

22 July 2021

Dear Councillor,

STAMFORD TOWN COUNCIL – NOTICE OF MEETING

You are hereby summoned to attend a meeting of the Town Council to be held at the Town Hall on **Tuesday 27 July 2021 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 MEETING
AT STAMFORD TOWN HALL ON TUESDAY 27 JULY 2021 AT 7pm

Members of the Public and Press are welcome to attend.

Anyone wishing to attend in person and speak at the meeting is required to register their request with the Council 48 hours prior to the meeting date.

For ease the public may view proceeding remotely by clicking on the link [HERE](#) to join the meeting.

AGENDA

1. **Public Participation** (*In accordance with Standing Order 3e*)
2. **Apologies and reasons for absence** (*In accordance with the requirement of the Local Government Act 1972*)
3. **Declarations of Interests:** (*To receive declarations of interest in accordance with the requirements of the Localism Act 2011 and consider any applications for dispensations in relation to disclosable pecuniary interests or personal interests*)
4. **To confirm the notes of Town Council meeting held on 22 June 2021.**
5. **Reports on Outside Bodies/Organisations**
 - a. *Lincolnshire County Councillors*
 - b. *South Kesteven District Councillors*
 - c. *Stamford Ward Councillors*
 - d. *Town Councillors on Outside Bodies*
6. **Town Clerk's Report**
 - a. *Action Points arising from Council Minutes:*
 - b. *Update on actions raised by members of public and other organisations*
7. **Events Committee**
 - a. *To approve the accuracy of the notes of the Committee meeting held on 05 July 2021.*
 - b. *To identify any action points and items that may require further discussion:*
 - c. *The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments*
8. **Planning Committee**
 - a. *To approve the accuracy of the notes of the Committee meeting held on 06 July 2021.*
 - b. *To identify any action points and items that may require further discussion:*
 - c. *The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments.*
9. **Boundary Commission Response** – *To consider any whether the Town Council supports the review of the Commission in respect of Parliamentary Constituencies.*
10. **Amenities Committee**
 - a. *To approve the accuracy of the notes of the Committee meeting held on 13 July 2021.*
 - b. *To identify any action points and items that may require further discussion:*
 - 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 20 July 2021.*
 - b. *To identify any action points and items that may require further discussion:*
 - i. **Town Council revisits the proposal of the South Bank Memorial Garden**
 - c. *The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments.*
12. **Climate Action Working Group**
 - a. *To approve the accuracy of the notes of the Working Group meetings held on 16 June and 14 July 2021.*
 - b. *To identify any action points and items that may require further discussion:*
 - c. *The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments.*
13. **Accounts for Payment** - *To approve the schedule of payments – No. 4*
14. **Any Other Business for future consideration**
15. **Date of next meeting** – **Town Council Meeting Tuesday 24 August 2021**

Patricia Stuart-Mogg - Town Clerk, 22/07/2021

STAMFORD TOWN COUNCIL**MINUTES OF STAMFORD TOWN COUNCIL MEETING
HELD ON TUESDAY, 22 JUNE 2021 AT 7.00PM
AT STAMFORD TOWN HALL**

PRESENT Councillor D Taylor (Vice-Chairman/ Deputy -Mayor)
Councillor H Bisnauthsing
Councillor B Sandall
Councillor Mrs S J Sandall
Councillor J Dawson
Councillor Miss B Griffin
Councillor Mrs S Sismore
Councillor D Dorson
Councillor Mrs M Pitt
Councillor Mrs A Wheeler
Councillor Mrs A Carter-Begbie
Councillor Mrs E Hooper
Councillor S Ford
Councillor S Doyle

ALSO PRESENT Town Clerk
Deputy Town Clerk
Councillor Kelham Cooke, LCC Stamford East Division
Councillor Richard Cleaver, LCC Stamford West Division
3 Members of public
1 Member of Press

PUBLIC PARTICIPATION (Agenda Point 1):

- ***Household with Multiple Occupation Licence (HMO)*** – A resident from Moray Close made a representation in respect of development under the Household with Multiple Occupation Licence. It is understood that under the Licence up to six letting rooms could be made available for a maximum of six occupants. There is no need for the provision of car parking spaces and all tenants may share the toilet, bathroom, and kitchen facilities. The fear is that under Permitted Development Rights, a C3 dwelling is permitted to change use to a C4 House for Multiple Occupation for up to six persons sharing facilities. This can be considered as a provision of low-cost rental accommodation. This will give rise to over-intensive tenancies creating a detrimental impact on the neighbouring properties, breaching Policy EN1 of SKDC's Core Strategy. Research indicates that the Article 4 Directive could be extended in Stamford to remove such permitted development rights. It is hoped that Stamford Council would support the request and have this Licence refused and for Article 4 to be extended. Councillor Ford, Chairman of Town Council's Planning Committee empathised and confirmed with the observations made in respect of the Licence for Household with Multiple Occupation. It was recognised that Article 4 can restrict the HMO Licence, as there is a risk that properties can be lost to this type of occupancy generating a serious impact on neighbourhoods.

Proposal 1 – It was proposed by Councillor S Ford, seconded by Councillor Mrs A Wheeler and unanimously RESOLVED that a letter is written to South Kesteven District Council to consider the extension of Article 4 Directive to remove the permitted development rights under a Household with Multiple Occupation Licence.

- ***Grass Cutting*** – A representative from Pride of Stamford Litter pickers stated that this season's grass cutting of verges is atrocious, with cut grass being left on paths and blocking

drains. It is appreciated that the grass was long, but the manner in which the activity is being undertaken the representative considered totally substandard.

The Town Clerk confirmed she is aware of numerous complaints. The contractors have stated that the first cut should be completed by 23 June. They have redirected manpower in order to ensure it is cut to specification. Due to seasonal rapid grass growth many areas have required significant strimming causing an added challenge.

There was a question raised in respect of reviewing the policy from 'cut and drop' to 'cut and collect'. It had been observed that some areas managed by the District Council are on a cut and collect scheme. It was recognised that there have been issues that this is due to the first cut being delayed and a new contractor having been appointed. The situation is being monitored and with subsequent cuts it is anticipated that the situation will improve.

The Vice-Chairman Councillor Taylor confirmed that the Council did consider the option for cut and collect. However, it was agreed that for this year the contract would be for cut and drop for budgetary reasons. Policies are reviewed but, as has been stated, the situation is being monitored based on the current cut and drop contract.

Formal meeting commenced 7.20pm

5. APOLOGIES FOR ABSENCE (Agenda Point 2)

Councillor Mrs G Johnson, Chairman (Mayor), Councillor M Exton, Councillor A Croft, Councillor S Carroll, Councillor Mrs J Clarke and Councillor J Winterbourne submitted their apologies.

Councillor D Dorson proposed, seconded by Councillor Mrs E Hooper and RESOLVED by majority vote that the Council accepts the reason for absence. There was one Abstention.

Councillor S Fenn was not present without apologies.

6. DECLARATION OF INTEREST (Agenda Point 3)

Councillors were again reminded that their Declarations of Pecuniary Interest required reviewing. All Councillors were provided with a new form for completion. It would be appreciated if the duly completed forms would be returned to the Town Clerk by the end of June as they will need to be uploaded to the Town Council's website.

Councillor H Bisnauthsing declared a Personal Interest in respect of any discussions related to planning as he is on the SKDC Development Management Committee.

Councillor J Dawson declared a Personal and Prejudicial Interest in respect of any discussion relating to planning application S21/0602, Unit 4 St. Pauls Street, as he owns the property.

Councillor Mrs A Wheeler declared a Personal and Prejudicial Interest in respect of any discussion relating to the South Bank Memorial Woodland Project, as she is a Director of Team Stamford.

Councillor D Dorson declared a Personal and Prejudicial Interest in respect of any discussion relating to personnel as his wife is Deputy Town Clerk.

7. MINUTES (Agenda Point 4)

The notes of the Town Council meeting held on Tuesday, 18 May 2021 had been circulated to all members of the Council.

- Item13v – Councillor Mrs E Hooper observed that her name has been missed from the list of members representing the Town Council on the Stamford Hospital Development Advisory Committee. The omission was acknowledged and noted.

It was proposed by Councillor Mrs S J Sandall seconded by Councillor Mrs S Sismore and unanimously RESOLVED that the minutes of the Town Council meeting of 18 May 2021 are an accurate reflection of the meeting and be signed by the Chairman.

8. REPORTS FROM OUTSIDE BODIES / ORGANISATIONS (Agenda Point 5)

a. Lincolnshire County Councillors:

i. Cllr. Richard James Cleaver, Stamford West LCC:

Health - Senior NHS managers will review complaints logged with the Care Commissioning Group (CCG) at least twice a week. The CCG regularly review the number of patients moving away from Stamford to other practices. The NHS Trust owns Stamford Hospital, and Lakeside Healthcare is not able to reach agreement regarding the purchase of part of the hospital site. The land has been sold so there is no scope for expansion of the Sheepmarket surgery, and the identification of an alternative site in the town would need consideration. Lakeside is re-introducing a GP service to the St Mary's surgery site, which has been rented from the owners by the Lincolnshire Community Health Services NHS Trust on a 5-year lease.

Re-instatement of Weekend Waste Collections at Cattlemarket Car Park -This is under review by the County Council.

Transport / Highways – There is a consultation due on reducing parking around the Tinwell Road/Roman Bank Junction. Stamford Parking is also being investigated in respect of its scope.

Bus Strategy Review –Stamford needs an improved bus service in line with planned expansion of the town's population. A new Call Connect app is due to be launched shortly.

Development of a 20mph zones policy – This matter remains in hand and is being investigated

Street licences (for pubs & cafes) – Those issued under COVID regulations will end on 30 September.

ii. Cllr. Kelham Cooke, Stamford East LCC:

Health - The CQC is currently reviewing work at Lakeside practice as part of its regular review. Important to note that whilst many have issues with the management of the centres, there are a lot of dedicated staff that are serving the population of Stamford to the best of their ability.

District Update - Best Kept Village Competition, all villages will be automatically assessed throughout July, with help from the Lincolnshire Gardens Trust, looking at village facilities, ground maintenance and street scene, front gardens and evidence of community pride.

Community Awards – With the launch of the SK Community Awards SKDC is looking to celebrate those individuals, groups and organisations who have gone above and beyond to help others. Nominations can be made right up until July 18 and the winners will be announced in September. All the details are available online at www.southkesteven.gov.uk/SKcommunityawards

Corporate Plan - SKDC introduced its Corporate Plan last October which set out its vision and priorities for the next few years. It is a route to deliver on five key priorities, each supported by an action plan to link vision with individual performance and key deliverables. Priorities are:

- Growth and Our Economy
- Housing that Meets the Needs of All Residents
- Healthy and Strong Communities
- Clean and Sustainable Environment
- A High Performing Council

LotterySK - Players nominate their favourite charity, and each chosen cause receives 50% of the £1 ticket with an additional 10% going to further support the local community. Since launching in 2018 almost £180,000 has been raised for good causes, with the £25,000 jackpot being won twice!

Councillor Bisnauthsing appreciated the extension of the 30mph speed limit in respect of St. Martins Park development but wondered whether consideration could also be given to extending the 30mph speed limit along Uffington Road in view of the development along that stretch of highway.

Councillor B Sandall asked whether the Expense Areas for Stamford could be transferred back to the Town Council. Councillor Cooke advised that the District Council is open to discussion and happy to arrange a meeting to explore this matter further. Action: Town Clerk to arrange meeting.

b. South Kesteven District Councillors:

- i. *High Street* – Cllr Mrs A Wheeler reported that she has received several complaints relating to delivery drivers accessing Stamford High Street during the hours of 10am to 4pm when it is pedestrians only. Could LCC and Stamford write to a letter to the Police expressing its concerns. It was noted that this is an issue for the Police and LCC's ABCO Enforcement team.

c. Stamford Ward Councillors:

- i. *Truesdale Hospital Charity* - Cllr Dawson informed the meeting that the Truesdale Charity is approaching the Charity Commission to request that the two charities, Municipal Charities and Thomas Truesdale, are amalgamated as one. This process is anticipated to take some time to reach culmination.
- ii. *Civic Society Blue Plaque* – Cllr Mrs E Hooper informed the meeting that she is pursuing the installation of a Blue Plaque in respect of Harry Burton who lived in St. Martins. He was the photographer and Egyptologist responsible for the first photographs of Tutankhamun's tomb at the moment of its discovery in 1922. It is hoped that the Blue Plaque could be in place by next year for the centenary.
- iii. *Highway Drains / Soakaways* – Cllr Dorson reported that he had received several complaints in respect to blocked drains around Stamford during the recent very heavy rains, causing flash flooding.
- iv. *HGV Lorries* – Cllr Ford observed a recent incident where a huge HGV had got stuck in St. George's Street and narrowly avoiding damaging a historic building. Such incidents demonstrate the need for HGV restrictions in Stamford.

d. Town Councillors on Outside Bodies: None made.

