



20th November 2024

Dear Councillors,

You are hereby summoned to attend a meeting of the Full Council to be held on **Wednesday 27th November, 2024, commencing at 6.00pm** to be held in the Council Chamber, Franklin Hall, Halton Road, Spilsby.

There will be a public session at the beginning of the meeting. At the discretion of the Chair, members of the public will be invited to make representations or to ask questions in respect of matters on the agenda and other matters in the town. Time is set at a maximum of 3 minutes per person, or 15 minutes overall.

A maximum of a further 10 minutes will be allocated to receive brief reports of the Police and elected members of Lincolnshire County Council and East Lindsey District Council.

If the time allocated is not required, the Council will go into formal session.

Jack

Jack Sargent
Town Clerk

AGENDA

1. Welcome.
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 Member's Register of Interests and any written request for dispensation.
4. To approve as a correct record the minutes of the Full Council Meeting held on 23rd October, 2024.
5. To approve the accounts for October 2024.
6. To receive the bank reconciliation for October 2024.

7. To receive brief reports from the Town Mayor, Town Council's working groups, representatives on outside bodies and the Town Clerk.
8. To receive an update from the Markets Committee.
9. To receive an update on the Christmas Market preparations for December, 2024.
10. To consider Grant applications from:
 - a. Spilsby Events Team for:
 - i. A contribution towards the Music Licence.
 - ii. A contribution towards the flags.
 - b. Spilsby and Hundleby Walkers Are Welcome
11. To consider options for the Town Council's bank accounts.
12. To consider a response to Government consultations on virtual meetings and proxy voting.
13. To consider a response to ELDC's review of support for Towns and Parishes across East Lindsey survey.
14. To approve a provider for a training course on Equality, Diversity and Inclusion and to include the cost for all Councillors and Clerks in the 2025-26 budget.
15. Financial Planning 2025-26:
 - a. To consider a draft budget and precept request for 2025-26.
16. To review advertising for vacancies on the Town Council discuss ideas for recruiting potential candidates.
17. To consider Policies:
 - a. Data Breach Policy
 - b. Document and Record Retention Policy
 - c. Disciplinary Policy
 - d. Employee Management Policy
 - e. Environmental Policy
 - f. Equality and Diversity Policy
 - g. Expenses Policy
 - h. Flexible Working Time Policy
 - i. ICT Policy
 - j. Reasonable Adjustments Policy
 - k. Volunteer Policy
18. To consider terms of reference for:
 - a. Grievance Committee
19. To resolve to exclude the public and the media to discuss confidential matters in accordance with The Public Bodies (Admission to Meetings) Act 1960.
20. To receive an update on issues at the Allotments.
21. To receive an update on staffing matters.