

**Minutes of a Meeting of Market Deeping Town Council**  
**Held on Wednesday 13<sup>th</sup> June 2018 at 7.30pm**  
**At the Town Hall, Market Deeping**

Present:

Cllr Shelton (Chair)	Cllr Brookes
Cllr Broughton	Cllr Miss Collins
Cllr Gamble	Cllr Hanson
Cllr Lester	Cllr Miss Moran
Cllr Mrs Redshaw	Cllr Mrs Sked
Cllr Stephenson	

Two representatives of the Raft Race, two representatives of the Priory Players, Cllr Baxter and the Clerk were also in attendance

Cllr Shelton invited the representatives of the groups to introduce themselves and explain their grant aid applications.

A representative of the Priory Players explained the history of the drama group and the number of children involved. Members were informed of the costs to run the group and the reasons for their request.

A representative of the Raft Race thanked the Council for the support in the past. They were asking for the part payment for the insurance for the event.

Cllr Shelton thanked the representatives and informed them that the grant aid applications would be discussed later in the meeting.

Cllr Baxter had provided the members with a report prior to the meeting which covered:

- Millfield – LCC consultation on 17<sup>th</sup> May 2018
- Millfield – public inquiry to be held later in the year
- Footpath 4 – public inquiry
- SKDC Local plan consultation
- Growth overview and scrutiny committee
- Development Management Meeting
- SKDC Annual Meeting
- Cabinet meeting in the Deepings

Cllr Broughton informed the members that he had held two surgeries in the Town Hall

7.39pm the four representatives left the meeting

There being no further business for the public session it was proposed by Cllr Shelton, seconded by Cllr Broughton and **RESOLVED** unanimously to open the meeting. The meeting commenced at 7.40pm

**025. Chairman's Welcome & Introductions**

The Chairman welcomed the members to the meeting

**026. Apologies for Absence**

Apologies were received and from Cllr Fraylich and Cllr Neilson

**027. Declarations of Interest under the Localism Act 2011**

Declarations of interest were received from:

- Cllr Mrs Redshaw for agenda item 10: personal and prejudicial interest
- Cllr Lester for agenda item 12: personal and prejudicial interest

### **028. Reaffirmation of the election held on 11<sup>th</sup> April for Deputy Mayor 2018/19 (Mayor Elect)**

Cllr Shelton referred back to the deferred item at the last meeting and read out the following statement: 'At this meeting, I deferred this item to obtain guidance on our Standing Orders. I have discussed this fully with the Lincolnshire Association of Local Councils (LALC) and am proceeding exactly as per their advice. They fully understood my difficulty in making the correct decision, as they agreed that there is a strong contradiction between Model Standing Orders and our addition to them in item 5e, which has existed since we adopted this addition several years ago. They have explained how we can rectify this contradiction without compromising the intent, and we will have the opportunity to do this at the policy working group meeting on the 20<sup>th</sup> June 2018. I therefore ratify the election of Councillor Xan Collins as Deputy Mayor from the 9<sup>th</sup> May 2018.'

Members discussed how this item had been handled at the previous meeting. Cllr Miss Collins signed the declaration of acceptance of office.

### **029. Acceptance of minutes of meeting held on the 9<sup>th</sup> May 2018**

It was proposed by Cllr Shelton, seconded by Cllr Gamble and **RESOLVED** unanimously to accept the notes of a meeting held on the 9<sup>th</sup> May 2018 as a true and accurate record. The Chairman duly signed the minutes.

### **030. Clerks Report on Matters Arising**

The Clerk had issued the members with a report on matters arising from the previous meeting.

- The Deputy Clerk had provided further quotes for the smart television to the Town Hall and Cemetery committee. This is to be discussed in agenda item 7
- Three additional tickets were purchased for the Lincs Environmental Awards presentation dinner at a cost of £90
- Ground Control have applied to SKDC for permission to reduce the height of the tree on Glebe Field
- The electric box is in the process of being made and then the electricians will be fitted onto John Eve Field
- The risk assessments will be added to the committee agendas in September
- The code of conduct will be reviewed at the policy working group on 20<sup>th</sup> June
- The wet pour area was discussed at AOS on 6<sup>th</sup> June and will be reported on in agenda item 7
- The scrutiny committee will be discussed in agenda item 13
- The policies have been updated and placed on the website

### **031. Reports: Including reports from Deepings First, Neighbourhood Policing Panel, GDPR working group, Christmas market working group, Committee's, the Clerk and the Mayor's Diary**

#### Deepings First

Cllr Shelton informed the members that there was nothing to report

#### Neighbourhood Policing Panel

Cllr Mrs Sked apologized for not providing the minutes of the meeting. She informed the members that the British Transport Police had attended the meeting spoke about policing the railways. They had asked that anyone going to watch the Flying Scotsman coming through the area, to avoid trespassing on the tracks. The new PCSO had attended the Civic Service and appeared to be fitting in well.