9. TOWN CLERK'S REPORT (Agenda Point 6)

- 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 subject.
- b. *Action Points* – Update and feedback on action points:
 - i. *Declarations Pecuniary Interest (DPI)* – All Councillors were reminded to review their DPI and submit it to the Town Clerk by the end of June.
 - ii. *Decommissioning BT Telephone Box* – All members of the Council had been circulated with details of BT's consultation to decommission the telephone box on Sutherland Way. Councillor Miss B Griffin observed that this the telephone box should be decommissioned, with consideration being given to the installation of a defibrillator. Following discussion, it was preferred for this telephone box to be decommissioned and removed including its base.

Proposal 1 – It was proposed by Councillor Miss B Griffin, seconded by Councillor Mrs S J Sandall and unanimously RESOLVED that the BT telephone box on Sutherland Way is decommissioned and removed leaving the site clear and safe at no expense to the Council.

- iii. Councillor Training session on Employment – This virtual session has been rescheduled, as had been requested by Council, to Tuesday 29 June at 5pm. Details of joining instructions will be circulated in due course.

10. PLANNING COMMITTEE (Agenda Point 7)

- a. Councillor S Ford confirmed on behalf of the Committee that the notes of the Planning Committee meeting held on 01 June 2021 are a true and accurate reflection.
- b. Matter for discussion:
 - i. *Land to the north of Uffington Road* -The Town Clerk informed the Council that all members had been advised of the virtual meeting scheduled on Monday 28 June at 7pm with the developers of the land north of Uffington Road. Joining instructions will be circulated in due course. Councillor Ford confirmed that the Council observations will be discussed fully at the meeting.
- c. It was proposed by Councillor S Ford seconded by Councillor S Doyle and RESOLVED by majority vote that the minutes of the Planning Committee meeting held on Tuesday 01 June 2021 with recommendations are approved by the Council. There were three abstentions.

11. AMENITIES COMMITTEE (Agenda Point 8)

- a. Councillor D Dorson confirmed on behalf of the Committee that the notes are a true and accurate reflection of the Amenities meeting held on Tuesday, 08 June 2021.
- b. Matter for discussion:
 - i. *Programmed Events* – Councillor Dorson informed the Council that due to Government Covid Guidelines being reviewed, sanction for events to commence on the Recreation Ground and the Meadows will be taken at the July 2021 Town Council meeting.
 - ii. *Item 10c* – Councillor Mrs S J Sandall observed that the photos relating to plot H78 are incorrectly referencing plot H08 and need correcting. This was noted and agreed.
 - iii. *Item 12cii* – Councillor Mrs S J Sandall observed that there is an incorrect reference to the Kidzmania event hiring the Meadows. This should read ‘hiring the Recreation Ground’. This was noted and agreed.
Councillor Mrs S J Sandall enquired whether a schedule of fees had been agreed for the hire of the Meadows and Recreation Ground. Councillor D Dorson, Chairman of the Amenities Committee advised that the schedule for the standard fees for hiring these locations is to be discussed at the Amenities Committee at their next meeting before any confirmation is granted for any events.
 - iv. *Item 12ci* – Councillor Mrs S J Sandall enquired for an outline of the replacements to be carried out on all five tennis courts. Councillor Dorson reported that all posts and nets had deteriorated and would be replaced. It was noted that the proposal had been omitted.

Proposal 2 – It was proposed by Councillor J Dawson, seconded by Councillor Mrs E Hooper and unanimously RESOLVED that Quote 1 for £1,830.00 incl. VAT provided by Stadia Sport to replace all nets and posts for all five courts is accepted.

- v. *Supporting documents* – Councillor Bisnauthsing observed that paper copies of supporting documents were not available, especially in respect of the requested events. During discussion, it was noted that these could be provided with some information redacted to comply with the Data Protection Act 2018.
- c. It was proposed by Councillor D Dorson, seconded by Councillor Mrs S Sismore and RESOLVED by majority vote that the minutes of the Amenities Committee meeting held on Tuesday 08 June 2021 with the proceedings and recommendations are approved by the Council. There was one Abstention.

12. EVENTS COMMITTEE (Agenda Point 9)

- a. Councillor D Dorson confirmed on behalf of the Committee that the notes are a true and accurate reflection of the Events meeting held on Thursday, 10 June 2021.
- b. Matter for discussion: It was noted that the Senior Citizens Concert scheduled on 27 June 2021 has been postponed due to Covid restrictions.
- c. It was proposed by Councillor D Dorson, seconded by Councillor Mrs A Wheeler and unanimously RESOLVED that the minutes of the Events Committee meeting held on Tuesday 10 June 2021 with the proceedings and recommendations are approved by the Council.

13. FINANCE COMMITTEE (Agenda Point 10)

- a. Councillor Mrs S J Sandall confirmed on behalf of the Committee that the notes are a true and accurate reflection of the Finance meeting held on Tuesday, 15 June 2021.
- b. Matter for discussion:
 - i. *LCC Verge Cutting* – Councillor Mrs S J Sandall acknowledged the disappointment in respect of the first cut by the new contractor and will be monitoring the situation. The contract is renewed on an annual basis.
 - ii. *Museum Accreditation Eligibility Application* – The members of the Council were circulated with the application and its submission was unanimously supported.

Proposal 3 – It was proposed by Councillor Mrs S J Sandall, seconded by Councillor J Dawson and unanimously RESOLVED that the Museum Accreditation Eligibility Application is submitted.

- iii. *Museum Committee* - It was noted that certain members had expressed an interest in being appointed on the Museum Committee and other members of the Council were invited to put their names forward.

Proposal 4 – It was proposed by Councillor Mrs S J Sandall, seconded by Councillor Mrs S Sismore and unanimously RESOLVED that Councillors J Dawson, Mrs M Pitt, Mrs E Hooper, H Bisnauthsing, Mrs A Wheeler, S Ford and D Dorson are appointed on the Museum Committee.

- iv. *Team Stamford Memorial Woodland Project* – Councillor Mrs A Wheeler referred to Proposal 14 and was pleased that the Finance Committee supports this project. She recommended that the wording of this proposal needed to be amended slightly to read that *the Council takes advice on safety measures from the Environment Agency Welland Rivers Trust in respect of the river's edge* rather than specifying a safety feature.

Proposal 5 – It was proposed by Councillor Mrs A Wheeler, seconded by Councillor H Bisnauthsing and RESOLVED that proposal 14 should read – The Town Council supports Team Stamford's project, but the transfer of the land should be thoroughly investigated with SKDC. The name of the project should be related to the Queen's Platinum Jubilee and that the Council takes advice on safety measures from appropriate authorities in respect of the river's edge. There were eight votes in Favour, four Against and two Abstentions.

The Town Clerk advised the Council that although SKDC has offered to transfer the land to the Town Council as presented at the Finance Committee, this is not in the gift of SKDC. This will need to be approved by the landowner in writing before this project can go ahead.

- c. It was proposed by Councillor Mrs S J Sandall, seconded by Councillor Mrs M Pitt and RESOLVED by majority vote that subject to the above amendments the minutes including the Pink Paper of the Finance Committee meeting held on Tuesday 15 June 2021 with the proceedings and recommendations are approved by the Council. There was one Abstention.

14. CLIMATE ACTION WORKING GROUP (Agenda Point 11)

It was noted that the minutes of the last meeting held on 16 June 2021 would be deferred to the July Town Council meeting.

15. ACCOUNTS FOR PAYMENT (Agenda Point 12)

The Council had been circulated with Schedule No 3 for consideration. There were no matters raised.

Proposal 6 – It was proposed by Councillor Mrs S J Sandall, seconded by Councillor Mrs S Sismore and unanimously RESOLVED that Schedule No. 3 is approved for payment.

16. ANY OTHER BUSINESS FOR FUTURE CONSIDERATION (Agenda Point 13)

None Raised.

17. DATE OF NEXT MEETING (Agenda Point 14) – Tuesday 27th July 2021 at 7pm

Chairman
(The meeting closed at 20.40 p.m.)

STAMFORD TOWN COUNCIL
MINUTES OF THE EVENTS MEETING
HELD ON MONDAY, 05 JULY 2021 AT 6.00PM
IN THE TOWN HALL, STAMFORD

PRESENT Councillor Gloria Johnson (Town Mayor)
 Councillor Andrew Croft (Chairman)
 Councillor Dave Dorson (Vice Chair)
 Councillor Amanda Wheeler
 Councillor Angela Carter-Begbie
 Councillor Simon Fenn
 Councillor Joanna Winterbourne

ALSO PRESENT Mrs Coral Johnson-Veale – Administration Officer

PUBLIC PARTICIPATION – None

1. APOLOGIES FOR ABSENCE (Agenda Point 2)

None – all committee members were in attendance.

2. DECLARATIONS OF INTEREST (Agenda Point 3)

None were made.

3. MINUTES (Agenda Point 4)

The Minutes of the Committee Meeting held on Thursday, 10 June 2021 had already been confirmed in the Stamford Town Council Meeting held on Tuesday, 22 June 2021.

4. UPDATE ON ACTION POINTS (Agenda Point 5)

a) *Christmas Lights Switch-on, Thursday 25 November 2021 progress report* – The Shop Stamford are organising the late-night shopping, and it is anticipated that Stamford Town Council will have some input. St Augustine’s Church have decided that, rather than having a permanent scheme, they will continue to put up their own festive lighting when they wish to do so.

5. BUDGET 2021/22 STATUS (Agenda Point 6)

The Administration Officer confirmed that the only expenditure so far for this financial year has been for the installation of the timers, and part payments for the upgrade of tree lights for Red Lion Square and the main lighting scheme.

6. UPDATE ON RED LION SQUARE CRAFT MARKET (Agenda Point 7)

There were 6 Crafters that were able to attend the first market on Friday 2 July 2021 and set up their stalls in Red Lion Square in accordance with Covid regulations. The weather was fine, and feedback was positive.

a) *Spooktacular Sunday 31 October 2021 – Progress report*
Pending Government advice this event would be deferred to the next meeting.

b) *Christmas Lights switch-on Thursday 25 November 2021 – set up arrangements*
Shop Stamford are making their own arrangements for entertainment during which at some point, the lights will be switched on. It is anticipated that the actual switch-on will be a low-key event to comply with any Government Guidance in place at the time in respect of Covid-19.

7. TO CONSIDER THE AMALGAMATION OF THE TOURISM WORKING GROUP AND CULTURAL EVENTS STRATEGY WORKING GROUP (Agenda Point 8)

The Chairman gave a brief overview of the history behind the Tourism Working Group and a summary of the first virtual meeting of the Stamford Cultural Events Strategy Working Group. It was appreciated that the introductory meeting of the Cultural Events Strategy Working Group was made up of a core of people representative of various cultural groups in Stamford, and that it was expected the list would expand to include more members and groups once a clear strategy was developed. The Events Committee felt the Cultural Events Strategy Working Group would benefit from being as inclusive as possible and members of the Tourism Working Group not already in attendance should be invited. A spreadsheet of current and proposed attendees is to be circulated to the Events Committee to ensure no group is omitted. Action: AC/AO

Proposal 1 - On the proposal of Councillor D Dorson, seconded by the Councillor A Wheeler, it was unanimously RESOLVED the Council agrees to the amalgamation of the Tourism Working Group and the Cultural Events Strategy Working Group.

8. POTENTIAL FUTURE EVENTS IN 2021 (Agenda Point 9)

a) *Senior Citizen Concert* - Due to the extension of Government Regulations regarding Covid-19 this event was postponed. It is anticipated that the new date would be either at the end of July or the beginning of August. The availability of the Stamford Brass Band is to be ascertained and a new date for the concert is to be presented to the Finance Committee for approval. Action: AC/TC

Due to logistics, it is hoped that the Covid-19 regulations will be relaxed enough for the event to be held in the Town Hall; research indicated that to host the Event on the Recreation Ground would be cost prohibitive.

Proposal 2 – On the proposal of Councillor A Wheeler, seconded by the Councillor J Winterbourne, it was unanimously RESOLVED the Council agrees the new date of the Senior Citizen Concert, as provided to the Finance Committee, and that it be held in the Court Room of the Town Hall.

b) *Spooktacular Sunday 31 October 2021* – The committee felt that this event should remain as planned and stay on the Agenda for discussion at future meetings. Shop Stamford are hoping to support local business' during the week the Burghley Horse Trials were intended to be held. It was suggested that posters for Spooktacular could be produced to advertise the event and distributed during that time. Action: AC/TC/AO

Proposal 3 – It was proposed by Councillor J Winterbourne, seconded by the Councillor Johnson, it was unanimously RESOLVED the Council agrees to keep Spooktacular on Sunday 31 October 2021.

9. ANY OTHER MATTERS FOR CONSIDERATION (Agenda Point 10)

a) *Christmas Festival Sunday 28 November 2021* – Due to Health and Safety issues, it is considered prudent to keep the Christmas Lights Switch-on separate to the Christmas Market. It was agreed to keep entertainment to small groups circulating the market, and to have no focal point in Red Lion Square. The Committee discussed the booking form and agreed that the costs should remain the same as the 2019 festival, and to

budget for up to 6 charity stalls to attend the event. The Event is to remain on the agenda for future discussion on format, roaming entertainment and static attractions.
Action: TC/AO

Proposal 4 – It was proposed by Councillor A Carter-Begbie, seconded by the Councillor S Fenn, it was unanimously RESOLVED the Council agrees to keep the costs for the traders the same as the 2019 Christmas Festival and to budget for up to 6 charity stalls to attend.

