooper's surname name was incorrect in the list of the Councillors proposed for the Planning Committee. This was agreed for alteration.

ii. Councillor Julie Clarke requested that her circulated amendments to the section relating to the Committee Structure should be amended to reflect more detail to the discussion. The Town Clerk informed the Council that the minutes of any meeting are not verbatim, recording the resolutions passed by Council together with a background to discussion to provide context. Any amendments should be by Council resolution. Councillor Steve Carroll also wished that the word 'alleged' is removed from his allegation of a breach of Declaration of Interest. The Chairman stated that the word 'alleged' would stand as Councillor Carroll had no proof of any such allegation. If Councillor Carroll has a complaint, as he had stated earlier there is a Complaints procedure in place which should be followed in Standing Orders.

Proposal 3 - It was proposed by Councillor Julie Clark, seconded by Councillor Steve Carroll that the notes of the Town Council meeting of 23 June should include all the points of amendment as identified by Councillor Julie Clarke. There were four votes in Favour, ten votes Against with six Abstentions. The proposal fell.

Proposal 4 – It was proposed by Councillor Dave Dorson, seconded by Councillor David Taylor and **RESOLVED** by majority vote that the minutes were a true and accurate reflection of the Town Council Meeting held Tuesday, 23 June 2020 and be signed by the Chairman subject to the alteration of Councillor Hooper's name. There were four votes Against and six Abstentions.

5. TOWN CLERK'S REPORT

a. *Correspondence* – A schedule of correspondence had been e-mailed to all members to examine. Any queries relating to any element of such correspondence should be directed to the Officer dealing with that item.

c. *Other matters related to Council business:*

- i. **Maiden Lane Office** - All Councillors had been circulated with the link to respond to an extension of consultation on the closure of the South Kesteven Office in Maiden Lane. All Councillors were encouraged to respond to the consultation which closes on 03 August 2020.
- ii. **Councillor Vacancy for St. Georges Ward** – A Public Notice had been displayed on the Council's notice board, its website and on social media of the Ward Vacancy in St. George's Ward. The closing date for the Returning Officer to receive valid requests is 13 August 2020.
- iii. **Pavement Licence** – A request by All Saints Hotel had been received for a pavement café along All Saints' Place and Crown Street. Following discussion there was strong opinion on both sides of the debate both for and against the application. There was a view to support such hospitality venues which were trying to respond to the COVID guidance restrictions by providing exterior seating. However, there was an argument that this request for exterior seating was forcing pedestrians off the path and to use the cobbled street area on a roadway where there is live traffic movement.

Proposal 5 – It was proposed by Councillor Harrish Bisnauthsing, seconded by Councillor Amanda Wheeler and **RESOLVED** by majority vote that the application for the Pavement Café Licence submitted by All Saint's Hotel is supported. There were seven votes Against, with two Abstentions.

- iv. **Constitutional Events** – The Town Clerk drew attention to two forthcoming events which were being organised by the Royal British Legion for VJ Day scheduled on Saturday 15 August 2020 and Battle of Britain on Sunday 20 September 2020. Both occasions would be wreath-laying events at the War Memorial, without any formal parade and be restricted to 30 persons on each occasion.
- v. **Committee Formation** – The Town Clerk drew attention to two vacancies which had now arisen following the election of the Chairman of the Town Council. One was on the Finance Committee and the other on the Amenities Committee.

Proposal 6 – It was proposed by Councillor Sheila Sismore, seconded by Councillor John Dawson that Councillor Gloria Johnson is nominated for the Finance Committee.

Proposal 7 – It was proposed by Councillor Shaun Ford, seconded by Councillor Harrish Bisnauthsing that Councillor Julie Clarke is nominated for the Finance Committee.

The Chairman Councillor William Turner recognised that these proposals were opposing proposals and asked for Councillors to name their preferred candidate.

The vote was taken for the Councillor to sit on the Finance Committee - There were 12 votes in Favour of Councillor Gloria Johnson against five votes in Favour of Councillor Julie Clarke and three Abstentions. It was **RESOLVED** that Councillor Gloria Johnson was duly appointed to the Finance Committee by majority vote.

Nominations were called for the Councillor to sit on the Amenities Committee.

Proposal 8 – It was proposed by Councillor Gloria Johnson, seconded by Councillor Susan Sandall and unanimously **RESOLVED** that Councillor Elaine Hooper is appointed to the Amenities Committee.

The Chairman Councillor William Turner confirmed that at the next Amenities Committee meeting it was for the Committee to determine the Vice Chairman of that Committee.

6. PLANNING COMMITTEE (Agenda Point 6)

a. Councillor Steve Carroll confirmed that the notes of the Planning Committee meetings of Tuesday, 30 June 2020 and 14 July 2020 were a true and accurate reflection of the proceedings.

b. *Matter for discussion:* Councillor David Taylor thanked the Planning Committee for supporting objections to application S20/0908 in respect of the development of housing on land off Kettering Road. He further asked the Town Council's position regarding the Planning Appeal in respect of development on this site. Councillor Steve Carroll believed that this Appeal was for eight houses on part of the site, and at the time the Planning Committee had no valid material reasons to object to the application. Councillor David Taylor believed that the Planning Committee should re-examine its observations in respect of the Appeal against application S19/1619. He was not sure when the application was to be considered by the Planning Authorities Development Committee but was of the opinion that it should be reviewed by the Town Council's Planning Committee at its next meeting.

c. It was proposed by Councillor Steve Carroll, seconded by Councillor Shaun Ford and **RESOLVED** by a majority vote that Minutes of the 30 June 2020 and 14 July 2020 with the acts, proceedings and recommendations of the Planning Committee are approved by the Council. There was 11 Abstentions.

7. EVENTS COMMITTEE (Agenda Point 7)

a. Councillor Andrew Croft confirmed the notes of the Events Committee meeting of Monday 06 July 2020 were a true and accurate reflection of the proceedings.

b. *Matter for discussion:* None

c. It was proposed by Councillor Andrew Croft, seconded by Councillor Simon Fenn and unanimously **RESOLVED** that Minutes of the 06 July 2020 with the acts, proceedings and recommendations of the Events Committee are approved by the Council.

8. AMENITIES COMMITTEE (Agenda Point 8)

a. Councillor Gloria Johnson confirmed the notes of the Amenities Committee meeting of Tuesday, 07 July 2020 were a true and accurate reflection of the proceedings.

b. *Matter for discussion:* None

c. It was proposed by Councillor Gloria Johnson, seconded by Councillor Sheila Sismore and unanimously **RESOLVED** that Minutes of the 07 July 2020 with the acts, proceedings and recommendations of the Amenities Committee are approved by the Council.

9. **FINANCE COMMITTEE (Agenda Point 9)**

- a. Councillor Susan Sandall confirmed the notes of the Finance Committee meeting of Tuesday, 07 July 2020 were a true and accurate reflection of the proceedings. Councillor Bob Sandall wished a recorded vote to be taken on the approval of these minutes.
- b. Matter for discussion:
- i. *Neighbourhood Plan* – Councillor Julie Clarke asked whether the matter of the Neighbourhood Plan would be discussed before approval. The Chairman Councillor William Turner confirmed that the Neighbourhood Plan was itemised for discussion under item 10 of the Town Council Agenda. Councillor Harrish Bisnauthsing observed that as Mr Richard Cleaver’s earlier proposal had been postponed to the August meeting, would the Council also consider deferring the approval of the Plan to the August meeting? The Chairman Councillor William Turner suggested that the approval of the Finance Minutes would exclude the item of the Neighbourhood Plan which would be fully discussed under item 10 of the Town Council Agenda.
- c. It was proposed by Councillor Gloria Johnson, seconded by Councillor Sheila Sismore and **RESOLVED** by majority vote that Minutes of the 07 July 2020, excluding the Neighbourhood Plan item, with the acts, proceedings and recommendations of the Amenities Committee are approved by the Council.
The recorded vote was as follows:
In Favour - Councillors Turner, Bisnauthsing, Exton, Bob Sandall, Susan Sandall, Dawson, Griffin, Johnson, Taylor, Croft, Pitt, Wheeler, Carter-Begbie, Hooper, Fenn
Against – Councillors Carroll, Clarke and Ford
Abstentions – Councillor Dorson

10. **APPROVAL OF NEIGHBOURHOOD PLAN TO PROCEED TO REG. 16 & 17**

Councillor David Taylor outlined the status and context of the Neighbourhood Plan and where it had reached in terms of progress. It was evident that prior to the production of the Neighbourhood Plan, Stamford had very little influence over developments proposed in the Town. In January 2016 Stamford Town Council approved StamfordFirst to be the Neighbourhood Plan Forum to generate Stamford’s Neighbourhood Plan. This Plan has been developed for, and on behalf of, Stamford residents based upon residents’ feedback on what they wished to see achieved in how Stamford develops over the next twenty years. The Forum engaged with residents and businesses to obtain feedback throughout the process. This was achieved through questionnaires being circulated to Stamford households and local businesses in the Town being surveyed to gather their perspectives on future business development. Additionally, consultation meetings were convened with residents’ groups, educational establishments and other organisations to achieve as broad a consultation field as possible. Such engagement is mandatory, must be evidenced and will be tested to demonstrate that a comprehensive consultation process has been satisfied at each stage of its development. Between 2016 and 2018 the Plan was redrafted based on residents’ feedback received, several surveys conducted and evidential pieces of work such as a Capacity Study, a Site Allocation Assessment and a Strategic Housing Market Assessment. Although the Stamford Neighbourhood Plan hasn’t yet been approved by Referendum, it has achieved benefits by influencing some of the Policies within the District’s Local Plan. The Town Council has been updated throughout the process, signing off each stage. Last July 2019 the Town Council approved the Plan moving forward to Regulation 14, involving an eight-week public consultation process which was publicised extensively with both hard and on-line copies of the Neighbourhood Plan available for examination. There were mini-exhibitions held around the

