



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 COUNCILLORS OF STAMFORD TOWN COUNCIL

Cllr Kelham Cooke (Chair / Town Mayor)

Cllr Amanda Wheeler (Vice-Chair)

Cllr Bret Allibone

Cllr Lisa Brewin

Cllr Luke Chilman

Cllr Peter Copley

Cllr Andrew Croft

Cllr Barry Devereux

Cllr Yvette Díaz- Muñoz

Cllr Ed Fancourt

Cllr Breda-Rae Griffin

Cllr Jane Kingman

Cllr Jon Lott

Cllr Julia Ohela

Cllr Marion Pitt

Cllr Habib Rahman

Cllr Rhea Rayside

Cllr Max Sawyer

Cllr Jonathan Waples

Cllr Joanna Winterbourne

Cllr Anna Wotherspoon

Invited to attend: Lincolnshire Council Councillors, SKDC Councillors

For Information: Members of the Public & Press

## A G E N D A

**FULL COUNCIL MEETING OF THE TOWN COUNCIL** You are summoned to a meeting of the council for the transaction of the business shown on the agenda below. To be held at 7 pm on **TUESDAY 29TH APRIL 2025** in the Council Chamber, 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, 24 April 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.

A maximum of **Ten** additional minutes will be allocated for the meeting to receive brief reports from the Police and elected members of Lincolnshire County Council and South Kesteven District Council.

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](#))

Prayers or another form of religious observance will take place and will last approximately five minutes. Those who do not wish to participate may leave the room during this time.



# **STAMFORD TOWN COUNCIL MEETING**

## **A G E N D A**

- **Public Participation:**
- **To receive a report for information to Full Council**
  - i. **Lincolnshire County Councillors Report:**  
Lincolnshire County Councillors are invited to provide a report at this point.
  - ii. **South Kesteven District Councillors Report:**  
South Kesteven District Councillors are invited to provide a report at this point.
  - iii. **Police Report:**  
The Police are invited to provide a report at this point.

### **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:**

### **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. Minutes of the Full Council meeting held on Tuesday, 25 March 2025**

When the meeting is approving the draft minutes of a previous meeting as an accurate record, the only issue for the meeting is whether the minutes accurately record the proceedings of the meeting, and the resolutions made at them. It is irrelevant if the chairman or other councillors were not present at the meeting to which the draft minutes relate.

If it is necessary for the draft minutes of the previous meeting to be corrected because of inaccuracies, then the amendments to the draft minutes must be approved by resolution. (*Local Councils Explained 2013, p. 154*).

### **Recommendation**

Confirm the accuracy of the [Minutes of the Town Council](#) meeting held on Tuesday, 25 March 2025



#### **4. To receive and note the minutes of and/or to determine recommendations by committees**

Reports provided within this item are to be received, they provide updates on decisions already taken by the Committee(s) and actions taken under the Scheme of Delegation

Receive and note minutes of the committees.

When a council delegates its responsibilities to a committee, sub-committee, officer or another local authority, they are acting for and on behalf of the council. The statutory authority for a delegation is found in Local government Act, 1972 s.101.

##### **Recommendation**

To notes the minutes of the following meetings and adopt the recommendations as indicated:

- [Planning Committee](#) - Monday, 07 April 2025
- [Civic & Community](#) - Tuesday, 08 April 2025
- [Heritage & Collections Committee](#)- Wednesday, 09 April 2025
- [Finance & Governance Committee](#) - Monday, 14 April 2025

#### **5. Chair's Report**

The Chair is invited to provide a report at this point.

#### **6. Clerk's Report including correspondence**

The reports provided under this item are to be received and offer updates on decisions already made by the Council, as well as actions taken under the delegated powers (where not previously reported) that require resolution.

##### **Recommendation:**

That the reports are received and noted and any actions arising identified for future meetings of the Council or its Committees and to resolve on any matters as referenced above

#### **7. Ward Councillors Reports**

Councillors are invited to provide a report at this point.

#### **8. Outside Bodies Reports**

Councillors appointed to Outside Bodies are invited to provide a report at this point.

#### **9. HR & H&S Documents**

To review and recommend to Council the adoption of the new HR & H&S documents provided by the councils HR & H&S Contractor.

#### **10. Draft Schedule of meetings**

Council to review the draft timetable of meetings for 2025/26

#### **11. To approve payments and receive financial reports Bank Balances**

##### **Summary**

The Council should have a clear understanding of the Council's financial position throughout the year. Every local council must ensure that it has a sound system of internal control which facilitates the effective exercise of its functions.

The following summaries are for the council to receive and note:

##### **a) Bank Balances**



To note bank balances as of Monday, 31 March 2025 (latest statement(s))

Account ending 0019 £ 33,573.39

Account ending 3260 £ 223,295.52

Account ending 9485 £ 22,601.34

Investment Account CCLA £250,000

Investment Account 35LS £ 103,599.65

Petty Cash £ 71.72

**b) List of payments for information**

To confirm and approve the [payments](#) of accounts since the previous meeting as follows:

Voucher Nos.	Total Payments
845-930	£ 36,136.05

If any councillor requires additional information, please inform the Town Clerk, and it will be arranged. Members should remain informed of the Council's accounts to ensure there are sufficient funds to meet all commitments.

**Legal Implications**

Every local authority shall make arrangements for the proper administration of their financial affairs and shall secure that one of their officers has responsibility for the administration of those affairs. (*Local Government Act 1972 s.151*)

**Recommendation**

That the Council receives and notes the bank balance and list of payments any raises any queries it may have.

**12. Closure**

To close proceedings and confirm the date of the next meeting scheduled – Tuesday, 27 May 2025 at 7.00pm this will be the Annual Town Council Meeting