- b) *Carols on the Bandstand Sunday 12 December 2021* – It was noted that this date is within term time, so it was felt prudent to swop the date with that of Carols in Red Lion Square and it is hoped that this will accommodate the attendance of the schools. Availability of a Brass Band is to be ascertained for this Event, and this item is to remain on the agenda for future discussion. Action: TC/AC
- c) *Carols in Red Lion Square Sunday 19 December 2021* – It was noted that the schools will have broken up for Christmas by this date, and as it is hoped the children will participate in this event as they have in other years, it would be prudent to swop the date with that of Carols on the Bandstand.

Proposal 5 – It was proposed by Councillor D Dorson, seconded by the Councillor J Winterbourne, it was unanimously RESOLVED the Council agrees to have the Carols on the Bandstand on Sunday 19 December 2021 and to have Carols in Red Lion Square on Sunday 12 December 2021.

Councillor J Winterbourne advised the committee that she will be attending meetings held by South Kesteven District Council to discuss Gravity Fields Events, which the District Council do not wish to discontinue, and will provide updates to the Events Committee.

The Chairman advised that the group organising the Diversity Festival are looking for volunteer stewards for their event planned on the August Bank Holiday, so if any committee member knows of anyone free to assist, please let him know. The Chairman put forward that the organisers of the event are looking to hire/purchase/loan two-way radios and wondered if the Town Council equipment would be available for use on the receipt of a donation towards the Mayors Charity. This is requested to be on the Agenda for the next Events Committee meeting. Action: TC

The Chairman advised the committee he has been in discussion for the Town Council to purchase a more permanent sound system that could be used at outside and inside council events. A suitable set up is currently being investigated and costed and it is hoped details will be available for discussion at the next committee meeting. Action: TC

10. DATE OF NEXT MEETING: (Agenda Point 11) – Monday, 02 August 2021 at 6.00pm

Chairman
(The meeting closed at 7.00 pm)

STAMFORD TOWN COUNCILMINUTES OF THE PLANNING MEETING
HELD ON TUESDAY, 06 JULY 2021 AT 7.00PMPRESENT

Councillor Mrs G Johnson (Town Mayor)
Councillor S Ford (Chairman)
Councillor Mrs J Clarke (Vice Chairman)
Councillor Mrs M Pitt
Councillor Mrs A Carter-Begbie
Councillor Mrs E Hooper
Councillor S Doyle

ALSO PRESENT

Richard Tracey (Administration Officer)
Councillor H Bisnauthsing (Virtual)
1 Member of public

It was confirmed that no decisions or predeterminations are made at Pre-Planning sessions. During this Planning Committee meeting, all applications prepared for consideration will be examined in open session for the sake of transparency.

1. PUBLIC REPRESENTATIONS (Agenda Point 1)

A resident of Stamford presented the issue of traffic on Little Casterton Road speeding past the junction with Fitzwilliam Road. She reported that the 30mph sign on Little Casterton Road is not obvious when entering Stamford from Rutland and the problem of pulling out of Fitzwilliam Road onto Little Casterton Road is made worse by cars parked around the junction. Motorists rarely slow down and Mrs Jones said "it's an accident waiting to happen". She was also speaking on behalf of other residents in the area who had commented that the proposed Monarch Park Development nearby would only add to the problem. She said she would like more obvious warning signs to be put in place on Little Casterton Road along with a warning of a concealed junction. Also the adjacent verge needs to be cut regularly or tarmacked over to improve visibility. Councillor S Ford commented that the road is an invitation to speed as it is long and straight. He added that electronic speed signs and possibly a chicane at the town boundary would help to slow approaching traffic. Councillor H Bisnauthsing commented virtually that Lincolnshire Police would be able to assist with electronic speed signs. Councillor S Ford suggested that residents parking opposite the turning into Fitzwilliam Road should be encouraged to park off the main road (there is dedicated parking space behind the houses) and recommended that a letter be sent to LCC Highways outlining the concerns of the residents at this location. *Action: Administration Officer*

Member of Public left the meeting at 7.15pm. The formal meeting commenced.

2. APOLOGIES FOR ABSENCE (Agenda Point 2)

Councillor S Carroll submitted his reasons for absence.

Councillor Mrs G Johnson proposed, seconded by Councillor Mrs M Pitt and unanimously **RESOLVED** that the Council accepts the reason for absence.

3. DECLARATION OF INTEREST (Agenda Point 3)

Councillor Mrs J Clarke declared a Personal Interest in respect of discussions relating to the provision of a motorcycle bay in North Street car park as she requested the original investigation.

4. MINUTES (Agenda Point 4)

The Minutes of the Committee Meeting held on Tuesday, 01 June 2021 were confirmed as a true record of the meeting at the Town Council meeting of 22 June 2021 and would be signed by Councillor S Ford at the earliest opportunity.

5. UPDATES ON ACTIONS RELATING TO PLANNING (Agenda Point 5) - None

6. PLANNING APPLICATIONS (Agenda Point 6)

The Committee's observations are shown on the attached schedule.

Application S21/1179 – Installation of 2no. air conditioning units and erection of fencing at 66 High Street, St Martins, Stamford PE9 2LA.

It was proposed by Councillor S Ford seconded by Councillor S Doyle and RESOLVED by majority vote that the Planning Committee object to the installation of air conditioning units at this site. There were 4 votes for the proposal, 2 votes against and 1 abstention.

7. ENFORCEMENT NOTIFICATION REGARDING INSTALLATION OF NEW SHOP FRONT – FONE TECH, 47 HIGH STREET, STAMFORD (Agenda Point 7)

Members were informed that SKDC Planning Enforcement had recently assigned this site a case number (Reference No. ENF21/0108) and will investigate the new shop front.

8. POTENTIAL PROVISION OF A MOTORCYCLE BAY AT NORTH STREET CAR PARK (Agenda Point 8)

Members were informed that this enquiry had recently been assigned a case by the Car Parks Team at SKDC (Reference No. 2079165).

9. SPEED AND PARKING ISSUES ON LITTLE CASTERTON ROAD AND FITZWILLIAM ROAD, STAMFORD (Agenda Point 9) – as discussed above.

(Councillor H Bisnauthsing left the meeting virtually at 20.15)

10. PLANNING APPLICATION REF. S20/1093 INTERNAL ALTERATIONS TO LISTED BUILDING TO CONVERT EXISTING RETAIL PREMISES INTO TAKEAWAY – 6 BROAD STREET, STAMFORD PE9 1PG (Agenda Point 10)

Members were informed that the Council had received a report from a concerned member of the public regarding the above site after the internal fabric including the lathe and plaster walls were seen being stripped out of the listed building without due care and attention. It also appeared that planning permission for this application is still under consideration. SKDC Planning Enforcement were contacted and an officer was sent out to investigate and all works have since been halted on site until a decision is made on the application.

11. PROPOSED WAITING RESTRICTIONS ON GAS STREET, STAMFORD, REF. TF/815 (Agenda Point 11)

A proposal had been received from Lincolnshire Highways for 'No Waiting at any time' restrictions on Gas Street to be introduced. There were no objections. *Action: Administration Officer*

12. PROPOSED WAITING RESTRICTIONS ON ROMAN BANK/ TINWELL ROAD JUNCTION, STAMFORD, REF. TF/856 (Agenda Point 12)

A proposal had been received from Lincolnshire Highways for 'No Waiting at any time' restrictions on the junction of Roman Bank and Tinwell Road to be introduced. There were no objections. *Action: Administration Officer*

13. TO RECEIVE TOWN COUNCIL OBSERVATIONS ON THE PROPOSAL FOR MONARCH PARK, STAMFORD NORTH (Agenda Point 13)

Councillor S Ford laid out the proposals for this development which includes up to 650 new homes including affordable homes, a 30-hectare Country Park, a 'local centre' and visitor centre, a modern urban design, traffic mitigation strategies, integration with other parts of Stamford North alongside new pedestrian and cycle links, recreation facilities, playgrounds and financial contributions through the Community Infrastructure Levy. Councillor Mrs M Pitt commented that she has received details of the proposal as a maildrop and that the plans were unclear and had no detail. Councillor Mrs J Clarke stated that any future developments should consider access in and out of new developments as a priority. Councillor S Ford commented that the developers stated in their information pack that the development had been created in line with the SKDC Local Plan. Councillor S Doyle stated that Policy SD1 of the SKDC Local Plan incorporates all that is required of developers with regard to integration and layouts and the Monarch Park document needed defining especially with regard to financial contributions to local infrastructure. Councillor Mrs J Clarke commented that work for financial provision for healthcare is presently being done alongside major applications in Stamford and is a priority moving forward. Councillor S Doyle commented that it was essential for archaeological investigation work to take place for all major developments in Stamford so that vital historical evidence was not lost. Councillor Mrs E Hooper added that it was important that survey work was carried out and an archaeological expert was on site to record details. Councillor Mrs E Hooper has previously made the following statement via email -

1. It looks absolutely fantastic on paper but will the needs of Stamford's already weakened infrastructure be addressed in this development? How can we ensure as a Town Council that the developers adhere to this?
2. I noticed that the words 'affordable housing' are being used but what about the provision of social housing in this development?
3. The old Brickyard Quarry and its wildlife. A wildlife survey is required due to the presence of Great Crested newts in the ponds.
4. What about an archaeological survey because of the Roman links with Great and Little Casterton?

Councillor S Ford suggested that Larkfleet Homes are invited to give a presentation to Full Council before a planning application is submitted so that Councillor's questions are answered in full.

14. APPROVALS AND REFUSALS OF APPLICATIONS (Agenda Point 14)

Members were informed that the latest Approvals and Refusals information including the statistics on the decisions had been circulated on 17 June 2021.

15. ANY OTHER URGENT BUSINESS RELATIVE TO PLANNING (Agenda Point 15)

- Building site on North Street/ Rear of 6-8 Broad Street, Stamford – Councillor E Hooper commented that this site has remained a building site for a number of years and is a perpetual eyesore.
- Building site East Steet, Stamford – this site currently has boarding in place and is screened from the road. The Administration Officer commented that there is an application for 6

dwellings on the site which was given planning permission in October 2018, planning application reference S17/2384.

- Councillor S Ford commented that the Pizza Express building on Town Bridge is in a poor state of repair, being in a prime position on entering the Town, and that a letter should be sent to the SKDC Conservation Officer. *Action: Administration Officer*
- Councillor Mrs M Pitt reported that, due to her workload and further commitments, she would be resigning from the Planning Committee. Councillor S Ford commended her for her efforts on the Committee and wished her well in the future.
- The Administration Officer reported that the Barnack Neighbourhood Plan had been approved by majority vote by referendum. It will now be part of the statutory development plan for Peterborough – noted by Members.
- Councillor Mrs E Hooper reported that she has a copy of the Historic Monuments record for Broad Street and that Councillors were welcome to peruse this document at any time.
- Councillor Mrs E Hooper reported that there were recent repairs to a water pipe on Scotgate and that traffic had been diverted as the road had been closed. She has contacted Councillor R Cleaver, Lincolnshire County Council Stamford West, with the suggestion that the road is made one-way due to the narrow road width and traffic being a danger to pedestrians.
- Parking on Rutland Terrace – it was agreed to discuss this subject at the next meeting.
- S20/1093 Internal Alterations at 6 Broad Street, Stamford and S21/1090 Internal redecoration, Unit 4, 7 St Paul's Street, Stamford PE9 2BE – due to the importance of these applications, it was agreed to continue to discuss these applications at the next meeting.