#### GDPR working group

Cllr Brookes informed the members that the group had decided that the priority was to sort out the emails and the packages available. He had agreed to report back to the group with a rough outline of what the Council would require.

#### Christmas Market

Cllr Miss Moran updated the Council on the progress. The bookings for the craft tent were coming in and the forms for the pitches and stalls would be going out soon. SKDC had confirmed that they would be able to provide the stalls.

#### Town Hall & Cemetery

Cllr Stephenson went through the report on the smart television

8.10pm Cllr Baxter joined the meeting

Cllr Mrs Sked and Cllr Miss Moran informed the members that they had visited John Lewis and the cost to purchase and install a 65" TV was approximately £1,100. After a discussion it was proposed by Cllr Stephenson, seconded by Cllr Mrs Sked and **RESOLVED** unanimously to purchase the television from Peterborough Video Services. Members then discussed about the purchasing of a laptop since the current one was not compatible for the smart television. It was proposed by Cllr Stephenson, seconded by Cllr Broughton and **RESOLVED** unanimously to purchase a laptop up to the value of £600.

Cllr Stephenson then brought to the member's attention the Lincs Environmental Awards and how prestige it was that the Council had won their category. It was proposed by Cllr Stephenson, seconded by Cllr Broughton and **RESOLVED** unanimously to accept the notes of the meeting held on the 23<sup>rd</sup> May 2018 as a true and accurate record.

#### Amenities and Open Spaces

Cllr Broughton to the member's attention agenda item 9, the electrical work on the John Eve Field. He had spoken to the company who had quoted for the box and they had agreed to reduce the price by £50 and galvanise the box. He informed the members that he had met with the park keeper and the Clerk to look at the wet pour areas and that emergency work was required on the area inside the fencing. The other repairs he would look into doing with the park keepers. No work had been done on the allotments and the Clerk would chase this up. Cllr Broughton proposed, Cllr Hanson seconded and it was **RESOLVED** unanimously to get the contractor to do the work in the childrens play area as per the quote of £2,576 + VAT. It was proposed by Cllr Broughton, seconded by Cllr Hanson and **RESOLVED** unanimously to accept the notes of the meeting held on 6<sup>th</sup> June 2018 as a true and accurate record

#### Planning & Highways

Cllr Brookes brought item 17 to the member's attention regarding footpath 4. There will be a public inquiry on 22<sup>nd</sup> August and the Council needed to submit a statement of cares to the planning inspectorate by 26<sup>th</sup> June 2018. He had provided a draft statement of cares to the Planning & Highways committee which had been sent to the solicitor for advice. He wished to call an extraordinary meeting on 20<sup>th</sup> June of the Planning & Highways committee to agree the response. Cllr Brookes proposed, seconded by Cllr Stephenson and **RESOLVED** unanimously that the Council would delegate the powers to the committee to submit a response to the planning inspectorate by the deadline.

Cllr Gamble informed the members that he had looked at the Building Control Proposal Survey and the deadline had passed.

It was proposed by Cllr Brookes, seconded by Cllr Broughton and **RESOLVED** unanimously to accept the notes of the meeting held on 6<sup>th</sup> June 2018 as a true and accurate record, with one amendment for agenda item 3 as requested by Cllr Brookes

#### Clerks Report

The Clerk had issued the members with a report prior to the meeting.

- There have been a number of complaints about the standard of grass cutting. The Clerk's have informed the contractors that the work is not satisfactory and it was discussed at P&H on 6<sup>th</sup> June
- The Clerk has entered the Council into the SK Community Neighbourhood Award as requested. The first round of judging takes place in June and is done anonymously. The top 50% go through to the next round which is judged in July. The park keepers are aware and ensuring that the area looks good.
- As all members are aware, the Council won the 'Community Award' section of the Lincs Environmental awards 2018. The Clerk has informed a number of local magazines and newspapers of this achievement as well as LALC, who will put it in their next newsletter. It was suggested that the Council could arrange a 'bioblitz' for 2019. The Clerk has been in contact with a representative of the Lincs Naturalists Union and will add this to the next TH&C agenda
- The Clerk has enquired with Plantscape and been informed that the hanging baskets should arrive on 8<sup>th</sup> June

