



# *Stamford Town Council*

Town Hall, St Mary's Hill, Stamford, Lincolnshire PE9 2DR

19 September 2019

Dear Councillor,

## STAMFORD TOWN COUNCIL – NOTICE OF MEETING

You are hereby summoned to attend a meeting of the Town Council at the Town Hall to be held on **Tuesday 24 September 2019 at 7p.m** for the purposes of considering and passing such resolutions as may be necessary with respect of each item on the agenda attached.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'P. Stuart-Mogg', written over a faint circular stamp.

Town Clerk



# *Stamford Town Council*

**TOWN COUNCIL MEETING  
TO BE HELD ON  
TUESDAY 24 SEPTEMBER 2019 AT 7.00 P.M  
TO BE HELD IN THE COUNCIL CHAMBER AT THE TOWN HALL**

*Members of the Public and Press are welcome to attend.*

*Before the formal meeting commences there is an Open Forum to receive questions from members of the public. As part of this process members of the public can speak for no more than 3 minutes to address the Town Council.*

## **AGENDA**

- 1. Apologies and reasons for absence**
- 2. Declarations of Interests:** *Members are reminded to declare any interests which may arise on matters for discussion at the meeting*
- 3. To confirm the notes of the Town Council meeting held 27 August 2019**
- 4. Reports on Outside Bodies/Organisations**
  - a. Lincolnshire County Councillors*
  - b. South Kesteven District Councillors*
  - c. Town Councillors on Outside Bodies*
  - d. Stamford Ward Councillors*
- 5. Town Clerk's Report**
  - a. Schedule of correspondence which had been circulated to members*
  - b. Matters arising from Town Council Meetings:*
  - c. Update on actions raised by members of public and other council business:*
- 6. Events Committee Meeting**
  - a. To approve the accuracy of the notes of the Committee meeting held on 02 September 2019*
  - b. To identify any action points and items that may require further discussion or acceptance of the recommendations:*
  - c. The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments.*
- 7. Planning Committee**
  - a. To approve the accuracy of the notes of the Committee meeting held on 03 September 2019*
  - b. To identify any action points and items that may require further discussion and acceptance of the recommendations:*
  - c. The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments.*



# Stamford Town Council

## 8. **Amenities Committee Meeting**

- a. *To approve the accuracy of the notes of the Committee meeting held on 03 September 2019*
- b. *To identify any action points and items that may require further discussion or acceptance of the recommendations:*
- c. *The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments.*

## 9. **Finance Committee Meeting**

- a. *To approve the accuracy of the notes of the Committee meeting held on 10 September 2019*
- b. *To identify any action points and items that may require further discussion or acceptance of the recommendations:*
- c. *The Chairman of the Committee to propose ratification of the minutes and approval of recommendations subject to any amendments.*

## 10. **Accounts for Payment and Subscriptions**

- a. *To approve the schedule of payments - No 6*

## 11. **Questions without discussion**

## 12. **Date of next meeting – Town Council Meeting Tuesday 22 October 2019 at 7pm**

19.09.2019  Town Clerk

## STAMFORD TOWN COUNCIL

MINUTES OF THE STAMFORD TOWN COUNCIL MEETING  
HELD ON TUESDAY, 27 AUGUST 2019 AT 7.00PM  
IN THE TOWN HALL, STAMFORD

PRESENT Councillor Miss B Griffin, Chairman (Town Mayor)  
Councillor Ms M Couch, Deputy Chairman (Deputy Mayor)  
Councillor H Bisnauthsing  
Councillor M Exton  
Councillor B Sandall  
Councillor Mrs S J Sandall  
Councillor J Dawson  
Councillor B Turner  
Councillor Mrs G Johnson  
Councillor D Taylor  
Councillor S Carroll  
Councillor D Dorson  
Councillor Mrs M Pitt  
Councillor Mrs A Carter-Begbie  
Councillor Mrs E Hooper  
Councillor S Ford

ALSO PRESENT Town Clerk  
Councillor D Brailsford, LCC Stamford West  
Mr S Boast, HMP Peterborough Independent Monitoring Board  
11 members of public  
1 member of press

PUBLIC PARTICIPATION:

*Damage to the Skatepark* - The Chairman invited two youths, who were accompanied by their respective parents, to make their statements to the Council. Both youths apologised for their involvement in the vandalism to the Skatepark, causing financial cost to the Stamford community. The police have directed that both will be giving time to make reparation and will be taking steps to alter their behaviour in the future. The Chairman Councillor Griffin (Town Mayor) appreciated their appearance before the Town Council and hoped that they had learnt a lesson and will in future alter their conduct. The Chairman of Amenities Councillor Johnson recognised the courage taken to present themselves before the Council. However, they are lucky the Town Council isn't pressing charges which would result in a criminal record. It is strongly hoped that they will in future be good citizens of the town. A considerable amount of time and funds has been invested in the Skatepark to provide enjoyment for the community at large. Both parents and the Council are very disappointed that in their thoughtless actions. It is understood that reparation work will be undertaken in due course under the supervision of the Police and it is sincerely hoped that their future conduct is exemplary.

*Climate Change* – A member of public wished to draw to the Council's attention to the issues of Global Warming and hoped that like some other areas will formally declare a Climate Emergency. It was observed that climate breakdown is already causing serious damage around the world with an increase in global temperatures. She believed that all authorities had a duty to act and not delay in taking steps to acknowledge publicly that something must be done. It was hoped that Stamford Town Council would declare that there is a Climate Emergency and take urgent action, making sure that its activities and strategies are in line towards achieving zero carbon emissions by 2030. The Council was urged to call on the Government to provide the powers, resources and help with funding to make this possible, and to ask local MPs to do likewise. Councillors were asked to demonstrate solidarity and attend the "Die-in" event. The Chairman Councillor Miss Griffin stated she was aware of the 'event taking place at Peterborough Cathedral on 31<sup>st</sup> August at

1pm.’ The event acknowledges the potential death of the Earth, which will include a talk and prayers. It was noted that some Councillors had registered to attend.

*Mr Steve Boast, Representative of the HMP Peterborough Independent Monitoring Board (IMB)* - The IMB has the legal right to access every part of the prison, may meet with any prisoner and can access any record. Their role is to observe the operation of the prison to satisfy themselves that it operates humanely, fairly and in a way that reduces the likelihood of re-offending. The Board is appointed by the Justice Secretary, unpaid and able to be in the prison for at least 4 or 5 days per month. There is a need to recruit members from all across the local community, individuals should have a strong moral compass, have well-established observational skills and are able to articulate observations and concerns. A leaflet for the service was circulated for information and should there be any interest in becoming involved enquiries would be welcome to enquire.

*Chairman of Urban Group* – Informed the Council that the Civic Society / Urban Group has produced a document on the condition of paving in Stamford, categorising the hazards, in November 2018, which has been forwarded to County Council. The Civic Society has been trying to engage with Lincolnshire County Council; however no headway is being made. The situation is dangerous and it is hoped that pressure may be brought to bear on the County Council. Repairs undertaken are below standard, and in some instances the teams are allegedly unqualified. The Chairman Councillor Miss Griffin recognised the situation is as embarrassing as it is grave and is aggravated by the huge delivery vehicles travelling through the town. Councillors asked for Highways Portfolio Holder Councillor Davies to be invited to the next Town Council meeting so he is able to respond to the growing concern.

*Representative of the U3A* – The situation of the pavements is a concern for the elderly who fear sustaining an injury caused by tripping on uneven pavements. The Georgian Festival is scheduled towards the end of September and will attract a huge footfall. The condition of the pavements and roads are a poor advert for a town, which prides itself on being the first Conservation and prized Georgian town.

*Red Lion Square* – Residents raised the issue of the clutter of street furniture in Red Lion Square, creating an obstruction. It was suggested that possibly a couple of the benches or a planter could be removed to provide an effective route across the square for those with buggies or wheelchairs. The Town Clerk informed the meeting that the design of the street furniture had been agreed following consultation with County and District Councils together with the Civic Society. The location of the furniture is positioned to accommodate market stalls when operating in the square. It is noted the seats are very popular and well used. Red Lion Square and Sheep Market have not been declassified and remain part of the highway. Some items of street furniture prevent vehicles from parking in these open spaces.

Formal meeting commenced 7.55pm

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

Councillor Mrs S Sismore, Councillor A Croft, Councillor D Dorson, Councillor Mrs A Wheeler, Councillor Mrs J Clarke and Councillor S Fenn submitted their reasons for absence.

Proposal 1 - It was proposed by Councillor B Turner seconded by Councillor Mrs Johnson and unanimously RESOLVED the reasons are noted and accepted.

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

Councillor Exton declared a Personal Interest in respect of any discussions related to planning as he is on the SKDC Development Management Committee; Personal and Prejudicial Interest was also declared in respect of any discussion related to Browne’s Hospital as he is on the Board of Trustees.

Councillor B Sandall and Councillor Mrs S J Sandall declared a Personal and Prejudicial Interest in respect of payment item 10779 and 10918 as it related to their family business and travel expenses.

Chairman Councillor Miss Griffin declared a Personal and Prejudicial interest in respect of item 10771 and 10772 relating to Mayoral allowance expenditure. Personal and Prejudicial Interest was also declared in respect of any discussion related to Browne’s Hospital as she is on the Board of Trustees.

Councillor J Dawson declared a Personal and Prejudicial Interest in respect any discussion related to Browne's Hospital as he is on the Board of Trustees. He also declared a Personal Interest in any discussions relating to Water Furlong as his son is employed by Strutt Parker.

Councillor Turner declared a Personal Interest in respect of any discussion related to the letting of the Court Room to the Royal British Legion as he is Vice Chairman of the organisation.

Councillor Mrs Johnson declared a Personal and Prejudicial Interest in respect of any discussion relating to staff as a relative is working as part of the Administrative Team.

Councillor S Ford declared a Personal and Prejudicial Interest in respect of any discussions relating to the design and printing of the advertising information for the promotion of the Council's facilities, as it relates to his company.

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

The notes of the Town Council meeting held on Tuesday, 23 July 2019 had been circulated.

It was noted that Councillors Taylor and Johnson were present at the meeting, this was noted.

It was proposed by Councillor J Dawson, seconded by Councillor B Turner and RESOLVED by majority vote that the minutes are an accurate reflection of the Town Council Meeting held Tuesday, 23 July 2019 and be signed by the Chairman. There was one Abstention.

**134. REPORTS ON OUTSIDE BODIES / ORGANISATIONS(Agenda Point 4)**

*Lincolnshire County Council* – Councillor David Brailsford noted the points of concern during public participation in respect of defective pavements and highways. The issue of the paving defects has been recognised by LCC and a forward plan is being identified by the Portfolio Holder Councillor Richard Davies.

He also drew attention to the recent accident which had occurred in Drift Road. He had contacted Lincolnshire Road Safety Partnership (LRSP) as speeding may have been an issue. LRSP's feedback indicated very few incidents had been reported on Drift Road, and monitoring recorded an average travelling speed of 27mph along this road. Introducing traffic calming is highly unlikely, as it would have negative effects for residents, buses and emergency services. One option could be the Town Council introduce a speed watch system with reactive signs and speed guns.

Councillor Brailsford wished to thank the Town Council for granting permission for the Round Table to hold the Stamford Car Show on the Meadows. This year £10K was raised going toward local good causes.

Councillor Turner raised the matter of a resident who is disabled and infirm being unable to utilise his dropped kerb, as cars obstruct his exit. It was confirmed that a vehicle is obstructing the highway is a police matter. Councillor Bisnauthsing observed that taxis are parking on the tactile surfacing in Red Lion Square preventing visually impaired from trying to cross. The enforcement team have not been instructed to move taxis on as Red Lion Square is being used as a taxi rank. In addition, it was requested whether restrictions along Barnack Road during the Burghley Horse Trials could be reviewed for residents. It was observed that the restriction is part of a Traffic Management Order implemented by the Event Organiser and the Police. The Chairman Councillor Miss Griffin stated that this matter was raised last month, and is being investigated. Councillor Mrs Sandall wished to congratulate the County Council on their swift response to the matter of vandalism to one of its lamp posts which was resolved within 48hours. Councillor Taylor observed that there had been a water leak on St. Pauls Road and the repair was effected by Anglia Water and then a week later Highways revisited the area to implement extensive resurfacing taking up the surfacing laid by Anglian Water. These area activities that waste time and money. Councillor B Sandall identified a number of locations where unnecessary resurfacing has been undertaken occasioning a waste of resources.

Proposal 1 – It was proposed by Councillor Taylor, seconded by Councillor Carroll and unanimously RESOLVED that the County Council Highways Portfolio Holder Councillor Richard Davies is

invited to the next meeting to advise on the Forward Plan with the priorities work list with time-lines and details of the teams allocated to undertake the work.