Town which were well attended. All the responses from the Regulation 14 consultation were forwarded to the Town Hall and logged. Subsequent to that consultation, adjustments were made to the Plan to strengthen its Policies on 'Climate Change' mitigation and protection from development of thirty-one Open Green Spaces (under the designation of Important Green Spaces). These include the East Meadows, Cherryholt Meadows and Water Furlong Allotments. During June, another study was undertaken to protect nine views including the gateways into Stamford, so that any development will have to consider and be sympathetic with the Town's character. A new Policy was added to protect the Welland corridor along the river Welland; protecting the wildlife and environment as was Mr Richard Cleaver's objective. The Neighbourhood Plan also includes the aspiration of a Green Wheel around Stamford providing cycleways and paths which is being taken forward by Connect Stamford.

Councillor David Taylor proposed that the Town Council now approves the Plan proceeds to Regulation 16 which will mean the Plan is submitted to South Kesteven District Council which will conduct a Strategic Environment Assessment to ensure that the Town Council has fulfilled its consultation obligations and that the Stamford Neighbourhood Plan complies with the Local Plan and the National Planning Policy Framework. Once that stage has been completed the Plan will follow a further six-week public consultation period when the all members of the Council are encouraged to submit their comments. Following this, the Plan will go forward to Regulation 17 and the Planning Inspectorate will review the Plan together with the responses from the Regulation 16 consultation before final sign off and a Referendum in May 2021.

Councillor David Taylor stressed the importance of the Neighbourhood Plan which is based on a democratic process throughout which the public has been consulted and, following the Referendum, if adopted, will become Statutory Planning Law. It will enable the Town Council to have greater influence on the future development of Stamford.

The Chairman councillor William Turner thanked Councillor Taylor for his comprehensive report and asked the Council if it wished to continue with the meeting, as the meeting had lasted just over the prescribed two hours. The consensus was to continue with the meeting.

Following discussion, a request was made to identify the cost of the Neighbourhood Plan to date. The Town Clerk confirmed that in due course this would be circulated to all members of the Council. Councillor Taylor advised that most of the funding had been covered through Government grants. Councillor Bisnauthsing and Councillor Clarke both considered Mr Richard Cleaver has some valid points which should be considered and wished to postpone the approval of the Neighbourhood Plan to the August meeting. Councillor John Dawson expressed disappointment that it was being proposed to delay approval, following the significant consultation and work undertaken. The proposed Neighbourhood Plan already embraced the objective of protecting the East Meadows and will go further in protecting Stamford than ever before, and seconded Councillor Taylor's proposal that the Town Council now approves the Plan going forward to Regulations 16 and 17. Councillor Gloria Johnson asked for the vote to be recorded.

Councillor Steve Carroll proposed that the Neighbourhood Plan should be presented to the Planning Committee for final scrutiny. Councillor Amanda Wheeler supported that the document was very important and appreciated the extent of the work invested but was anxious that it was being rushed through and would abstain as she had several questions which she considered required answers. She suggested that possibly time should be set aside during the coming week to examine the plan fully to ensure that it is as robust as possible.

9.18pm – Councillor Bisnauthsing left the meeting.

Proposed 9 – It was proposed by Councillor Amanda Wheeler, seconded by Councillor Julie Clarke that the proposal is amended to postpone approval to a future meeting to enable further examination. The vote was recorded, and the proposal fell.

In Favour – Councillors Carroll, Wheeler, Clarke and Ford (4)

Against – Councillors Bob Sandall, Susan Sandall, Dawson, Sismore, Johnson, Taylor, Croft, Dorson, Pitt, Carter-Begbie (10)

Abstentions- Councillors Fenn, Hooper, Griffin, Exton, Turner (5)

Proposal 10 – It was proposed by Councillor David Taylor, seconded by Councillor John Dawson and was **RESOLVED** by majority vote that the Town Council approves the Stamford Neighbourhood Plan goes forward to Regulations 16 and 17. The vote was recorded.

In Favour – Councillors Bob Sandall, Susan Sandall, Dawson, Sismore, Johnson, Taylor, Croft, Dorson, Pitt, Carter-Begbie (10)

Against – Councillors Clarke, Carroll (2)

Abstentions – Councillors Exton, Griffin, Wheeler, Hooper, Fenn, Ford, Turner (7)

11. REPORTS FROM OUTSIDE BODIES

a. *Town Councillors on Outside Bodies:*

Councillor Susan Sandall – Reported that in St. John’s Ward SKDC has launched a rewinding scheme in two small corners of the play area in Foxglove Road. It is a trial scheme which involves the Rutland Heights Community Group in rejuvenating this play area. The Group has just placed an order for play equipment which is also being supported by a Skells Grant. It is anticipated the equipment will be in place shortly.

There were no other reports presented.

Councillor Amanda Wheeler – Observed that the matter which had arisen regarding one of the open spaces in Haddon Road is of concern, as it threatened other green spaces. The Chairman Councillor William Turner confirmed that this matter was discussed at the recent Planning Meeting and that is why the Neighbourhood Plan is important as it will protect such areas. He added that it was unfortunate SKDC did not adopt these areas as green spaces and as a consequence the developer then sold them to private individuals. Councillor David Taylor added that once the Plan reaches Regulation 16 it will provide added weight as an emerging plan.

12. FORMAL RESPONSE TO THE CONSULTATION ON THE CODE OF CONDUCT

The Chairman Councillor William Turner informed the Council that the National Association of Local Councils is consulting on a new revised Code of Conduct as part of its work in supporting the sector to continue to aspire to high standards of leadership and performance. All Councillors had been provided with a copy to consider and to respond to the Town Clerk in good time. It was noted that the closing date of the consultation is 17 August 2020.

Proposal 11 – It was proposed by Councillor Susan Sandall, seconded by Councillor David Taylor and **RESOLVED** by majority vote that the Council should respond in full support of the revised National Code of Conduct presented by the National Association of Local Councils. There was one abstention.

13. RESPONSE TO THE CONSULTATION ON STAMFOR NORTHERN BYPASS

Following discussion, it was agreed to defer this item to the August Town Council meeting.

Proposal 12 – It was proposed by Councillor Mike Exton, seconded by Councillor Simon Fenn and unanimously **RESOLVED** to refer this matter to the Planning Committee for its report, to be received at the August Town Council Meeting.

14. ACCOUNTS FOR PAYMENT (Agenda Point 14)

Schedule no. 4 (transactions 13789 to 13968) and had been circulated for consideration.

Proposal 13 – It was proposed by Councillor Sheila Sismore seconded by Councillor John Dawson and **RESOLVED** by a majority vote that schedule No. 4 is agreed and approved for payment. There were three votes Against and three Abstentions

15. QUESTIONS WITHOUT DISCUSSION (Agenda Point 15)

- a. Councillors were pleased to see the return of Councillor Pitt.
- b. The Town Clerk informed the Council that it had been circulated with details of a request to provide musical entertainment in St. Michael's Churchyard. The performer had been given the impression that this matter would be agreed at this meeting, although it is a Skells Trustees issue. Following discussion, the majority of the Trustees considered that they had to be consistent with their approach to retain the area as a tranquil reflective zone.

Proposal 14 – It was proposed by Trustee Bob Sandall, seconded by Trustee Elaine Hooper and **RESOLVED** by majority vote to refuse the request to provide musical entertainment in St. Michael's Churchyard. There were three votes Against.

Chairman

(The meeting closed at 9.55pm)

STAMFORD TOWN COUNCIL**MINUTES OF THE AMENITIES MEETING
HELD ON TUESDAY, 04 AUGUST 2020 AT 6.00PM
AT 'VIRTUAL' LOCATIONS USING VIDEO AND AUDIO LINK (Occasional
Interruptions may have occurred during this meeting)**

PRESENT Councillor B Turner (Town Mayor)
Councillor Mrs G Johnson (Chairman)
Councillor D Dorson (Vice Chair)
Councillor M Exton
Councillor J Dawson
Councillor B Griffin (Joined 18.28)
Councillor Mrs S Sismore
Councillor E Hooper

ALSO PRESENT Deputy Town Clerk

PUBLIC PARTICIPATION – None

1. **APOLOGIES FOR ABSENCE (Agenda Point 1)**

None

2. **DECLARATIONS OF INTEREST (Agenda Point 2)**

None

3. **MINUTES (Agenda Point 3)**

The Minutes of the Committee Meeting held on Tuesday, 07 July 2020, were confirmed and signed as a true record of the meeting.