- Chris and Gabs are doing a world cycling tour raising money for Prevent Breast Care and will be meeting the Mayor at 9.30am on 12<sup>th</sup> July before they continue on their route. It would be good to have a large welcome party for them. Further details can be seen at <https://chrisandgabsworldcyclingtour.com/>
- The hard drives in the office have now been password encrypted.
- The Deputy Clerk will be taking the minutes at the next Council meeting in July as part of her training. The Clerk will also be in attendance.
- The internal auditor has resigned. The Clerk has enquired with LALC as to whether they have any details of people in this area who are willing to take it on. Enquiries have also been made as to whether DSJ new internal auditor would be willing to do it.
- The Deputy Clerk will be on annual leave from 25/6/18 to 3/7/18 inclusive. The Clerk will be on annual leave from 4/7/18 to 10/7/18 inclusive.
- The Clerk still requires updated disclosable pecuniary interests forms from a number of Councillors.
- Confirmation has been received that NCS will be using the Town Hall from 16<sup>th</sup> to 27<sup>th</sup> July. They will be doing a social action project on the Cherry Tree Park to try to get SKDC to improve the area. They will be making contact with those who have shown interest in this area in the past and would like as much support as possible
- The insurance for the tractor expired on 1<sup>st</sup> June. The broker has forwarded a quote for £648.48 with Aviva which is approx. £900 less than last year. Are Councillors ok to go with this quote? **It was proposed by Cllr Broughton, seconded by Cllr Hanson and RESOLVED unanimously to accept the quote for the tractor insurance**

#### Mayors Diary

#### **Mayor and Deputy Mayor's Diary: up to 13<sup>th</sup> June 2018**

Cllr Shelton attended the following events:-

Date	Location	Event Details
19/5/18	Peterborough	Mayors Farewell Ball
3/6/18	Bourne	Civic Service
10/6/18	MD	Civic Service

#### **032. Approval and Signing of the Annual Governance and Accountability Return 2017/18**

##### **a) Approval and Signing of the Annual Governance Statement**

Members had received a copy of the Annual Governance Statement prior to the meeting. Cllr Shelton read through the nine assertions and the responses were agreed by the members. Cllr Shelton signed the Annual Governance Statement

##### **b) Approval and signing of the Accounting Statements**

Members had received a copy of the Accounting Statements 2017/18 prior to the meeting. Cllr Lester enquired as to whether the internal auditor had seen and agreed the figures. He was informed she had. Members accepted the statements and Cllr Shelton signed the Accounting Statements 2017/18.

#### **033. Council Finances**

The Clerk had provided the members with information on the finances. She informed the members that they had received an accurate copy of the accounts for 2017/18 as well as the income and expenditure till the end of April 2018. She explained that reserves had now been earmarked as requested.

#### **034. Accounts to be paid**

It was proposed by Cllr Shelton, seconded by Cllr Broughton and **RESOLVED** with one abstention that the Council should pay its bills