- a. *South Kesteven District Council* – No reports received
- b. *Town Councillors on Outside Bodies*- Councillor Bisnauthsing as a representative of the Town Council on the Twinning Association, presented the Mayor with a gift from the Mayor of Vence which was received during his recent visit. He further encouraged Councillors to join the Twinning Association which is a worthwhile cultural body.
- c. *Stamford Ward Councillors*:
  - i. Councillor Carroll expressed dissatisfaction that there is never a report to the Town Council by District Councillors, especially as the District Council has disbursed considerable amounts of funds on activities involving InvestSK. The Chairman Councillor Miss Griffin confirmed that there had recently been a very successful opening of the new cinema in Grantham.
  - ii. Councillor Taylor informed the meeting that as part of the Neighbourhood Plan the land by Cherryholt Road is being registered as protected Open Green Space and is working with residents objecting to development in this location. In addition, there were concerns expressed over the land by Water Furlong which is currently being used for allotments. The increase rental costs to the Town Council for the Water Furlong allotments is substantial introducing a fear that this location could also be in line for future development.

### 135. TOWN CLERK'S REPORT(Agenda Point 5)

- a. *Correspondence* – A schedule of correspondence had been e-mailed to all members to examine. Any queries relating to any element of such correspondence should be directed to the Officer dealing with that item.
- b. *Matters related to Council business*:
  - i. *Training* – All members had been circulated with details of the training sessions available. Members were encouraged to attend the planning session on Wednesday 04<sup>th</sup> September at 6pm in the Town Hall Council Chamber, which would be delivered by SKDC's Planning team. Councillors were asked to contact the Town Clerk regarding any other training they wished to attend.
  - ii. *Councillors' Registrations of Interest* – All declarations had been updated on the Town Council's website.
  - iii. *Stamford Draft Neighbourhood Plan* – All Councillors were circulated with a copy of the Neighbourhood Plan Document. The public consultation has begun and will run for a period of 8 weeks from August 23<sup>rd</sup> to October 18<sup>th</sup> 2019. Everyone is encouraged to have their say by feeding back comments, either by letter to the Town Clerk or by email to [stamfordfirstuk@gmail.com](mailto:stamfordfirstuk@gmail.com). All responses will be recorded in line with the Town Council's Privacy Policy and at the end of the consultation the feedback will be reviewed and amendments, where necessary, will be made to the draft Neighbourhood Plan to reflect the views of the residents.
  - iv. *Town Heritage Open Day & Georgian Festival* – All Councillors were circulated with the schedule for the periods when the Town Hall is to be open over the Heritage Festival and Georgian Festival weekends. All support is welcome, and Councillors are asked to offer time to ensure the coverage during the openings 10am – to 4pm Heritage Open Days are Friday the 13<sup>th</sup> September and Saturday the 14<sup>th</sup> September and The Georgian Festival Open Days are Friday 27<sup>th</sup> September, Saturday 28<sup>th</sup> September and Sunday 29<sup>th</sup> September.
  - v. *Civic Society Paving Report* – The Town Clerk confirmed that this report referred to during Public Participation would be circulated to all members of the Council.
  - vi. *Water Furlong Allotments* – The Town Clerk drew attention to the item in the Amenities Committee notes relating to the increase in the Lease rental applicable to the new lease effective from October 2019.
  - vii. *Quarterly Budget Report* - The Town Clerk confirmed that there had been no questions or queries raised in respect of the Budget Report issued and she will take this as reflecting that

the Council is satisfied with the fiscal situation. She reminded members of the Council that they were jointly responsible for the finances of the Town Council.

- viii. *Browne's Hospital Land Registration* – The Town Clerk reported on the discussion with Highways to obtain the appropriate licence for the Town Council to continue to manage the area fronting the War Memorial. The final response to the Land Registry application will state that the Town Council will object to the application, unless Browne's resubmits drawings excluding the area fronting the War Memorial. She also urged the Browne's Trustees to raise the issue of water running down the wall behind the War Memorial causing damage. Councillor Dawson stated that due to the age and importance of the building, Historic England's involvement will delay matters. The Town Clerk appreciated the situation and asked whether the work could be at least be scheduled, as the Royal British Legion are pressing for the repairs to the War Memorial to be undertaken, and it appears the Town Council is in a "Catch 22" situation.

Proposal 2 – It was proposed by Councillor Mrs S J Sandall, seconded by Councillor Mrs G Johnson and RESOLVED by majority vote that Stamford Council will object to the Land Registry application submitted by Browne's Hospital unless they resubmit their drawings excluding the area fronting the War Memorial. There were 3 Abstentions.

- ix. *Battle of Arnhem Anniversary Celebrations* – The Town Clerk informed the Council that it had been brought to her attention that a former resident of Stamford would be attending the forthcoming anniversary celebrations of Battle of Arnhem (Operation Market Garden in Holland. Councillor Turner reported that the son of a 1<sup>st</sup> Polish Parachute Brigade member who died at the Battle of Arnhem will be attending the commemorative ceremony at Driel on the 21 September. The son had asked whether he may be allowed to lay a wreath on behalf of Stamford Town as his father lived in Stamford. There are two locations in the Town where there are memorials to the Polish Parachute Brigade which played an important part in the Market Garden Operation. Councillor Dawson informed the Council that on the 14 August there was another commemorative service of the 14<sup>th</sup> Parachute Brigade which also played a significant part in the operation with a number of them coming from Stamford.

Proposal 3 – It was proposed by Councillor Mrs S J Sandall, seconded by Councillor Mrs E Hooper and unanimously RESOLVED that the Town Council grant permission for a wreath to be laid at the commemoration service at Driel and that the cost of the wreath is reimbursed upon receipt of an invoice.

- x. *Mayor's Town Guides* – At the first Tourism Working Group it was reported that the Town Council agreed to the training of a small group of guides for the town to be known as Stamford Mayor's Guides. Would the Town Council object to this training being held free of charge at the Town Hall provided it is during the working day?

PROPOSAL 4 – It was proposed by Councillor Mrs S J Sandall, seconded by Councillor S Carroll and unanimously RESOLVED that the Town Council grant free use of the Town Hall provided it is during the working day for the training of the Mayor's Town Guides.

- xi. *Armed Forces 2019 Employer Recognition Scheme* – The Town Clerk reported that Stamford Town Council has gained a "Silver" award in recognition of the support it has demonstrated for armed forces as an employer.
- xii. *Stamford 2020 Calendar & Colouring Book* – This has been produced by the President of the Stamford Gilbert & Sullivan Players (G&S) in support of the G & S Group together with Click Sargent (one of the Mayor's Charity). Each calendar will sell for £6.99 with £1 being made to each organisation from the proceeds. Following discussion, it was the consensus to obtain 10 calendars on a sale or return basis.
- xiii. PROPOSAL 5 – It was proposed by Councillor B Sandall, seconded by Councillor M Pitt and unanimously RESOLVED that the 10 calendars are obtained on a sale or return basis.

- xiv. *Vandalism* – The Town Clerk reported that there has been a spate of mindless vandalism recently in the Town centre. The perpetrators have been identified and the Police notified. Unfortunately, once again these individuals are under-aged youth and their parents have been contacted. Councillor Mrs Hooper stated that there was a considerable level of antisocial behaviour within car parks which she will be taking up with the Police. Following discussion Councillor Carroll reported that he had been chasing a monthly report for the Council but is yet to receive one.
- xv. *LCC Grass Cutting* – It is anticipated that the third cut will be undertaken during the first two weeks of September.
- xvi. *Interactive Speed signs* – There had been enquiries as to whether the Town Council could install an interactive speed sign at the entrances of the Town at Bottle Lodge and Uffington Road, cost per unit is £1,580 + VAT. Further details are available. Would the Town Council wish to pursue this initiative?

PROPOSAL 6 – It was proposed by Councillor B Sandall, seconded by Councillor Taylor and unanimously RESOLVED this matter should be investigated further with LCC and locations identified where they may be installed in Town.

9pm - The Chairman Councillor Miss Griffin noted the time was approaching 9pm and asked if the Council agreed to continue to discuss the business on the agenda.

PROPOSAL 7 – It was proposed by Councillor J Dawson, seconded by Councillor Mrs S J Sandall and RESOLVED by majority vote that the meeting continues in order to consider the items on the agenda. There was one vote Against.

The Chairman observed that due to the time it might be sensible to move items 6 and 7 on the agenda to the end of the meeting and address the other first.

PROPOSAL 8 – It was proposed by the Chairman Councillor Miss Griffin, seconded by Councillor Turner and unanimously RESOLVED that item 6 and 7 are moved to the end of the meeting.

**136. EVENTS COMMITTEE(Agenda Point 8 )**

- a. Councillor Ms M Couch presented that the notes of the Events Committee meeting of Monday, 05 August 2019 are a true and accurate reflection of the proceedings.
- b. *Matter for discussion:* None.
- c. It was proposed by Councillor Ms M Couch seconded by Councillor Mrs A Carter-Begbie and unanimously RESOLVED that Minutes of the 05 August 2019 with the acts, proceedings and recommendations of the Events committee are approved by the Council.

**137. PLANNING COMMITTEE(Agenda Point 9)**

- a. Councillor S Carroll confirmed that the notes of the Planning Committee meeting of Tuesday, 06 August 2019 are a true and accurate reflection of the proceedings.
- b. *Matter for discussion:* None
- c. It was proposed by Councillor S Carroll, seconded by Councillor Mrs M Pitt and RESOLVED by majority vote that Minutes of the 06 August 2019 with the acts, proceedings and recommendations of the Planning Committee are approved by the Council. There were two Abstentions.

**138. AMENITIES COMMITTEE(Agenda Point 10)**

- a. Councillor Mrs Johnson confirmed the notes of the Amenities Committee meeting of Tuesday, 06 August 2019 are a true and accurate reflection of the proceedings.

## b. Matter for discussion:

- *Review of pricing and lease of allotments* – Councillor Taylor queried the increase of the lease rental for the Water Furlong Allotments. It was recognised that this is a significant increase which would have to be passed on to the Town Council allotment tenants. Proposal 10 of those minutes did clearly state how the lease increase is to be staggered.
- *Skatepark Event* – Councillor Mrs Jonson stated that one of the donations received towards the event was from Howdens for an integrated fridge freezer. Unfortunately the Mercury article did not attract any bidders nor did the postings on social media. So with Councillor Dorson has offered to purchase the item for £50 and try to sell the unit privately and pass on the funds to the Amenities Committee for a future event. Councillor Johnson confirmed that all the costs towards the event have been covered and any funds obtained for this item would be a bonus.

PROPOSAL 9 – It was proposed by the Councillor Mrs Johnson, seconded by Councillor Taylor and unanimously RESOLVED that Councillor D Dorson purchases for £50 the integrated fridge freezer donated by Howdens and tries to sell the item privately, passing on any funds to the Amenities Committee for a future event.

- c. It was proposed by Councillor G Johnson, seconded by Councillor B Turner and RESOLVED by majority vote that Minutes of the 06 August 2019 with the acts, proceedings and recommendations of the Amenities committee are approved by the Council. There was one vote Against and one Abstention.

The Town Clerk wished to draw to the Council's attention that following investigation an underground water leak in the grounds of the Cemetery has been identified. Unfortunately, without further exploration, it is difficult to know the extent of the leak. Following discussion it was agreed that the Town Clerk is authorised to undertake the necessary action to address and resolve the matter.

PROPOSAL 10 – It was proposed by the Councillor Mrs Johnson, seconded by Councillor Turner and unanimously RESOLVED that the Town Clerk is authorised to undertake the necessary action to address and resolve the water leak at the Cemetery.

**139. FINANCE COMMITTEE (Agenda Point 11)**

- a. Councillor Mrs S J Sandall presented that the notes of the Finance Committee meeting of Tuesday, 13 August 2019 are a true and accurate reflection of the proceedings
- b. Matter for discussion:
- i. *Item 124b* – Marriage & Celebration advertisement designs were circulated and it was requested whether it would be possible to use the same design to print bookmarks as another advertising tool. Following discussion it was agreed that this was a sensible suggestion which should be supported, especially in light of the forthcoming events.
  - ii. *Credit Card payment system* – Izettle has advised that the 1.25% transaction charge is only applicable for hospitality services.
  - iii. *Stamford in Bloom* – Councillor Mrs S J Sandall advised that it is noted that only the Awards night would be proceeding.
- c. It was proposed by Councillor Mrs S J Sandall, seconded by Councillor R Sandall and RESOLVED by majority vote that Minutes of the 13 August 2019 with the acts, proceedings and recommendations of the Finance Committee are approved by the Council. There were two Abstentions.

**140. ACCOUNTS FOR PAYMENT(Agenda Point 12)**

Schedule no. 5 (transactions 10769 to 10941) and had been circulated for consideration.

Proposal 11 – It was proposed by Councillor J Dawson, seconded by Councillor Mrs G Johnson and RESOLVED by majority vote that schedule No. 5 is agreed and approved for payment. There were four Abstentions.

**141. QUESTIONS WITHOUT DISCUSSION(Agenda Point 13)**

- a. Councillor B Sandall wished it minuted that he objected to the Chairman having prevented him from asking a question of Councillor Brailsford, as it was it important to the discussions. The Chairman noted his concern.