16. NEXT MEETING (Agenda Point 13) - Tuesday, 03 August 2021 at 7.00pm.

Chairman

(The Meeting closed at 8.45pm)

Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
25/05/21	07/06/21	S21/1041	External alterations including dormer window to front elevation and first floor window to side elevation 8 Laughton Drive, Stamford PE9 2JW	Householder	Mr Pask 8 Laughton Drive, Stamford PE9 2JW	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.
01/06/21	07/06/21	S21/1078	Installation/erection of flue to rear elevation 32 High Street, Stamford PE9 2BB	Full Planning Permission	Mr I Nanev Fika Rutland Ltd, C/o The Agent, Ms Kate Wood, Eddisons Barker Storey Matthews, The Lawns, 33 Thorpe Road, Peterborough PE3 6AB	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.
08/06/21	08/06/21	S21/1031	Refurbishment to building, including replacement two storey rear extension, internal alterations, and replacement windows 5 Ironmonger Street, Stamford PE9 1PL	Full Planning Permission	Mr Oliver Smith 5 Ironmonger Street, Stamford PE9 1PL	Objection. The modern extension is not in keeping with the traditional buildings of the Medieval Core of the Conservation Area and detracts from the Heritage environment, contrary to SKDC Local Plan Policy EN6 (Historic Environment). It will also have an overbearing impact on the small courtyard, contrary to SKDC Local Plan Policy DE1 (Promoting Good Quality Design).
24/05/21	08/06/21	S21/1032	Listed Building Consent for refurbishment to building, including replacement two storey rear extension, internal alterations, and replacement windows 5 Ironmonger Street, Stamford PE9 1PL	Listed Building Consent	Mr Oliver Smith 5 Ironmonger Street, Stamford PE9 1PL	Objection. The modern extension is not in keeping with the traditional buildings of the Medieval Core of the Conservation Area and detracts from the Heritage environment, contrary to SKDC Local Plan Policy EN6 (Historic Environment). It will also have an overbearing impact on the

Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
						small courtyard, contrary to SKDC Local Plan Policy DE1 (Promoting Good Quality Design).
27/05/21	08/06/21	S21/1059	Garage conversion and replacement of doors with windows 21 Charlock Drive, Stamford, PE9 2WP	Householder	Mr & Mrs J Heasell 21 Charlock Drive, Stamford PE9 2WP	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.
04/06/21	09/06/21	S21/1121	Section 73 application for the variation of condition 2 (Approved Plans) of planning approval S20/2043 (Erection of a two-storey educational building for the Construction and Motor Vehicle Department of New College Stamford) to alter the siting of the building 5m to the south, reduce the overall height by 1.5 metres at ridge, re-location of entrance to east elevation, erection of external staircase to west elevation and alterations New College Stamford, Drift Road, Stamford PE9 1XA	Full Planning Permission	Tom Flemming Waterland Architects, 2 Poplar Street, Wellingborough NN8 4PL	<i>Previous comments 12/01/21 - No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.</i> No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.
28/05/21	10/06/21	S21/1046	Garage conversion and erection of single storey side extension 26 Birch Road, Stamford PE9 2FB	Householder	Mr Ben Fletcher 26 Birch Road, Stamford PE9 2FB	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.

19/05/21	10/06/21	S21/0999	Non Material Amendment to S20/2177 for render finish to extension rather than stone 29 Empingham Road, Stamford PE9 2RJ	Non-material amendments	Mr Samuel Jones 29 Empingham Road Stamford PE9 2RJ	<i>Previous comments 09/02/21 - No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development. Application already approved 14/06/21 by SKDC prior to Planning Committee meeting.</i>
Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
27/05/21	10/06/21	S21/1058	Discharge of condition 3 (landscaping) of permission S20/0955 (Revised submission of S20/1959) Uffington Road, Stamford	Discharge of Conditions (Planning)	Aldi Stores Ltd. C/o The Agent, 14-15 Regent Parade, Harrogate HG1 5AW	<i>Application already approved 01/07/21 by SKDC prior to Planning Committee meeting.</i>
01/06/21	10/06/21	S21/1087	Discharge of Condition 22 (verification report) of permission S17/1331 Orchard Meadow, Uffington Road, Stamford PE9 3AA	Discharge of Conditions (Planning)	Mr Dion Liveras Alysia Caring, Orchard Meadow, Uffington Road, Stamford PE9 3AA	<i>Application already approved 14/06/21 by SKDC prior to Planning Committee meeting.</i>
28/05/21	10/06/21	S21/1072	Erection of single storey rear extension 58 Churchill Road, Stamford PE9 1JG	Householder	Mr P Horder 58 Churchill Road, Stamford PE9 1JG	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.
09/06/21	11/06/21	S21/1073	Erection of first floor side/rear extension and single storey rear extension. Timber cladding to dwelling 45 Waverley Gardens, Stamford PE9 1BH	Householder	Mr & Mrs Doughty 45 Waverley Gardens, Stamford PE9 1BH	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.

09/06/21	11/06/21	S21/1079	Proposed single-storey rear/side extension, replacement windows and new entrance porch 4 Willoughby Road, Stamford PE9 1SP	Householder	Mr Martin King 4 Willoughby Road, Stamford PE9 1SP	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.
01/06/21	11/06/21	S21/1090	Internal redecoration Unit 4, 7 St Paul's Street, Stamford PE9 2BE	Listed Building Consent	The Blonde Beet, Joanna Kemp, 31 Sutherland Way, Stamford PE9 2TB	<i>See Appendix 1 below</i>
Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
28/05/21	14/06/21	S21/0710	Conversion of first and second floors to 2 self-contained flats First And Second Floors, 29 High Street, Stamford PE9 2BB	Full Planning Permission	Mr K Chavda 67 High Street, Market Harborough LE16 7AF	<i>Previous comments 08/12/20 - Objection due to poor size, scale and design of the development contrary to Policy EN1 of Core Strategy. Floor area of flats fails to meet the requirements for housing standards as per Nationally Described Space Standards document (Dept for Communities and Local Government) see table on page 5.</i> Serious concerns over lack of provision for escape in the event of a fire contrary to Building Control and Fire Regulations. Further concerns that an external fire escape would compromise the historic character of the property. These two issues bring into question whether this confined heritage asset is suitable for safe residential use without the need to change it beyond recognition. SKDC Local Plan Policy EN6: (Historic Environment)

29/04/21	14/06/21	S21/0711	Alterations to Listed Building to allow for conversion of first and second floors to 2 self-contained flats First And Second Floors, 29 High Street, Stamford PE9 2BB	Listed Building Consent	Mr K Chavda 67 High Street, Market Harborough LE16 7AF	<i>Previous comments 08/12/20 - Objection due to poor size, scale and design of the development contrary to Policy EN1 of Core Strategy. Floor area of flats fails to meet the requirements for housing standards as per Nationally Described Space Standards document (Dept for Communities and Local Government) see table on page 5. Materials should be in keeping with the Stamford Conservation Area and Listed Building Regulations and contractors to make good damage to verge or kerbing associated with this development should this application be given approval.</i> Application already approved 01/07/21 by SKDC prior to Planning Committee meeting.
Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
03/06/21	14/06/21	S21/1107	Submission of details reserved by condition 6 (Materials) of planning approval S18/1376 (Demolition of extensions, erection of new one and half storey extension and conversion of house in multiple occupation to single dwellings, erection of 7 additional dwellings and provision of car parking spaces) Blenheim Court, 51 Scotgate, Stamford PE9 2YQ	Discharge of Conditions (Planning)	Mr Ramm RCR Group Ltd Blenheim Court, 51 Scotgate, Stamford PE9 2YQ	Defer to SKDC Case Officer

03/06/21	14/06/21	S21/1141	Submission of details reserved by condition 3 (Materials) of listed building consent S20/0375 (Section 19 application to vary condition 2 of Listed Building Consent S18/1377 (Demolition of extensions, erection of 7 dwellings and conversion of house in multiple occupation to single dwelling)) Blenheim Court, 51 Scotgate, Stamford PE9 2YQ	Discharge of Cond(s) Listed Building	Mr Ramm RCR Group Ltd Blenheim Court, 51 Scotgate, Stamford PE9 2YQ	Defer to SKDC Case Officer
Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
07/06/21	15/06/21	S21/1126	Two storey front and side extension. Application of render and cladding. 16 Aberdeen Close, Stamford PE9 2TN	Householder	Mr & Mrs Holland 16 Aberdeen Close, Stamford PE9 2TN	Objection. The materials will significantly change the congruity of the street scene. Contrary to SKDC Local Plan Policy DE1 (Promoting Good Quality Design). More information regarding the cladding is required.
07/06/21	15/06/21	S21/1137	T1 - Mature ash - Remove deadwood over 4cm diameter and reduce height to 6m 158 Empingham Road, Stamford PE9 2SZ	Tree Preservation Order	Mrs Margaret Chirico 158 Empingham Road, Stamford PE9 2SZ	No objection. We are in agreement with the arboriculturist's recommendation.

11/06/21	17/06/21	S21/1179	Installation of 2no. air conditioning units and erection of fencing 66 High Street, St Martins, Stamford PE9 2LA	Householder	Mr Christopher Sims 66 High Street, St Martins, Stamford PE9 2LA	<i>Previous comments S21/0666 13/04/21 - Objection to the proposal to install air conditioning units on the front elevation will be visually harmful to this historic Grade II listed building located in the St Martin's Conservation Area of Stamford. It is also likely to cause harm to the setting and architectural significance of a heritage asset contrary to Policy EN6 of Local Plan and NPPF Sec. 16, especially Pts 193, 194 & 196, and contrary to Article 4 Directives in the Stamford Conservation Area. The proposal will also cause noise pollution to nearby residents contrary to Policy EN4 of Local Plan.</i> As per previous comments.
02/06/21	18/06/21	S21/0833	Installation of hanging sign to front elevation The Place Stamford, 29 St Mary's Street, Stamford PE9 2DL	Advertisement Consent	Mrs Lisa Johnson The Place Stamford, 29 St Mary's Street, Stamford PE9 2DL	The sign should not be illuminated and should conform to the SKDC Stamford Shopfront Design Guide.
Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
18/06/21	23/06/21	S21/1218	Advertisement consent for the display of various wall mounted illuminated signs, totem sign, vinyl sign, low-level pedestrian entrance signs and highlevel delivery vehicles only sign Land Off Uffington Road, Stamford	Advertisement Consent	Aldi Stores Ltd C/o The Agent, Mr William Rogers, Planning Potential, 14-15 Regent Parade, Harrogate HG1 5AW	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.

22/06/21	24/06/21	S21/1244	Erection of temporary structure (marquee) within carpark of The Crown Hotel to provide external dining area in response to the Covid-19 pandemic. For a period of a maximum of 2 years Crown Hotel, 6 All Saints Place, Stamford PE9 2AG	Full Planning Permission	All Saints Hotels Crown Hotel, 6 All Saints Place, Stamford PE9 2AG	No objection subject to neighbour's amenities being respected.
22/06/21	24/06/21	S21/1245	Erection of temporary structure (marquee) within carpark of The Crown Hotel to provide external dining area in response to the Covid-19 pandemic. For a period of a maximum of 2 years Crown Hotel, 6 All Saints Place, Stamford PE9 2AG	Listed Building Consent	All Saints Hotels Crown Hotel, 6 All Saints Place, Stamford PE9 2AG	No objection subject to neighbour's amenities being respected and in keeping with the Stamford Conservation Area and Listed Building Regulations
25/06/21	28/06/21	S21/1291	Erection of two storey side extension and single storey rear extension 47 Hereward Place, Stamford PE9 2JA	Householder	Mr & Mrs Portlock 47 Hereward Place, Stamford PE9 2JA	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.
Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application

23/06/21	28/06/21	S21/1055	Proposed dropped kerb for access to shared parking area accessed via Roman Bank. Resurfacing of parking area and access to rear. Erection of brick storage shed. 98 Empingham Road, Stamford PE9 2RJ	Full Planning Permission	Mrs Sarah Gedge 98 Empingham Road, Stamford PE9 2RJ	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.
21/06/21	29/06/21	S21/1235	Construction of balcony to south elevation of outbuilding 1 Albert Road, Stamford, PE9 2EA	Householder	Mrs Heather Heath 1 Albert Road, Stamford PE9 2EA	Strong objection. The proposed balcony is in the town's Conservation Area and within the curtilage of heritage assets Albert footbridge and Stamford Town bridge. It will be highly visible, detrimentally affecting the historic river scene, SKDC Local Plan Policy EN6 (Historic Environment). It is understood that the building in the garden of 1 Albert Road was created under a Lawful Development Certificate as incidental to the main house and not a stand-alone dwelling. It was permitted on the condition that a balcony (included in the original design) would not be constructed, since the presence of a balcony would indicate use as a dwelling. SKDC Local Plan Policy DE1 (Promoting Good Quality Design).
Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application

21/06/21	29/06/21	S21/1226	Proposed first floor and single storey lean-to extension to rear, rendering existing walls, replacement windows, front door and frame 17 Recreation Ground Road, Stamford PE9 1EN	Householder	Mr A Gabriel 17 Recreation Ground Road, Stamford PE9 1EN	No objection subject to neighbour's amenities being respected. Materials should be in keeping with the existing property. The gable roof should be at the same ridge height as neighbouring properties. Contractors to make good damage to verge or kerbing associated with this development.
15/06/21	29/06/21	S21/1197	Erection of outbuilding to rear 11 Dundee Drive, Stamford PE9 2TR	Householder	Mr & Mrs Jarvie 11 Dundee Drive, Stamford PE9 2TR	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.
18/06/21	29/06/21	S21/1082	Erection of single storey attached garage to side Orchard House, Emlyns Street, Stamford PE9 1QP	Householder	Mr Paul Christopher Orchard House, Emlyns Street, Stamford PE9 1QP	No objection subject to neighbour's amenities being respected. Contractors to make good damage to verge or kerbing associated with this development.

Appendix 1:**S21/1090 Internal redecoration, Unit 4, 7 St Paul's Street, Stamford PE9 2BE**

Previous comments S21/0602 01/06/21 - Strong objection. The building is unsuitable for a café/ takeaway business with poor access that is a communally shared entrance with other businesses potentially having different opening hours and therefore security issues. There would be noise and nuisance problems and health and safety issues with parking on this already busy street. Contrary to SKDC Local Plan Policy DE1 (Promoting Good Quality Design).