4. **TO ELECT A VICE-CHAIRMAN OF THE AMENITIES COMMITTEE (Agenda Point 4)**

Nominations were received from Councillor M Exton proposing Councillor J Dawson for the position of Vice Chair, Councillor J Dawson declined as he did not wish to take on the position. A further nomination was received from Councillor Mrs G Johnson proposing Councillor D Dorson for the position of Vice Chair, Councillor D Dorson stated he would be honoured to serve as Vice Chair.

Proposal 1- On the proposal of Councillor Mrs G Johnson, seconded by the Councillor Mrs S Sismore, it was approved with one abstention and RESOLVED the Council approves the election Of Councillor D Dorson as Vice Chair.

5. **ALLOTMENTS (Agenda Point 5)**

a. ***Update on any activities relating to the Allotments***

- i. *Feedback on matter relating to Queens Walk Boundary Wall* – It was reported that an inspection had been carried out and it was identified that the ownership of the wall needs clarification. The Town Clerk checking the ownership with Town Council deeds, and a report provided to the Committee.
- ii. *Encroachment on Queens Walk Allotment boundary by residents* – It was reported that some houses that back onto the allotments have encroached on to the allotment land and installed fences and hedges. Following discussions, it was

agreed that an inspection is carried out to ascertain how many houses have encroached on to the allotments. Land Registry records to be checked, and legal action taken to re-establish the Council's boundary. Quotes will be obtained for installing a fence around the allotment perimeter at Queens Walk allotment.

Proposal 2- On the proposal of Councillor J Dawson, seconded by the Councillor D Dorson, it was unanimously RESOLVED the Council approves that an inspection is carried out to ascertain how many houses have encroached on to the allotments; Land Registry records checked and legal action taken to re-establish the Council's boundary. Quotes will be obtained for installing a fence along the Council's boundary around Queens Walk allotment.

- iii. *Feedback on activity relating to Allotment UN46*- It was reported that the illegal septic tank of human excrement has been cleared by Whites Recycling at a cost of £115 plus Vat, under the Town Clerk's Delegated Powers. It was further reported a fridge and significant quantities of glass, a dimplex radiator, florescent light tubes, a mattress and tinned food stuffs have also been found on the same allotment. It was reported that the Council had previously approved a skip for removal of other waste on 4th February 2020, proposal 4. It is recommended that the skip could be utilised for the clearance of other items, however a special quote for the fridge will be required as it is 'White Goods'. Following discussions, it was agreed that quotes would be obtained.
- iv. *Review the Covid Response Risk Assessment for the Allotments* – This item has been deferred to the next meeting.
- v. *Review Allotment Competition status* – It was reported that due to the Covid-19 pandemic it was recommended that the Allotment Competition 2020 is cancelled to comply with the government guidelines. It was further recommended that the budget is retained in earmarked projects to be included in next year's competition

Proposal 3- On the proposal of Councillor B Turner, seconded by the Councillor Mrs S Sismore, it was unanimously RESOLVED the Council approves the Allotment Competition 2020 is cancelled to comply with the government guideline. Furthermore, the budget is retained in earmarked projects to be included in next year's competition budget.

b. Any correspondence received

- i. *Letter from Mencap*- It was reported that a letter from Mencap regarding the tenancy of the allotment over the rental history of the plot had been received. This is being investigated and once all the information has been gathered a report submitted at the next meeting

c. Any other business

- i. *Security of Allotments* – Councillor D Dorson requested if the security of the allotments could be investigated due to the issues experienced with encroachments and individuals living on sites. Another issue is that allotments are not being used for purposes which are set out for allotments and the high fences installed around some plots prevent Council's monitoring. Following discussions, it was agreed that the Rules and Regulations be updated and issued with this year's contracts. Any allotment holders breaching the rules will then be required to comply or will be given notice.

Proposal 4- On the proposal of Councillor B Griffin, seconded by the Councillor D Dorson, it was unanimously RESOLVED the Council approves that the Rules and

Regulations be updated and issued with this year's contracts. Any allotment holders breaching the rules will then be required to comply or will be given notice.

6. CEMETERY (Agenda Point 6)

a. *Update on any activities relating to the Cemetery*

- i. *Review the Covid Response Risk Assessment for the Cemetery* - This item has been deferred to the next meeting.
Generic risk assessment -The committee had been circulated the generic risk assessment for the Cemetery. It was reported that amendments are required in respect of the inspection of memorials to reflect the regulations as set out in ICCM Management of Memorials Guidance. This will be amended and circulated to the Council for approval
- ii. *Clearance and potential collapse of drain at the Cemetery* – It was reported that there had been an issue with a blocked drain outside the Cemetery Lodge. This matter was resolved under the Town Clerk's Delegated Powers. It was suggested that as the drain is an old drain it could be suffering from collapse. A quote could be obtained for a CCTV inspection
- iii. *Cemetery Forms* -It was reported that some of the Cemetery documents need to be updated with the removal of some of the forms as they are not compliant with the regulations relating to Granting and Transferring Rights. Following discussions, it was agreed that the obsolete Cemetery forms are removed from circulation with immediate effect.

Proposal 5- On the proposal of Councillor Mrs S Sismore, seconded by the Councillor J Dawson, it was unanimously **RESOLVED** the Council approves the removal of the obsolete Cemetery forms are removed from circulation with immediate effect.

b. *Any correspondence received*

- i. *Memorial Request* – It was reported that a memorial request has been received for a building block style of memorial for a child's grave. Following discussions, it was agreed that the building block memorial is approved.

Proposal 6- On the proposal of Councillor D Dorson, seconded by the Councillor Mrs S Sismore, it was unanimously **RESOLVED** the Council approves that the building block memorial is approved.

- ii. *Visitors instructing contractors* -It was reported that correspondence had been received regarding issues that some regular visitors were attempting to instruct contractors regarding maintenance work. It had been identified that some Grant Holders, who cut their own grass, had placed empty plastic milk bottles on the plots to alert contractors of their plots. These Grant Holders have been issued an appropriate sign to display on their graves.
- iii. *Extension of the cemetery* - It was reported that the contractor had identified concrete, litter and sharp metals within the extension section of the Cemetery. The contractor has out of goodwill been periodically cutting and spraying the area. The committee were reminded that when the area was cleared, several the committee helped to litter pick this area and this was noted at the time. It is recommended that at the end of the season we could look at the area being farrowed, and a quote will be obtained from the cemetery contractor.

- iv. *Cemetery Wall* – It was reported that a Purchase Order had been issued for the Cemetery Wall repairs. It was noted that due to the size of the job the contractor requested staged payments and will invoice accordingly. Following discussions, it was agreed the request for staged payments be approved and all invoices detailed in respect of each phase of the work.

Proposal 7 - On the proposal of Councillor Mrs S Sismore, seconded by the Councillor J Dawson, it was unanimously **RESOLVED** the Council approves the request for staged payments with the requirement that all invoices detailed in respect of each phase of the work.

c. Any other business

- i. *Funeral Attendance*- It was reported that the Deputy Town Clerk will now be attending all funerals, as approved by Council on 28th July 2020. It was confirmed that the Deputy Town Clerk will be required to lower the casket of Cremated Remains as this is usual practice.
- ii. *X&Y Plots* – It was reported that there is still one plot which is in breach of the rules and Regulations of the Cemetery. The grave on recent inspection was not being maintained and had numerous weeds covering the plot. Once the solicitors have resumed working, a legal letter will be issued.

7. RECREATION GROUND & MEADOWS (Agenda Point 7)

a. Update on any activities relating to the Recreation Ground & Meadows

- i. *Review the Covid Response Risk Assessment for the Recreation Ground and Meadows*

Meadows Risk assessment - This item has been deferred to the next meeting.

Recreation Ground Risk Assessment Covid and Generic- The committee had been circulated the generic risk assessment for the Recreation Ground. It was reported that amendments are required in relation to the reopening of play areas. It was further reported the hand washing facilities at the Recreation Ground are tripping the electric fuse which will be investigated by an electrician. It was further advised that the toilets will remain shut until the issue has been resolved. Following discussion, it was agreed that quotes for both manual and automatic hand washing facilities will be investigated, and that the committee approves the two risk assessments with amendments and the documents be circulated to the Council for approval.

Proposal 8- On the proposal of Councillor J Dawson, seconded by the Councillor D Dorson, it was unanimously **RESOLVED** the Council approves the the two risk assessments with amendments and the documents be circulated to the Council for approval.

b. Update on Programmed Events Request

- i. *Autumn Fair*– A request has been received for the Autumn Fair to be held on the Recreation Ground from 4th – 11th October 2020. Following discussions it was agreed that with the current Covid-19 pandemic the Committee will not allow the Autumn Fair to take place this year. It was feared that this would encourage large number of people to visit the Recreation Ground, posing a high risk to the residents of Stamford. It was noted that many areas around Stamford have been identified as being at risk.

Proposal 9- On the proposal of Councillor Mrs G Johnson, seconded by the Councillor E Hooper it was agreed with 2 abstentions and **RESOLVED** the Council approves that the Autumn Fair will not be granted permission this year, as this would encourage large number of people to visit the Recreation Ground, posing a high risk to the residents of Stamford. It was noted that many areas around Stamford have been identified as being at risk.