**142. TO APPROVE THE USE OF ELECTRONIC DEVICES FOR THE PURPOSES OF ACCESSING COUNCIL DOCUMENTS FOR CONSIDERATION DURING MEETINGS (Agenda Point 6 )**

The Chairman stated that unfortunately she found that she was unable to view all the documents sent. The Deputy Town Clerk offered to demonstrate how to obtain the information outside of the meeting. It was noted that paper copies were available should they be requested and collected from the Town Hall.

Proposal 12– It was proposed by Councillor Taylor, seconded by Councillor Carroll and RESOLVED by majority vote that the Town Council approves the use of electronic devices at meetings to access Council documents under consideration. Two against and three abstentions

**143. TO CONSIDER TAKING A RECESS FROM MEETINGS DURING THE MONTH OF AUGUST (Agenda Point 7 )**

The Chairman noted that the Parliament, County and District Councils take a summer recess and suggested that it might be considered for the Town Council. However it was noted that Planning would need to continue to convene and the Chairman has Delegated Powers to submit observations on behalf of the Council. Following discussion it was recognised that this matter has been raised several times before and been opposed. It was considered important that the Council convenes to address the matter of payments, planning and any items of an urgent nature. There was also opinion that some Councillors deliberately taken their vacation outside of this period as it clashed with school holidays.

PROPOSAL 13 – It was proposed by Councillor R Sandall , seconded by Councillor B Turner and RESOLVED by majority vote that Stamford Town Council meeting schedule remains unchanged and no recess is taken from meetings during the month of August. Three votes Against.

Chairman  
(The meeting closed at 9.35p.m.)

**STAMFORD TOWN COUNCIL****MINUTES OF THE EVENTS MEETING  
HELD ON MONDAY, 02 SEPTEMBER 2019 AT 6.00PM  
IN THE TOWN HALL, STAMFORD**

**PRESENT** Councillor Maxine Couch (Chairman)  
Councillor Dave Dorson (Vice Chair)  
Councillor Amanda Wheeler  
Councillor Angela Carter-Begbie  
Councillor Shaun Ford

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

**PUBLIC PARTICIPATION** – None

**144. APOLOGIES FOR ABSENCE**

Councillor Breda-Rae Griffin (Town Mayor) and Councillor Simon Fenn submitted their apologies

**145. DECLARATIONS OF INTEREST**

None made.

**146. MINUTES**

The Minutes of the Committee Meeting held on Monday, 05 August 2019, were confirmed and signed as a true record of the meeting.

**147. FEEDBACK ON TOURISM WORKING GROUP MEETING**

The notes of the Tourism Group Meeting held on Thursday, 21 August 2019, were circulated to the committee. It was agreed that these were appended to the minutes of this Events Committee Meeting and circulated to the Town Council. Further discussion on the Tourism Working Group Notes would be deferred to the next Events Committee Meeting in October.

**148. SPOOKTACULAR EVENT, SUNDAY 27 OCTOBER 2019**

a. *Progress with poster and publicity* – The Chairman circulated the agreed poster for this event. The print run for the publicity purposes was agreed – A3 x 10 encapsulated at £16, A4 x 50 £18 and A5 x 750 at £40. Purchase Order number 190093 has been raised for the printing of these posters.

Discussion ensued in respect of publicity it was considered that the design of the poster is reconfigured to landscape for a half page advert in the “In & Around” magazine at £85 plus VAT per month. A special run to cover 4 x monthly issues would attract a discount of seven percent. The Town Clerk informed the committee that one quarter page ad had been put in the September edition to commence the advertising. Following debate, it was considered more advantageous to include the Christmas Festival and Christmas Carol events within this publicity. October would

be a repeat Spooktacular, half page, November would be two x half pages, one for the Christmas Festival and one for the Christmas Carol. In addition, further coverage of these events would be within the Wittering News, Stamford Mercury, all points of social media, Rutland Radio and through all schools, cafes and retail outlets. All committee members were asked to take 10 posters each for circulation in their wards as appropriate. **Action: TC/AO**

**Proposal 1** – It was proposed by Councillor Dorson, seconded by Councillor Mrs A Wheeler and unanimously **RESOLVED** that BJ's quote to print the various poster sizes at the agree price of A3 x 10 encapsulated at £16, A4 x 50 £18 and A5 x 750 at £40; and advertising in the "In & Around" magazine at £85 plus VAT per month for four x half page monthly publications in the October issue, which would carry a repeat Spooktacular, the November issue would be Christmas Festival and Christmas Carols, each a half page on the same page.

- b. *Event Programme Operation* – The Chairman confirmed she was still determining the details of the programme operation and suggested that this item is deferred to the October meeting. The Town Clerk advised the committee that with the clash of the Burghley Sermon event no staff would be available for support. This was noted and all committee members were requested to commit to this event. **Action: Cllr Couch**
- c. *Budget status for event* – The committee considered the expenditure and it was noted that a stall for refreshments, a stall for food and the main marquee had been organised by the chair and vice chair. A donation would be forthcoming to the committee from both the food and drinks units dependent on footfall. The chairman had agreed a donation would be offered to Lions on the same arrangements as last year (£100). £100 would be donated to the Friends of Rutland Theatre. A budget of £100 would be required for decorating the marquee. It was suggested, in the first instance, contact should be made with Sukies to possibly borrow the required items whilst the committee build their permanent stock for this annual event. Book tokens of £10 each as prizes for the best carved pumpkin and best fancy dress. An allocation of £25 would be set aside towards confectionery rewards as smaller prizes. It was considered that black sheeting should be acquired to line the internal walls of the marquee. This would be investigated by the Town Clerk who would also present the final budget for this event for the next meeting for approval. **Action – TC/AO**

#### **149. CHRISTMAS FESTIVAL, SUNDAY 24 NOVEMBER 2019**

- a. *Update on trader bookings* – It was reported that there were currently 28 Traders booked to attend the event. There was concern over the mix of traders and that there were not too many food stalls. Following discussion further promotion was necessary to attract more arts and craft traders. A5 copy of the poster should be circulated to the traders on the regular Friday market, together with those on the Data Base. It was agreed that the Red Lion Square traders would be offered the opportunity to set their pitch inside the Library at a concessionary rate. Councillor Dorson advised he had interest from three local businesses with a view to sponsoring some of the aspects such as the reindeers; stage and lighting; puppet show scheduled to be present at the event. Councillor Dorson was thanked by the Committee on his achievements. This would be discussed with the sponsors and

attractions to ensure there was no conflicts. Banners would be attached in the same locations as agreed last year. At the last meeting there had been suggestion to move the small fairground rides from Sheepmarket to Broad Street (outside the Model Fish Bar). It was considered that the move would cause logistical problems for Santa's Sleigh. The consensus was that the contribution for the Taylor Amusement rides would continue to remain at £300 for 4 small fun fair units and a side stall. The inclusion of the Vintage Fair at the event was discussed. The Town Clerk advised that the Stamford Town Council had unanimously resolved not to include the Vintage Fair this year for health and safety issues. **Action: TC/AO**

**Proposal 2** - It was proposed by Councillor Couch, seconded by Councillor Dorson and unanimously **RESOLVED** that the five Library Craft Traders would be charged a concessionary fee of £20 each but they must provide their own tables.

- b. *Progress with poster and publicity* – The Chairman circulated the agreed poster for this event. Discussion ensued in respect of publicity and it was considered that the design of the poster is reconfigured to landscape for a half page advert in the “In & Around” magazine at £85 plus VAT per month; November would be two x half pages, one for the Christmas Festival and one for the Christmas Carol. In addition, further coverage of these events would be within the Wittering News, Stamford Mercury, all points of social media, SK Today and Rutland Radio.
- c. *Confirm Event Programme* – The Town Clerk advised that the event had been registered with Lincolnshire Highways and that the request for parking bays suspension in Broad Street was requested from 7pm on Saturday, 23<sup>rd</sup> November. The timings for the Event Plan would be the same as last year. The Event Manager and Deputy Event Manager would arrive at 4.00 am for the numbering of the stalls and pitches following the installation of the stalls. This should avoid any overrun which caused issues last year during the arrival of traders. The Volunteer Rosta was circulated to note the critical times for the volunteers undertaking the duties of Stewards and Marshals. All volunteers need to be in place for 6am. The Chairman Councillor Couch reminded Committee members they are expected to commit to the event and attend. The Town Clerk advised that the event plan would be send to Health and Safety Advisory Group for approval. The Chairman is in contact with Graham Starkie who is co-ordinating the event programme. There were two slots to fill – There were suggestions made of various performers which were passed to the Chairman to relay on to Graham Starkie. A joint schools' choir will be organised, to coincide with the switching on of the festive lights. **Action: Cllr Couch/TC/AO**

**Proposal 3** – It was proposed by Councillor Couch, seconded by Councillor Dorson and unanimously **RESOLVED** that Peter and Kelly Odam would be Health and Safety Officers, the Event Manager is Maxine Couch, the Deputy Event Manager is the Town Clerk. The Event Plan would be on the Agenda for the next meeting.

- d. *Budget status for event* – The committee considered the budget report provided by and it was agreed that all appeared to be on schedule. The Town Clerk advised that there is an emergency fund, in case the event had to be cancelled for any reason. There was discussion on the viability of obtaining insurance in the event of bad weather. This is to be discussed at the next meeting. **Action: Town Clerk**

**150. FESTIVAL OF CAROLS ON THE BANDSTAND**

- a. *Progress with poster and publicity* – The Chairman circulated the agreed poster for this event. Discussion ensued in respect of publicity and it was considered that the design of the poster is reconfigured to landscape for a half page advert in the “In & Around” magazine at £85 plus VAT per month; November would be two x half pages, one for the Christmas Festival and one for the Christmas Carol. In addition, further coverage of these events would be within the Wittering News, Stamford Mercury, all points of social media, SK Today and Rutland Radio. A5 leaflets of the poster would be distributed via the Tourist Information Centre. There was discussion on Banners; a large banner would be required to replace the one lost last year following the installation at the Boys School. It was considered that the current banners at the Bandstand and the Town Hall would continue to advertise this event even though they were not Christmas themed. **Action - TC.**

**Proposal 4** – It was proposed by Councillor Ford, seconded by Councillor Dorson and unanimously **RESOLVED** that a new replacement banner is purchased from Commercial Signs to replace the missing one.

- b. *Event Programme Operation* – The Chairman confirmed that preparation for lighting the Beacon would commence at 2.30pm and it would be lit at 3pm and put out at 5pm. Councillor Fenn had offered to organise the lighting of the bandstand and surrounding area – Councillor Couch would follow this up. There was discussion on the provision of refreshment stalls. It was felt that a couple of traders from the Christmas Festival should be given the opportunity to offer Hot Chocolate, Chestnuts, Tea, Coffee, Mulled Wine. It was agreed that the traders would make a donation, towards the event, dependent on footfall. It was agreed that an update on the Event Programme operation would be given at the next meeting. **Action: Cllr Couch/Town Clerk**
- c. *Budget status for event* – The committee considered expenditure for this event; There may be a cost towards the lighting of the bandstand, the cost of the lighting of the beacon and £300 would be set aside for a payment to the Friends of Rutland Theatre (£100 for supporting each event – Spooktacular, Christmas Fair and Christmas Carols). Councillor Wheeler suggested distributing battery operated tea-lights to the audience for atmospheric effect (to be collected at the end of the event). Councillor Couch and Councillor Dorson may have some stock of these items for the event. **Action: Cllr Couch/Cllr Dorson/TC**

**151. SENIOR CITIZENS CONCERT**

It was noted that no date set for this annual event. It was noted that Mayor was consulting her schedule and the date confirmed at the next Events Committee meeting.

**152. TO EXAMINE BUDGET 2019/20 STATUS**

The Events Budget was reviewed and noted.

**153. ANY OTHER MATTERS FOR CONSIDERATION**

- i. Feedback on Tourism Working Group

- 154. DATE OF NEXT MEETING:** – Monday, 07 October 2019 at 6.00pm  
Chairman (The meeting closed at 8.00pm)

**STAMFORD TOWN COUNCIL****MINUTES OF THE PLANNING MEETING  
HELD ON TUESDAY, 03 SEPTEMBER 2019 AT 6.00PM  
IN THE TOWN HALL, STAMFORD**

**PRESENT** Councillor Andrew Croft (Vice Chairman)  
Councillor Harrish Bisnauthsing arrived 6.15pm left 7.50pm  
Councillor Marion Pitt  
Councillor Angela Carter-Begbie arrived 7.05pm  
(substituting for Councillor Julie Clarke)  
Councillor Elaine Hooper  
Councillor Shaun Ford

**ALSO PRESENT** Richard Tracey – Administration Officer

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

Councillor Steve Carroll (Chairman), Councillor Breda Griffin (Mayor) and Councillor Julie Clarke submitted their reason for absence. The reason was noted and accepted.

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

Cllr Bisnauthsing declared a Personal and Prejudicial interest in all applications as he is a member of the SKDC Planning Committee and since he has no voting rights on this committee, he would like to step down.

The Administration Officer declared a Personal interest in application S19/1459 as he is the applicant.

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

The Minutes of the Committee Meeting held on Tuesday, 06 August 2019 were confirmed and signed as a true record of the meeting.

