

## **STAMFORD TOWN COUNCIL**

### **MINUTES OF THE STRATEGIC DEVELOPMENT MEETING HELD ON WEDNESDAY, 07 FEBTUARY 2018 AT 10.00AM IN THE TOWN HALL, STAMFORD**

**PRESENT** Councillor Anthony J. Story (Town Mayor)  
Councillor M Sawyer (Chairman)  
Councillor Mike Exton  
Councillor Mrs S Sismore  
Councillor Allen Hewett

**Also in attendance:** Civic Officer  
Mary Davies – Tourist Information Centre  
Leah Rickard – Library Services  
Christine Bearne – Town Hall Guide  
Chris Hunt – Town Hall Guide  
Penny Rowley– Town Hall Guide  
Ann Ellis – Stamford in Bloom  
Jill Collinge – Stamford Blue Badge Guide

**Public Participation** – None

#### **565. Apologies for Absence**

Councillor Alan Swan, Graham Burley (Tourist Information Centre), John Davies (Town Hall guide) and David Norton had submitted apologies; these were noted and accepted.

#### **566. Declarations of Interest**

Councillor Anthony J. Story (Town Mayor) and Councillor M Exton declared an Personal Interest in respect of any discussion relating to Browne’s Hospital as they are Trustees.

#### **567. Minutes**

The Minutes of the Committee Meeting held on Wednesday, 10 January 2018, were confirmed and signed as a true record of the meeting.

#### **568. Tourism**

##### **a. Tourists / Visitors**

The Stamford Blue Badge Guide informed the meeting that she had shown 1289 tourists around the town last year, 926 were staying and eating in Stamford which was a very encouraging 72% of visitors.

**b. Town Hall Activity Sheet for Children**

The Civic Officer reported that he had now received the relevant guidance from Malcolm Sargent school regarding two activity sheets which would be produced to fall in line with the national curriculum. Key Stage 1 aged between 4 - 7 would be made up of a treasure hunt with clues, questions and answer session, odd one out picture game etc, and Key Stage 2 ages 7-11 which would be based on an escape room type experience whereby students would answer questions to enable them to unlock the next room.

**Proposal 1-** On the proposal of Councillor Sawyer, seconded by the Councillor Hewett, it was unanimously **RESOLVED** that the Civic Officer produce these activity sheets, working with Michelle Feasey (Tour Guide). The Chairman also pointed out that this exercise shows good engagement by Stamford Town Council with the community. **Action** – Civic Officer

**c. Town Hall Guide Pamphlet**

The draft pamphlet had been finalized. The Town Hall were waiting on the 100 and 120 GSM paper for producing these in-house.

**Proposal 2-** On the proposal of Councillor Sawyer, seconded by the Councillor Hewett, it was unanimously **RESOLVED** that once approved by the Town Council copies would be initially be circulated to the Tourist Information and the Library. A distribution list will be revised for the Town Hall Pamphlet. This would be hard copied locally and digitally supplied further afield. **Action** – Deputy Town Clerk

**d. Town Hall Guide Souvenir Booklet**

Penny Rowley informed the members that there were some minor changes to be made. Copies could be made available for Charter Day on Friday 9th February and also when Town Hall tours commence on Friday 16th February.

**Proposal 3-** On the proposal of Councillor Sawyer, seconded by the Councillor Story, it was unanimously **RESOLVED** that subject to minor changes the booklet be offered for sale at £1.00 on Charter Day. **Action** – Deputy Town Clerk

**e. Advertising**

- i. *Discover Rutland*: An opportunity to advertise with this publication had arisen at a cost of £360.

**Proposal 7 -** On the proposal of Councillor Sawyer, seconded by Councillor Story, it was unanimously **RESOLVED** to decline the offer.

**f. Stamford in Bloom**

A request had been received from Stamford in Bloom to place an additional temporary planter on Castle Dyke area to enhance the floral display in the summer.

**Proposal 8** - On the proposal of Councillor Sawyer, seconded by Councillor Sismore, it was unanimously **RESOLVED** that Ann Ellis install a temporary free-standing planter in Castle Dyke as part of the Stamford in Bloom initiative. **Action** – Town Clerk

**569. Feedback on Defibrillators**

The Chairman informed the Committee that the defibrillators will be fitted on the walls of Johnsons cleaners and the Broad St. Dental Practice. However, there are listed building difficulties over the site on the wall of the Rohan shop.

**570. Stamford Health Working Group**

The Chairman stated that he had received no new notifications. Cllr. Exton informed the Committee of the imminent opening of a new clinic at Stamford Hospital.

**571. Lincolnshire Policing**

The Committee expressed disappointment that there has been no police representation at recent Town Council meetings.

**Proposal 4** - On the proposal of Councillor Sawyer, seconded by Councillor Story, it was unanimously **RESOLVED** that the Chairman invites Inspector Martin to attend the next Town Council meeting and to invite the new PCSOs. **Action** – Civic Officer

**572. Car Parking issues in Stamford**

The Chairman had noted that there are only 780 off street parking spaces in Stamford. He had also asked for Lincolnshire County Council to confirm costs for removing Traffic Regulation Order's from certain areas within the town. Finally, he was waiting on clarification regarding the use of Morrison's car park.

It was noted by the Tourist Information Centre that the signs at The William Cecil had deterred people parking on the grass verge but this had now caused motorists to double park on the road instead.

An email from Councillor Steve Carroll was circulated about the proposed barriers for South Kesteven District Council car parks. Concern was expressed about the reasons for this proposal.

The Committee was informed that the Chairman of Town Council's Planning Committee would be sending a letter to South Kesteven District Council asking for clarification. **Action** – Cllr Miss Griffin

**573. Browne's Hospital**

No update yet on Browne's Hospital opening more frequently for visitors. This item is deferred to next meeting.

**574. To re-vamp the Malcolm Sargent Displays**

Three new display cabinets had been installed in the Malcolm Sargent Room for the display of artifacts.

**Proposal 6** - On the proposal of Councillor Sawyer, seconded by Councillor Story, it was unanimously **RESOLVED** that Penny Rowley be placed in charge of reorganising the Malcolm Sargent collection once the cataloguing of all item has been completed.

**Action** – Town Clerk

**575. Purchasing additional Mannequins for the Gaol**

The Chairman is investigating opportunities of purchasing additional mannequins and will report back at the next meeting.

**576. Update report on upgrading website**

The outline website had been circulated to all councillors, content is still being updated from both internal and external sources. An estimated date of April 2018 is scheduled for the website to be fully operational.

**577. Update on next Newsletter publication**

The Civic Officer informed the members that the deadline for articles was 14<sup>th</sup> February 2018, with publication the following week.

**578. Any Other Business for Consideration**

- a. *Dog Poo*: Particular problem areas were St Leonard's Street, Brazenose Lane and Station Road. The Chairman would email South Kesteven District Council to highlight this issue. Cllr Exton also pointed out that there would be an enforcement order update issued by the District Council shortly.
- b. *Committee Protocol*: Councillor Story stated that this Committee meeting should confine its discussions to its Terms of Reference. Inappropriate discussions relating to Town Council issues should be avoided to prevent wasting time and duplication of actions. The Chairman agreed that this was indeed the case and accepted full responsibility for "committee drift".

**Proposal 9** - On the proposal of Councillor Story, seconded by Councillor Sawyer, it was unanimously **RESOLVED** that discussions with the Tourism Working Group have a separate agenda and its meeting will precede the SSDC meeting, as in the past.

**579. Date of Next Meeting– Wednesday, 07 March 2018 at 10am**

Chairman  
(The meeting closed at 11.25am.)