- ii. *Pinders Circus* – A request has been received for Pinders Circus to be held on the Recreation Ground from 12th – 14th March 2021. Following discussion, it was agreed that due to the current Covid-19 pandemic the Committee would review the application in January 2021, subject to the prevailing Government Guidelines.

Proposal 10- On the proposal of Councillor J Dawson, seconded by the Councillor D Dorson, it was unanimously **RESOLVED** the Council approves review the application in January 2021, subject to the prevailing Government Guidelines.

c. Any correspondence received

- i. *Shack church service* – It was reported that the Methodist Church would be holding an outdoor service in front of The Shack on the 6th September 2020.
- ii. *Grass tennis courts maintenance* – It was reported that correspondence had been received requesting sand dressing on the Grass Tennis Courts it is recommended that this is carried out at the end of the season and start of the spring maintenance programme of work as per the contract.

Proposal 11- On the proposal of Councillor Mrs G Johnson, seconded by the Councillor Mrs S Sismore, it was unanimously **RESOLVED** the Council approves that sand dressing is carried out at the end of the season and start of the spring maintenance program of work as per the contract.

The contractor enquired when the double maintenance gate to ease access, for the equipment to roll the courts would be installed. It was reported that a quote for £1495 plus VAT from Custom fencing had been received for the installation of double gates access to the side of the Grass Tennis Courts.

Proposal 12- On the proposal of Councillor Mrs G Johnson, seconded by the Councillor Mrs S Sismore, it was unanimously **RESOLVED** the Council accepts the quote for £1495 plus VAT from Custom fencing for the installation of double gates access to the side of the Grass Tennis Courts.

- iii. *Any other business*
 - i. *Fly tipping at the rec* – It was reported that several items had been fly tipped at the Recreation Ground. A quote has been requested from SKDC for collection and a response has been receives awaited.
 - ii. *Vermin on the Meadows* – It was reported that no quotes had yet been received for the works. However, it is not possible to place humane traps under the bins due to spacing. Furthermore, these would have to be checked daily and could be over a year before the issue is reduced, so would be very costly. Once quotes have been received these will be reported to the committee.
 - iii. *Conversation Stamford-* It was reported by Councillor Mrs G Johnson that Conversation Stamford would like to run some workshops to celebrate unity in the community during the current pandemic. It was advised they may be interested in taking part in future events held by the Council.

- iv. *Recreation Ground Anniversary* - It was reported by Councillor Mrs G Johnson that due to the Current Covid-19 pandemic; the 10-year Recreation Ground anniversary is postponed. It was recommended that the budget be examined and an earmarked project fund for the anniversary event next year be set aside.
- v. *Benches on the High Street* - It was reported by Councillor Mrs G Johnson that a resident had reported that the benches in the high street may be a hazard. An inspection was carried out by Councillor Mrs G Johnson and the Deputy Town Clerk but there were no signs of damage. It was reported that the benches were in need of some remedial maintenance. It was noted that the benches at the East End of the High Street are the responsibility of SKDC, who will be duly informed of the observations.

8. **DATE OF NEXT MEETING: (Agenda Point8)** – Tuesday, 01 September 2020 at 7pm

Chairman
(The meeting closed at 7.44pm.)

STAMFORD TOWN COUNCIL
MINUTES OF THE VIRTUAL EVENTS MEETING
HELD REMOTELY ON MONDAY, 10 AUGUST 2020 AT 6.00PM

PRESENT Councillor William Turner (Town Mayor)
Councillor Andrew Croft (Chairman)
Councillor Dave Dorson (Vice Chair)
Councillor Amanda Wheeler
Councillor Angela Carter-Begbie
Councillor Shaun Ford

ALSO PRESENT Mrs Patricia Stuart-Mogg - Town Clerk
Mrs Coral Johnson-Veale – Administration Officer

PUBLIC PARTICIPATION – None

1. **APOLOGIES FOR ABSENCE (Agenda Point 1)**
None were received and Councillor S Fenn did not attend.
2. **DECLARATIONS OF INTEREST (Agenda Point 2)**
None were made.
3. **MINUTES (Agenda Point 3)**
The Minutes of the Committee Meeting held on Monday, 06 July 2020 had already been confirmed at the Stamford Town Council Meeting held on Tuesday, 28th July 2020.
4. **TOURISM WORKING GROUP MEETING 5 AUGUST 2020 (Agenda Point 4)**
Due to the on-going Covid-19 situation scheduled meetings were cancelled. Only a small number of regular attendees was able to attend the first virtual Tourism Working Group meeting. SKDC is continuing with its tourism publications and virtual online events, whilst the Arts Centre remains closed until at least January 2021. The Heritage Open Days have been cancelled however Lincolnshire Heritage is hoping to put many events on-line.
5. **SENIOR CITIZEN CONCERT (Agenda Point 5)**
There was discussion on the viability of using virtual entertainment to deliver a concert this year. However, due to the impracticality of a number of elements it was considered that this year's concert would be suspended. This item is to be reconsidered at the Committee Meeting February 2021. **Action: TC/AO**
6. **SPOOKTACULAR SATURDAY 31 OCTOBER 2020 (Agenda Point 6)**
There was much discussion around the feasibility of hosting this event, as it is held in an open-air venue. Various entertainment concepts were discussed – timed ghost story slots could be delivered for family ‘bubble’ groups. Each family ‘bubble’ would have space marked out on the ground to ensure compliance with social distancing. There could also be a (pre-carved) pumpkin competition and a fancy-dress competition. Pre-recorded music could be played from the Bandstand. Participants would need to bring

their own food (and dispose of remains responsibly) as no light refreshments would be provided at this year's event. Small bags of sweets could be given away as prizes. An area of the Recreation Ground could be used for the event which would need to be cordoned off to ensure numbers were limited. It was recognised that the Recreation Ground is an open public space, so there would still be other people accessing this facility. The event would need to be operated on a ticket only basis, perhaps arranged into age groups, and would not be advertised. It was agreed that local Primary Schools and Nurseries should be canvassed for feedback. A full Event Plan would be required and prepared for discussion by the 07 September Events Committee meeting as it would need to be presented to Lincolnshire's Safety Advisory Group. **Action: Event Committee/TC/AO**

7. **DECORATED CHRISTMAS TREE FESTIVAL (Agenda Point 7)**

St. John's Church has still not decided on whether it will host the decorated Christmas Tree Festival event this year. The layout of the church is presenting difficulties and may not be able to comply with the Government Covid-19 Guidelines. The Charity Card element, which supports local charities, may have an alternative venue from which volunteers could sell Christmas Cards. The Town Hall could be considered for the Christmas Tree Festival for a period of 3 weeks following the possible late-night shopping event on 26 November. It was felt that the Court Room could be large enough, ensuring social distancing guidance, subject to a booking system. Details would need to be presented to the next Finance Committee meeting for its decision on whether the event could be held at the Town Hall (excluding weekends).

Proposal 1 – It was proposed by Councillor Amanda Wheeler, seconded by the Councillor Dave Dorson and unanimously **RESOLVED** that the Town Hall Court Room is considered as a venue to host for a three week period the Decorated Christmas Tree Festival (excluding weekends) and put before the Finance Committee Meeting for consideration.

8. **STAMFORD CHRISTMAS FESTIVAL, SUNDAY 29 NOVEMBER 2020 (Agenda Point 8)**

ShopStamford is yet to confirm details of the late-night shopping event, which is hoped to be held on Thursday 26 November 2020. This event will combine with the Stamford lights switch-on, which should be a small occasion this year. The switch-on event will be operated on an invitation only basis, to monitor the numbers and to ensure social distancing measures are maintained. The meeting with the festive street lights contractor is to be brought forward to the beginning of September to facilitate the planning of the event. Burghley is to be contacted to confirm the schedule for the tree. **Action: TC**

There was much discussion on a format for the Christmas Market, with all Committee members committed to supporting as many local vendors as possible. A number of options were considered, limiting the number of stalls/ pitches to a mix of festive traders, spaced out essentially along Broad Street, with a few in Red Lion Square. Access to the market would be via High Street and Ironmonger Street. Thought was given to a one-way system operating down Broad Street one side, into and around Red

Lion Square, returning up the other side of Broad Street. No stalls would be placed in the High Street this year. The fair rides may possibly still be located in Sheep Market, so long as the organisers / retailers were able to follow Government Covid-19 Guidelines. Another option could be to operate smaller markets over the 4 weekends running up to Christmas after the late-night shopping event on 26 November, as Advent Markets. These could be located mainly in Red Lion Square with some slots possibly included in the Friday market held in Broad Street. It was important to keep costs down for traders. Red Lion Square would provide space for a maximum of eight small craft traders who would bring their own tables. The focus should be on gift traders rather than food stalls, support should be given to local eateries which have recently reopened following the Covid-19 lockdown. It was noted that there is no Covid-19 insurance available to cover the event should cancellation be necessary. This would clearly have financial implications for the Town Council in that any costs incurred, such as traffic management and first aid, would not be refunded. A meeting is to be arranged with SKDC's Markets Supervisor to ascertain SKDC's stance and the potential options available. **Action: TC/AO**

The Traders Database will be analysed to ascertain potential interest. The possibility of the markets being scaled back is a real likelihood. **Action: Cllr Croft/AO**

Proposal 2- It was proposed by Councillor Bill Turner, seconded by the Councillor Shaun Ford and unanimously **RESOLVED** that the Council considers a different approach for this year's Christmas Market with the possible option of having Four Advent Weekend events.