**158. PLANNING APPLICATIONS (Agenda Point 4)**

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

**159. CORRESPONDENCE (Agenda Point 5)**

None

**160. ANY OTHER BUSINESS (Agenda Point 6)**

- a.* Councillor Pitt reported that she had attended the SKDC Planning Committee on 21 August 2019 and that application S19/0064, Land off Trinity Road (Redevelopment of former garage sites, to provide for 5no. affordable bungalows across 2 sites (west-site: terrace of 3 dwellings, east-site: semi-detached pair of dwellings) with associated accesses, car parking and landscaping) had been approved. The Administration Officer added that this application involves the removal of the fencing between the site and the Cemetery and also the removal of two trees owned by Stamford Town Council. A planning condition will need to be in place which outlines this fact and that STC has agreed to part fund the fencing so that it matches existing new fencing already installed on the cemetery boundary.
- b.* The Administration Officer reminded councillors that applications to amend or delete planning conditions require close scrutiny. It should be made absolutely clear what these applications are referring to and the importance of submitting detailed comments that should not simply defer the application to the Case Officer under delegated powers. An example was given in application S18/0104, Kettering Road development where Morris Homes sought to remove Condition 13 (requirement to provide a traffic study). Comments from STC were later ignored and the application was given approval.
- c.* The Administration Officer reported that if an application is ‘called in’ to the SKDC Planning Meeting then a speaker from Stamford Town Council can register to speak at that meeting within 24 hours (normally 3 days).
- d.* The Administration Officer reminded councillors that Planning Training would take place on Wednesday 04 September 2019 at 6pm at the Town Hall.

**161. DATE OF NEXT MEETING (Agenda Point 7) Tuesday, 01 October 2019 at 6.00pm.**

Chairman

(The Meeting closed at 8.20pm)

Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
01-08-19	07-08-19	<b>S19/1388</b>	Erection of two storey side extension and single storey rear extension 58 Empingham Road, Stamford PE9 2RJ	Householder	Mr Nunn S&W Design & Build Longhill Road March PE15 0BL	No objection subject to neighbours' amenities being respected
01-08-19	07-08-19	<b>S19/1389</b>	Erection of first floor extension and new porch, cladding to front elevation and alterations 31 Roman Bank, Stamford PE9 2SS	Householder	Mrs L Forrow Puddle View, 23 Rectory Lane, Edith Weston, Oakham LE15 8HE	<i>Application withdrawn 30/08/19 by the applicant prior to Planning Committee meeting.</i>
06-08-19	08-08-19	<b>S19/1413</b>	Erection of single storey extension 11 Chestnut Gardens	Householder	Mr & Mrs D McGarrity 11 Chestnut Gardens, Stamford PE9 2JY	No objection subject to neighbours' amenities being respected
29-07-19	08-08-19	<b>S19/1372</b>	Erection of second floor extension and alterations to roof, chimney and elevations, including new bay windows Meadow View, Wothorpe Road	Householder	Mark Thomas and Miles Dibsdale Meadow View, Wothorpe Road, Stamford PE9 2JR	No objection subject to neighbours' amenities being respected. All materials should be sympathetic with the Conservation Area. Defer to Conservation Officer.
06-08-19	08-08-19	<b>S19/1421</b>	Remove Yew (T1) 30 Tinwell Road	Trees in CA - Section 211 Notice	Mr & Mrs Alistair Hands 30 Tinwell Road, Stamford PE9 2SD	No documents were available to view on the website due to an error. Defer to SKDC's Arboriculturist

Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
30-07-19	09-08-19	<b>S19/1365</b>	Lopping of branches and removal of deadwood of Cherry Blossom tree Zest Solutions, Brooks Court, Bath Row	Trees in CA - Section 211 Notice	Miss Georgia Attwood Zest Solutions, Brooks Court, Bath Row, Stamford PE9 2QZ	<i>Work Allowed 02/09/19 before Planning Committee meeting held.</i>
07-08-19	12-08-19	<b>S19/1274</b>	Amendments to internal layout as approved in S17/2041 & S17/2043 Olde Barn Restaurant, Olde Barn Passage, St Mary's Street, Stamford PE9 2HG	Listed Building Consent	Mr J Regis C/o The Agent, Michael Roffe Associates, 6 Adelaide Street, Stamford PE9 2EN	<i>Previous comments - S17/2041 - 09/01/18 'No objection subject to neighbours' amenities being respected' S17/2043 - 09/01/18 - 'Materials should be in keeping with the Conservation Area. Defer to SKDC Conservation Officer' As previous comments</i>
07-08-19	13-08-19	<b>S19/1408</b>	Erection of two storey side extension, single storey rear extension and part demolition and conversion of detached garage 106 Empingham Road	Householder	Mr & Mrs A Fitzmaurice 106 Empingham Road, Stamford PE9 2SU	No objection subject to neighbours' amenities being respected
05-08-19	13-08-19	<b>S19/1402</b>	Discharge of Condition 3 (Sample panel) of P/P S18/2373 26 Tinwell Road	Discharge of Conditions (Planning)	Mr & Mrs Dudley 26 Tinwell Road, Stamford PE9 2SD	<i>Previous comments - S18/2373 - 05/02/19 - 'No objection subject to neighbours' amenities being respected' Defer to SKDC Case Officer</i>
05-08-19	13-08-19	<b>S19/1403</b>	Alterations to the previously approved drawings S18/2373 change in proposed materials from render to cladding on rear elevation 26 Tinwell Road	Non-material amendments	Mr & Mrs Dudley 26 Tinwell Road, Stamford PE9 2SD	<i>Previous comments - S18/2373 - 05/02/19 - 'No objection subject to neighbours' amenities being respected' Confirmation required from SKDC Building Control Officer that correct materials are used.</i>
18-07-19	14-08-19	<b>S19/1304</b>	Proposed single storey glazed atrium, 1no. new window to side elevation, one 1no. new window to side elevation and internal alterations 1 Police Houses, Cliff Road, Stamford PE9 1AB	Full Planning Permission	Nunn S&W Design & Build, Longhill Road, March PE15 0BL	No objection. All materials used should be in keeping with the surrounding area.

Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
01-08-19	14-08-19	<b>S19/1394</b>	Alterations to building and change of use from public house to retail, erection of side extension to house new staircase, alterations to vehicular access and parking layout, installation of ATM, erection of waste recycling and plant area (Resubmission of Planning Application S16/2594) The Northfields, Drift Road, Stamford PE9 1XA	Full Planning Permission	Basin Topco Ltd C/o The Agent, Caldecotte Group, 15 London House, Swinfen's Yard, Stony Stratford MK11 1SY	<i>Previous comments - S16/2594 - 10/01/17 - There are public and Town Council concerns regarding overdevelopment of the site and concern over traffic management with parking problems on Drift Road especially in the mornings and afternoons with buses. It is an overbearing development out of keeping with the area which already has retail outlets in close proximity. More details are needed regarding the retail unit itself, the use of the building or change of use. The development will affect neighbours' amenities and will be visually obtrusive. We recommend the application goes to Development Control Committee and a site visit is needed.</i> Application withdrawn 02/09/19 by the applicant prior to Planning Committee meeting.
07-08-19	19-08-19	<b>S19/1427</b>	Installation of 2no. externally illuminated fascia text signs and 1 externally illuminated projecting sign 9-10 St John's Street, Stamford PE9 2DB	Advertisement Consent	Mr Amrik Suree Ask Italian, Capitol House, 25 Chapel Street, London NW1 5DH	Concerns regarding the illumination of signage, the proposed black-outs on the first floor and the removal of the white planking behind the original signage, within the Conservation Area.
14-08-19	19-08-19	<b>S19/1467</b>	Fell 2x Weeping Willow (T1 & T2) and fell Field Maple (T3) The Old Rectory, 8 St Peter's Hill	Trees in CA - Section 211 Notice	Mr Robertson The Old Rectory, 8 St Peter's Hill, Stamford PE9 2PE	Defer to SKDC's Arboriculturist

Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
31-07-19	19-08-19	<b>S19/1383</b>	Lawful development certificate for the erection of a single storey extension 16 Hereward Place, Kettering Road	Lawful Development (Proposed)	Mr J Dickie 16 Hereward Place, Kettering Road, Stamford PE9 2JA	Concerns over why this application has been submitted under Lawful Development and not a Householder application.
06-08-19	19-08-19	<b>S19/1459</b>	Prior notification for a proposed larger rear extension; extending 4.2m beyond the rear elevation with a maximum height of 3.1m 10 Barnwell Road	Prior Notification under Part 1 Class A	Mr & Mrs R Tracey 10 Barnwell Road, Stamford PE9 2UU	No objection subject to neighbours' amenities being respected
13-08-19	19-08-19	<b>S19/1461</b>	Insertion of a dormer window to rear roof slope and insertion of 2x roof lights 1 Stockwell Avenue	Householder	Mr & Mrs Darren Richardson 1 Stockwell Avenue, Stamford PE9 2WH	No objection subject to neighbours' amenities being respected
21-08-19	21-08-19	<b>S19/1426</b>	Replace existing 1.6m high wall with 1.8m high wall, cap wall with weathered collyweston slate and extend extent of existing wall to the pier Holwell, St Paul's Street	Householder	Mr Smith Holwell, St Paul's Street, Stamford PE9 2BG	No objection to wall. Concerns that Brazenose Lane street sign should be mounted on posts and not on the wall itself.
14-08-19	21-08-19	<b>S19/1475</b>	Erection of 33 affordable dwellings and associated works including access and landscaping Land off Cherryholt Road, Stamford PE9 2EP	Full Planning Permission (Major)	Longhurst Group Ltd Cecil Estate Family Trust, Leverett House, Gilbert Drive, Boston PE21 7TQ	Strong objections. Dangerous access and increase in traffic onto an extremely busy road and blind junction causing danger to highway safety, inadequate parking, privacy issues and visual impact for local houses. Impact on UNESCO World Heritage site of St Leonard's Priory and it's curtilage, danger of flooding, proximity of electricity pylon a danger to health. Loss of existing important features – views, public land of allotments, footpaths and hedgerows, impact on nature conservation interests. Should application be approved, an S106 agreement should benefit an improved traffic junction and pedestrian crossing on Priory Road. Application to be called in to SKDC Planning Committee and a site visit carried out.

Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
13-08-19	21-08-19	<b>S19/1235</b>	New floodlighting to a natural turf rugby pitch including installation of six (6no.) 15m high floodlight columns Stamford School, St Paul's Street	Full Planning Permission	Mr Dorey Stamford School, St Paul's Street, Stamford PE9 2BE	No objection subject to neighbours' amenities being respected
07-05-19	21-08-19	<b>S19/0818</b>	Part two and part single storey rear extension 130 Kesteven Road	Householder - <b>Amended Information</b>	Steven Stanjko 130 Kesteven Road, Stamford PE9 1SS	<i>Previous comments - 04/06/19 - No objections subject to neighbours' amenities being respected.</i> As previous comments
08-08-19	27-08-19	<b>S19/1429</b>	Prior notification for a proposed larger home extension; extending 4.5m beyond the rear elevation with a ridge height of 4.0m and an eaves height of 3.0m 15 Highgrove Gardens	Prior Notification under Part 1 Class A	Mr Adam Clegg 15 Highgrove Gardens, Stamford PE9 2GR	No objection subject to neighbours' amenities being respected
15-08-19	28-08-19	<b>S19/1368</b>	Replacement of windows and door with slimlight double glazing 6 St George's Street	Listed Building Consent	Ms Lisa Morgan 6 St George's Street, Stamford PE9 2BJ	No objection. All materials should be in keeping with the Conservation Area. Defer to SKDC Conservation Officer.
16-08-19	28-08-19	<b>S19/1487</b>	Erection of first floor side extension and erection of single storey rear extension, following the removal of existing conservatory 6 Drift Avenue, Stamford PE9 1UY	Householder	Mr C Naylor 1 The Green, Ketton, Rutland PE9 3RA	No objection subject to neighbours' amenities being respected
19-08-19	28-08-19	<b>S19/1511</b>	Works to Yew and Holly trees to clear building by 1m St John The Baptist Church, St John's Street, Stamford PE9 2DB	Trees in CA - Section 211 Notice	Mrs Lynne Lord SKDC, Council Offices, St Peter's Hill, Grantham NG31 6PZ	Defer to SKDC's Arboriculturist
19-08-19	28-08-19	<b>S19/1512</b>	Crown lift Yew tree to a maximum of 6m St Peter's Church, St Peter's Hill, Stamford	Trees in CA - Section 211 Notice	Mrs Lynne Lord SKDC, Council Offices, St Peter's Hill, Grantham NG31 6PZ	Defer to SKDC's Arboriculturist