##### **Accounts to be paid June 2018**

Expenditure				

<u>Supplier</u>	<u>Ex VAT</u>	<u>VAT</u>	<u>Inc VAT</u>	<u>Item</u>
Opus Energy	40.90	2.04	42.94	Park Keepers Electricity
Opus Energy	120.94	6.05	126.99	Town Hall Electricity
Personnel Advice & Solutions	100.00	20.00	120.00	HR support
HMRC	1205.57	0.00	1205.57	Tax/NI
West Yorks	860.77	0.00	860.77	Pension
B & CE	128.48	0.00	128.48	Pension
Employees	5871.82	0.00	5871.82	Salaries
Peninsula	94.00	18.80	112.80	H & S support
Everflow	27.49	0.00	27.49	Town hall water
Everflow	9.16	0.00	9.16	Cemetery water
AMS	10.00	2.00	12.00	Vehicle tracking
Chess	28.03	5.61	33.64	Telephones
The Bull	86.60	0.00	86.60	Buffet for Mayor Making
The Bull	80.00	0.00	80.00	Walking the footpaths
Peterborough City Council	100.00	0.00	100.00	Farewell Ball
Fentons of Bourne	133.30	26.66	159.96	Repairs to tractor
Rotary Lindum Lincoln	90.00	0.00	90.00	Lincs Environmental award
Allstar	39.60	7.92	47.52	fuel
Allstar	41.30	8.26	49.56	fuel
Fentons of Bourne	26.95	5.39	32.34	easyload bump head
Allstar	100.48	20.09	120.57	fuel
Cllr Mrs Redshaw	185.40	0.00	185.40	civic expenses
Halfleet Bookkeeping	30.00	0.00	30.00	internal audit
In-Ctrl	40.00	0.00	40.00	IT support
Peterborough Grass Machinery	8.40	1.68	10.08	Slider
A Murray	60.00	0.00	60.00	Public Toilets holiday cover
A&M Print	239.00	47.80	286.80	newsletter
Wisbech Vicarage	20.00	0.00	20.00	Wisbech Rose fair gala
Viking	154.81	30.96	185.77	Stationery
Fentons of Bourne	19.46	3.89	23.35	Middle handle yellow
Machine Mart	69.96	14.00	83.96	ladder clamps/vice
Deepings Youth Group	7500.00	0.00	7500.00	Grant
Branch Bros	18.62	3.73	22.35	various hardware
Contact Cleaning Services	15.00	0.00	15.00	TH windows
RBS	370.00	74.00	444.00	Software support
Glendale	534.16	106.83	640.99	Grass Cutting
A&M Print	49.50	9.90	59.40	Walking the footpaths
M G Skip Hire	460.00	92.00	552.00	Cemetery skip
DVLA	250.00	0.00	250.00	vehicle tax
Aviva	648.48	0.00	648.48	Tractor insurance
Mrs J Blades	70.00	0.00	70.00	Town Hall Cleaning
Allstar	114.66	22.93	137.59	Fuel
Halfleet Bookkeeping	30.00	0.00	30.00	internal audit

Woodgrange Service Station	51.05	2.55	53.60	Fuel
Plantscape	790.00	54.00	844.00	hanging baskets
Clark Catering	220.15	0.00	220.15	buffet ATM
PG&C Nottingham	93.26	18.65	111.91	various hardware
Inside Out	133.53	26.70	160.23	summer plants
The Bull	80.00	0.00	80.00	Walking the footpaths
Deepings Lions	500.00	0.00	500.00	Grant Aid
	21,950.83	632.44	22,583.27	

Income	Amount		Item
C16	297		interment BROWNE
C19	198		Interment PITHEY
C23	231		burial MASON
C22	230		interment SPRIGGS
C18	297		scattering of ashes WITHERS
CCLA	12.24		interest-cemetery reserves
CCLA	80.54		interest - earmarked reserves
	1345.78		

### 035. Correspondence to be Noted and Resolved upon

#### Correspondence to be noted

Who from	Subject	Date
Rural Services Network	Rural Vulnerability Service	10/5/18
Lincs Alert	Neighbourhood Watch - Latest National E-Newsletter	10/5/18
Healthwatch	Newsfeed	10/5/18
Prepared Media	Newsletter	11/5/18
Deepings School	Weekly Newsletter	11/5/18
Rotary	Press release	13/5/18
Rural Services Network	Newsletter	14/5/18
Lincs Police	National Rural Crime Survey	14/5/18
Neighbourhood alert	Burglary – Broadgate Lane and Curlew Walk	14/5/18
Community Lincs	News & Updates Bulletin	16/5/18
Lincs Alerts	Theft From Van Woodview Bourne	16/5/18
Healthwatch	Newsfeed	17/5/18
Lincs Alerts	Virgin Media Fraud	17/5/18
Deepings School	Newsletter	18/5/18
Friends of Deeping Library	There's always something new at Deeping Library	20/5/18
Rural Services Network	Weekly Email News Digest	21/5/18
LCC Highways	Reporting Highways faults	22/5/18
Rural Services Network	Rural Vulnerability Service - Rural Broadband - May 2018	23/5/18
UK Parliament	26-30 millennial railcard: Share your views	23/5/18
Lincs Alert	National Rural Crime Survey	23/5/18
Lincolnshire Armed Forces Covenant	Armed Forces Covenant Local Grant Fund Re-opens, RAF100 and more	24/5/18
UK Parliament	Countdown to EqualTeas, ask the experts, podcast success, new House of Lords films	24/5/18
Healthwatch	Newsfeed	25/5/18
Deepings School	Newsletter	25/5/18