9. **CAROLS ON THE BANDSTAND SUNDAY 6 DECEMBER 2020 (Agenda Point 9)**

Considering the current Government Covid-19 restrictions in respect of singing, the Carols on the Bandstand event in December 2020 would, regrettably, be cancelled.

10. **RED LION SQUARE CRAFT MARKET (Agenda Point 10)**

Considering the current Government Covid-19 restrictions and the summer season drawing to a close, the Committee will defer the commencement of the Friday Red Lion Square Craft Market to April 2021. Due to this disappointment, traders would be given the opportunity to join the Advent Christmas Market. **Action: AO**

11. **PUBLICITY OF ANY SCHEDULED EVENTS (Agenda Point 11)**

As the Committee agreed the Spooktacular Event would operate on a ticket only basis, no advertising posters would be necessary. Attendance at the Christmas Lights Switch-On would be by invitation only, with limited entertainment which would be discussed at the next Committee meeting in September. **Action: TC**

12. **ANY OTHER MATTERS FOR CONSIDERATION (Agenda Point 12)**

Councillor Amanda Wheeler reminded the Committee, that at the July Town Council meeting it was agreed to support the Stamford Anti-Racism Group Diversity Festival, which is anticipated to be held on the Recreation Ground next year. The group will be presenting their request at an Amenities Committee meeting, but it was suggested that

as this group is new, the Events Committee might support the event. The Diversity Festival is to be discussed at the September Events Committee Meeting. **Action: TC**

13. **DATE OF NEXT MEETING: (Agenda Point 13)** – Monday, 07 September 2020 at 6.00pm

Chairman
(The meeting closed at 7.30 pm)

DRAFT

STAMFORD TOWN COUNCIL
MINUTES OF THE PLANNING MEETING
HELD ON TUESDAY, 11 AUGUST 2020 AT 6.00PM
AT ‘VIRTUAL’ LOCATIONS USING VIDEO AND AUDIO LINK

PRESENT Councillor Steve Carroll (Chairman)
Councillor Shaun Ford (Vice Chairman)
Councillor Marion Pitt
Councillor Angela Carter-Begbie
Councillor Elaine Hooper
Councillor Amanda Wheeler substituting for Councillor Julie Clarke
Councillor Andrew Croft present for Brownes Hospital applications

ALSO PRESENT Patricia Stuart-Mogg – Town Clerk
Richard Tracey – Administration Officer
No members of public or press

1. **APOLOGIES FOR ABSENCE (Agenda Point 1)**
Councillor Bill Turner (Mayor) submitted his reason for absence. The reason was noted and accepted.

Councillor Julie Clarke submitted her reason for absence. The reason was noted and accepted.
2. **DECLARATION OF INTEREST (Agenda Point 2)**
Councillor Carroll declared an interest in application S20/1055 as he is acquainted with the applicant.
3. **MINUTES (Agenda Point 3)**
The Minutes of the Planning Committee Meeting held on Tuesday, 14 July 2020 together with the planning observations were confirmed a true record of the meeting.
4. **PLANNING APPLICATIONS (Agenda Point 4)**
The Committee’s observations are shown on the attached schedule.
5. **CORRESPONDENCE (Agenda Point 5)**
 - a. *Resident’s correspondence on Aldi supermarket* – An email was circulated to Councillors regarding the proposed Aldi supermarket on Uffington Road. Noted by Councillors.
 - b. *Approvals and Refusals of planning applications* – These applications were not dealt due to lockdown but comments are as follows –
 - S20/0826 – 2x Sycamore trees to be removed, 34 Station Road, Stamford PE9 2WB – *trees should be retained.*
 - S20/0838 – Erection of single and 2 storey side and rear extension, alterations and erection of detached garage, 60 Tinwell Road, PE9 2SD - *No objection subject to neighbours’ amenities being respected.*
 - S20/0733 – Listed building consent for internal alterations, 9 Truesdale Hospital, Scotgate PE9 2YE - *No objection subject to neighbours’ amenities being respected.*
 - S20/0844 – Single storey rear extension, 10 Cottesmore Road PE9 2SQ - *No objection subject to neighbours’ amenities being respected.*

S20/0873 – Fell 1x Ash and 1x Sycamore tree, George Hotel courtyard, High Street, St Martins, PE9 2LB – *No objection, Defer to SKDC Arboriculturist.*

6. ANY OTHER BUSINESS (Agenda Point 6)

None

7. DATE OF NEXT MEETING (Agenda Point 7) Tuesday, 08 September 2020 at 6.00pm.

There being no further business the Chairman closed the meeting
(The Meeting closed at 7.35pm)

DRAFT

Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
06-07-20	14-07-20	S20/1084	Erection of two storey side extension and front boundary wall with railings. External alterations. 4B Ironmonger Street	Householder	Sutherland Walk Developments Ltd Rock House, Scotgate Stamford PE9 2YQ	There is objection to the application as it is overdevelopment of the site. The proposed extension is too large, encroaches on the space of the neighbouring property and compromises the neighbour's amenities.
19-06-20	14-07-20	S20/0987	Re-roof single storey rear elements with slate tiles and addition of rooflights. External and Internal alterations. 12 Maiden Lane, PE9 2AZ	Householder	Carol Key 12 Maiden Lane, Stamford PE9 2AZ	This site is within the Conservation Area and consequently there is concern over the conversion of the window on rear elevation of the house to a French Door. Materials to be inkeeping with the Conservations Area and comply with Listed Building Regulations.
10-07-20	14-07-20	S20/1014	Erection of detached outbuilding for use of an outside study/office The Old Rectory, 8 St Peters Hill, PE9 2PE	Householder	Robertson The Old Rectory, 8 St Peters Hill, Stamford, PE9 2PE	There was concern expressed over the height of the building being 300mm higher than the ancient boundary wall. All materials must be sympathetic with the building location which is within the Conservation Area.
14-01-20	15-07-20	S20/0051	Construction of single storey extension to Stamford Bridge Club building. Mckenzie House, Exeter Gardens PE9 2RN	Full Planning Permission	Mr Brian Churchill Stamford Bridge Club Mckenzie House, Exeter Gardens Stamford, PE9 2RN	Comments on minutes 4/2/20.'No objection subject to neighbours' amenities being respected. However, there was concern expressed over trees (T1 and T2) being cut back to allow construction to take place. Contractors to make good damage to verge or kerbing associated with this development.

13-07-20	15-07-20	S20/1040	Alterations to Listed Building to create single flat in Toch Room Brownes Hospital, Broad Street, Stamford, PE9 1PF	Listed Building Consent	Ms Carol Garwell Clerk to Trustees Brownes Hospital, Broad Street, Stamford, PE9 1PF	No objections subject to compliance with Listed Building regulations. Features of original door should be retained.
15-07-20	20-07-20	S20/1117	Remove sycamore tree(red) 16 Fox Dale, PE9 2UZ	Tree Preservation Order	Hall 16 Fox Dale, Stamford PE9 2UZ	Objection. Tree should be retained
13-07-20	20-07-20	S20/1139	Proposed two storey side extension linking to garage and garage conversion 34 Foxglove Road, PE9 4BW	Householder	Mr Fraser Rounds 34 Foxglove Road, Stamford PE9 4BW	No objection subject to neighbours' amenities being respected
13-12-19	22-07-20	S19/2179	The erection of a standard English Heritage type, information sign at the Broad Street entrance to Brownes Hospital Brownes Hospital, Broad Street, PE9 1PF	Listed Building Consent	Ms Carol Garwell Clerk to Trustees Brownes Hospital, Broad Street, Stamford, PE9 1PF	No objection subject to neighbours' amenities being respected
15-07-20	23-07-20	S20/1160	Change of use from a residential flat to incorporate into the ground floor existing commercial premises 4A Ironmonger Street, PE9 1PL	Listed Building Consent	Mr Jason Treadwell 4A Ironmonger Street, Stamford, PE9 1PL	No objection subject to neighbours' amenities being respected
15-07-20	23-07-20	S20/1159	Change of use from a residential flat to incorporate into the ground floor existing commercial premises 4A Ironmonger Street, PE9 1PL	Full Planning Permission	Mr Jason Treadwell 4A Ironmonger Street, Stamford, PE9 1PL	No objection subject to neighbours' amenities being respected

