



Stamford
Town Council

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TO ALL MEMBERS OF THE ASSETS & SERVICES COMMITTEE

Town Mayor Kelham Cooke (Ex Officio)

Cllr Jonathan Waples (Chair)

Cllr Peter Copley

Cllr Ed Fancourt

Cllr Jane Kingman

Cllr Marion Pitt

Cllr Habib Rahman

Cllr Anna Wotherspoon

ASSETS & SERVICES COMMITTEE MEETING OF THE TOWN COUNCIL You are summoned to a meeting of the **Assets & Services Committee** for the transaction of the business shown on the agenda below. To be held at 6.30pm on **TUESDAY 14TH JANUARY 2025** in the Malcolm Sargent Room, Stamford Town Hall. The meeting will also be hosted online. Public, press and non-committee members, join on your computer or mobile app using Microsoft Teams.

Mrs Sarah Dorson

Proper Officer –Town Clerk

Thursday, 09 January 2025

Public Participation: The Chairman will invite members of the public to present their questions, statements, or petitions. The public participation period will be limited to **fifteen minutes** in total, with each speaker allowed a maximum of **three minutes** to address the meeting. Disabled access is available.

Members are reminded of their responsibilities under the Code of Conduct and Standing Orders. The Council has a duty to consider the following matters in exercising its functions: Equal Opportunities (including race, gender, sexual orientation, marital status, religion, belief, or disability), Crime & Disorder, Health & Safety, and Human Rights.

The 7 principles of public life

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership
(Committee on Standards in Public Life, 1995)



ASSETS & SERVICES COMMITTEE

A G E N D A

- **Public Participation:**

Recommendation

The reports are to be received, and any significant points should be identified for discussion at future Council or committee meetings or for action by the Council's officers.

1. Apologies – To receive and consider for acceptance.

The Council (including its committees) must approve (or reject) the reasons provided for apologies from absent councillors. If a council member fails to attend a meeting of the council (or its committees) for six consecutive months, without submitting apologies that are accepted by the council (or committee), they will be disqualified from office.

Apologies Received: None

Recommendation

To approve or reject the reasons provided for apologies from absent councillors.

2. To receive any Declarations of Interests and Requests for Dispensation

Members and Officers are reminded of their obligation to declare any interests in accordance with the Code of Conduct adopted in May 2024. The Clerk will report any dispensation requests received.

If a matter arises during the meeting that relates to a councillor's interest, the councillor is responsible for declaring that interest in accordance with the adopted Code of Conduct.

3. Election of Vice Chair

To consider and receive nominations for Vice Chair

4. Assets & Services Budget Report

To receive the Assets & Services reports up to Tuesday, 31 December 2024 and consider any actions deemed necessary.

- a. Budget Report
- b. Committed Projects & Restricted Funds

Recommendation

That the Council receives and notes the Assets & Services Budgets

5. Councillor Areas of Responsibility

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

6. Councillor-Led Reports on Assets & Services

Report Content/Detail

This item includes updates on progress within the Assets & Services portfolio. Responsibility for reporting lies with the relevant councillor overseeing each area, supported by the officer where necessary. The reports provide updates on decisions already taken and outline further actions requiring resolution.

- a. Cemetery Update Report – Officer
 - i. To approve the Recommendation to Replacement of Memorial Bench in the Cemetery



- ii. Allotments Update Report - Officer
- b. Town Hall Update Report - Cllr. Habib Rahman
 - i. To approve the recommendation to remove the option of drinks for Wedding hires
 - ii. To approve the updated pricing for maintenance work previously ratified due to planning conditions
- c. Recreation Ground Update Report - Cllr. Jonathan Waples
 - i. To approve the recommendation to install 3 Phase connection on the Recreation Ground
- d. Meadows Update Report - Cllr. Ed Fancourt
 - i. To approve the Recommendation to install Rubbing Boards on the Meadows – Cllr. Ed Fancourt
 - ii. To Review Memorial Benches location policy
- e. Uffington Road & Empingham Road Playing Fields Update Report - Cllr. Jonathan Waples
 - i. To Discuss Waste Collection Service
- f. Open Spaces & Grass Verges Update Report - Cllr Jane Kingman
- g. Bastion Update Report - Cllr Jane Kingman
 - i. To approve the Recommendation for the Bastion clearance
- h. Butter Marlet (RLS) Update Report - Cllr. Marion Pitt
- i. Phone Box
 - i. To approve the recommendation for the Phone Box (George Hotel) Preparation and Paint Quote
- j. War Memorial
- k. Use of Council Facilities Update Report – Officer
 - i. To Review and approve the Programmed Event Charges for 2025 season
 - ii. To Approve Programmed Event Application(s) recieved
 - iii. To note the Programmed Event Schedule for 2025
 - iv. To note the Town Hall Hires and any concerns highlighted and consider any actions deemed necessary.
 - v. To note the Shack Hires and any concerns highlighted and consider any actions deemed necessary.

Recommendation:

That the reports are received and noted, with any actions arising identified for consideration at future meetings of the Council or its Committees. Any immediate matters requiring resolution, as detailed above, should be addressed accordingly.

7. To Consider Projects for the Five-year plan

Recommendation:

It is recommended that the Committee initiates discussions and planning for the Committees’ Five-Year Plan, focusing on identifying priority projects, setting achievable goals, and aligning initiatives with community needs and strategic objectives. This process will ensure a clear roadmap is developed to guide the Council's efforts over the next five years.

8. To consider confidential matters

Legal Authority and Implication

A body may, by resolution, exclude the public from a meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies” (*Public Bodies [Admission to meetings] Act, 1960*)



Recommendation

That the public be excluded during the discussion of the remaining agenda items on the grounds that they involve the likely disclosure of confidential information and the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

The Council RESOLVES to accept the recommendations as outlined in the confidential reports.

- **Ground Maintenance Tender**
- **Rental charges**
- **CCTV**

9. Closure

To close proceedings and confirm the date of the next meeting scheduled – Tuesday, 11 February 2025 at 6.30pm