Public Sector Today	What's New	25/5/18
Lincs Alert	TSB Phishing Attacks	25/5/18
Friends of Deepings Library	It's half term at the library	27/5/18
Rural Services Network	Weekly Email News Digest	29/5/18
Rural Services Network	Invitation to Rural Conference 2018	29/5/18
Rural Services Network	Rural Vulnerability Service - Fuel Poverty - May 2018	30/5/18
Friends of Deepings Library	News for June from Your Library	31/5/18
Lincs Alert	2X Criminal Damage Deeping St James	31/5/18
Healthwatch	<b>Healthwatch Lincolnshire Talks with.... John Turner Part 2</b>	31/5/18
Healthwatch	Newsfeed	1/6/18
Public Sector Today	What's New	1/6/18
Friends of Deeping Library	This Week's Happenings at your library...	3/6/18
Rural Services Network	Weekly Email News Digest	4/6/18
LCC Emergency Planning & Business Continuity Service	Resilient Communities Conference 2018	4/6/18
Stormsaver	Newsletter	4/6/18
Lincs Alert	Delivery Of Yellow Pages Directories	5/6/18
Rural Services Network	Rural Opportunities Bulletin	6/6/18
NALC	Newsletter	7/6/18
Deepings School	Newsletter	8/6/18
Healthwatch	Newsfeed	8/6/18
Public Sector Today	What's New	8/6/18
NALC	Chief Executive's Bulletin	8/6/18
Friends of Deeping Library	Your weekly round-up of news from Deeping Library.	10/6/18
Rural Services Network	Weekly Email News Digest	11/6/18
Rural Services Network	Rural Economy Spotlight	13/6/18

Correspondence to be resolved upon:

Who from	Subject	Members Response
Seafarers UK	Request that the Town Council fly the red ensign on 3 <sup>rd</sup> September for merchant navy day (the flag has been flown before and the Council have held a ceremony)	It was proposed by Cllr Shelton, seconded by Cllr Broughton and <b>RESOLVED</b> unanimously to fly the red ensign on the 3 <sup>rd</sup> September
YHLCOSA	Request to attend a meeting and to explain what the charity does	Members agreed that this would not be beneficial to the Council
There But Not There Campaign	Enquiry as to whether the Council would like host an installation	Members agreed not to host an installation still they were purchasing a silhouette
Post Offices Near Me	Request to add a link to the 'Post Offices Near Me' website onto the Council website	It was proposed by Cllr Shelton, seconded by Cllr Broughton and <b>RESOLVED</b> unanimously to add the link to the website
Cemetery of the Year Awards 2018	Do members want to enter this award?	It was proposed by Cllr Stephenson, seconded by Cllr Broughton and <b>RESOLVED</b> unanimously that the Council should enter the award
APGB Agreement Welcome	Do members wish to register with the Aerial Photography for Great Britain Agreement (APGB) which will give the Council access to aerial images?	It was proposed by Cllr Gamble, seconded by Cllr Stephenson and <b>RESOLVED</b> unanimously that the Council should register with APGB
LALC	Request that members support Skegness Town Council with the impact that the loss of children's services at Pilgrim Hospital will have on them	Members agreed that this would not affect the local area so declined to be involved

Lincs Police	Invite to Cyber Safe Lincolnshire: protect your business.	No members were available to attend
DSJPC	Request for the Chair of DSJPC to read at the closing of the remembrance gardens and a joint working party to consider the organisation of future remembrance events	See below
Deepings Library	Request for funding that the library understands has been precepted for. NB: nothing was precepted in 2018/19 and there are no earmarked reserves	See below

