

STAMFORD TOWN COUNCIL

MINUTES OF THE STAMFORD TOWN COUNCIL MEETING HELD ON TUESDAY, 25 SEPTEMBER 2018 AT 7.00PM IN THE TOWN HALL, STAMFORD

PRESENT Councillor B Griffin, Chairman
Councillor M Exton
Councillor B C Sumner
Councillor J Dawson
Councillor T Story
Councillor Mrs B A Sumner
Councillor Ms M Couch
Councillor Mrs S Sismore
Councillor B Turner
Councillor Mrs G Johnson
Councillor D Taylor
Councillor A Croft
Councillor A Billington
Councillor S Carroll
Councillor D Dorson
Councillor Mrs M Pitt
Councillor R Foulkes

ALSO PRESENT Town Clerk
Ian Yates, Strategic Director of SKDC
Councillor D Brailsford, LCC Stamford West
Rev Andy Fyall, Methodist Church
Member of press
2 Members of the public

PUBLIC PARTICIPATION:

A question had been raised by a resident as to whether best practice had been followed not issuing a notice relating to the co-option, following the resignation of the former mayor. He suggested that there was no evidence of this notice having been issued and had first read the result of the co-option in the Stamford Mercury. He enquired whether this appointment had been discussed and voted on at full Council.

The Town Clerk confirmed that all relevant notices had been displayed and two candidates had come forward. The appointment had been included on the agenda and discussed at the August 2018 Town Council meeting. One of the candidates withdrew their application.

Formal meeting commenced 7.10pm

317. APOLOGIES FOR ABSENCE(Agenda Point 1)

Councillor H Bisnauthsing, Councillor B Sandall, Councillor Mrs S J Sandall and Councillor A Swan had submitted their reasons for absence. The reasons were noted and accepted.

Apologies had also been received from Councillor M Lee, Leader of SKDC

318. DECLARATION OF INTEREST (Agenda Point 2)

Councillor D Dorson declared a Personal and Prejudicial Interest in respect of any discussion relating to staff as his wife is Deputy Town Clerk. He further declared a Personal Interest in respect of any discussion related to the funding application for the College Players as his wife is Chairman of the group.

Councillors Mr B C Sumner, Councillor Mrs B A Sumner and M Exton declared a Personal Interest in respect of any discussions related to planning as they are on the SKDC Development Management Committee.

319. REPORTS ON OUTSIDE BODIES / ORGANISATIONS(Agenda Point 4)**a. *Lincolnshire County Council (LCC)*–**

Councillor D Brailsford reported that budgets in respect the County Council remained constrained, as is Lincolnshire Police budget. There was a question raised as to whether the County Council, due to budgetary cuts, is possibly operating under similar conditions as Northamptonshire County Council. Councillor Brailsford advised that difficult decisions had to be taken and focus would be on core duties and obligations.

Councillor R Foulkes reported that the vacancy for a ‘Lollipop-assistant’ is yet to be filled despite funding being available. He also informed the Town Council of the statistic relating to dementia in Lincolnshire, which illustrated that two out of 10 females are sufferers.

b. *South Kesteven District Council* –

Councillor Exton informed the Town Council that South Kesteven District Council continued to roll out the ‘Deep Clean’ programme throughout the District. SKDC was very happy to support the Riverside Clean initiative. It was hoped there would be more of these projects which the District could support provided there was sufficient notice.

Mr I Yates confirmed that the District Council had submitted a request to Highways England to install a Historic Town sign for Stamford on the A1. The application had been supported by Lincolnshire County Council and a response is awaited. There was an open invitation to members of the Town Council to visit the office in Grantham and the CCTV unit to see how the system monitored Stamford. There was discussion in respect of how Enforcement Officers engaged with members of the public. There had been a number of examples where these Officers had been unquestionably and unnecessarily rude, especially if their vehicle was causing an obstruction to footpaths. This was noted and would be investigated. There was a question raised as to whether there were any excess District Council financial reserves which could be diverted to support Lincolnshire Police. Mr Yates advised that he did not believe this was possible as all authorities were experiencing budgetary constraints.

c. *Lincolnshire Police* – There was no representative in attendance and no report available.

d. *Stamford Ward Councillors* – No reports presented.

e. *Town Councillors on Outside Bodies* :

Councillor B Turner reported on the recent meeting held by Citizens Advice and that they were experiencing significant funding reductions which would impact on the services provided by the agency. They were keen to maintain the current level of service without extracting funds from their reserves. This was noted.

