



TO ALL MEMBERS OF THE ASSETS & SERVICES COMMITTEE

Town Mayor Kelham Cooke (Ex Officio)
Cllr Jonathan Waples (Chair) Cllr Ed Fancourt (Vice Chair)
Cllr David Scammell Cllr Habib Rahman
Cllr Jane Kingman Cllr Marion Pitt
Cllr Harrish Bisnauthsing

You are hereby summoned to attend the **Assets & Services Committee** Meeting to be held in the **Cemetery Office** on **TUESDAY 14 MAY 2024 at 7pm**

A pre inspection of the Cemetery will be carried out at 6pm

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, 09 May 2024



ASSETS & SERVICES COMMITTEE A G E N D A

1. 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.

2. Apologies for Absence

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

3. 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.

4. Confirmation of Minutes

To sign the minutes of the last meeting

5. Assets & Services Budget Report

To receive the Assets & Services report to 14th May 2024 and consider any actions deemed necessary.

6. Assets Register 2023/24

To review the Council's Asset Register.

7. Cemetery Update Report

To confirm any actions deemed necessary following the site inspection.

To receive a report on the Town Council's Cemetery and consider any actions deemed necessary.

8. Allotments Update Report

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

9. Town Hall Update Report

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

To consider and approve the Removal of publicity banners on the frontage of the Town Hall

To consider and approve the Electric Box encasing.

To consider and approve the Reception Desk

10. Recreation Ground Update Report

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

11. Meadows Update Report

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

12. Uffington Road Playing Fields Update Report

- i. To receive a report on the Uffington Road Playing Fields and consider any actions deemed necessary.



- ii. To consider and approve the actions deemed necessary with the Septic Tank

13. Empingham Road Playing Fields Update Report

To receive a report on the Empingham Road Playing Fields and consider any actions deemed necessary.

14. Open Spaces & Grass Verges Update Report

To receive a report on Open Spaces & Grass Verges and consider any actions deemed necessary.

15. Bastion Update Report

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

16. RLS Toilets Update Report

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

17. 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.

18. Delegated Authority

To consider and approve the current and proposed Delegated Authority for the operational management of Assets & Services.

19. To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed in relation to the following matters: -

- i. Leases with outside organisations
- ii. Boundary issues at Allotments
- iii. Response to Cemetery Complaint

20. Closure

To close proceedings and confirm the date of the next meeting scheduled – Tuesday 09 July 2024 at 6.30pm