#### Correspondence from DSJPC regarding the remembrance events

Cllr Broughton proposed and Cllr Miss Moran seconded that the Council do not agree to the Chair reading at the closing of the remembrance gardens and a joint working party formed with Langtoft, Deepings and District Royal British Legion to consider the organization of future remembrance events. Cllr Brookes was allowed to speak stating that last year when this was requested it was too close to the event to organize but a working group would be useful to help with the organization since the event was attended by residents of the Deepings. Cllr Stephenson informed the members that he believed the Council's should work together since when the peace memorial was erected both parishes contributed. He stated that they could arrange events together this year and see how it goes. Cllr Lester mentioned that he had no problem working with DSJPC but it was the way they had requested to take part. He saw no reason to work together to improve and fund the event for the centenary year. Cllr Mrs Sked informed the members that she had originally thought about voting against but having heard others views now thought differently. Cllr Shelton stated that the proposal was related to the correspondence which was the request from the chair of DSJPC. This could be amended if anyone so wished. Cllr Mrs Redshaw mentioned that she had no problem with the Chair doing a reading but had a problem with them being involved in the organization. Cllr Shelton asked if there was an amendment to the proposal and Cllr Miss Moran said that the request implied that they would always be involved. Cllr Shelton proposed to agree to the Chair of DSJ to read at the closing of the remembrance gardens and that a joint working party, including Langtoft, Deepings and District Royal British Legion be formed to consider the organization of future remembrance events. Cllr Broughton stated that members had received the correspondence and Cllr Shelton said he was turning it into a proposal. Cllr Stephenson seconded the proposal. Cllr Gamble proposed an amendment in that a joint working group should be set up for future remembrance events. Cllr Broughton mentioned that the event took place on Market Deeping Town Council land but was informed by the Chair that he had spoken once so couldn't speak again. Cllr Brookes stated that the Council had been informed of the request and Cllr Lester enquired as to why Cllr Brookes had been allowed to speak a second time, which contradicted standing orders. Cllr Shelton reaffirmed the proposal he had made but Cllr Lester stated that the members should be voting on the amendment. Members voted on Cllr Gamble's amended proposal and it was **RESOLVED** with 5 for, 4 against and 1 abstention. Cllr Miss Collins informed the members that the original proposal had been overruled.

#### Correspondence from Deepings Library

The Clerk informed the members that no funding for the library had been precepted and there was nothing allocated in earmarked reserves. Cllr Shelton informed the members that current funding was alright but the grant from LCC was for four years from 2015-2019. The library committee did not know if this would continue, but the library was being funded by the rental from the offices. Since the library was such a success, they were planning on it for another 5 hours per week and would need more funding for this. Cllr Lester suggested and it was agreed to ask the library to apply for grant aid with a project in mind.

#### **036. Grant Aid Applications: for members to discuss the presented applications**

A discussion took place regarding the application from the Priory Players and Cllr Broughton proposed that the Council award them £300. Cllr Sked mentioned that since this Council gives large funding to the Playscheme and the Youth Group, she believed they should give the full amount of £500. Cllr Broughton amended his proposal to give the group £500, seconded by Cllr Miss Collins and **RESOLVED** unanimously.

Cllr Broughton agreed to include their application into the SKDC lottery funding for community groups.



Members discussed the raft race application and it was proposed by Cllr Shelton, seconded by Cllr Stephenson and **RESOLVED** unanimously to award the £450 requested

**037. For members to discuss the setting up of a scrutiny committee and to decide the next steps**

Cllr Lester informed the members that he had spoken about a scrutiny committee at the last meeting but they were generally used under the Local Government Act 1972 at levels higher than local government. He stated that he believed the Council should have the option to appoint a scrutiny committee should it be required and could be requested by 3-4 Councillors. It was agreed that this could be included in Standing Orders when they were discussed at the policy working group.

**038. Update on GDPR**

The Clerk informed the members that the government had now agreed that local parish and town councils did not need to appoint a data protection officer although it would be good practice to have one. When a new internal auditor was appointed she would enquire as to whether they would be a data protection officer as well.

**039. For members to consider and discuss any points raised in the public session.**

Nothing to discuss

**040. Forthcoming Events: Civic Service 10<sup>th</sup> June; Parish walk 12<sup>th</sup> June, Policy working group 20<sup>th</sup> June, Carnival 1<sup>st</sup> July**

Cllr Mrs Redshaw informed the members that she had been unable to lead the walk on the 12<sup>th</sup> June and thanked Cllr Stephenson for stepping in for her.

9.10pm Cllr Baxter left the meeting

Members were reminded that a time needed to be made for the extra ordinary meeting of the Planning & Highways committee. It was agreed this would be held at 6.30pm on 20<sup>th</sup> June and policy working group would be at 7.30pm

**041. Personnel Matters: Consideration to go into Closed Session**

It was proposed by Cllr Shelton, seconded by Cllr Lester and unanimously **RESOLVED** to take agenda item 041 into Closed Session to members of the press and public in accordance with the Public Bodies (Admission to Meetings) Act 1960, for members to receive updates on items that contained information of a confidential nature; a) staff pay increase. It was proposed by Cllr Shelton, seconded by Cllr Lester and unanimously **RESOLVED** to come out of Closed Session.

The Chairman thanked all members for attending and declared the meeting closed at 9.13pm. The next scheduled meeting of Full Council will be held on Wednesday 11<sup>th</sup> July 2018, in the Town Hall, Market Deeping

Chairman's signature.....

Date.....