



TO ALL MEMBERS OF THE ASSETS & SERVICES COMMITTEE

Town Mayor Kelham Cooke (Ex Officio)

Cllr Jonathan Waples (Chair)

Cllr Ed Fancourt

Cllr Jane Kingman

Cllr David Scammell (Vice Chair)

Cllr Habib Rahman

Cllr Marion Pitt

You are hereby summoned to attend the **Assets & Services Committee Meeting** to be held in the Town Hall on **TUESDAY 09 JULY 2024 at 6.30pm**

Public Attendance

Meetings of the Town Council and its Committees are open to the press and public who are welcome to attend. Members of the public are invited to make representations or put questions to the Committee during the public session.

There is a limit to the number of public attending in-person. If you wish to attend in person, please email townclerk@stamfordtowncouncil.gov.uk to confirm capacity.

Public are very welcome join via Teams using the following link:

[Teams Link Click Here](#)

Sarah Dorson
Proper Officer – Acting Town Clerk
Thursday, 04 July 2024

ASSETS & SERVICES COMMITTEE

A G E N D A

Public Representations

Up to 15 minutes is set aside to allow members of the public (up to three minutes each) to make representations or put questions to the Committee on any relevant matters.

1. Apologies for Absence

To receive and accept apologies where valid reasons for absence have been given to the Town Clerk prior to the meeting.

2. Declarations of Interest

To receive declarations of interest under the Localism Act 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests.

3. Confirmation of Minutes

To sign the minutes of the last meeting

4. Assets & Services Budget Report

To receive the Assets & Services report to 30th June 2024 and consider any actions deemed necessary.

5. Councillor areas of responsibility

To review the councillors' areas of responsibility to improve effectiveness of the committee.

6. Cemetery Update Report

- i. To confirm any actions deemed necessary following the site inspection.
- ii. To review the option of a satellite museum.
- iii. To update on the enquiry of a vintage hand drawn hearse.
- iv. To approve the quote footpath repair
- v. To confirm the requirements for the memorial stability checks
- vi. To review memorial benches and tree agreement for all sites

7. Allotments Update Report

- i. To receive a report on allotments and consider any actions deemed necessary.
- ii. To agreed date for Allotment Competition Judging and prizes

8. Town Hall Update Report

- i. To receive a report on the Town Hall and consider any actions deemed necessary.
- ii. To review advertising banners outside the Town Hall.
- iii. To review Christmas decorations for the terrace.
- iv. To approve quotes for repairing and painting the railings
- v. To review the option of a coat of arms on the front terrace

9. Recreation Ground Update Report

- i. To receive a report on the Recreation Ground and consider any actions deemed necessary.
- ii. To approve the change of name for the Pavilion



- iii. To review the electric points on the Recreation Ground

10. Meadows Update Report

To receive a report on the Meadows and consider any actions deemed necessary.

11. Uffington Road & Empingham Road Playing Fields Update Report

- i. To receive a report on the Uffington Road & Empingham Road Playing Fields and consider any actions deemed necessary.
- ii. To approve the quote for the Septic Tank
- iii. To approve the Rugby Club Lease
- iv. To approve the additional requirement to the Ground maintenance.
- v. To review the lease with SKDC regarding the Football pitch on Empingham Road

12. Open Spaces & Grass Verges Update Report

To receive a report on Open Spaces & Grass Verges and consider any actions deemed necessary.
To review the options of mapping software for all sites

13. Bastion Update Report

To receive a report on Bastion and consider any actions deemed necessary.

14. RLS Toilets Update Report

To receive a report on RLS Toilets and consider any actions deemed necessary.

15. Use of Council facilities Update Report

- i. To receive a report on use of Council facilities and consider any actions deemed necessary.
 - Pavilion
 - Weddings
 - Programmed Events
 - Town Hall
- ii. To consider and approve current processes and fees & charges.

16. Preapproved contractor list

To review the option of a preapproved contractor list for emergency works.

17. Replacement of suspended LCC collection service

To receive a report on the suspended LCC collection service.

18. Closure

To close proceedings and confirm the date of the next meeting scheduled –Tuesday, 10 September 2024 at 6.00pm