Strong objection and urgent need to clarify the application status of this re-development and change of use. There are currently two applications under consideration for this property: S21/0602 (Change of use) and S21/1090 (Internal decoration). STC Planning Committee discussed and objected to S21/0602 at the June meeting (see above). This month (July), the Committee was asked to consider S21/1090. Although neither of these applications have been approved, the major internal work has been completed and the business (a new restaurant) has opened to the public. STC needs clarification about a) the status of the application; b) if work has been carried out without permission, what is the enforcement officer's intention in relation to that and c) if the work has been carried out without permission, that it meets all building, fire and public safety requirements. We have serious concerns about the latter, since we believe this may adversely affect the public's protection in terms of public liability insurance. Notwithstanding that all of these measures are not within the control of SKDC planning department, the legal obligations of the business will follow on naturally, as a result of the owner gaining planning permission. We are expecting correspondence from Mr Stephen Cadman, who is now looking after both applications.

These observations have been submitted under delegated powers and will be presented to Stamford Town Council for ratification at the scheduled meeting on 27 July 2021.

STAMFORD TOWN COUNCILMINUTES OF THE AMENITIES MEETING
HELD ON TUESDAY, 13 JULY 2021 AT 7.00PM
IN THE TOWN HALL, STAMFORDPRESENT

Councillor Mrs G Johnson
Councillor D Dorson (Chairman)
Councillor H Bisnauthsing (Left the meeting at 8.34pm)
Councillor B Griffin (Arrived at 7.09pm)
Councillor Mrs S Sismore (Substituting for Cllr Exton)
Councillor Mrs A Carter-Begbie
Councillor Mrs E Hooper

ALSO PRESENT

Deputy Town Clerk

1. TO RECEIVE ANY PUBLIC REPRESENTATION IN RESPECT OF BUSINESS ON THE AGENDA – None

2. APOLOGIES AND REASONS FOR ABSENCE

Proposal 1 - On the proposal of Councillor Mrs G Johnson seconded by the Councillor Mrs E Hooper it was unanimously RESOLVED the Council approves the apologies and reasons for absence for Councillor M Exton & Councillor J Dawson

3. DECLARATIONS OF INTEREST

Councillor Mrs G Johnson declared a Personal Interest in respect of The memorial tree request. Proposal 5 due to friendship with the individual.

4. MINUTES OF THE PREVIOUS MEETING

The Minutes of the Committee Meeting held on Tuesday, 08 June 2021, were confirmed and signed as a true record of the meeting.

5. TO RECEIVE REPORTS FROM COMMITTEE MEMBERS ON MATTERS RELEVANT TO THE COMMITTEE'S TERMS OF REFERENCE

Ground Maintenance contract - The chairman informed the committee that the contract is due end this Financial Year. The contract specification will need reviewing to ensure all elements of ground maintenance are included. The committee were advised that a draft specification will be presented at the next meeting for consideration in preparation for the tendering process to commence in September. The committee would consult with the Deputy Town Clerk to draft the specification. ACTION CLLRS & DTC

6. RECREATION GROUND & MEADOWS

a. *Update on action points relating to the Recreation Ground & Meadows.*

- i. *Committee to consider plan for riverbank rejuvenation project.* – The committee considered the report by Welland Valley Rivers Trust for the rejuvenation project plans to be managed and delivered by the trust. The eroded bank on the Welland is to be regraded to provide a shallower profile from the amenity grass down to the river and be reseeded with native vegetation to provide stability and improve biodiversity. With other sections to be renewed where the previous works has failed. The Millstream channel downstream from Lammas Bridge would be regraded to create a smoother, shallower gradient to the water. The creation of a grave beach to compliment the regrading work, with the installation of naturally functioning in-channel gravels to provide wildlife habitat. The replacement of the small weir with a rock ramp made from natural stone designed to allow fish passage and the continuation of the planted coir rolls.

Proposal 2- On the proposal of Councillor Mrs G Johnson seconded by the Councillor Mrs S Sismore it was agreed by majority with 1 abstention and RESOLVED the Council approves the plans for the rejuvenation of the riverbanks on both the Millstream and The Welland with the project to be managed and delivered by Welland Valley Rivers Trust with all quotes to be approved by the council.

- i. *Letter to SKDC re litter bins and railings* - It was noted that this matter remained in hand.
- ii. *Litter bins donation* - It was noted that this matter remained in hand.
- iii. *Memorial bench* - It was noted that this matter remained in hand.
- iv. *Memorial tree – 2 black poplars* - It was noted that this matter remained in hand.
- v. *Committee to consider playground repairs identified in ROSPA report.* – The committee considered the quote received by Sovereign at a cost of £29,819.40 plus VAT, for the repairs to the play equipment identified in the ROSPA report. The committee were informed this is the only company who will undertake all the repairs on the different brands of equipment and that £9,400 was allocated in the budget. Following discussions, it was agreed to seek assistance from Finance Personnel and Assets committee as the payment play would increase the quote by £4,659.90.

Proposal 3- On the proposal of Councillor Mrs G Johnson seconded by the Councillor Mrs S Sismore it was unanimously RESOLVED the Council approves the quote of £29,819.40 plus VAT from Sovereign with Finance Personnel and Assets committee being approached for a loan of £20,419.40 to complete the required Play equipment repaired as identified in the ROSPA report.

- vi. *Form for collection of data for Recreation Ground former putting green* - It was noted that this matter remained in hand. The committee were advised correspondence had been received regarding creating a football pitch in this area. The chairman had confirmed that a suggestion for a five-a-side pitch had been previously investigate however, the site was not large enough to meet the require specification.
- vii. *Memorial Floral display* - It was noted that this matter remained in hand and the committee were updated on the visual of the location and placement of the memorial trees.
- viii. *Contractor issues* – The committee were informed of the response from the contractor regarding the deadline for completion of the Electric cage boxing for the electrical power supply point for the skatepark and the contracted allotment clearance. The contractor also informed of the inability to continue with the cemetery wall at present due to issues with availability of their stonemason contacts.

Proposal 4- On the proposal of Councillor Mrs S Sismore seconded by the Councillor Mrs E Hooper it was unanimously RESOLVED the Council approves Delegated powers are granted to the Clerk to complete the works of the clearance of Priory Road allotments and the Electric cage with another contractor within the approved allocated budget to these projects if the work is not completed by 16th July 2021 deadline. Furthermore, the council will retender for the Cemetery wall repair with the quote being presented to the committee.

- ix. *CCTV of the toddler play area on Recreation Ground* – The chairman informed the committee that a recommendation for a Radio Transmitter and Receiver to relay the CCTV or a Hardwired CCTV which would require underground cabling had been received and quotes were being obtained for the Radio Transmitter option.
- x. *Replacement of Tennis Nets and Posts*- It was noted that this matter remained in hand.

b. Any correspondence received.

- i. *Request for Memorial Tree and plaque on Meadows* – The committee were informed that a request had been received and it was recommended that a Common Alder is proposed as this tree is suitable for the environment and their roots are known for helping to bind riverbanks.

Proposal 5- On the proposal of Councillor Mrs S Sismore seconded by the Councillor Mrs A Carter-Begbie it was agreed by majority with 1 abstention and RESOLVED the Council approves the request for a common alder

memorial tree with tree guard and plaque to be placed on the meadows with the agreed location of the bottom half of the Meadows on the Welland side at no cost to the council, with the exact location on the riverbank being managed by the Deputy Town Clerk.

- ii. *Request for Memorial Tree and plaque on Recreation Ground* - The committee were informed that a request had been received and it was recommended that either *Cercis silquastrum* or *Cercis canadensis* both which display pink pea-flowers in spring.

Proposal 6- On the proposal of Councillor Mrs S Sismore seconded by the Councillor Mrs A Carter-Begbie it was unanimously RESOLVED the Council approves the Request for a memorial tree with tree guard and plaque on the Recreation Ground with the agreed location of the bank next to the flower shield bed no cost to the council, with the exact location on the riverbank being managed by the Deputy Town Clerk. With the species of either *Cercis silquastrum* or *Cercis canadensis* being offered.

- iii. *Mencap working in the community* – The Deputy Town Clerk reported that following communications with Mencap that they would like to help with the horticulture on the Recreation Ground.

Proposal 7- On the proposal of Councillor B Griffin seconded by the Councillor Mrs G Johnson it was unanimously RESOLVED the Council approves the Mencap's assistance with the horticulture on the Recreation Ground and to display a sign stating this area maintained with the help of Mencap.

c. Any other Recreation Ground & Meadows business items for consideration

- i. *Committee to approve Programmed Events Charges* – The chairman reported that the council does not have a pricing structure for the programmed events charges which is not effective for deciding what to charge a new event. In further discussions, it was agreed that a table of charges would be created by using the current prices charge and the expected footfall, to be presented at the next meeting ACTION DTC.
- ii. *Committee to approve Programmed Events requests and requests to changes of dates.* – The Deputy Town Clerk informed the committee of the dates requested.

Proposal 8 - On the proposal of Councillor Mrs S Sismore seconded by the Councillor Mrs A Carter-Begbie it was unanimously RESOLVED the Council approves the Unplugged STC Event on 8th August 2021, The FORSAT event on 11th June 2022, The Fiat 500 event on 7th August 2021 and Carols On the Bandstand STC event on 19th December 2021 all at the Peppercorn rent of £1 to satisfy the requirements for the creation of a legal contract for use of the grounds. Furthermore, the Stamford Food & Beer festival from 8th – 10th October 2021 at the charge of £828/day & £414 half day.

7. ALLOTMENTS

a. Update on action points relating to the Allotments.

- i. *Composting Trial* - It was noted that this matter remained in hand.
- ii. *Priory Road Clearance* - It was noted that this matter remained in hand.
- iii. *Queens Walk Boundary Wall*- It was noted that this matter remained in hand.
- iv. *Clearance of rubbish* - It was noted that this matter remained in hand and quotes are being obtained.
- v. *Update on allotment vacancies* - It was reported that there are currently 7 vacant plots. 39 people on the waiting list with, Water Furlong – 28, Queens Walk – 19, Priory Road 13, Uffington Road - 9
32 People have been removed from the waiting list since 20/3/21.
7 plots have been offered.
244 Let plots 34 new tenants 2020/21 season.
18 Unlettable plots with, Priory Road – 10, Queens Walk- 2, Uffington Road – 2, Water Furlong – 4
The next allotment inspection will take place on Wednesday 21st July 2021 at 10am on Priory Road allotment site.

b. Any correspondence received.

- i. *Hedge cutting Uffington Road* – The committee were updated that the hedge had slightly encroached over the footpath however, it currently has nesting birds so

cannot be cut back until September in accordance with the Wildlife and Countryside Act 1981 and the European Habitats Directive 1992.

- ii. *Correspondence from tenants who were issued notice letters* – The committee were informed the tenant of plot D20a&b Queens Walk has been recovering from an operation and is due to have another this month however, they have organised help to cut down the weeds until they are able to maintain the plot again. The tenant of D24 Queens Walk has unfortunately passed away in January, so the letter was not issued. The committee had been previously issued with the response from the tenant of H78 work has now been carried out.

Proposal 9- On the proposal of Councillor H Bisnauthsing seconded by the Councillor Mrs E Hooper it was unanimously RESOLVED the Council approves to revoke the termination and change it to a first letter due to the significant improvements.

The committee were informed that the tenant of C4 Queens Walk has advised the wood is not theirs and it is believed to be the tenant of C5.

Proposal 10- On the proposal of Councillor D Dorson seconded by the Councillor Mrs S Sismore it was unanimously RESOLVED the Council approves the 1st letter is issued to the tenant of C5 in respect of the excessive material.

c. Any other Allotment business items for consideration

- i. *Committee to confirm response from allotment inspection.* The committee were informed that plots UN37 & UN58 on Uffington Road North have both improved. It was noted that plot UN4 and UN5 on Uffington Road North site have become overgrown. Furthermore, WF48 on Water Furlong has also become overgrown.

Proposal 11- On the proposal of Councillor Mrs G Johnson seconded by the Councillor D Dorson it was unanimously RESOLVED the Council approves a 2nd letter is issued to the tenant of UN4 for under cultivation.

Proposal 12- On the proposal of Councillor Mrs G Johnson seconded by the Councillor Mrs E Hooper it was approved by majority with 1 abstention RESOLVED the Council approves a 1st letter is issued to the tenant of UN5 for under cultivation.

8.34pm Councillor H Bisnauthsing Left the meeting

Proposal 13- On the proposal of Councillor Mrs E Hooper seconded by the Councillor B Griffin it was unanimously RESOLVED the Council approves a 1st letter is issue to the tenant of WF48 for under cultivation.

- ii. *Committee to consider requests for Greenhouses and Sheds.* – The committee were informed shed requests had been received from the tenants of WF39a, UN18 and C13b all request fall within the allocation for non-cultivated areas.

Proposal 14- On the proposal of Councillor D Dorson seconded by the Councillor Mrs S Sismore it was unanimously RESOLVED the Council approves the shed request for plots WF39a, UN18 and C13b.

- iii. *Committee to review the Allotment Competition for 2021* – The committee considered the postponement of the event until 2022 in light of the pandemic and the time restrictions to judge and acquire prizes before 7th September 2021.

Proposal 15- On the proposal of Councillor Mrs G Johnson seconded by the Councillor Mrs S Sismore it was unanimously RESOLVED the Council approves the postponement of the allotment competition until 2022.

