



Stamford  
Town Council

Town Hall, St. Mary's Hill, Stamford, PE9 2DR

Tel: 01780 753808

Town Clerk: Mrs Sarah Dorson

E-mail: [townhall@stamfordtowncouncil.gov.uk](mailto:townhall@stamfordtowncouncil.gov.uk)

Website: [www.stamfordtowncouncil.gov.uk](http://www.stamfordtowncouncil.gov.uk)

## 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 Julia Ohela

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 11TH MARCH 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

Wednesday, 05 March 2025

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**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. Assets & Services Budget Report**

To receive the Assets & Services reports up to Tuesday, 11 March 2025 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

**4. Councillor Areas of Responsibility**

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

**5. 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
- b. Allotments Update Report - Officer
- c. Town Hall Update Report - Cllr. Habib Rahman
- d. Recreation Ground Update Report - Cllr. Jonathan Waples
  - i. Waste Bins – Maintenance/Replacements (A.Story email)



- e. Meadows Update Report - Cllr. Ed Fancourt
  - i. To Review Memorial Benches policy
  - ii. Waste Bins – Maintenance/Replacements (A.Story email)
- f. Uffington Road & Empingham Road Playing Fields Update Report - Cllr. Jonathan Waples
- g. Open Spaces & Grass Verges Update Report - Cllr Jane Kingman
- h. Bastion Update Report - Cllr Jane Kingman
- i. Butter Market (RLS) – Bench Maintenance (A.Story email)
- j. Phone Box
- k. War Memorial
- l. Use of Council Facilities Update Report – Officer
  - i. To note the Programmed Event Hires and any concerns highlighted and consider any actions deemed necessary.
  - ii. To note the Town Hall Hires and any concerns highlighted and consider any actions deemed necessary.
  - iii. To note the Shack Hires and any concerns highlighted and consider any actions deemed necessary.
- m. Ground Maintenance
  - i. To confirm the progress of the Ground Maintenance tender – Cllr Jonathan Waples
- n. Wedding Hires - Cllr Jonathan Waples
  - i. The Committee to note the received report on a recent wedding hire of the Mayor's Parlour and discuss ways in which the service can and should be improved.

## 6. Supporting Youth Services

The Committee to note the received report following Art Pop-Up's presentation to Full Council (25.02.2025) and consider actively supporting the provision of youth services operating from 'The Shack'.

- a. The Committee resolves to extend the offer of free hire of The Shack to Art Pop-Up indefinitely
- b. The Committee resolves to provide direct annual funding for 2 Youth Workers (one lead, one support), until further notice
- c. The Committee resolves to initiate and lead a community project to manage renovations to The Shack, utilising previously allocated funds, & seeking additional sources of support from in and around Stamford"

## 7. Bio-Diversity & Environmental Projects

### 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.

## 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.

- **LCC Grass Verges Tender**

## **9. Closure**

To close proceedings and confirm the date of the next meeting scheduled – To be confirmed