07-07-20	24-07-20	S20/1093	Internal alterations to Listed Building to convert existing retail premises into takeaway 6 Broad Street, PE9 1PG	Listed Building Consent	Mr Nick Pistolas Broad Street Investments Ltd, 8 Sheepmarket, Stamford, PE9 2QZ	Previous comments 30/06/20 - S20/0802 Stamford Town Council's Planning Committee has strong objections over this application. It is considered that it breaches EN1 and EN 2 of the Local plan as it would impact seriously on the Alms Houses in Browne's Hospital a significant sensitive location of great historical and ceremonial importance to the town. Its proposed proximity to the War Memorial would result in additional litter and detritus which has already to be cleared from the War Memorial on a daily basis. It was recognised that as there was no rear access to the site all service deliveries would utilise the front entrance point, in close proximity to the Browne's Hospital's Warden's house. There was grave concern that no extraction fan details were available, especially as this unit is alleged to be a satellite kitchen for the London Inn pub restaurant. It is understood the Civic Society and Browne's Hospital will be submitting objections to this application.
16-07-20	24-07-20	S20/1167	Proposed single storey side extension 20 Girton Way, PE9 1JJ	Householder	Ms Fitzjohn 20 Girton Way, Stamford PE9 1JJ	No objection subject to neighbours' amenities being respected
13-07-20	27-07-20	S20/1151	Installation of 3 x antennas, 3 x Remote Radio Units and 1 x GPS unit plus ancillary development on existing structures Telephone Exchange, Foundry Road, Stamford, Lincolnshire, PE9 2PP	Prior Notification Part 16 Telecom	Hutchinson Three (UK) Ltd/EE Ltd c/o Mr Tom Baguley, Pegasus Planning Group Ltd, First Floor, South Wing, Equinox North, Great Park Road,	No objection subject to neighbours' amenities being respected

					Almondsbury, Bristol, BS32 4QL	
21-07-20	27-07-20	S20/0896	Conversion of detached garage to granny annexe 28 Aberdeen Close, PE9 2TN	Householder	Mrs Alison Spencer 28 Aberdeen Close, Stamford PE9 2TN	No objection
27-07-20	29-07-20	S20/1145	External alterations and enlargement of garage/office including removal of external staircase, addition of rooflights. Creation of new first floor terrace space and decking with glass balustrade. 4 Church Lane, PE9 2JU	Householder	Mr Martin Preen 4 Church Lane, Stamford PE9 22JU	Objection to this application. Application is harmful to the character and appearance of the dwelling in the Conservation Area, Policy EN1.
15-07-20	29-07-20	S20/1154	Demolition of disused outbuilding to the rear and refurbish and convert adjacent stable to dwelling, together with associated internal and external alterations to Willoughby House Willoughby House, 2 Broad Street, PE9 1PB	Listed Building Consent	Mr P Mitchell Phil Mitchell Properties 2 Broad Street, Stamford PE9 1PB	No objection subject to neighbours' amenities being respected. Materials should be in keeping with the surrounding area and compliance with the Conservation Area Regs.
15-07-20	30-07-20	S20/1153	Demolition of disused outbuilding to the rear and refurbish and convert adjacent stable to dwelling, with associated internal and external alterations to Willoughby House Willoughby House, 2 Broad Street, PE9 1PB	Full Planning Permission	Mr P Mitchell Phil Mitchell Properties 2 Broad Street, Stamford PE9 1PB	No objection subject to neighbours' amenities being respected

28-07-20	30-07-20	S20/1208	Replacement double garage 2 Casterton Road, PE9 2YL,	Householder	Mr & Mrs Peebles 2 Casterton Road, Stamford, PE9 2YL	No objection subject to neighbours' amenities being respected
22-07-20	30-07-20	S20/1198	Ash tree- Repollard to previous points removing dysfunction in branch attachments. Windmill Lodge, Windmill Way, PE9 2RH	Tree Preservation Order	Coleby Windmill Lodge, Windmill Way, Stamford, PE9 2RH	Defer to SKDC Arboriculturist
23-07-20	31-07-20	S20/1217	Erection of a single storey side extension, demolition of garage and erection of timber framed garden store 11 Sutherland Way, PE9 2TA	Householder	Mrs W Halford 11 Sutherland Way, Stamford, PE9 2TA	No objection subject to neighbours' amenities being respected
30-07-20	03-08-20	S20/1189	Two storey side extension and loft conversion 15 Tennyson Way, PE9 2GZ	Householder	Ms A Bently 15 Tennyson Way, Stamford, PE9 2GZ	No objection but concern over dormer window as it may change the street scene
19-07-20	03-08-20	S20/1227	Single storey rear extension 105 Casterton Road, PE9 2UF	Prior Notification Under Part 1 Class A	Mr T Porter 105 Casterton Road, Stamford PE9 2UF	Defer to SKDC Case officer
23-07-20	04-08-20	S20/1220	Erection of two storey front extension and addition of cladding to front elevation 58 Casterton Road, PE9 2UA	Householder	Mr & Mrs Sax 58 Casterton Road, Stamford PE9 2UA	No objection subject to neighbours' amenities being respected and materials are sympathetic to the street scene
31-07-20	07-08-20	S20/1280	Replace roof and repair windows Stamford School, Headmasters House, 18 St Paul's Street, PE9 2BE	Householder	Mr S Dorey Stamford Endowed Schools 16 St Paul's Street, Stamford PE9 2BE	No objection subject to neighbours' amenities being respected

31-07-20	07-08-20	S20/1278	Apple Trees (T1 & T2) - Crown Reduce both trees by approx 5-6 m on overweight limbs. 35 St Paul's Street, PE9 2BH	Trees in CA - Section 211 Notice	Mr Peter Fancourt 35 St Paul's Street, Stamford PE9 2BH	Defer to SKDC Arboriculturist
30-07-20	07-08-20	S20/1273	Two storey side and single storey rear extensions 12 Hambleton Road, PE9 2RY	Householder	Cufi 12 Hambleton Road, Stamford PE9 2RY	No objection subject to neighbours' amenities being respected
04-08-20	10-08-20	S20/1055	Variation of Condition Application for condition 2 of S17/2203 - Approved Plans. New front projection and recess within side wall with access door 49 Highlands Way	Householder	Mr Mark Bird 49 Highlands Way, Stamford PE9 2XH	As previous comments 09/01/2018 - S17/2203 'No objection subject to neighbours' amenities being respected'
05-08-20	10-08-20	S20/1303	Submission of details reserved by condition 3 (window details for flats 1, 2 and 3) of S18/1867 1-3 Lord Burghley's Hospital, Station Road, Stamford PE9 2LD	Discharge of Cond(s) Listed Building	Lucy Ward Harris McCormack Architects, ArchHaus, Peterborough Road, Wansford PE8 6JN	<i>Previous comments 06/11/18 - S18/1867 'No objection' Defer to SKDC Conservation and Case officer</i>

These observations have been submitted under delegated powers and will be presented to Stamford Town Council for ratification at the next scheduled meeting on 29 September 2020.

STAMFORD TOWN COUNCIL

MINUTES OF THE VIRTUAL FINANCE, PERSONNEL AND ASSETS MEETING
HELD ON TUESDAY, 18 AUGUST 2020 AT 6.00PM
AT VARIOUS LOCATIONS

PRESENT Councillor Bill Turner (Town Mayor)
Councillor Mrs Susan J Sandall (Chairman)
Councillor Bob Sandall (Vice-Chairman)
Councillor John Dawson
Councillor Mrs Sheila Sismore
Councillor Mrs Gloria Johnson
Councillor David Taylor
Councillor Andrew Croft

ALSO PRESENT Town Clerk, Patricia Stuart-Mogg
Councillor Elaine Hooper
Councillor Dave Dorson
Councillor Mrs Julie Clarke
Councillor Steve Carroll
Councillor Amanda Wheeler
Councillor Shaun Ford
Councillor Harrish Bisnauthsing
Ms Sam Rodden
Mr Darren Rawnsley
Mr Richard Cleaver

PUBLIC PARTICIPATION –

Ms Sam Roddan presented the two grant funding applications submitted by Art-Popup for consideration. It was noted that the first application related to In-person Cultural related activities. During the current pandemic and the lockdown of the Arts Centre, it is considered that support of individual in deprived sectors is essential for good mental health. Research indicate that this segment of society is often digitally disadvantaged. This programme will provide a Door-step Festival which is targeted to those who are in most need in Stamford. The operation will involve a small troop of entertainers visiting specific locations, performing where there are open communal green spaces to specific bubbles on their doorstep, like the ‘Clap for the NHS’. The locations will be identified by associated partner groups so the programme will target as wider range as possible. In this way local support bonds and friendships may grow. Other grant source funding is being obtained to cover the major part of the budget for this initiative.

The second application is for a schools’ programme in response to the Coronavirus crisis and will support all six Stamford Primary schools and the Welland Academy. The programme will be delivered in conjunction with MindSpace professionals to put in place coping strategies, using journaling and creative expression as methods for young people to manage any anxiety they may experience during the current situation. This will be rolled out to 2000 children in Stamford during October, November and December. Again, the major portion of the budget for this programme has been covered by grant funds from other sources.

For both applications the request a contribution of up to £1,000 towards each initiative from the Town Council. Art-Popup is a not for profit Community organisation and any unspent grant will be returned.

Mr Darren Rawnsley presented his application on behalf of Ink Contemporary Theatre for a grant funding towards the production of a theatrical piece for vulnerable young people. This production hope to provide individuals with the confidence to act out the issues they have experienced such as

substance abuse, self-harming and domestic violence. It is considered that a film piece rather than a play may be the preferred method to reach more people. The project will be screened at schools, youth groups and private homes to reassure individuals that there is local assistance available to help and support them, so they don't suffer in silence. The cost of the production is in the region of £4,000 but what is being requested is a contribution of £1,500 towards the cost. Unfortunately, no other match funding has been able to be secured and Ink Contemporary Theatre will fund the remainder of the cost of the project.