Councillor Turner further informed the Council that there was a WW1 Commemorative Armistice Choral Project at the Corn Exchange on the 04 October 2018 at 4.30pm to which all members of the Council are invited, but there was limited seating so early confirmation would be helpful. Another Royal British Legion Commemorative event is a Service of Thanks Giving at All Saints Church on 18 November at 5pm, which is free but due to capacity constraints tickets will be issued. It was hoped that the Town Council could assist

with the circulation of these tickets. This was noted and details should be confirmed with the Town Clerk.

Councillor Mrs B A Sumner informed the Council that her appointment as a Governor at St. Georges had been officially confirmed and is an elected Special Representative for Safeguarding and English.

Councillor Miss B Griffin (Chairman of the Council) - reminded the Council that Stamford Brass Band had won the Midlands Regional Championship, which was a significant achievement and should be recognised. Following discussion there was consensus that an award should be presented in acknowledgment of their efforts.

Proposal 1 – It was proposed by Councillor Ms M Couch, seconded by Councillor J Dawson and unanimously **RESOLVED** that a presentation of a Town Council shield to Stamford Brass should be arranged on Wednesday 03rd October between 6pm – 7pm in the Mayor’s Parlour.

Chairman, Councillor Miss Griffin observed that there was no insignia for councillors deputising for her at events and suggested that with the Council’s permission she was comfortable to wear the informal Mayoress’ Chain of Office, thus providing the Deputy Mayor’s Chain of Office for councillors substituting for her at events. Following discussion, it was the consensus that this suggestion was sensible and should be supported.

Proposal 2 – It was proposed by Councillor B C Sumner, seconded by Councillor M Exton and unanimously **RESOLVED** that during this unusual year of circumstances, the Deputy Mayor should wear the Mayoress’ Chain of Office and the Deputy Mayor’s insignia be allocated for use to the appointed councillors when they attend events substituting on her behalf.

320. MINUTES (Agenda Point 3)

The notes of the Town Council meeting held on Tuesday, 28 August 2018 had been circulated.

Proposal 3 - It was proposed by Councillor Ms M Couch, seconded by Councillor J Dawson and **RESOLVED** by majority vote that the minutes of the meeting of the Council held on Tuesday, 28 August 2018 be approved as a true and accurate record and be signed by the Chairman. There were 14 votes in Favour and 3 Abstentions.

321. 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. **Action Points** – The status of action points relating to each Committee would be circulated subsequent to this meeting to keep members informed.
- c. **Other matters related to Council business:**
 - i. **Stamford Terracotta Armorial-** It was reported at the Skell’s Trust meeting the previous night (24 September 2018) that it had been requested that the Town Council identifies the most appropriate location for this structure, as the Trustees at the last Skell’s meeting did not consider St. Michael’s Church appropriate. It was recognised that members of the Town Council had all inspected the structure and appreciated its size and density. Following discussion there were three suggestions – St. Peter’s Green, Stamford Cemetery and the Recreation Ground. It was recognised that for St. Peter’s Green, approval would be required from SKDC as they maintain this Closed Churchyard. For both the Cemetery and Recreation Ground sites the Amenities Committee would need to identify the best location.

Proposal 4 – It was proposed by Councillor Ms Couch, seconded by Councillor Mrs Sismore that the Armorial should be sited in St. Michael’s Churchyard. There were three votes in Favour and fourteen votes against the resolution fell.