- iv. *Committee to consider tenant of UN1 cutting the grass for the site in lieu of rental charge* – The committee considered the offer by the tenant of UN1 to cut the grass on Uffington Road North site the committee were informed this has been the process on other allotment sites.

Proposal 16- On the proposal of Councillor Mrs S Sismore seconded by the Councillor D Dorson it was unanimously RESOLVED the Council approves the tenant of UN1 to cut the grass on Uffington Road North Site in Lieu of their rental charge.

8. CEMETERY

a. *Update on action points relating to the Cemetery.*

- i. *3x Spraying of Extension-* It was noted that this matter remained in hand.
- ii. *Cemetery Wall-* It was noted that this matter had been discussed in 6. viii.
- iii. *Chapel Virtual Service – Cllr Dorson-* It was noted that this matter is on hold due to the repair works required to the chapel.
- iv. *Landings-* It was noted that this matter remained in hand.
- v. *Public Space Protection Order-* It was noted that this matter remained in hand.
- vi. *Warning letter-* It was noted that this matter remained in hand.
- vii. *Contact with The National Society of Allied and Independent Funeral Directors (SAIF) re interment form declaration-* It was noted that this matter remained in hand, correspondents had been made with SAIF and their response was awaited.

b. *Any correspondence received.*

- i. *Cemetery Interments.* The committee were notified that a correspondence had been received enquiring, as to why a Saturday interment of Cremated Remains was denied, plus the erection of a Gazebo, food & drink, scattering of Rice and the letting of fireworks and Chinese Lanterns. The committee were informed that the council agreed to remove Cremated Remains Saturday services in January 2018. However, to be accommodating interments would be considered by special request, in the event that the family were prepared to pay for all associated expenses for a Saturday interment. In this particular case, at the time of the booking no date for the cremation had been arranged, so neither the Funeral Director or Grave Digger could commit to an open one-hour service and interment. The other elements requested were denied in line with the government regulations on Cremated Remains Interments and Wakes. By allowing these requests, the reason for the event would change to a gathering which is limited to 30 people under covid 19 regulations, and the other element would not comply with rules 15.1 and 24.1 of the Cemetery rules and regulations.

The committee were advised that an increasing number of funerals are arriving up to 30 minutes late and the participants are remaining at the Cemetery, after the interment has commenced in some cases for more than an hour and delaying the closing of the grave. The previously mentioned Cremated Remains interment began at 2pm with an hour's service, this party of over 60 people continue with the playing of music and celebrations until 3.45pm. The process followed as advised by the grave digger is to allow 2 hours between burials and 1 hour between Cremated Remains to allow adequate time for the grave to be closed and the next grave to be opened. Therefore, without an allocated time slot as Crematoriums and some other burial grounds, this has the potential for inadequate time to prepare for

other interments that may be arranged for the same day and could result in another funeral party arriving before another party has left and all required preparations completed.

Proposal 17- On the proposal of Councillor Mrs S Sismore seconded by the Councillor Mrs A Carter-Begbie it was unanimously RESOLVED the Council approves that all interments are issued a 1-hour time slot for interments, after this time the grave will be closed to ensure adequate time to prepare for other interments booked on the same day. With this to be included in the Cemetery Management Policy and with Funeral Directors notified to ensure families are informed. Requests of a longer time slot will be permitted with prior written notice.

c. Any other Cemetery business items for consideration

Nothing to report.

9. TO CONSIDER TREE MAINTENANCE FOLLOWING TREE SURVEY - The committee considered the tree survey and were advised that the trees had been colour coded in accordance with the risk priority. Red trees are recommended works of an urgent nature to be completed within 3 months, blue trees are recommended works under routine maintenance to be completed within 6 months, black trees are works of lower priority maintenance or reinspection and green trees no work is recommended at present.

Proposal 18- On the proposal of Councillor Mrs E Hooper seconded by the Councillor B Griffin it was unanimously RESOLVED the Council approves quotes are obtained for red and blue trees identified in the tree survey with the quotes being presented to the committee.

10. DATE OF NEXT MEETING: (Agenda Point) – Tuesday, 10 August 2021 at 7pm

Chairman
(The meeting closed at 9.02pm.)

STAMFORD TOWN COUNCILMINUTES OF THE FINANCE COMMITTEE MEETING
HELD ON TUESDAY, 20 JULY 2021 AT 6.00PM

PRESENT Councillor Mrs Gloria Johnson (Mayor)
Councillor Mrs Susan J Sandall - Chairman
Councillor Bob Sandall
Councillor Mrs Sheila Sismore
Councillor David Taylor
Councillor Andrew Croft
Councillor Mrs Marion Pitt
Councillor Mrs Angela Carter-Begbie substituting for Councillor John Dawson

ALSO PRESENT Town Clerk, Patricia Stuart-Mogg
Councillor D Dorson, Chairman of Amenities Committee
1 member of the public

Public Participation (Agenda Point 1):

Councillor D Dorson outlined the request for financial assistance towards the repair of several items of play equipment on the Recreation Ground. It was noted that there is a planned provision within the Amenities budget for repairs and maintenance of equipment. However, due to wear and tear, vandalism, and restoration across all elements of play equipment, the expenditure would be more than the planned provision provides. RoSPA has inspected the site and its report has identified those elements which require attention. To address these issues as a single assigned job, the budget will need to be supported by additional funds. The total cost of the repairs is estimated at £30K inclusive of VAT. It is anticipated that, with adjustments within the budget, the additional support anticipated would be in the region of £21K. It was noted that tenders were invited from a wide range of suppliers, but many had ceased undertaking repairs. However, one business had offered a quotation for carrying out all the repairs having done so for other Local Authorities.

Discussion ensued and it was recognised that not all repairs reflected a 'high risk', but all carried essentially a safety aspect. The question was asked whether readjusting some of the expenditure cost centres of the Amenities budget could meet the cost. This was thought may be possible but some projects in the pipeline are already contractually committed. Unfortunately, due to the Covid lockdown there have been delays in obtaining quotes to undertake the work. In the meantime, equipment has been routinely inspected visually and cordoned off. However, the Health & Safety barriers are routinely removed by vandals and expose the vulnerability of the equipment, hence the reason for the urgency.

There was a question raised as to whether grant funding support could be obtained from either of the Principal Authorities. It was noted that such grant funding does not cover maintenance and repairs.

The Chairman, Councillor Mrs S J Sandall thanked Councillor Dorson for his presentation, which would be considered when examining the budget under item 6a of the agenda.

Formal meeting commenced at 6.20pm.

1. APOLOGIES FOR ABSENCE (Agenda Point 2)

Councillor John Dawson submitted their apologies. This was noted and agreed.

2. DECLARATIONS OF INTEREST (Agenda Point 3)

None made.

3. MINUTES (Agenda Point 4)

The minutes of the meeting held on 15 June 2021 which had been ratified at the Town Council meeting of 22 June 2021 had been signed by the Chairman as a true record of the meeting.

4. UPDATE ON ACTION POINTS (Agenda Point 5)

- a. *Red Lion Square furniture refurbishment* – The Town Clerk confirmed that HMP Peterborough is progressing with the refurbishment of the seats in Red Lion Square. Arrangements are to be made for the collection and reinstallation of the benches in due course. The Town Clerk reported that an offer had been received from Team Stamford to deliver, collect and re-fix the benches back in situ when refurbished. It was noted that there would be obvious expenses incurred such as paint, petrol and fixing bolts and it was hoped that these would be covered by the Council. Following discussion, it was noted that the Committee had agreed to cover nominal expenses. Action: Town Clerk
- b. *Memorial for HRH Prince Philip, Duke of Edinburgh* – It was reported by Councillor Mrs S J Sandall that several entries had been received from students to design a commemorative plaque reflecting the Duke of Edinburgh's armorial. The Committee reviewed the entries and recognised that they were of a very high standard with considerable thought having been given to the subject. It was the consensus that a small selection panel which is to include Councillor J Dawson should convene as soon as possible to select the best entry. The Town Clerk was asked to send a message to thank the college for their entries. Action: Town Clerk
- c. *Feedback on meeting with EM Lawshare* – The Chairman Councillor Mrs S J Sandall reported on the recent meeting with EM Lawshare. It was noted that there was no annual fee and membership is free to access the services of this consortium of solicitors who handle many Local Council issues. The hourly rates of service range between £155.00 to £180.00 to engage a Consultant / Partner.

Proposal 1 – It was proposed by Councillor D Taylor, seconded by Councillor B Sandall and unanimously RESOLVED that the Town Council agrees to enrol as members of EM Lawshare and the Town Clerk ascertains a cost for seeking legal advice in regard to employment and property management.

It was observed by the Chairman Councillor Mrs S J Sandall that there are many locations which have not been adopted by the Principal Authorities for one reason or another, but these locations are causing considerable concern for some residents of Stamford. It was suggested that each location is examined and considered for adoption by the Town Council. There was a particular problem of a dangerous tree on land abutting the Town Council's Queen Walk allotment site which requires a resolution.

Proposal 2 – It was proposed by Councillor Mrs S J Sandall, seconded Councillor B Sandall and unanimously RESOLVED the Council agrees that the matter of the land abutting Queens Walk Allotment is investigated by the Town Clerk and legal assistance pursued to resolve the situation.

- d. *Feedback on Southbank Memorial Garden* – The Chairman Councillor S J Sandall informed the meeting that following consultation with the Head of Burghley's Land and Property Estate, there was question as to whether this is the most appropriate location for a Queen's Platinum Jubilee project. It was recognised that this location has issues and may not be the most fitting location. It was confirmed that the land is subject to a Covenant and must have Burghley's approval. Following discussion, it was noted that a similar project on an alternative site had been explored recently, which was also supported by the District Council, on SKDC land along Water Street. The consensus of the Committee members was that the Council would revisit this project at the July meeting.

Proposal 3 – It was proposed by Councillor B Sandall, seconded by Councillor Mrs M Pitt and unanimously RESOLVED that the Town Council revisits the proposal of the South Bank Memorial Garden.

5. FINANCE (Agenda Point 6)

a. *Review Budget Year 2021/2022 and Qtr 1 Report:*

- i. Repair of play equipment – The members of the Finance Committee considered the issues presented by Councillor D Dorson earlier, together with the quote received for the repairs required. There were mixed views as to whether the items of equipment should remain out of action, as a consequence of the vandalism, or whether the repair elements could be examined to see whether other methods of repair could be considered. Following discussion, it was considered that the Amenities budget should be reviewed carefully for the next financial year and that current expenditure should be prioritised to meet this urgent disbursement. There was also a suggestion that when RoSPA inspections are carried out they should be accompanied.

Proposal 4 – It was proposed by Councillor B Sandall, seconded by Councillor A Croft that the Amenities Committee should review its budget in association with the quote and the RoSPA report to establish how best to address this issue. There were three votes in Favour, four votes Against and one Abstention. The proposal fell.

Proposal 5 - It was proposed by Councillor G Johnson, seconded by Councillor D Taylor and RESOLVED by majority vote that £21K is earmarked from the General Fund towards the repair of the play equipment, and the Amenities Committee review its budget in association with the quote and the RoSPA report to establish the priorities of their expenditure. There were four votes in Favour, three votes Against and one Abstention.

- ii. Restore Datashred – The Town Clerk advised that the current agreement with Restore should be revised to reduce collection units from 3 to 2 (one cabinet and one 240l wheelie bin, with 6 collection visits). This was supported by the Committee.

Proposal 6 – It was proposed by Councillor D Taylor, seconded by Councillor Mrs S Sismore and unanimously RESOLVED that the Town Council agrees to revise the current agreement with Restore to reduce the collection units from three to two.

- iii. Museum Accreditation Application – The Town Clerk confirmed the Museum Accreditation Application had been submitted and is awaiting the result. To develop and improve the current access to Stamford Museum’s collection, consideration is being considered to developing a 360° tour of the Town Hall - initial estimate £1,000.00. In addition, Cemetery information held by Lincolnshire Archives could be obtained to enhance historical research. This information could be provided in a digital format at a cost of £731.50 plus postage or photocopies, where possible, at £276.00 plus postage. This was noted and would be progressed in due course.
- iv. SAGE – The Town Clerk reported that there is a need to register in order to process VAT submissions digitally. The Council’s SAGE accountancy package has this facility, and it was requested that sanction is granted for this registration to be progressed. A further feature of the package is to enable more efficient reconciliations to be achieved in a timely manner using ‘Bank Feed’. However, this will require authorisation for the SAGE system to access some of the Council’s banking information. It was also reported that free training next month is available on how to use the SAGE system more effectively and efficiently.

Proposal 7 – It was proposed by Councillor Mrs S Sismore, seconded by Councillor Mrs M Pitt and unanimously RESOLVED that the Town Clerk progresses with both the registration for Tax Digital submission and Bank Feed reconciliation processing.