Mr Richard Cleaver presented his grant application which is supporting the public consultation for a wildlife survey to be carried out along Stamford East Meadow land embracing Hudd's Mill, Cherryholt Road and St. Leonards Priory. In addition, it is hoped the Town Council will support the campaign to formally have this area designate as a wildlife site and public amenity area. This grant application is for support funding to cover the cost of the wildlife survey which will be undertaken by the Lincolnshire Wildlife Trust. Mr Cleaver appreciated that the Campaign Group on whose behalf the application is being presented had not yet been formed. He further appreciated that permission to conduct the survey would need to be obtained from the landowners. What he hoped is that the Committee would agree to earmark a grant up to a maximum of £1000 conditional on the two former points.

The Chairman Councillor Mrs Susan Sandall thanked all the representatives for their presentation which the Committee will take into consideration when making a decision on each separate application.

Formal meeting commenced at 6.20pm and the Grant representatives left the meeting.

1. APOLOGIES FOR ABSENCE (Agenda Point 1)

None.

2. DECLARATIONS OF INTEREST (Agenda Point 2)

Councillor B Turner declared a Personal Interest in respect of the Grant Application submitted by Darren Rawnsley as he is a close personal friend.

Councillor A Croft declared a Personal and Prejudicial Interest as he is involved in the management group of the event for Art-Popup events.

Councillor J Dawson declared a Personal Interest in respect of the discussion related to the grant application being submitted by Richard Cleaver, as Councillor Dawson's son is acting for one of the landowners.

Councillor Mrs G Johnson declared a Personal and Prejudicial Interest in respect of any discussion relating to personnel as her daughter-in-law is employed as Administration Officer.

3. MINUTES (Agenda Point 3)

The minutes of the meeting held on 21 July 2020 were confirmed and signed as a true record of the meeting by the Chairman.

4. UPDATE ON ACTION POINTS (Agenda Point 4)

- a. *Red Lion Square furniture refurbishment & planter relocation* – The Committee were reminded that quotes were being obtained to refurbish the eight seats in Red Lion Square as they were in very poor condition. At the same time one of the planters would be

Click or tap to enter a date.

relocated to Castle Dyke to make more space for pedestrians. The Town Clerk confirmed that two quotes had been obtained from preferred contractors.

Quote A	Working on two benches at time £1423.76 x4	Relocating planter £684.63	Total £6378.47 nett
Quote B	Working on each bench £375 x 8 + vat	Relocating planter £225 + vat	Total £3,225 + vat

Following discussion, it was noted that the benches were in need of refurbishment and would be worked two at a time away from site. The planter nearest the pedestrian crossing would be moved down to Castle Dyke with one of the other planters in the square moved in its place. This would allow more space between the benches for pedestrians. People in wheelchairs should keep to the main pathway around the seats. It had been observed that when the Saturday Market is on one of the traders uses a bench to store stock. It was noted that this matter should be taken forward by the District Councillors with the SKDC Market supervisor. Considering the cost there was a view whether the benches should be replaced rather than refurbished.

Proposal 1 – It was proposed by Councillor Mrs G Johnson, seconded by Councillor B Sandall and unanimously RESOLVED that quote B is accepted at a total of £3,225 + vat to refurbish the eight seats in Red Lion Square and relocate one planter to Castle Dyke.

- b. *Local Authority Support Enforcement (LAS)* – The Committee had been circulated with details of the quote for support enforcement services. Following discussion, it was considered that Enforcement is a service provided by the District Council through the Precept. Pressure should be placed on the District to improve the delivery of enforcement in Stamford as it is well beyond the resources of the Town Council to resource this service.

Proposal 2 – It was proposed by Councillor B Sandall, seconded by Councillor Mrs S Sismore and unanimously RESOLVED that the quote from LAS is not accepted and all District Councillors should strongly lobby the District Council to increase the Enforcement Service in Stamford.

- c. *SAGE Accountancy system upgrade* – The upgrading of the Council's accountancy package with SAGE. Currently there is only one licence, so it does not permit three users to simultaneously use the system, nor does it allow for remote working. The current fee is £544.50 per annum and would increase to £900 per annum.

Proposal 3 – It was proposed by Councillor J Dawson, seconded by Councillor Mrs G Johnson and unanimously RESOLVED that the SAGE Accountancy system is upgraded to acquiring more user licences and enabling remote working at £900 per annum.

- d. *External Audit Year 2019/2020* – The Town Clerk reminded the Committee the Annual Governance and Accountability Return (AGAR) requires approval of the Council as a Corporate Body at the August meeting as the External Audit has been moved to 30 September 2020.
- e. *Solar Power Project* – It was noted that quotes are still being gathered, the delay is due to the Covid lockdown, but as soon as they have been received the report will be presented to the Committee for consideration. Councillor B Sandall suggested that solar panels on the Cemetery Lodge may also be a consideration together with an electrical charging point.

- f. *Transfer of Open Space* – The Town Clerk reported that Buckles solicitors had confirmed that the land being gifted by a resident to the Town Council had been transferred and is being registered with Land Registry. The total cost of the legal transaction was £750.00 which was covered by the resident.

5. ASSETS (Agenda Point 5)

- a. *Town Hall bookings* – The Town Clerk informed the meeting that at present due to the Covid restrictions the Town Hall isn't fully operational. The Risk Assessments have been undertaken by the Covid-Response Panel which has been circulated to all Town Councillors for approval at the August Town Council meeting.
There are three potential Civil Ceremony bookings in the pipeline for which booking forms are awaited.
- b. *Stamford War Memorial Repairs* – Councillor B Turner advised the Committee that a meeting had been held with Browne's Hospital and it was agreed that the condition of the wall is the responsibility of the Browne's Hospital Trust. Any cleaning, pointing and dressing of the stonework would need to be carried out by the Trust. As to the War Memorial the lower plates (1939 – 1945) were working loose and the floral tray on the ledge above these plates had come adrift. It is recommended that the lower plates are removed, and remedial work is carried out to the wall directly behind the plates before they are reattached. There are grant funds available for such remedial work to the War Memorial. The Town Clerk was to work with Councillor Turner to obtain the quotes to repair the plates and the floral tray.

6. FINANCE (Agenda Point 6)

- a. *Upgrading Council Administration Hardware* – The Town Clerk informed the Committee that she was no further forward with trying to obtain feedback from the District Council and this matter is now becoming urgent. Following discussion there was concern that with the continuing delay may be the Town Council should proceed to reexamine one of the other quotes. Councillors Mrs G Johnson and J Dawson offered to investigate the reasons for the delay with District but considered that it may prove best the Town Council procure the equipment themselves. Councillor D Dorson advised that the quote that he provided procuring the equipment through Total Computers, did not include support services but this could be obtained on a need basis. He also confirmed that Total Computers would be able to offer discounted rates for Local Authorities, so the prices would be on parity with those obtained by SKDC. There were mixed opinions as to whether to delay the ordering of any equipment until the Town Council meeting providing Councillor Dawson a chance to refer this matter to the Leader of SKDC.

Proposal 4 – It was proposed by Councillor G Johnson, seconded by Councillor B Sandall and RESOLVED by majority vote that if no response has been received by SKDC by 25 August 2020, the Town Council agrees to proceed with obtaining the equipment through the second preferred supplier. There was one Against and one Abstention.

- b. *Rewilding Report from Climate Change Working Group* – Councillor Mrs A Wheeler reported that as part of the Council's commitment to reducing the carbon footprint of the Town the Climate Change working Group is investigating rewilding verges. This was also supported by residents' response to the survey conducted. As a trial a section of verge has been identified opposite Morrison's Supermarket. There is no residential housing; it is a main access point into Town; it is a compact location which can be easily

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managed. The area will need to be specially planted to provide colour. It is estimated that the cost of £1,200. Permission is being sought from Stamford Town Council and the County Council. Grant funding is being investigated so not all the cost would be required from the Town Council. The Chairman Councillor Mrs S J Sandall informed the Committee that she had spoken the County Councillor and the feedback is that the County Council would support the initiative subject to location. The Town Clerk asked whether a provision of a bin could also be considered at the end nearest to the Priory where a new footpath access is located. The initiative was supported in principle by the Committee.

Proposal 5 – It was proposed by Councillor Mrs S J Sandall, seconded by Councillor D Taylor and unanimously RESOLVED that the Climate Change Working Group proceed in investigating the phase 1 of their rewilding scheme.

- c. *LCC Verges Service Agreement for 2021/2022* - The Town Clerk reported that this service agreement will need to be examined more closely next year. This year there are a number of additional areas, which are now having to be absorbed within the Town's cut as other organisations and voluntary bodies are now not cutting them. This was noted.
- d. *Schedule for Payment No. 5* – The schedule had been circulated for consideration. It was noted that the item 14007 was for the final piece of work on 'View Assessment' relating to Neighbourhood Plan. The Town Clerk stated that there were other expected invoices due which would be added to the schedule for presentation to the Town Council.
- e. *Update on Mayoral Charity* – Councillor A Croft advised that donations to the Lions Association had been received following the funeral of the former Mayor Maxine Couch and details of the receipts will be forwarded to the Civic Officer. Councillor B Turner stated that his nominated Mayor's charity will continue to be the Lions Association.
- f. *St George's Ward By-Election* – The Town Clerk confirmed that a by-election had been called and would be held in May 2021.
- g. *To consider the cost comparison of Franking and Stamps* – The Town Clerk circulated the report on the current postal expenditure. It was noted that the Council had benefitted by B J Print having agreed to frank the Council's post when there were large quantities. There were three options to continue to purchase stamps or rent a franking machine. The costs comparisons were studied, together with the ancillary costs.