Proposal 5 – It was proposed by Councillor Exton, seconded by Councillor Mrs B A Sumner that the Armorial should be sited in Stamford Cemetery, There was seven votes in Favour and ten votes Against the resolution fell

Proposal 6 – It was proposed by Councillor B C Sumner, seconded by Councillor Croft and **RESOLVED** by majority vote that the structure should be sited on St. Peter’s Green. There were eight votes in Favour, six votes Against and two Abstentions.

- ii. **Town Hall Renovations** – It was reported that this work would be commencing on the 1st November. During the works the disabled access to the Town Hall will be diverted to the entrance at the Malcolm Sargent Room, where a temporary bell will be installed. This was noted.
- iii. **Civil Ceremonies Licence** – It was confirmed that the Town Hall had received the paperwork confirming its application for a Civil Ceremonies Licence. This had been signed by the Chairman of Finance, Councillor Mrs S J Sandall and the Town Clerk. The formal Licence should be received by 01 October 2018.
- iv. **Welland River Bank Clean-up** - It was reported that this initiative had been well supported by volunteers. Despite the weather the banks were litter-picked and the removal of the invasive Himalayan Balsam proved an effective project. The Welland River Trust, SKDC and all the volunteers were thanked for their time, effort and contribution in making the event a success.
- v. **2018-19 Budget Report** – This had been tabled for members to consider. The Town Clerk informed members that Committees would have an opportunity to consider their individual budgets, which would feed into the Council’s overall budget. There was one important decision which the Council needed to consider: whether it wished to continue supporting the County Council in cutting the grass verges.
- vi. **Stamford Wayfinding** – A meeting on Wednesday 03 October at 12noon is being arranged with the Andrew Norman, Head of Visitor Economy for Discover South Kesteven, to discuss how to improve signage around the town. This meeting would follow the Strategic Committee meeting in the Malcolm Sargent Room. This was noted.
- vii. **Remembrance Service Sunday 11th November** - All members had been circulated with their invitations to this annual event and were encouraged to submit their responses to the Civic Officer as soon as possible. The Chairman Councillor Miss Griffin informed the meeting that at Civic Parades such as the recent Battle of Britain event it was evident to her that room on the terrace should be essentially reserved for members of the Council, dignitaries and Past Mayors. She suggested that to ensure that entrance to the terrace is conducted in an orderly fashion she had asked the Civic Officer to arrange for groups to be called out and escorted onto Browne’s Hospital terrace. The Mayor’s Cadets would act as markers identifying the location where these groups are to stand. All other organisations would flank the memorial. Following discussion there was concern expressed that this step may offend some organisations who had been traditionally invited to stand on the terrace. The Chairman appreciated the feedback but wished to test and assess how this layout operated.
- viii. **Mayoral Charity fund** – Chairman, Councillor Miss Griffin stated that following feedback she had taken the initiative to organise four events which she would lead to raise funds for the Mayoral Charities this year.

- Monday 12 November to Commemorate the Centenary of the Armistice. This event is for members of the Royal British Legion to attend a supper and an evening of entertainment at which she would like Town Councillors to serve the members of Royal British Legion as a thank you for their loyal service.
 - Wednesday 16 January 2019 – This would be a Cheese and Wine evening inviting members of the business sector to attend. This would provide an opportunity to showcase the facilities of the Town Hall for business meetings.
 - Friday 08 February 2019 – Informal Civic Charity Dinner to which Civic Heads and representatives would be invited
 - Friday 01 March 2019 - A Georgian Tea to which local societies and organisations would be invited. This would highlight the forthcoming Georgian Festival in Stamford that year.
- ix. **Commemorative seating** – Members were circulated with details in respect of two commemorative benches for the Town. Councillor Story advised that this matter had been raised at the Skells’ Trustees meeting at which Mr Don Lambert had presented two styles of benches for the town. Councillor Story informed the Council that it had been recognised that memorial seats had already been installed at the War Memorial and the alternative location could be Castle Dyke. He had provided a sketch of how the street furniture could be installed. Following discussion it was noted that the estimated cost per seat is £1000.00 and that funding is still being identified. There was general consensus that Castle Dyke was the preferred location as it was under the responsibility of the Town Council. It was recognised that there were already two seats in this location but they could be removed and relocated. Councillor Billington suggested one could be relocated near the Spa along the Millstream with the other possibilities being the Meadows or Recreation Ground.