- b. *Review Town Hall Solar Power Project* – The Town Clerk reported that two quotes had already been obtained with hopefully a third in pipeline. It is anticipated that all three quotes will be able to be assessed at the August FPA meeting. As a precautionary step the Town Hall roof should be assessed for strength. It was noted that planning permission would need to be obtained. A full report would be prepared for the next meeting.
- c. *Update on LCC Verge and Open Spaces cutting* – Councillor Mrs S J Sandall reported that the second cut commenced on Friday 16 July on Casterton Road. Signage was displayed to advise the public of activity. Environment SK recommend that the third cut is scheduled to be carried out in August or September with a review again in October for the end of the season. This was acknowledged.
- d. *Town Hall floral displays and watering management* – The Town Clerk reported that Waterside Garden had sponsored the planting of the displays adorning the Town Hall and Town Bridge at no cost to the Council. Glorious Garden, who usually manage the watering of these displays together with the planters in RLS and Castle Dyke, has held the price at the 2019 rate of £35.00 per visit (3 visits per week July-October) cost £1,785.00 (3x 17wksx £35.00) + VAT. It was also noted that there was an offer from a local business to sponsoring winter displays on the Bridge and Town Hall. Following discussion, the winter displays were welcomed, and it was suggested to investigate whether watering could be included.

Proposal 8 – It was proposed by Councillor Mrs S Sismore, seconded by Councillor Mrs A Carter-Begbie and unanimously RESOLVED that the Town Council agrees for the summer watering of floral displays on the Town Bridge, Town Hall and the planters in Red Lion Square and Castle Dyke, by Glorious Gardens at the cost of £35.00 per visit (3 visits per week July-October) cost £1,785.00 (3x 17wksx £35.00) + VAT.

- e. *Next Newsletter issue* – This is in progress with a draft issue to be presented at the July Town Council meeting.
- f. *Schedule for Payment* – Schedule No 4 had been circulated to the Committee for examination. It was agreed that the schedule is presented to the Town Council for approval.
- g. *Review of Policies relating to Committees Terms of Reference* – It was reported that a meeting had been scheduled on Thursday 29 July 2021 with the Policy Review Working Group to review the following Policies:
 - i. Staff Handbook
 - ii. Financial Documents – Internal Controls; Risk Management Policy; Risk Assessment; Investment Strategy and Asset Register.
- h. *Mayor's Charity Account* – It was noted that this currently stood at £520.00. The Mayor Councillor Mrs G Johnson informed the Committee that there are several Civic events in the pipeline of which details will be circulated to members of the Council.

6. ASSETS (Agenda Point 7)

- a. *Re-opening of Town Hall* – It was recognised that with the relaxing of the Covid restrictions the Town Council needed to prepare for the full opening of the Town Hall. During discussion it was appreciated that there remains a strong concern that the transmission of the virus remains very high, and some precautions should be encouraged such as the wearing of face coverings while moving around the Town Hall. It was the express wish of Committee members that the next Town Council meeting is held in the Council Chamber, with no social distancing and the wearing of face coverings encouraged but not mandatory.

It was also noted that a review of the Risk Assessment is due and has been scheduled with Torney Ltd for the Town Hall, the Shack on the Recreation Ground and Cemetery at an inclusive cost of £550.00 + VAT.

It was the consensus of the Committee that arrangements should progress towards opening the Town Hall fully at the end of August. In the meantime, the Town Hall should be deep cleaned in preparation.

Proposal 9 – It was proposed by Councillor Mrs S Sismore, seconded by Mrs G Johnson and unanimously RESOLVED that the Town Council accepts the quote by Torney Ltd for the Risk Assessment of the Town Hall, the Shack on the Recreation Ground and Cemetery at an inclusive cost of £550.00 + VAT.

Proposal 10 – It was proposed by Councillor B Sandall seconded by Councillor Mrs M Pitt and unanimously RESOLVED that the Council agree the Town Hall is prepared for full opening on 31 August 2021.

b. *Broadcasting Council meetings* – It was noted that the current quote received is being investigated and examined to identify how best to deliver the broadcasting of Council meetings in a more cost-effective way using existing equipment.

The Town Clerk informed the Committee that the Council Chamber will be set out to utilise the current equipment to best effect.

c. *Town Hall remedial work:*

- i. Town Hall entrance porch and internal door closures -The Committee examined the quotes presented for revarnishing the Town Hall entrance doors and fixing the internal door closures. Both quotes were analysed, and it was recognised that both contractors had undertaken work for the Town Council before but one of the contractors did frequently have to be recalled for rectification work.

Proposal 11 – It was proposed by Councillor Mrs S Sismore, seconded by Councillor B Sandall and unanimously RESOLVED that the Council accepts quote No 1 with CJS for £885.96 + VAT for the internal joinery in the Town Hall and £220.00 + VAT for the renovating the entrance hall doors.

d. *Cemetery Lodge remedial work* – The emergency temporary roof repairs have been carried out by Orchard Building Contractors. Smithers Purslow has assessed the roof and that major work is anticipated to address its condition. A full report is awaited. It was noted that the Council's insurers had been notified.

e. *Cemetery Chapel and Workshop remedial work* – The structural roof repairs are in-hand and progressing. Further update will be available at the next meeting. It was noted that the repairs to the Chapel would be completed first to enable that building to be returned to service.

f. *Shack remedial work* - The Committee examined the quotes presented for the remedial works required to the Shack. Both quotes were analysed.

Proposal 12 – It was proposed by Councillor Mrs S Sismore, seconded by Councillor B Sandall and unanimously RESOLVED that the Council accepts quote No 1 with CJS for £968 + VAT for the internal joinery to the Shack.

g. *To consider services and bookings of Town Hall Meeting Rooms & Civil Ceremonies* – It was noted that with the relaxation of Covid restrictions bookings for Town Hall and services may resume. Following discussion, it was considered that advertising the reopening of the building should be pursued, especially for Civil Ceremonies. It was reported that Pride Magazine have a special offer for either a ½ or ¼ page advert at a cost of £1863.00 + VAT in three consecutive editions. There was discussion, with mixed opinions as to the value of printed advertising as opposed to social

media. It was considered by the majority that both had equal value and appealed to different audiences.

Proposal 13 – It was proposed by Councillor B Sandall, seconded by Councillor Mrs M Pitt and agreed by majority vote that a one-off advertisement in Stamford Pride is investigated and whether a digital advert could be prepared for the Council’s website. There was one vote Against.

It was noted that the Senior Citizens Concert had been rescheduled for Friday 30 July 2021 at the Town Hall. All arrangements were in place and the event will be advertised locally as it was for Stamford parish residents only.

7. GRANT/DONATION REQUEST TO BE CONSIDERED (Agenda Point 8)

- a. *Rutland and Stamford Sound* – A grant application for £1,987.00 had been received from Rutland and Stamford Sound towards the funding of a broadcasting mixer to facilitate the improved scheduling of the radio station’s programmes seven days a week 24hours a day. The application had been circulated for consideration.

Proposal 14 - It was proposed by Councillor B Sandall, seconded by Councillor Mrs A Carter-Begbie and unanimously RESOLVED that the Council agrees to a grant award of £1,000.00 (under LGA 1972 S.145) to Rutland and Stamford Sound towards the cost of a broadcasting mixer.

- b. *Team Stamford* – The Town Clerk informed the Committee that Team Stamford had been involved in coordinating the movements of the tubs for the floral displays at the Town Hall and on the Town Bridge, in addition they have offered to manage the movement of the benches in Red Lion Square. Would the Committee consider a donation towards their efforts? Following discussion, it was considered that this should be kept in mind, in the event of further assistance and a potential request of grant assistance.

8. PERSONNEL MATTERS (Agenda Point 9)

The Chairman of Finance Councillor Mrs S J Sandall observed that with the relaxing of the Covid regulations and Town Council services returning fully at the end of August, it provides a good opportunity to consult with the staff as to future operations at the Town Hall. It was suggested that the Chairman of Finance and the Mayor attend the next regular weekly staff meeting.

It was noted that staff Appraisals should be scheduled in the coming months and that it was important that this should be a two-way dialogue. It was also considered that the rest of the Council should be consulted in advance for feedback to enable this process to be a 360° process.

Following discussion, it was the consensus to the Committee that a working group meeting should be convened to examine the entire Administration structure.

9. MATTERS FOR CONSIDERATION AT THE NEXT MEETING (Agenda Point 10)

- a. *Subject Access Request* – It was noted that a Subject Access Request had been received which is being processed.
- b. *Stamford Station Adopters* – The Town Clerk reported that a group of volunteers are working with Network Rail to enhance the environment around the station.

- 10. DATE OF NEXT MEETING:** (Agenda Point 12) – Tuesday 17 August 2021 at 6pm
Councillor Mrs S J Sandall informed the Committee that both she and Councillor B Sandall would be away for the September meeting. It was the consensus to amend the date of the September meeting to earlier in the month and schedule it on Wednesday 8th September 2021 at 6pm.

The Chairman closed the meeting at 8.20pm

STAMFORD TOWN COUNCIL

NOTES OF THE CLIMATE ACTION WORKING GROUP
MEETING HELD ON WEDNESDAY, 16 JUNE 2021 AT 6PM
AT 'VIRTUAL' LOCATIONS USING VIDEO AND AUDIO LINK

PRESENT

Councillor Gloria Johnson (Mayor), Councillor Mrs Amanda Wheeler, Councillor Shaun Ford, Councillor Dave Dorson, Councillor Joanne Winterbourne, Patricia Stuart-Mogg (Town Clerk)

ALSO PRESENT Val Harvey, Simon Batty (Resident), Jim Irvine (Zero Emission Vehicles), Deanne Donovan (Sustainable Stamford), Kayleigh Nicolaou (Extinction Rebellion)

1. WELCOME

Councillor Amanda Wheeler welcomed all to the meeting.

2. ELECTION OF CHAIR AND VICE CHAIR OF WORKING GROUP

It was proposed by Councillor Shaun Ford, seconded by Councillor Dave Dorson and unanimously RESOLVED that Councillor Mrs Amanda Wheeler continues as Chair of the Working Group.

It was proposed by Councillor Dave Dorson, seconded by Councillor Joanne Winterbourne and unanimously RESOLVED that Councillor Shaun Ford continues as Vice Chairman of the Working Group. It was also agreed that Val Harvey would support Councillor Shaun Ford as Vice Chair.

3. APOLOGIES FOR ABSENCE

Paddy Jelen (Urban Group), John Polkinhorne (Sustainable Stamford) and Jane Bateman (Sustainable Stamford) had submitted their apologies.

4. TO CONFIRM THE NOTES OF THE LAST MEETING

The minutes of the last meeting held on 05 May 2021, had been circulated and reviewed. There were no matters raised and the content was confirmed as a true record of the meeting.

5. UPDATES:

- a. *Wildflower Project* – The Chairman thanked all those who were involved in the wildflower project and hope everyone had the opportunity to visit the site as the wildflower seeds sown were germinating and developing with strong growth. The wildflower site in Christchurch Close is also developing well and has been admired by passers-by. The Chairman Councillor Amanda Wheeler informed the group that the wildflower site on the corner of North Street and Recreation Ground Road is yet to be prepared. This is being coordinated in tandem with the Diversity Festival scheduled in August, the location will be a Bio-Diversity location. During the Festival children will be planting wildflowers, with the names of the children involved being recorded as engaging in the project. There will be signs displayed informing the public as to project development and progress.
- b. *Water-refill Station Project* – Councillor Wheeler informed the meeting that unfortunately the application submitted to SKDC for a Community Grant had not been successful. Unfortunately, the reason was that the need had not been demonstrated. However, the reason for the water-refill station is to promote re-filling water bottles and reduce the plastic bottle waste. This resulted in the deficit of £4.5K for the project still to be found. Following discussion Councillor Dorson suggested that the town could be consulted on the project. He offered to prepare a form which could be circulated to demonstrate whether there is public support. There was a view that this scheme could also be upgraded to

include the provision of sparkling water. The provision of a water-refill station is a response to climate change and reducing single use plastic. Consideration as to whether other funding sources could be identified. The suggestion of crowd funding is being explored by Kayleigh Nicolaou. Val Harvey also reminded that many of the retail units in the Town Centre had signed up to refill.org and would refill bottles of visitors to Stamford. Action Point: DD/JW

6. FEEDBACK FROM RUTLAND CONVERSATION PROJECT – The Chairman Councillor Amanda Wheeler thanked those that were able to attend the Rutland Conversation Project. A report has been circulated to members in respect of the Rutland Conversation Project. Val Harvey observed that the objective is for each village or town to have Climate Action groups and that Rutland County Council as attempting to establish a Youth Council through which this project could be reinforced. Councillor Ford stated that the concept of ‘make do and mend’ is an ethos being promoted. Consideration should be given to the production of banners as a visual presence in town, to get the message across to the public and residents that any small activity and changes could assist in the reduction of their carbon footprint. Draft suggestions of banners were shared with the group. There was discussion in respect of how this Working Group can instigate community involvement and participation in environmental affairs. It was recognised that the Climate is important an issue and the message should be how do we adapt our routines and life to prepare ourselves for Climate Change. It was the consensus that the SKDC Sustainability and Climate Change Officer should be invited to provide some feedback on the local impacts of Climate Change on Stamford.
7. ITEMS OF CONCERN -
- *Dangerous Traffic & HGV Movement* - There was serious concern raised over the number of vehicles accessing the High Street during the restricted period when the High Street is pedestrianised. In addition, there was concern expressed when a huge HGV vehicle was wedged in St. George’s Street and narrowly avoided destroying a historic building. This is a good reason to encourage Low Traffic Neighbourhoods.
 - *Car Free Day* - It has been noticed that there has been an increase in cycle users and it is hoped that more cycle stations will be installed around the town.
8. DATE OF NEXT MEETING: Wednesday, 14 July 2021 at 6pm - Following discussion it was the consensus that meetings continue virtually.