Proposal 6 – It was proposed by Councillor D Taylor, seconded by Councillor Mrs S Sismore and RESOLVED by majority vote that the Town Council supports the procurement of a Pitney Bowes franking machine for 1 – 5 years rental at a cost of £183.20 + VAT. There was one Abstention.

- h. *SKDC Ward Grant* - The Town Clerk informed the Committee that SKDC had awarded a Ward Grant of £290 to the Pride of Stamford Litter Pickers and has requested the Town Council to facilitate the grant with the use of their account as the applicant does not have the appropriate account for the funds to be transferred.

Proposal 7 – It was proposed by Councillor Mrs S J Sandall, seconded by Councillor Mrs G Johnson and unanimously RESOLVED that the Town Council's payment account could be used to facilitate the Ward Grant to the Pride of Stamford Litter Pickers.

7. TO CONSIDER GRANT APPLICATIONS (Agenda Point 7)

- i. *Art-Popup application for Stamford's Doorstep Festival & Creativity School Programme* – The Chairman invited comments in respect of the presentation. The initiative was

supported by the Committee and other members of the Council present as it would support the wellbeing of many during this pandemic crisis. Although, it was recognised that this is a private business which is not registered as a not for profit organisation. It does deliver some excellent community initiatives. It was noted that any grant fund would be paid on invoice and any unspent funds would not be required. It was noted that a project management fee charged for organising of each event by Art-Popup. This was noted.

Proposal 8 - It was proposed by Councillor B Sandall, seconded by Councillor Bill Turner and RESOLVED by majority vote that two £1,000.00 grants are award (*under LGA 2000 s2 amended by the Local Government & Public Involvement in Health Act 2007 s77*) to support each of the initiatives proposed – Doorstep Festival and Creativity School Programme, subject to the confirmation of the project management fee charged for the organising of the events. The grant would be released on receipt of invoice. There were two Abstentions

- ii. *Ink Contemporary Theatre application for grant funding towards a theatrical piece of filming to support vulnerable young people* - The Chairman invited comments in respect of the presentation. The Town Clerk informed the Committee that Ink Contemporary Theatre is a Community Youth Theatre whose Director is Darren Rawnsley who receives any payment. It was noted that this production hope to provide young individuals with the confidence to speak out on the difficult issues they are experiencing. The Chairman and Vice Chairman considered that this was also a very worthy cause and should also be supported by a grant award of £1,000.

Proposal 9 - It was proposed by Councillor B Sandall, seconded by Councillor Mrs S J Sandall and RESOLVED by majority vote that a £1,000.00 grant is award (*under LGA 1972 s145*) to support the initiative to produce a theatrical piece of filming to support vulnerable young people. There were three Abstentions

- iii. *Richard Cleaver application for a grant to support a wildlife survey* – Members of the Committee supported the initiative in principle but had no firm budget outlining expenditure. There was also concern that the land was privately owned, and any survey would require the permission of landowners. It was understood that under the Stamford Neighbourhood Plan the area of land being discussed is already protected as a Designated Open Green Space and the Town Council should support the objective of the land being designated as a Wildlife area. The Town Clerk informed the Committee that there were many unknown elements which were dependent on the landowners' permission being granted. In addition, the required paperwork remains outstanding. However, the Committee may wish to support the request in principle (*under Countryside Act 1968, s1*) pending receipt of the necessary documentation and permissions.

Proposal 10 - It was proposed by Councillor D Taylor, seconded by Councillor A Croft and RESOLVED by majority vote that a £1,000.00 grant is set aside (*under Countryside Act 1968, s1*) in principle to support the initiative subject permission from the landowners is obtained, a full budget together with the necessary documentation is submitted to the Town Council. There was one Abstention.

The Chairman advised that the following aspect relating to Personnel matters would be discussed in Closed Session.

The Chairman confirmed in pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the confidential nature of the business to be discussed, the meeting would continue in closed session during consideration of the next item which relates to personnel matters.

It was resolved to exclude the public and press. Councillor Mrs G Johnson left the meeting

The meeting proceeded in Closed Session 8.00pm

The meeting resumed in Open Session 8.15pm.

8. PERSONNEL MATTERS (Agenda Point 8)

Following discussion, it was resolved to implement the staff reviews and have staff operating from the Town Hall five days a week.

9. MATTERS FOR CONSIDERATION

a. Councillor B Sandall asked why it was not possible for the Council to commence in-person Council meetings. The Town Clerk advised that the National Association of Local Councils strongly advise local councils to continue to meet remotely. If the Council should wish to return to face-to-face meetings there are a range of issues that will need to be addressed to ensure the decision is made in accordance with the relevant regulations and requirements.

10. DATE OF NEXT MEETING: (Agenda Point 9) – Tuesday 22 September 2020

Chairman
(The meeting closed at 8.20pm)

DRAFT

Date: 18/08/2020
Time: 10:39:56

Stamford Town Council

Page: 1

Day Books: Supplier Invoices (Summary)

SCHEDULED NO. 5

Transaction From: 13986

Transaction To: 14025

<u>Tran No.</u>	<u>Item</u>	<u>Type</u>	<u>Date</u>	<u>Supplier</u>	<u>Inv Ref</u>	<u>Details</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>Gross Amount</u>
13986	1	PI	26/07/2020	SMV Contract Services	V. 110	Cemetery Lodge	100.00	20.00	120.00
13987	1	PI	24/07/2020	Dyno Rod Plumbing Services	V. 111	Cemetery Drain blockage	130.00	26.00	156.00
13988	1	PI	23/04/2020	Britannia Fire & Security Ltd	V. 112	Fire Alarm System Fault	100.00	20.00	120.00
13989	1	PI	14/07/2020	Lloyds Bank	V. 113	Bank Service Charge	5.00	0.00	5.00
13990	1	PI	17/07/2020	ESPO	V. 114a	Bin bags	28.30	5.66	33.96
13991	1	PI	17/07/2020	ESPO	V. 114b	Elec. Bill St.	50.01	10.00	60.01
13992	1	PI	17/07/2020	South Kesteven District Council	V. 115	Trade Waste - Cem, Rec, Meadows	140.83	0.00	140.83
13993	1	PI	19/07/2020	White's Recycling	V. 116	Septic Tank Emergency	115.00	23.00	138.00
13994	1	PI	21/07/2020	EON Energy Solutions	V. 117	Elec. Bill Skatepark	267.51	14.08	281.59
13995	1	PI	27/07/2020	ESPO	V. 118	Bin Bags	32.85	6.57	39.42
13996	1	PI	23/07/2020	Personnel Advice	V. 119	Contracted Personnel Advice	100.00	20.00	120.00
13997	1	PI	31/07/2020	Harrison and Dunn	V. 120	PPE Trousers	49.88	9.97	59.85
13998	1	PI	31/07/2020	Beebys Limited	V. 121	T/Hall Contracted Cleaning	112.12	22.42	134.54
13999	1	PI	01/08/2020	Stratus Hosting Ltd	V. 122	Telephones & Broadband	319.50	63.90	383.40
14000	1	PI	01/08/2020	EON Energy Solutions	V. 123	Elec. Bill Bandstand	7.95	0.40	8.35
14001	1	PI	02/08/2020	NPower	V. 124	Gas Bill	19.75	0.99	20.74
14002	1	PI	10/08/2020	Anglian Water	V. 125	Water Bill - Sth side Uff Rd	44.05	0.00	44.05
14003	1	PI	10/08/2020	Anglian Water	V. 126	Shack Water bill	17.12	0.00	17.12
14004	1	PI	10/08/2020	Anglian Water	V. 127	Water Bill - Uff Rd	140.29	0.00	140.29
14005	1	PI	12/08/2020	Beebys Limited	V. 128	Contracted TH Cleaning	485.87	97.17	583.04
14006	1	PI	07/08/2020	MKS Groundcare Ltd	V. 129	GM- Meadows & Rec. Grd	1196.33	239.27	1435.60
14007	1	PI	08/08/2020	Player Roberts Bell	V. 130	NP View Assessment Field work	1500.00	300.00	1800.00
14021	1	PI	04/08/2020	ESPO	V. 131	100x 120L bin bags	65.70	13.14	78.84
14022	1	PI	10/08/2020	ESPO	V. 132	Office Chair (DTC)	147.00	29.40	176.40
14023	1	PI	11/08/2020	Lincs Pest Control	V. 133	Wasps nest clearance - Cemetery Office	105.00	0.00	105.00
14024	1	PI	11/08/2020	Lloyds Bank	V. 134	Bank Service Charge	5.00	0.00	5.00
14025	1	PI	12/08/2020	Britannia Fire & Security Ltd	V. 135	Replacement Batteries for Alarm system	92.00	18.40	110.40
Totals							5377.06	940.37	6317.43