Proposal 7 – It was proposed by Councillor S Carroll, seconded by Councillor Mrs A Billington and unanimously **RESOLVED** that approval should be granted for two benches to be installed at the corner of Castle Dyke and Councillor Story should support Don Lambert in this project to identify the funding source to deliver this project.

- x. **SKDC Business and Economic Summit Thursday 11 October 2018** - All Councillors had been circulated with the invitation attend this event and responses should be submitted by 28 September 2018.

322. TO CONSIDER MEMBERSHIP OF DISCOVER SOUTH KESTEVEN (Agenda Point 6)

The Town Clerk informed the Council that they had all been circulated with details of this membership and she needed to have some indication as to whether they wished to join. Following discussion there was mixed opinion and it was considered that there would be no perceived added value to this membership for the Town Council. It was also recognised that the Media Package offered with this membership would not provide any free magazine advertising.

Proposal 8 – It was proposed by Councillor B Turner, seconded by Councillor T Story and **RESOLVED** by majority vote that this matter should be deferred to the next meeting. There were 16 votes in Favour, one Abstention.

323. EVENTS COMMITTEE (Agenda Point 7)

- a. Councillor Ms M Couch presented the notes of the Monday, 03 September 2018 meeting. Councillor M Couch wished to remind the Council of the Spookacular event scheduled on the Recreation Ground on 28 October and the Christmas Festival on 25 November. Both required support and any assistance from fellow Councillors would be appreciated.

- b. Matters for discussion: None
- c. It was proposed by Councillor Ms Couch, seconded by Councillor Mrs G Johnson and unanimously **RESOLVED** that the notes are a true reflection of the meeting held on Monday, 03 September 2018 and the actions with recommendations of the Events Committee be approved and signed by the Chairman.

324. PLANNING COMMITTEE(Agenda Point 8)

- a. Councillor S Carroll presented the notes of the meeting of Tuesday, 04 September 2018
- b. Matter for discussion: The Chairman Councillor Miss Griffin enquired whether Councillors B C Sumner and D Taylor had submitted the relevant documentation requesting applications S18/1376 and S18/1419 to be considered by SKDC Development Control Committee, as had been requested. Following discussion both Councillors Sumner and Taylor advised that they had not submitted any paperwork and considered as Councillor Griffin is on the Town Council Planning Committee she was best placed to submit the documentation. Councillor Mrs B A Sumner stated that they should not be bullied to take such action. The Chairman Councillor Griffin stated that she considered that as this matter related to their wards, they may have been interested in the applications, but as she had submitted such documentation on previous occasions she thought that as Ward Councillors they may have wished to do the same. However, this was clearly not going to be the case.
- c. It was proposed by Councillor S Carroll, seconded by Councillor D Dorson and **RESOLVED** by majority vote that the notes are a true reflection of the meeting held on Tuesday, 04 September 2018 and actions with recommendations of the Planning Committee be approved and signed by the Chairman. There was three Abstention.

325. AMENITIES COMMITTEE(Agenda Point 9)

- a. Councillor Mrs Johnson presented the notes of the Tuesday, 04 September 2018 meeting.
- b. Matter for discussion: Councillor Mrs Johnson informed the meeting that the Best Kept Allotment Competition prize-giving is scheduled on Tuesday 09 October and all Councillors are invited to attend.
- c. It was proposed by Councillor Mrs G Johnson, seconded by Councillor Ms M Couch and unanimously **RESOLVED** that the notes are a true reflection of the meeting held on Tuesday, 04 September 2018 and actions with recommendations of the Amenities Committee be approved and signed by the Chairman.