Date Valid	Date Received	Ref. No.	Proposed Development and Location	Type of Permission	Applicant and Address	Observations on Application
19-08-19	28-08-19	<b>S19/1513</b>	Works to trees St Martin's Church Burial Ground, Barnack Road, Stamford	Trees in CA - Section 211 Notice	Mrs Lynne Lord SKDC, Council Offices, St Peter's Hill, Grantham NG31 6PZ	Defer to SKDC's Arboriculturist
23-08-19	02-09-19	<b>S19/1524</b>	Erection of rear extension 190 Casterton Road	Householder	Mr M Payton 190 Casterton Road, Stamford PE9 2XX	No objection subject to neighbours' amenities being respected
19-08-19	02-09-19	<b>S19/1498</b>	Erection of single storey front porch and two storey rear extension 157 Ryhall Road	Householder	Ms Claire Juggins 157 Ryhall Road, Stamford PE9 1UL	No objection subject to neighbours' amenities being respected
19-08-19	02-09-19	<b>S19/1412</b>	Erection of extensions and alterations to dwelling, increase in height to roof and insertion of dormer windows to create second floor Greengates, 13 St Leonard's Street	Householder	Mr Mark Stanhope Greengates, 13 St Leonard's Street, Stamford PE9 2HN	No objection subject to neighbours' amenities being respected
15-08-19	02-09-19	<b>S19/1447</b>	Reduce London Plane trees by 6m 10 Phillips Court, Stamford PE9 2EE	Trees in CA - Section 211 Notice	First Port c/o The Agent, MBS Grounds Maintenance Ltd, 16 Boars Tye Road, Silver End, Witham, CM8 3QA	Concern as to why reduce by as much as 6m? Defer to SKDC's Arboriculturist
28-08-19	03-09-19	<b>S19/1557</b>	Removal of Sycamore Tree Hilary Close Adjacent to Drift Road and Edmonds Close, Stamford	S198 - 5 day notice (TPO)	Mrs Lynne Lord SKDC, Council Offices, St Peter's Hill, Grantham NG31 6PZ	Question as to why tree is to be removed? Defer to SKDC's Arboriculturist

**These observations have been submitted under delegated powers and will be presented to Stamford Town Council for ratification at the scheduled meeting on 24 September 2019.**

**COPIES OF DECISIONS ISSUED BY SOUTH KESTEVEN DISTRICT COUNCIL AND  
RECEIVED SINCE THE TOWN COUNCIL MEETING HELD 27 AUGUST 2019**

**Conditional Planning Permission**

<b>Decision Date</b>	<b>Ref. No.</b>	<b>Applicant</b>	<b>Proposal</b>	<b>Location</b>	<b>STC Comments</b>
21/08/2019	<b>S19/1196</b>	Mr A Bertrand	Demolition of existing two-storey dwelling and detached garage and erection of three-storey dwelling with attached garage	4 Fox Dale, Stamford PE9 2UZ	Objection. Concerns regarding overdevelopment of site
23/08/2019	<b>S19/1183</b>	Mr Barwell	Erection of single storey extension to the side and rear of host dwelling	7 Belvoir Close, Stamford PE9 2XY	No objection subject to neighbours' amenities being respected
23/08/2019	<b>S19/1192</b>	Ms Katherine Diver	Single storey rear and first floor extensions and partial demolition of garage	63 Caithness Road, Stamford PE9 2TF	No objection subject to neighbours' amenities being respected
29/08/2019	<b>S19/0064</b>	Miss G Harte	Redevelopment of former garage sites, to provide for 5no. affordable bungalows across 2 sites (west site: terrace of 3 dwellings, east site: semi-detached pair of dwellings) with associated accesses, car parking and landscaping	Land off Trinity Road, Stamford	Strong objection raised over the pressures on the constricted road system in this densely populated estate. The proposed development will create a serious impact on the existing infrastructure.
30/08/2019	<b>S19/0542</b>	Mr Lawrence Hoskins	Application to remove condition 3 of S19/0043	George Hotel, High Street, St Martins, Stamford PE9 2LB	The Committee strongly agree that Condition 3 should be retained. Application lacks relevant information in that the letter referred to in the Application Form is not included in the online documentation.

30/08/2019	<b>S19/1229</b>	Mr David Shohada	Erection of single storey rear extension	7 Beverley Gardens, Stamford PE9 2UD	No objection subject to neighbours' amenities being respected
02/09/2019	<b>S19/1256</b>	Mr Dan Heames	Erection of first floor side extension	121 Casterton Road, Stamford, PE9 2UG	No objection subject to neighbours' amenities being respected
03/09/2019	<b>S19/1154</b>	Mrs A Thompson	Erection of single storey side extension	1 Ermine Close, Stamford, PE9 2XW	No objection subject to neighbours' amenities being respected
05/09/2019	<b>S19/1099</b>	Mr Ian Waumsley	Erection of single storey extension and car port to dwelling frontage and enclosing of passageway with roof	16 Foxglove Road, Stamford PE9 4BW	No objection subject to neighbours' amenities being respected
06/09/2019	<b>S19/1169</b>	Mr Croft Commercial Developments Ltd	Change of Use of first floor from office to residential	First Floor Above, 4 Stamford Walk, St Mary's Street, Stamford PE9 2JE	No objection
09/09/2019	<b>S19/1133</b>	Mr & Mrs Carroll	Two storey extensions and garage to dwelling	Virginia Cottage, Uffington Road, Stamford PE9 2EX	No objection subject to neighbours' amenities being respected. <i>[Cllr Carroll left the room and did not take part in discussions or decision taken]</i>
09/09/2019	<b>S19/0818</b>	Steven Stanjko	Part two and part single storey rear extension	130 Kesteven Road, Stamford PE9 1SS	No objections subject to neighbours' amenities being respected
10/09/2019	<b>S19/1287</b>	Mr & Mrs Bellis	Erection of two storey side extension, first floor rear, single storey rear extension, pitched roof to side elevation and external alterations	Troubridge, Casterton Road, Stamford, PE9 2YL	No objection subject to neighbours' amenities being respected <i>(Cllr Carroll Declaration of Interest)</i>
10/09/2019	<b>S19/1200</b>	Mr Tom Dove	Erection of single storey rear extension	71 Arran Road, Stamford, PE9 2XT	No objection subject to neighbours' amenities being respected
13/09/2019	<b>S19/1269</b>	Mr & Mrs Dutton	Wire work trellis fence mounted to free standing oak posts	Austin House , 4 Austin Street, Stamford, PE9 2QR	No objection

16/09/2019	<b>S19/1304</b>	Nunn	Proposed single storey glazed atrium, 1no. new window to side elevation, one 1no. new window to side elevation and internal alterations	1 Police Houses, Cliff Road, Stamford PE9 1AB	No objection. All materials used should be in keeping with the surrounding area.
17/09/2019	<b>S19/1328</b>	Mr D Needham	Erection of two-storey side extension and single storey rear extension	5 Bramble Grove, Stamford, PE9 4BL	No objection subject to neighbours' amenities being respected

### Listed Building Consent

Decision Date	Ref. No.	Applicant	Proposal	Location	STC Comments
21/08/2019	<b>S19/1176</b>	Georgina Powell	Costa renewal works internally and externally including: new signage, decoration and the refurbishment of the existing fixtures and fittings	31 High Street, Stamford PE9 2BB	Defer to SKDC Conservation Officer
21/08/2019	<b>S19/0870</b>	Mr Graham Whyles	To clean the Limestone facades, replacement of PVC water goods and replace with Cast Iron	4 Scotgate, Stamford PE9 2YB	No objection subject to neighbours' amenities being respected
27/08/2019	<b>S19/0917</b>	Mr Manish Chavda	Listed Building Consent for works comprising repainting of shop front and installation of advertisement sign bearing new shop name	8 St Mary's Street, Stamford PE9 2DE	All materials should be sympathetic with the Conservation Area and essential to follow the colours in the Shopfront Guide. Defer to SKDC Conservation Officer.
02/09/2019	<b>S19/0922</b>	Roger Street	Attachment of a bronze commemoration plaque to the front wall	50 High Street, St Martins, Stamford PE9 2LG	No objection. Please note that the date of death recorded on the bottom of the plaque is incorrect. The date should read 1809 and not 1909.

06/09/2019	<b>S19/1245</b>	J Armstrong	Repositioning of downpipe	8 Bath Row, Stamford, PE9 2QU	All materials should be sympathetic with the Conservation Area. Defer to SKDC Conservation Officer.
06/09/2019	<b>S19/1170</b>	Mr Croft Commercial Developments Ltd	Listed Building Consent for works relating to the conversion of first floor office to residential, including upgrading of fire protection to central staircase	First Floor Above, 4 Stamford Walk, St Mary's Street, Stamford PE9 2JE	No objection. All materials should be sympathetic with the Conservation Area. Defer to SKDC Conservation Officer.
06/09/2019	<b>S19/1223</b>	Mr Andrew Drummond- Hunt	Internal and external works including re-roofing, joinery repairs, demolition of garden works and reconstruction of patio wall	16 St Georges Square, Stamford PE9 2BN	No objection. All materials should be sympathetic with the Conservation Area. Defer to SKDC Conservation Officer.

**Consent to Display Advertisement(s)**

<b>Decision Date</b>	<b>Ref. No.</b>	<b>Applicant</b>	<b>Proposal</b>	<b>Location</b>	<b>STC Comments</b>
21/08/2019	<b>S19/1060</b>	Powell	New centralised timber non illuminated linear 'Costa Coffee' signage to be installed to the front elevation. Existing Roundel bracket and fixing to be retained - existing both sides of the roundel to be completely re-skinned	31 High Street, Stamford PE9 2BB	No objection. All materials should be sympathetic with the existing surroundings on the High Street and essential to follow the colours in the Shopfront Guide. Defer to SKDC Conservation Officer.
10/09/2019	<b>S19/1330</b>	Donalds	New fascia sign, internally illuminated	Donalds Stamford, West Street, Stamford, PE9 2PR	No objection subject to neighbours' amenities being respected

**Notification of Withdrawal / Non Determination / Permitted Development**

Decision Date	Ref. No.	Applicant	Proposal	Location	STC Comments
30/08/2019	<b>S19/1389</b>	Mrs L Forrow	Erection of first floor extension and new porch, cladding to front elevation and alterations	31 Roman Bank, Stamford PE9 2SS	<i>Application withdrawn 30/08/19 by the applicant prior to Planning Committee meeting.</i>
02/09/2019	<b>S19/1394</b>	Basin Topco Ltd	Alterations to building and change of use from public house to retail, erection of side extension to house new staircase, alterations to vehicular access and parking layout, installation of ATM, erection of waste recycling and plant area (Resubmission of Planning Application S16/2594)	The Northfields, Drift Road, Stamford PE9 1XA	<i>Application withdrawn 02/09/19 by the applicant prior to Planning Committee meeting.</i>
16/09/2019	<b>S19/1421</b>	Mr & Mrs Alistair Hands	Remove Yew (T1)	30 Tinwell Road, Stamford PE9 2SD	No documents were available to view on the website due to an error. Defer to SKDC's Arboriculturist

**Approval of Works to Trees in a Conservation Area**

Decision Date	Ref. No.	Applicant	Proposal	Location	STC Comments
02/09/2019	<b>S19/1355</b>	Mrs Julia Fraser	Fell 2 x Cherry trees	24 Tinwell Road, Stamford PE9 2SD	Defer to SKDC's Arboriculturist
02/09/2019	<b>S19/1365</b>	Miss Georgia Attwood	Lopping of branches and removal of deadwood of Cherry Blossom tree	Zest Solutions, Brooks Court, Bath Row, Stamford PE9 2QZ	Work Allowed 02/09/19 before Planning Committee meeting held.
11/09/2019	<b>S19/1399</b>	First Port	Fell Purple Plum (T1)	34 Phillips Court, Stamford PE9 2EE	Defer to SKDC's Arboriculturist
11/09/2019	<b>S19/1401</b>	Mr Springett	Pollard Robinia (T1) to a height of 3m	North Wall House, North Street, Stamford PE9 1AA	Defer to SKDC's Arboriculturist

**Approval of Works to Trees Protected by a Tree Preservation Order**

Decision Date	Ref. No.	Applicant	Proposal	Location	STC Comments
30/08/2019	<b>S19/1393</b>	Freestone	Reduce height of Lime tree (T1) to 1.5m above ground level	24 Christ Church Close, Stamford PE9 1HS	Defer to SKDC's Arboriculturist

**S198 5 Day Notice - Dead and Dangerous Tree Exemption**

Decision Date	Ref. No.	Applicant	Proposal	Location	STC Comments
05-09-19 Confirmation of Removal	<b>S19/1557</b>	Mrs Lynne Lord	Removal of extended co-dominant limb of Sycamore tree adjacent to road	Hilary Close Adjacent to Drift Road and Edmonds Close, Stamford	Question as to why tree is to be removed? Defer to SKDC's Arboriculturist

**Refusal of Certificate of Lawfulness (Proposed works)**

Decision Date	Ref. No.	Applicant	Proposal	Location	STC Comments
18/09/2019	<b>S19/1360</b>	Mrs Julie Evison-Williams	Lawful development certificate for the erection of a single storey rear extension	27 Irnham Road, Stamford PE9 1SD	

**Determination as to whether the Prior Approval of Details is Required**

Decision Date	Ref. No.	Applicant	Proposal	Location	STC Comments
16/09/2019	<b>S19/1429</b>	Mr Adam Clegg	Prior notification for a proposed larger home extension; extending 4.5m beyond the rear elevation with a ridge height of 4.0m and an eaves height of 3.0m	15 Highgrove Gardens, Stamford PE9 2GR	No objection subject to neighbours' amenities being respected
16/09/2019	<b>S19/1459</b>	Mr & Mrs R Tracey	Prior notification for a proposed larger rear extension; extending 4.2m beyond the rear elevation with a maximum height of 3.1m	10 Barnwell Road, Stamford PE9 2UU	No objection subject to neighbours' amenities being respected

**STAMFORD TOWN COUNCIL****MINUTES OF THE AMENITIES MEETING  
HELD ON TUESDAY, 03 SEPTEMBER 2019 AT 7.00PM  
IN THE CEMETERY CHAPEL, STAMFORD****PRESENT**

Councillor B Griffin (Town Mayor),  
Councillor Mrs G Johnson (Chairman)  
Councillor B Turner (Vice Chair)  
Councillor M Exton  
Councillor D Dorson

**ALSO PRESENT** Deputy Town Clerk

One Resident (Left meeting 7.23pm)

**PUBLIC PARTICIPATION** –*Resident* – It was reported that the closing of the main gates at 5pm, prevents people with a genuine reason to be in the Cemetery, from visiting their loved ones. When the resident first started to visit the Cemetery, the gates were open from dawn to dusk, the resident would be grateful for this to be reviewed; as currently people who misuse the Cemetery are able to do so for longer periods of time. It was also noted that the workmen are spraying chemicals with no signs displayed and leaving their vehicles unattended with drums of chemicals visible. The resident advised that this was parked in the location of the patch in T section that has been sprayed. The resident further reported that her plots have been strimmed up to the headstone, which has removed all the grass and the resident has now reseeded. Furthermore, the resident has placed signs on the grave stating not to strim, which have been ignored and the foot of the plot has been strimmed again; the resident has no issue with the mowing. The resident was informed by Cllr Mrs G Johnson that all the issues would be discussed and brought to the attention of the contractor at the contracts meeting.