The Chairman closed the meeting at 7.20pm.

STAMFORD TOWN COUNCIL

NOTES OF THE CLIMATE ACTION WORKING GROUP
MEETING HELD ON WEDNESDAY, 14 JULY 2021 AT 6PM
AT 'VIRTUAL' LOCATIONS USING VIDEO AND AUDIO LINK

PRESENT

Councillor Mrs Amanda Wheeler, Councillor Shaun Ford, Councillor Dave Dorson, Patricia Stuart-Mogg (Town Clerk)

ALSO PRESENT Serena Brown (SKDC – Sustainability and Climate Change Officer), Val Harvey, Simon Batty (Resident), Jim Irvine (Zero Emission Vehicles), Deanne Donovan (Sustainable Stamford), Kayleigh Nicolaou (Extinction Rebellion), Aled Pattinson (Plastic Free Stamford), John Polkinhorne (Sustainable Stamford), Jane Bateman (Sustainable Stamford), Steve Bond (Station Adopters) and Mike Temple.

1. WELCOME

Councillor Amanda Wheeler welcomed all to the meeting.

2. APOLOGIES FOR ABSENCE

Councillor Gloria Johnson (Mayor), Councillor Joanne Winterbourne, Hannah Gold and Michelle Martell had submitted their apologies. These were noted and accepted.

3. TO CONFIRM THE NOTES OF THE LAST MEETING

The minutes of the last meeting held on 16 June 2021, had been circulated and reviewed. There were no matters raised and the content was confirmed as a true record of the meeting.

4. CLIMATE CHANGE ADAPTATION, PRESENTATION BY SERENA BROWN –

It is already evident that temperatures will increase around 1° degree (compared to historical average) in UK. It is therefore important to understand the current and future risks. Long term investment with potential changes in policy decisions is critical. Winter rainfall has already increased by 30%, compared to the historical average; extreme weather conditions such as

flooding, heatwaves are all becoming evident.

Of notable concern for residents of the UK is the increased risk of the Asian tiger mosquito, which can carry the Chikungunya virus, dengue fever, and Zika virus. Flooding and lightning strikes can both have serious impacts on the local distribution of electricity supplies. Disruption of electricity supply will have an impact on railway services and on households.

Local authorities have a particular role in shaping what can happen through infrastructure, behaviour changes and policy. Three-quarters of UK local authorities have now formally declared a climate emergency: recognising the increasing speed of climate change and taking steps to address it.

Many houses which are currently built are not resilient to the apparent risks. Introducing green infrastructure in new developments help in providing street trees, well-designed garden spaces and soakaways. Natural climate solutions include the provision of green spaces in built up areas, integration of urban drainage and nature-based solutions and restoration of habitats and prevention of floods.

It is critical for local authorities to understand the local risks to their area, using local knowledge to better understand at risk areas:

- Areas and residents vulnerable to flooding
- Places where fires might begin during a heatwave
- Key transport routes that may be affected
- Engagement through the Planning process to discuss climate adaptation measures

- Engagement with local residents to better understand climate risk
- Sign up to free flood warnings
- Promote green space over grey concrete

The Chairman Councillor Wheeler thanked Serena for a very informative presentation.

It was noted that residents had been circulated with the consultation document regarding the proposed Monarch Park development. Members considered that this development is to be built on a nature haven which is devastating. In addition, on the feedback form provided, no space had been allocated for environmental and sustainability issues. There was a real fear that as the development progressed all the promises would be dismissed if no one emphasises the importance of these issues. So how can developers be held to account and not just destroy a precious biodiversity site for the sake of profit? It was noted that an intrinsic part of the Planning process is the Environmental Sustainability reporting measures. Government policy also needs to make sure climate adaptation measures are secured within the building process. It is recognised that there are several Plans being processed such as the Sustainability Statements, Transport Plan, Neighbourhood Plan but are these plans scrutinised to deliver climate adaptation measures? Serena confirmed that the District Council has a process in place and where there is an opportunity, she will examine the documents. The Chairman Councillor Amanda Wheeler considered that the Town Council should consider an environmental impact report on any project progressed by the Council.

It was observed that Sustainable Stamford is progressing improvements of a cycle paths to connect Stamford with neighbouring towns and villages. It was noted that the District Council Leader has offered to meet with Sustainable Stamford and examine the proposals.

5. UPDATES:

- c. *Wildflower Project* – The Chairman Councillor Amanda Wheeler informed the group that the wildflower sites which have been planted are flowering and have received extensive positive comment. A survey document is being drafted by Councillor D Dorson to ascertain the views of Stamford residents on the wildflower verges. It cannot be stressed more the benefits of these types of locations for biodiversity, carbon sequestration and lowering temperature. There was a suggestion that to develop this project to the next stage is to map the planting and log how insects and pollinators are moving through neighbourhoods. The Chairman confirmed that there are areas of community involvement and Deanna Donovan and Dave Dorson offered to assist progress this further. Action: AW/DD/ DD
- d. *Water-refill Station Project* – Councillor Wheeler informed the meeting that unfortunately the cost for this project has spiralled and to keep it on track Team Stamford has offered to look at the project and see whether they can bring it back on budget. Councillor Wheeler did declare a conflict of interest as she is a Director of Team Stamford and therefore cannot now lead the project. Councillor Shaun Ford agreed to take on the lead. It was hoped to have the details confirmed on this project in time for the next Skells meeting in August. Action: SF

6. ADDITIONAL ITEM

- *Stamford Station Adopters* – Steve Bond advised that the Stamford Station Adopters are enhancing the station environment in conjunction with East Midland Railways. It was hoped that a meeting could be convened to identify how to inform people about this project.

7. DATE OF NEXT MEETING: Wednesday, 11 August 2021 at 6pm

The Chairman closed the meeting at 7.20pm.

Date: 23/07/2021
Time: 09:31:03

Stamford Town Council

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Day Books: Supplier Invoices (Summary)

SCHEDULE NO. 4

Transaction From: 16529
Transaction To: 16628

<u>Tran No.</u>	<u>Item</u>	<u>Type</u>	<u>Date</u>	<u>A/C Ref</u>	<u>Inv Ref</u>	<u>Details</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>Gross Amount</u>
16529	1	PI	16/06/2021	BT0001	V. 104	BT Mobile Phone Contract For June	132.75	26.55	159.30
16530	1	PI	18/06/2021	HARRIS02	V. 105	Grave Digging Charges	1495.00	0.00	1495.00
16531	1	PI	11/06/2021	ANGLIA01	V. 106	Water Charges QW Allotments	281.71	0.00	281.71
16532	1	PI	14/06/2021	EON__01	V. 107	Elec. Bill for Public Conveniences	37.83	1.89	39.72
16533	1	PI	21/06/2021	ORCHBD02	V. 108	Cemetery Lodge Temp roof repairs	400.00	80.00	480.00
16534	1	PI	01/04/2021	ICCM001	V. 109	ICCM Corporate Membership	95.00	0.00	95.00
16535	1	PI	25/06/2021	BULB001	V. 110	Elec. Bill for G/Hut	8.59	0.43	9.02
16536	1	PI	25/06/2021	BULB001	V. 111	Elec. Bill for Public Conveniences	10.85	0.54	11.39
16537	1	PI	25/06/2021	BULB001	V.112	Elec. Bill For Town Hall	136.11	6.81	142.92
16538	1	PI	25/06/2021	BULB001	V. 113	Gas Bill for Town Hall	51.66	2.58	54.24
16539	1	PI	20/04/2021	SARG01	G1 21/22	Stamford Anti Racism Group Grant	1000.00	0.00	1000.00
16540	1	PI	24/06/2021	RESTEC01	V. 114	Collection of Redundant IT Kit	147.50	29.50	177.00
16541	1	PI	25/06/2021	STARKI01	V. 115	Instal/test system for Public Meeting in Court Room	115.00	0.00	115.00
16542	1	PI	13/06/2021	SMV001	V. 116a	GM Contract Grass Tennis Courts	1240.00	248.00	1488.00
16543	1	PI	13/06/2021	SMV001	V. 116b	GM Contract Cemetery & Green Waste	5640.00	1128.00	6768.00
16544	1	PI	22/06/2021	JRB_01	V. 117	Dog Bags for Amenities areas	216.50	43.30	259.80
16545	1	PI	01/04/2021	BURGHLO1	V. 118	Uffington Road Allotment Rent	250.00	0.00	250.00
16546	1	PI	01/07/2021	CLOUDY01	V. 119	Computer Licence & services	364.30	72.86	437.16
16547	1	PI	23/06/2021	BARKER01	V. 120	Update Mayors Board and phot mount	135.00	27.00	162.00
16548	1	PI	22/06/2021	PERSON01	V. 121	HP Advice	150.00	30.00	180.00
16549	1	PI	29/06/2021	LINCS_01	V. 122	Meadows Pest Control	120.00	0.00	120.00
16550	1	PI	01/07/2021	EON__01	V. 123	Elec. Bill for Bandstand	7.69	0.38	8.07
16551	1	PI	01/07/2021	WOODCTS1	V. 124	Tree Survey	1870.00	374.00	2244.00
16552	1	PI	01/07/2021	PERSON01	V. 125	HR Training	150.00	30.00	180.00
16553	1	PI	30/06/2021	A&K__01	V. 126	Payroll	288.00	57.60	345.60
16554	1	PI	08/07/2021	ANGLIA01	V. 127	Cemetery Lodge Water Bill	165.26	0.00	165.26
16555	1	PI	08/07/2021	ANGLIA01	V. 128	Cemetery Taps Water Bill	11.91	0.00	11.91
16556	1	PI	25/06/2021	AMAZ01	V. 129	Essential Law for Cemetery and Crem managers Book	27.00	5.40	32.40
16557	1	PI	08/07/2021	JA&LJCL1	V. 130	Boiler Service Town Hall & Lodge	255.00	51.00	306.00
16558	1	PI	01/05/2021	CLOUDY01	V. 131	Computer Licence & services	98.10	19.62	117.72
16559	1	PI	07/07/2021	TSTORY	V. 132	Annual Photo of Mayor 2021	40.00	0.00	40.00
16560	2	PI	01/07/2021	SKDC_01	DD	Cemetery Business Rates July	2163.00	0.00	2163.00

SCHEDULE NO. 4

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16593	1	PI	14/07/2021	JSTGLV01	V. 133	Nitrile Gloves for cleaning	53.95	10.79	64.74
16594	1	PI	14/07/2021	PITBOW01	V. 134	Franking Post	100.00	0.00	100.00
16595	1	PI	01/07/2021	STRA001	V. 135	Town Hall Telephone & Broadband	367.50	73.50	441.00
16596	1	PI	07/07/2021	MKS001	V. 136	GM Meadows and Rec. Grd	1196.33	239.27	1435.60
16597	1	PI	04/06/2021	ESPO__01	V. 137	Hoop Bin liner holder	20.70	4.14	24.84
16598	1	PI	23/06/2021	ESPO__01	V. 138	Stationery various	145.75	29.15	174.90
16599	1	PI	11/07/2021	BULB001	V. 139	Cemetery -Office Elec Bill	43.57	2.18	45.75
16600	1	PI	11/07/2021	BULB001	V. 140	Shack Elec. Bill	12.36	0.62	12.98
16601	1	PI	02/07/2021	EON__01	V. 141	Rec Ground - Lighting Elec Bill	278.49	13.92	292.41
16620	1	PI	13/07/2021	SOUTH_01	V. 142	Trade Waste Collection - Cemetery, Meadows and Recreation Gr	135.83	0.00	135.83
16621	1	PI	19/07/2021	HARRIS02	V. 143	Interments - various	1495.00	0.00	1495.00
16622	1	PI	15/07/2021	OGRADY01	V. 144	Allot. C9a Deposit refund	50.00	0.00	50.00
16623	1	PI	16/07/2021	BRITIS01	V. 145	Admin. Mobile Telephones	132.75	26.55	159.30
16624	1	PI	21/07/2021	BULB001	V. 146	Rec Ground - Public Toilets Elec Bill	14.34	0.72	15.06
16625	1	PI	21/07/2021	BULB001	V. 147a	Town Hall Elec Bill	143.24	7.16	150.40
16626	1	PI	21/07/2021	BULB001	V. 147b	Town Hall Gas bill	35.56	1.78	37.34
16627	1	PI	21/07/2021	BULB001	V. 148	Rec Ground - Rock Tennis Elec Bill	8.32	0.42	8.74
16628	1	PI	22/07/2021	SMV001	V. 149	GM Cemtery / Tennis Crts & Green Waste	6880.00	1376.00	8256.00
Totals							<u>28217.45</u>	<u>4021.66</u>	<u>32239.11</u>