326. STRATEGIC DEVELOPMENT COMMITTEE(Agenda Point 10)

- a. Councillor Croft presented the notes of the meeting of Wednesday, 05 September 2018
- b. Matter for discussion: None
- c. It was proposed by Councillor A Croft, seconded by Councillor Mrs S Sismore and unanimously **RESOLVED** that the notes are a true reflection of the meeting held on Wednesday 05 September 2018 and actions with recommendations of the Strategic Development Committee be approved and signed by the Chairman.

327. FINANCE COMMITTEE(Agenda Point 11)

- a. Councillor Dawson presented the notes of the meeting of Tuesday, 11 September 2018
- b. Matter for discussion:

- i. *Item 313* - Councillor Carroll raised concern that under item 313 the Committee examined the request and the source of a Freedom of Information request which had been received. The Town Clerk advised that she had reported to the Finance Committee that an FOI request had been received, but its content and source were not discussed. The reason for bringing the request to the attention of the Committee was because in the past such requests could impose a significant cost impact on the Council if not addressed correctly. Following discussion, it was agreed by the Finance Committee members that the wording of the notes should be amended.

Proposal 9 – It was proposed by Councillor Story, seconded by Councillor B C Sumner and agreed by the Finance Committee members that item 313 should read as follows *The Committee having examined the request and its subject considered that this request could possibly be vexatious and the Information Commissioner’s Office should be consulted.*

Councillor Taylor informed the Council that a funding application had been submitted to Awards for All to secure further grant funds towards the delivery of the Neighbourhood Plan. This was noted.

- ii. *Item 308evi Flood lighting of St. Mary’s Church* – This item was discussed and there was consensus that floodlighting the Town Hall would be an advantage, but the cost is unaffordable at this present time and the provision should be made in the forthcoming budget possibly to accommodate this in the future. However floodlighting St. Mary’s Church Tower is more cost effective, if installed at the same time as the festive lighting.

Proposal 10 – It was proposed by Councillor Dawson, seconded by Councillor Ms Couch and unanimously **RESOLVED** that the floodlighting of St. Mary’s Church Tower is approved and the quote submitted by Lite for £2,400 + VAT is accepted for installation this year along with the festive lighting.

- c. It was proposed by Councillor J Dawson, seconded by Councillor B C Sumner and **RESOLVED** by majority vote that subject to the amendment above that the notes are a true reflection of the meeting held on Tuesday 11 September 2018 and actions with recommendations of the Finance Committee be approved and signed by the Chairman
There was one abstention.

328. ACCOUNTS FOR PAYMENT(Agenda Point 12)

Schedule no. 6 (transactions 7448 to 7593) and had been circulated for consideration.

Proposal 11 - It was proposed by Councillor Dawson, seconded by Councillor B C Sumner and unanimously **RESOLVED** that schedule No. 6 is agreed and approved for payment.

329. QUESTIONS WITHOUT DISCUSSION(Agenda Point 13)

None

330. RESOLVED TO GO IN CLOSED SESSION

The Chairman confirmed in pursuance to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 it is resolved that, because of the sensitive nature of the business to be transacted, the meeting would continue in closed session during consideration of the next item which relates to a complaint.

The members associated with the Complaint left the meeting. The Town Clerk informed the Council that its Complaint Policy required an Appeal Panel to be selected. Following discussion members were invited to sit on the Appeals Panel.

The following members were appointed on the Appeal Panel:

Councillors B Sandall, Mrs B A Sumner, A Croft and Mrs M Pitt

The following members left the meeting.

Councillors J Dawson, Mrs B A Sumner, D Taylor, Mrs G Johnson, S Carroll, A Croft and Mrs M Pitt.

9.25 PM - Meeting continued in Closed Session.

The Town Council resolved that as this complaint related to a potential breach of the Code of Conduct it should be referred to the Monitoring Officer.

9.40 PM – The Meeting resumed in Open Session.

Chairman
(The meeting closed at 9.40pm)