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

Councillor J Dawson, Councillor Mrs S Sismore and Councillor S Fenn submitted apologies; these were noted and accepted.

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

None

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

The Minutes of the Committee Meeting held on Tuesday, 06 August 2019, were confirmed and signed as a true record of the meeting.

**165. CEMETERY (Agenda Point 4)*****a. Observations following inspection of Cemetery Grounds-***

It was noted that the grounds are looking in good order, however there is evidence that a number of graves are being sprayed around the memorials. It was further noted that the green waste has still not been collected and a date for collection is to be obtained. The repair works on the leak in the carpark were noted and a quote for replacement gravel would be obtained.

***b. Feedback on Action Points***

- i. X&Y plot holders* – It was reported the notices have been erected on site and will be sent to all offenders. The removal date for any items still contravening the rules is the 1<sup>st</sup> January 2020.
- ii. Memorial Stone* – It was noted that the new memorial stone for the Memorial Garden in the Cemetery will be fitted in the coming weeks.
- iii. Quote for turfing plots-* It was advised that quotes are being obtained for the required works.
- iv. Cemetery Wall* – It was advised that a meeting with the contractors is being arranged.
- v. Cemetery Extension* - It was advised that quotes are being obtained for the required works.
- vi. Secure bin holding area and lodge repairs* – It was confirmed that the PO has been issued and a date is for the repair works is to be set.
- vii. Spraying of the extension of the Cemetery-* It was reported that the quote has been received for the spraying to the extension of the Cemetery at a cost of £515 plus VAT from SMV Contract services.

**Proposal 1** - On the proposal of Councillor B Turner, seconded by the Councillor Mrs G Johnson, it was unanimously **RESOLVED** the Council approves the spraying to the extension of the Cemetery at a cost of £515 plus VAT from SMV Contract services.

- viii. Office roof repairs* – The committee were advised that only one quote could be gained for the repair works required to the roof. This is at a cost of £7520 plus VAT from Orchard Kitchens & Bathrooms.

**Proposal 2** - On the proposal of Councillor Mrs G Johnson, seconded by the Councillor D Dorson, it was unanimously **RESOLVED** the Council approves

the cemetery office roof is repaired and replaced at a cost of £7520 plus VAT by Orchard Kitchens & Bathrooms

*c. To consider Management & Maintenance Report*

- i. Update on Children's Funeral Fund (LALC Circular 16 July 2019)* – The committee were advised that no further information has been issued however, discussions have been held with the funeral directors and they will inform the council once they receive information on the process.

*d. Any correspondence*

- i. Correspondence regarding the closing times of the Cemetery.* – Correspondence have been received regarding the closing times of the Cemetery gates for vehicle access. A number of complaints have been received stating that the gates closing at 5pm from 1<sup>st</sup> September is too early as it is still light at this time. The committee reviewed all the previous closing times and following discussions, it was agreed that the time is changed. The times would be 8am – 7.30pm from 1<sup>st</sup> April till the end of British Summertime (BST) then change back to 8am -5pm when it reverts to Greenwich Mean Time (GMT) until 31<sup>st</sup> March the following year. It was also agreed that one Maglite be purchase, to be kept on site for the use of the operative during the darker months.

**Proposal 3-** On the proposal of Councillor D Dorson, seconded by the Councillor G Johnson, it was unanimously **RESOLVED** the Council approves the change of the closing times. The times would be 8am – 7.30pm from 1<sup>st</sup> April till the end of British Summertime (BST) then change back to 8am -5pm when it reverts to Greenwich Mean Time (GMT) until 31<sup>st</sup> March the following year. It was also agreed that one Maglite be purchase, to be kept on site for the use of the operative during the darker months.

- ii. Correspondence regarding the ground maintenance.* – Correspondence have been received regarding the grass cutting at the Cemetery. Complaints have been received regarding the strimming being too close to the memorial stone, which is removing the grass. Also, the amount of weed spraying that is being carried out at the Cemetery around the memorial stones is killing the grass and leaving patches of soil. The committee agreed that they had noted the amount of spraying that had taken place. Following discussions, it was agreed that no spraying is to be carried out around or on memorial stones unless requested by the council and

strimming and mowing is the only methods to be carried out as per the contract at the Cemetery.

**Proposal 4-** On the proposal of Councillor B Turner, seconded by the Councillor D Dorson, it was unanimously **RESOLVED** the Council approves that no spraying is to be carried out around or on memorial stones unless requested by the council, and strimming and mowing is the only methods to be carried out as per the contract at the Cemetery.

- i. Correspondence regarding advertising in the Bereavement Guide.*  
– Correspondence have been received from the registration service regarding advertising in the Lincolnshire Bereavement Guide at a cost of £300 plus VAT. This guide is the only guide given to people who register a death, which promotes venues that can be hired for services and funeral gatherings. The council currently charges £150 for hiring the chapel, so 2 extra services which could be gained from advertising would cover the cost.

**Proposal 5-** On the proposal of Councillor D Dorson, seconded by the Councillor B Turner, it was unanimously **RESOLVED** the Council approves advertising in the Lincolnshire Bereavement Guide at a cost of £300 plus VAT to promote the use of the Cemetery Chapel for services and the Town Hall for funeral gatherings.

- ii. Voluntary Works* – Correspondence have been received regarding carrying out voluntary works on amenity sites. The committee agreed they are happy for groups to carry out works with the suggestion of clearing ivy from graves and the wall and weeding at the Recreation Ground.

#### 166. **RECREATION GROUND (Agenda Point 5)**

##### *a. Feedback on action points*

- i. Goal Post* – It was noted that Cllr Johnson is getting the forms to apply for funding from SKDC.
- ii. Pump Track* – It was noted that Cllr Dorson is waiting for more information regarding the Pump Track and costs involved.
- iii. Replacement doors for the public toilets-* It was confirmed that the PO has been issued and a start date is awaited.
- iv. Duck Springer, Mulch Repair and Web swing* - It was confirmed that the PO has been issued and a start date is awaited.

- v. *Memorial Bench for David Nelson*- It was reported that a request has been received to install two planters, one either side of the memorial bench for David Nelson; it was noted that this request has not come from the family. Following discussions, it was agreed that the request is denied, as it is not in keeping with the Recreation Ground and may impact the events that hire the grounds. It was also noted that these would need to be maintained and are at risk of vandalism.

**Proposal 6-** On the proposal of Councillor B Turner, seconded by the Councillor D Dorson, it was unanimously **RESOLVED** the Council deny the request for two planters to be placed on the Recreation Ground either side of the memorial bench, as it is not in keeping with the Recreation Ground, Recreation Ground and may impact the events that hire the grounds.

- vi. *Rospa report and final costing* – It was reported that the Rospa report has been received and a few minor issues have been identified. A few items require to be retightened which will be carried out by the operatives. The Gate to the wheelchair swing also needs realigning, Cllr Dorson offered to carry out the repair and the committee agreed. The final cost for the Rospa inspection was £248.40.

***b. To consider Management & Maintenance Report***

- i. *Skatepark Fence* – It was reported that the quote for the skatepark fence has now been received at a cost of £75 plus VAT from MW Groundworks to repair the broken panels cause by the youths.

**Proposal 7-** On the proposal of Councillor B Turner, seconded by the Councillor D Dorson, it was unanimously **RESOLVED** the Council approves the quote for the repair works to the Skatepark fence at a cost of £75 plus VAT from MW Groundworks.

***c. Any correspondence***

Nothing to report.

**167. MEADOWS (Agenda Point 6)**

***a. Feedback on action points***

- i. *Update on bird feeders* – It was confirmed that the feeders will be installed week commencing 9<sup>th</sup> September 2019.

***b. To consider Management & Maintenance Report together with any correspondence***

- i. *To consider request to install charity bin on the Meadows* - It was advised that a request has been received to install a charity bin on

the Meadows from the charity SCOPE. Following discussions, it was agreed that the request is denied as this would be more suitable in one of the car parks around town than on an open space.

**Proposal 8-** On the proposal of Councillor Mrs G Johnson, seconded by the Councillor B Griffin, it was unanimously **RESOLVED** the Council deny the request for a charity bin to be installed on the Meadows, as this would be more suitable in one of the car parks around town than on an open space.

**168. PROGRAMMED EVENTS (Agenda Point 7)**

Cllr G Johnson informed the committee that 2020 would be 10 years since the council took over the maintenance of the Recreation Ground and suggested the possibility of a big event to take place to celebrate. The committee agreed this was a good idea.

**169. TREE WORKS ALL SITES (Agenda Point 8)**

*a. Feedback on action points*

- i. Tree works Recreation Ground and Meadows-* It was reported that the PO has been issued and the planning application is to be put in by the contractor for the required works.

*b. To consider Management & Maintenance Report*

Nothing to report.

**170. ALLOTMENTS (Agenda Point 9)**

*a. Feedback on action points*

- i. New Water Connection at Uffington Road New-* No further update has been received.
- ii. Clearance of allotment plots and car parks-* It was confirmed that the works are in progress.
- iii. Tree Works-* It was reported that a meeting with the contractor is being arranged.
- iv. Site inspection –* It was reported that 11 gates had been found accessing the allotment site of Queens Walk. Following discussions, it was agreed that a letter be sent to the residents in question, stating they are required to return the boundary back to its original state. It was agreed that a quote for palisade fencing for the site would also be obtained.
- v. Review Pricing of the allotments-* It was advised that following the measuring of the allotment sites, some allotments are not in the correct pricing bracket and a number of plots fall below the minimum price bracket. It was recommended that the pricing structure be reviewed to a price per square metre which is fairer to

smaller plots, for example, plots that are only 96m<sup>2</sup> who currently pay the same amount as a 235m<sup>2</sup> plot will pay for the actual size. With the new pricing structure tenants maybe more inclined to split their plot to a more manageable size. Following discussions, it was agreed that the pricing would change from a bracket pricing structure to 18p per square metre with the water charges also being divided by per square metre. This change would take effect from October 2021, tenants would be advised of this in the invoice mailout on 1<sup>st</sup> October 2019 to allow for the required years notice of price changes.

**Proposal 9-** On the proposal of Councillor B Turner, seconded by the Councillor D Dorson, it was unanimously **RESOLVED** the Council approves the pricing change from a bracket pricing structure to 18p per square metre with the water charges also being divided by per square metre. This change would take effect from October 2021, tenants would be advised of this in the invoice mailout on 1<sup>st</sup> October 2019 to allow for the required years notice of price changes.

***b. To consider Management & Maintenance Report***

The Deputy Town Clerk presented the report on the status of the allotment waiting list and current vacancies. The Committee was informed that there were 8 vacant plots across the allotment sites, 2 of which needed to be completely cleared.

***c. Any correspondence***

- i. Water Furlong Rental Agreement-* It was advised that a request has been made to extend the allotment rental to a 5-year lease, this is to ensure the protection of the allotment site without a further increase after 3-years. Following discussions, it was agreed that the council aims to secure a 5-year lease at the cost of £1000 in years 4 and 5 for the Water Furlong allotment site, to prevent a further price increase and securing the site for the allotment tenants.

**Proposal 10-** On the proposal of Councillor Mrs G Johnson, seconded by the Councillor B Turner, it was approved with one abstention and **RESOLVED** the Council approves that the Council aims to secure a 5-year lease at the cost of £1000 in years 4 and 5 for the Water Furlong allotment site, to prevent a further price increase and securing the site for the allotment tenants.

- ii. Return of deposit for D10b -* It was advised that a request to terminate tenancy had been received from the tenant of D10b, the plot has been inspected and left in good order, it is recommended that the deposit is returned.

**Proposal 11-** On the proposal of Councillor Mrs G Johnson, seconded by the Councillor B Turner, it was **RESOLVED** the Council approves that the deposit for D10b is returned.

- iii. *Return of pro rata rent for PR1* – A request has been received for the pro rata rent for PR1 to be returned at a cost of £21.96 the committee were informed that this has been done previously.

**Proposal 12-** On the proposal of Councillor Mrs G Johnson, seconded by the Councillor D Dorson, it was **RESOLVED** the Council approves that the pro rata rent of £21.96 for PR1 is returned.

**171. ST. MICHAEL'S CHURCHYARD (Agenda Point 10)**

a. *Feedback on any issues related to ground maintenance:*

It was reported that contact has been made with Wesleyan regarding the cracked memorial stone. An inspection was carried out on 12<sup>th</sup> August and the slab is of low risk and has not deteriorated since there previous monthly inspection, so it was advised that no repair works will be carried out at this time.

**172. PERSONNEL MATTERS (Agenda Point 11)**

Nothing to report.

**173. ANY OTHER MATTERS OF CONCERN RELATED TO AMENITY AREAS FOR CONSIDERATION AT THE NEXT MEETING (Agenda Point 12)**

- i. *Millstream overgrowth* – Cllr M Exton informed the committee that the weir on the millstream has become overgrown and the banks are eroding. It was confirmed that the millstream project is being undertaken and contact has been made with the group and a meeting is being arranged.
- ii. *Cost of vandalism to play equipment* – Cllr B Griffin requested the information on the cost of vandalism to the play equipment over the last 2 years, this would be looked into and reported back to the committee.

**174. DATE OF NEXT MEETING: (Agenda Point 13)** – Tuesday, 01 October 2019 at 6pm at the Town Hall due to the Allotment Prize giving at 7.30pm.

Chairman (The meeting closed at 9.00pm.)

STAMFORD TOWN COUNCILMINUTES OF THE FINANCE, PERSONNEL AND ASSETS MEETING  
HELD ON TUESDAY, 10 SEPTEMBER 2019 AT 7.00PM  
IN THE TOWN HALL, STAMFORD

PRESENT Councillor Miss B Griffin (Town Mayor),  
Councillor Mrs S J Sandall (Chairman)  
Councillor B Sandall (Vice Chair)  
Councillor Mrs S Sismore  
Councillor D Taylor  
Councillor A Croft  
Councillor A Carter-Begbie (substituting for Councillor Mrs J Clarke)

ALSO PRESENT Town Clerk

PUBLIC PARTICIPATION – None.

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

Councillor H Bisnauthsing and Councillor Mrs J Clarke had submitted their apologies; these were noted and accepted.

**176. DECLARATIONS OF INTEREST**

None declared.

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

The Minutes of the Committee Meeting held on 13 August 2019 were confirmed and signed as a true record of the meeting.

**178. UPDATE ON ACTION POINTS (Agenda Point 4)**

- i. *Regalia Cabinet* – This matter remains in hand with Councillors Griffin & Dawson. However, Mayoral duties have taken precedence. It was suggested that the lighting and mirrored backs of the cabinets should be progressed as a first step.
- ii. *Mayor's Charity Account* – The Civic Officer is progressing with the transfer of the account to the Lloyds Bank.
- iii. *Transfer of Open Space to Town Council* – This matter is being progressed with Messrs. Buckles solicitors.
- iv. *Passenger Lift Auto-Dialler* – A date for the reprogramming is awaited.
- v. *Conservation of the Historic Panel* – A grant award of 3,000 is being sought towards the conservation work. The restoration cost is nearly £10,000, for which there is an earmarked reserve accrued. It was suggested that the Waitrose Community Fund and the SKDC Historic fund may support such projects. The Town Clerk will investigate this further.
- vi. *Conservation of Historic Scrapbook* – It was noted that the album is now with the Conservator.
- vii. *Replacement of the Chandeliers in the Court Room* – This matter is being investigated.
- viii. *Installation of Solar Panels on the Town Hall* – The business case is being prepared.

- ix. *Investigation of a Community Grant Fund* – This is still being examined.
- x. *New Homes Bonus* – This is being investigated and a response is awaited from the District Council's S151 Officer.
- xi. *Chandeliers for the Court Room* – This is being investigated
- xii. *Stamford in Bloom* – It was noted that the Awards Presentation night is scheduled on 25<sup>th</sup> September.
- xiii. *Town Hall Facilities Hire Folder* – A draft folder was circulated reflecting the design theme for the Civil Ceremonies advert. It was noted that the Amenities Committee also wishes to promote the Chapel Services at the Cemetery and Wakes at the Town Hall. The current design could be adapted to advertise the options available. It was also confirmed that the order of 1000 book marks would cost £105.00 + VAT. It was noted that the cost of the artwork for adverts and bookmarks is £150.00

PROPOSAL 1 – It was proposed by Councillor Mrs S Sismore, seconded by Councillor Miss B Griffin and unanimously RESOLVED that the designs for the bookmarks and adverts are accepted at a cost of £150.00 + VAT and approval is granted for 1000 bookmarks to be produced at a cost of £105.00 + VAT Action: Town Clerk

- xiv. *Stamford Spa* – It was noted that one of the benches in store will be installed during the coming week by M W Edwards.

## 179. FINANCE

- a. *Consider the list of Accounts for Payment Schedule* – The Chairman Councillor Mrs Sandall reported that there were a number of routine invoices still awaited. The completed schedule will be circulated for approval at the forthcoming Town Council meeting.
- b. *External Audit 2018/19 and Financial Regulations* – All members were circulated with the completed External Audit. The external auditor PKF Littlejohn confirmed that the Council's finances were conducted in accordance with Proper Practices and no matters had raised cause for concern that the relevant legislation and regulatory requirements had not been met. The Chairman wished to thank the Town Clerk for her efforts in this achievement. The Town Clerk observed that one of the requirements for 2019/20 Audit is that Council as a body needs to approve the Financial Risk Assessment. Following discussion it was recognised that new Financial Regulations had been issued by the National Association of Local Councils. It was appreciated that the suite of financial control documents also required reviewing and it would be sensible to have a Working Group from across the Council to examine these documents and present their report to Council at the October Town Council meeting.

PROPOSAL 2 – It was proposed by Councillor B Sandall, seconded by Councillor Mrs A Carter-Begbie and unanimously RESOLVED that a Working Group of three should be selected from the following councillors – Mrs S J Sandall, S Ford, J Dawson, B Turner, Mrs A Carter-Begbie, Mrs E Hooper and S Fenn – to examine and review the Council's Financial Regulations, Internal Controls and Financial Risk Assessment documents.

The Chairman Councillor Mrs Sandall informed the Committee that as had been discussed a previously, the Council's Profile required reviewing to reflect its budget and the tasks it undertakes. Guidance is being sought from LALC, the Council's Internal Auditor and the Council's HR Adviser. This would entail a review of job descriptions and staff structuring to ensure that workload balance with back-up operation is in place.

The reason for this being undertaken at this time is that the budget is due for consideration and accommodation can be made if there are financial implications. This was noted by the Committee.

- c. *Introduction of Card Payment System at the Town Hall* – The Town Clerk reported that iZettle confirmed that it would take 48 hours to set up the card payment system. It was also noted that the 1.25% transaction charge is only applicable for hospitality and the Town Council transactions would attract the 1.75% rate. Following discussion it was suggested that the iZettle application could be downloaded onto a laptop or Smart Phone. Councillors Croft and Taylor offered to assist the Town Clerk as they were familiar with its operation. It was also so suggested that the Emergency Phone is upgraded to a Smart Phone for the Council and that could be the second back-up device for the card payments.

PROPOSAL 3 – It was proposed by Councillor B Sandall, seconded by Councillor Mrs S Sismore that the iZettle Card Payment System is accepted and should be installed on the Sage laptop and that the Emergency phone is upgraded to a Smart phone which will be a second device for card payments and a back-up. Councillors Croft and Taylor would assist the Town Clerk in the installation of the operation. Action: Councillors Taylor/Croft/Town Clerk

- d. *Cambridgeshire Chamber of Commerce Membership Renewal* – The renewal details had been received and it was noted that the renewal fee was £393.00. Following discussion it was the consensus that there had been no positive advantage and it would be more cost effective to direct the funds towards advertising the Town Hall facilities more effectively.

PROPOSAL 4 – It was proposed by Councillor Taylor and seconded by Councillor Mrs A Carter Begbie and unanimously RESOLVED that the renewal of the Cambridgeshire Chamber of Commerce membership is not renewed.

- e. *Water Furlong Allotment Lease* – The Chairman Councillor Mrs S J Sandall informed the Committee that, as mentioned by Town Clerk at the Town Council meeting, a slightly longer term of lease should be negotiated which could bridge the time between this Council and the election of the next Council. The Town Clerk reminded members that Strutt Parker had offered £600 per annum in October 2019, with subsequent stepped increases in Years 2- 2020 (to £800) and Year 3 - 2021 (to £1,000). The term of the lease would expire October 2022. The rental would be reviewed at market value/RPI. If a 5 year lease was required it would be subject to the Council paying estimated legal fees of £650+ VAT. Following discussion it was noted that the tenants were concerned over the increase. They were all long-term tenants who did not wish to leave the site and there is a waiting list. It was recognised that the Amenities Committee was discussing reviewing the allotment structure to ensure that it was based on a per metre charge, which would also apply to the water charge. There was fear that this could be prime development land. It was suggested that the Council should explore the possibility of purchasing the site as it has been allotment land for considerable period and even to write to the Secretary of State to examine this matter. It was a consensus that a meeting should be convened with Strutt Parker to resolve this matter. The outcome of the meeting will be reported back to the Town Council.

Proposal 5 – It was proposed by Councillor D Taylor, seconded by Councillor Mrs A Carter Begbie and unanimously RESOLVED that a meeting is convened as soon as possible with Strutt Parker to discuss this matter and Councillor B Sandall should accompany the Town Clerk.

- f. *Town Hall Tours Protocol & Booking Form* – Committee members had been circulated with the suggested protocol for pre-booked Town Hall tours. It was noted that currently free tours are held on Fridays for the general public and is managed by volunteer guides. Special group bookings are accommodated on any other day and is subject to a fee of £4 and includes tea/coffee. The suggestion is to increase the fee to £5.00 and also to include a free guide book. A booking form had been drafted to cover this arrangement.

Proposal 6 – It was proposed by Councillor Mrs S Sismore, seconded by Councillor Mrs A Carter-Begbie and unanimously RESOLVED that with immediate effect pre-booked group tours to the Town Hall and Dungeons should be charged £5.00 per head to include tea/coffee and a guide book. These tours should operate with a minimum of 10 persons and up to maximum of 50 persons and the booking form approved.

## 180. MAJOR BUILDING WORKS

### a. Renovation work at Town Hall:

- i. *Inspection of the attic room window lintel* – A quote is awaited for the repair work to the lintel of one of the attic windows.
- ii. *Repair and refreshing Entrance Hall* – The Chairman Councillor Mrs S J Sandall advised the Committee that there had been damage sustained to the ceiling of the corridor just outside the Chamber. A quote had been circulated to undertake the repair and refresh the paintwork. It was hoped that this repair could be carried out at the same time as the work to the lintel to the attic room.

Proposal 7 – It was proposed by Councillor Taylor, seconded by Councillor Mrs Sismore and unanimously RESOLVED that the quote offered by Orchard Building Contractors at the cost of £1,764.00 + VAT is accepted.

- iii. *Pendent unit and PIR sensor* – The Town Clerk reported that one of the light pendants in the ladies cloakroom needed replacement. She also informed the Committee that the passive infrared sensor (PIR) did not seem to be operating effectively. Following discussion it was sensible to replace the pendant light but retain the PIR sensors. However they should be checked by an electrician. A quote had been received from JEM electrical for altering the pendant unit at £85.00.

Proposal 8 – It was proposed by Councillor Miss B Griffin, seconded by Councillor Mrs A Carter-Begbie and unanimously RESOLVED to accept the quote of £85.00 to alter the light pendant. The PIR sensors in the Town Hall should be examined at the same time.

- iv. *Town Hall Defibrillator* – It was reported that the installation of the external Town Hall defibrillator will be £361.00. It was also noted that the other three units under the responsibility of the Town Council in the centre of Town did not have their alarm mechanism operating. Following discussion it was the consensus that these needed to be checked and fixed at a cost of £90 per unit.

Proposal 9 – It was proposed by Councillor Mrs Carter-Begbie, seconded by Councillor Mrs B Griffin and unanimously RESOLVED to accept the quote of £361.00 to install the exterior Town Hall defibrillator and to check the alarm system of the other units at £90.00 per unit

**181. ASSETS**

- a. *To consider the bookings for the hire of the Town Hall* – The schedule of booking requests had been circulated for consideration.
- i. Stamford Rotary Club, Friday 25 October 2019 – A request had been received to use the Court Room from 10am until 12.30pm for a Coffee Morning.

Proposal 10 – It was proposed by Councillor Mrs S Sismore, seconded by Councillor Miss B Griffin and unanimously RESOLVED that the above booking is agreed to be offered free of charge. Action: Civic Officer

- b. *Cemetery Lodge roof and ground leak* – The Town Clerk advised that the damage sustained during the recent high winds would cost £150 for the repair and replacement of some tiles to the Lodge. In addition the cost of the ground water leak in the cemetery ground was in the region of £500, a full cost is anticipated this week.
- c. *Consultation of Lincolnshire Heritage Services* – The Chairman Councillor Mrs S J Sandall advised that the report on the consultation had now been released but the Town Council is waiting to receive a response to their request to take on the responsibility of the Museum Store and Discover Stamford exhibit. A meeting is to be requested as soon as possible with the Head of Cultural Services.

**182. MAYOR'S CHARITY**

The Chairman Councillor Mrs S J Sandall noted that the current account balance is nil and a new account is due to be opened with Lloyds Bank. Councillor Miss Griffin Mayor advised that the feedback from the Charities that received donations last year had enabled some very positive outcomes which was satisfying. Action: Civic Officer

**183. GRANT/DONATION REQUEST TO BE CONSIDERED**

None

**184. NEIGHBOURHOOD PLAN**

The budget for the Neighbourhood Plan was circulated. Councillor Taylor advised that the public consultation was due to commence. There are four consultation events around the town and at each event there will be information panels and there will be a team available to answer any questions. The events are being advertised through social media and the press. The consultation has been extended to enable the public have sufficient time to consider the draft plan and respond. It is hoped that all being well the Plan will be with the Inspector by the end of 2019 and a Referendum could be scheduled in the spring of 2020. Records will be retained of all numbers attending the events and all comments gathered.

**185. PERSONNEL MATTERS**

The Chairman Councillor Mrs S J Sandall informed the committee that a report will be presented at the next meeting on the outcome of the Appraisals and the Council Profile examination.

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

- a. *Speed Signs* – The Chairman Mrs S J Sandall wished further investigation for this to be discussed at the next agenda.
- b. *Relocating items of Street Furniture in Red Lion Square* – It was considered that the seats were very popular. A meeting should be convened at the Square to consider the facilities in preparation of the next meeting.

- c. *LALC AGM 15 October 2019* – Any Councillors wishing to attend this event should advise the Town Clerk.
- d. *Stamford Georgian Festival Opening Evening, Thursday 26 September* - All members were reminded to respond to their invitation directly to the Art Centre.

**187.** DATE OF NEXT MEETING: (Agenda Point) – Tuesday, 08 October 2019 at 7pm

Chairman  
(The meeting closed at 8.40pm.)

DRAFT

Date: 19/09/2019

Time: 17:08:41

**Stamford Town Council**

Page: 1

**Day Books: Supplier Invoices (Summary)****SCHEDULE NO. 6**

Transaction From: 11112

Transaction To: 11162

<u>Tran No.</u>	<u>Item</u>	<u>Type</u>	<u>Date</u>	<u>Supplier</u>	<u>Inv Ref</u>	<u>Details</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>Gross Amount</u>
11112	1	PI	30/08/2019	KONE plc	V. 183	Lift Call out	210.48	0.00	210.48
11113	1	PI	30/08/2019	NPower	V. 184	Elec. Bill Rec. Grd	422.16	22.21	444.37
11114	1	PI	10/08/2019	Lloyds Bank	V. 185	Bank Service Charge	5.00	0.00	5.00
11115	1	PI	10/08/2019	Lloyds Bank	V. 186	Bank Service Charge	5.00	0.00	5.00
11116	1	PI	31/08/2019	Ebay	V. 187	Ebay Sale	9.03	1.81	10.84
11117	1	PI	27/08/2019	Snowflake Laundry	V. 188	T/Hall Laundry	75.82	15.16	90.98
11118	1	PI	21/08/2019	Britannia Fire & Security Ltd	V. 189	Fire Alarm Service (Batteries)	46.25	9.25	55.50
11119	1	PI	23/08/2019	Mainstreet Partnership Publictions Ltd	V. 190	Advertising forthcoming events	53.01	10.60	63.61
11120	1	PI	05/08/2019	Gordon Bush	V. 191	Fitting of taps to water outlets	237.50	47.50	285.00
11121	1	PI	21/08/2019	ESPO	V. 192a	Stationery	59.06	11.81	70.87
11122	1	PI	21/08/2019	ESPO	V. 192b	Cleaning supplies	48.25	9.65	57.90
11123	1	PI	27/08/2019	Cllr Marion Pitt	V. 193	Travel Expenses (Training)	68.33	0.00	68.33
11124	1	PI	09/08/2019	Anglian Water	V. 194	Water Charge Allot. Priory Rd	33.17	0.00	33.17
11125	1	PI	09/08/2019	Anglian Water	V. 195	Water Charge Allot. Uff North	51.58	0.00	51.58
11126	1	PI	09/08/2019	Anglian Water	V. 196	Water Charge Allot. Uff	68.57	0.00	68.57
11127	1	PI	27/08/2019	Britannia Fire & Security Ltd	V. 197	T/Hall CCTV Call out	60.00	12.00	72.00
11128	1	PI	27/08/2019	Personnel Advice	V.198	Contracted Personnel Advice	100.00	20.00	120.00
11129	1	PI	27/08/2019	ACR Computers	V. 199	Admin. Computer configuring	32.50	6.50	39.00
11130	1	PI	28/08/2019	RoSPA Playsafety	V. 200	Annual Rospa Insp	207.00	41.40	248.40
11131	1	PI	28/08/2019	Wm Morrisons Supermarkets PLC	V. 201	Battle of Britain Refreshments	104.15	15.72	119.87
11132	1	PI	29/08/2019	Gordon Bush	V. 202	Cemetery underground water leak	90.00	18.00	108.00
11133	1	PI	30/08/2019	BJ's Print & Design Ltd	V. 203	Poster printing - forthcoming events	287.00	0.00	287.00
11134	1	PI	31/08/2019	Harrison and Dunn	V. 204	Keys & Lock	10.41	2.08	12.49
11135	1	PI	31/08/2019	Glorious Growing Gardens	V. 205	Watering of floral displays	455.00	0.00	455.00
11136	1	PI	01/09/2019	Stratus Hosting Ltd	V. 206	Telephones and Broadband	326.76	65.35	392.11
11137	1	PI	01/09/2019	EON	V. 207	Bandstand Elec. charge	7.95	0.40	8.35
11138	1	PI	03/09/2019	PKF Littlejohn LLP	V. 208	External Audit Fees	1300.00	260.00	1560.00
11139	1	PI	30/08/2019	Rutland and Melton Lifeboat Brch	V. 209	Mayoral Luncheon 02102019	54.00	0.00	54.00
11140	1	PI	05/09/2019	Ricoh UK Ltd	V. 210	Contract Payment (Photocopier)	560.31	112.06	672.37
11141	1	PI	21/08/2019	Anglian Water	V. 211	Allotment Water Bill - Water Furlong	269.76	0.00	269.76
11142	1	PI	05/09/2019	Beebys Limited	V. 212	T/Hall Contracted cleaning	457.50	91.50	549.00

## SCHEDULE NO. 6

Page 2

11143	1	PI	07/09/2019	MKS Groundcare Ltd	V. 213	Ground Maintenance Meadows & Recreation Grd	1196.33	239.27	1435.60
11144	1	PI	09/09/2019	South Kesteven District Council	V. 214	STC Uncontested Election Costs	274.90	0.00	274.90
11145	1	PI	09/09/2019	South Kesteven District Council	V. 215	STC contested Election Costs	2896.19	0.00	2896.19
11146	1	PI	09/09/2019	J & L Ball Interiors Ltd	V. 216	Attic Room Blinds	396.00	79.20	475.20
11147	1	PI	10/09/2019	EON	V. 217	Electricity Bill Skatepark	45.36	9.07	54.43
11148	1	PI	10/09/2019	Lincolnshire Association of Local Councils	V. 218	2 x Councillor Training 040919	18.00	3.60	21.60
11149	1	PI	16/08/2019	Kakadu Creative	V. 219	Display Boards for N'Plan	800.00	160.00	960.00
11150	1	PI	15/10/2019	SMV Contract Services	V. 220a	Tennis Court maintenance	1550.00	310.00	1860.00
11151	1	PI	15/10/2019	SMV Contract Services	V. 220b	Cemetery Ground Maintenance	8240.00	1648.00	9888.00
11152	1	PI	15/09/2019	SMV Contract Services	V. 221	St. Michael's Churchyard Maintenance	180.00	36.00	216.00
11153	1	PI	15/09/2019	SMV Contract Services	V. 222	LCC Grass Cutting & Open Spaces	5050.00	1010.00	6060.00
11154	1	PI	12/09/2019	Gordon Bush	V. 223	T/Hall Boiler servicing	83.33	16.67	100.00
11155	1	PI	16/09/2019	TMS	V. 224	Traffic Management - BOB	625.00	125.00	750.00
11156	1	PI	17/09/2019	R Harrison & Co	V. 225	Grave digging - Various	2305.00	0.00	2305.00
11157	1	PI	17/09/2019	R Harrison & Co	V. 226	Cemetery underground water leak	135.00	27.00	162.00
11158	1	PI	17/09/2019	Lance Publications	V. 227	Events Advertising Forthcoming events	100.00	20.00	120.00
11159	1	PI	18/09/2019	Set in Stone	V. 228	Memorial for Mayor/Clr Garden	951.66	190.34	1142.00
11160	1	PI	18/09/2019	The Melton Band	V. 229	Brass Band 110819	250.00	0.00	250.00
11161	1	PI	19/09/2019	SMV Contract Services	V. 230	Cemetery Tree Work	1500.00	300.00	1800.00
11162	1	PI	09/09/2019	NPower	V. 231	Town Hall Gas Bill	180.86	8.61	189.47
<b>Totals</b>							<b><u>32493.18</u></b>	<b><u>4955.76</u></b>	<b><u>37448.94</u></b>

## Stamford Town Council

## Mayor's Diary ~ Year 2019/2020

Covering 13th September ~ 13th October  
2019

Day	Date	Time	Event	Location	Hosted by
FRI	13 September 2019	7.45pm	A production of 'Ladybird,ladybird'	Stamford Arts Centre	Mike Steele - Stamford Shoestring Theatre
SAT	14 September 2019	2pm	University of Stamford Graduation	Stamford Arts Centre	Janet Meenaghan - Principal & CEO of NCS
SUN	15 September 2019	10am	Battle of Britain Parade & Service	Town Hall, St Mary's Church, War Memorial	
		1.30pm	Dog Show	Meadows	Roger Ing
MON	16 September 2019				
TUE	17 September 2019				
WED	18 September 2019	10am	Tourism Meeting	Town Hall	
		7.30pm	Alpha Open Evening	No.1 Cheyne Lane	Rev Lorraine Wright
THU	19 September 2019	6.30pm	Evergreen Care Trust Awards Evening	Barn Hill, Methodist Church	Louise Marsh
FRI	20 September 2019				
SAT	21 September 2019				
SUN	22 September 2019	1.30pm	<b>Deputy Mayor</b> Freedom of the Town Parade	Huntingdon Town Hall	Mayor of Huntingdon
		3pm	Annual Civic Service	All Saints' Church, Gainsborough	Mayor of Gainsborough
MON	23 September 2019	7pm	Skells Trust meeting	Town Hall	
TUE	24 September 2019	7pm	Town Council	Town Hall	
WED	25 September 2019	6pm	Stamford in Bloom Presentation Evening	Town Hall	

THU	26 September 2019	6.15pm	Georgian Festival Drinks Reception	Stamford Arts Centre	
		7.30pm	Talk on Georgian Art	Oswald Elliot Hall	
FRI	27 September 2019	6pm	Georgian Sense-o-matic show	The Corn Exchange Theatre	
SAT	28 September 2019	8.30pm	Wild Boy - Lamphouse Theatre	Stamford Arts Centre	
SUN	29 September 2019				
MON	30 September 2019				
TUE	01 October 2019	6pm	Planning Committee	Town Hall	
		7pm	Amenities Committee	Town Hall	
WED	02 October 2019	12.30pm	Annual Lifeboat luncheon	Barnsdale Lodge Hotel	President of Committee of RNLI
THU	03 October 2019				
FRI	04 October 2019				
SAT	05 October 2019				
SUN	06 October 2019	3.30pm	The Justice Service	Peterborough Cathedral	High Sheriff of Cambridgeshire
MON	07 October 2019	6pm	Events Committee	Town Hall	
TUE	08 October 2019	7pm	Finance Committee	Town Hall	
WED	09 October 2019	1pm	Health in Retirement Event	Town Hall	Keith Spurr - Lakeside Healthcare PPG
THU	10 October 2019				
FRI	11 October 2019				
SAT	12 October 2019				
SUN	13 October 2019	2.50pm	Chairman's Civic Service	Methodist Church, Spalding	Chairman of South Holland District Council