



21st May 2025

Dear Councillors,

You are hereby summoned to attend a meeting of the Annual Meeting of the Council to be held on **Wednesday 28th May, 2025, commencing at 6.00pm** to be held in the Council Chamber, Franklin Hall, Halton Road, Spilsby.

There will be a public session after the election of a Mayor and Deputy-Mayor for the forthcoming term of office. At the discretion of the Mayor, 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

townclerk@spilsbytowncouncil.gov.uk

AGENDA

1. To elect a Town Mayor/Chair of the Council for the forthcoming term of office.
2. To receive the Declaration of Acceptance of Office of the Town Mayor/Chair.
3. To elect a Town Deputy-Mayor/Vice-Chair of the Council for the forthcoming term of office.
4. To receive the Declaration of Acceptance of Office of the Deputy-Mayor/Vice-Chair.
5. Public Forum

To resolve to suspend the meeting for a maximum of 15 minutes to allow members of the public to make representations or to ask questions.

6. Welcome.
7. Apologies for Absence.

To receive and accept apologies where valid reasons for absence have been given to the Town Clerk prior to the meeting.

8. 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.

9. To consider a request from Spilsby Recreation Ground Committee for Spilsby Town Council to contribute £15,000.00 - £25,000.00 towards the playzone project.

10. To consider updated policies:

- a. Standing Orders
- b. Financial Regulations
- c. Scheme of Delegation

11. To consider policies for review:

- a. Code of Conduct
- b. Risk Management
- c. Reserves Policy

12. To review Terms of Reference for:

- a. Personnel Committee
- b. Grievance Committee.

13. To appoint members to Committees of the Council.

- a. Personnel - 3
- b. Grievance - 3
- c. Planning - 3

14. To appoint members to hold additional responsibilities.

- a. Footpaths
- b. Play Area
- c. Cemetery and Churchyard
- d. Allotments
- e. Tree Officers - 2
- f. Website

15. To appoint members to serve as the Town Council's representatives to outside bodies.

- a. Spilsby Recreation Ground - 1
- b. Grammar School Foundation - 1
- c. Poorlands - 2
- d. Spilsby and District Twinning - 2
- e. Good Neighbourhood Scheme - 3
- f. Community Speed Watch
- g. Spilsby Events Team
- h. The Royal British Legion

16. To approve as a correct record the minutes of the Full Council Meeting held on 23rd April, 2025.

17. To approve the accounts for April 2025.

18. To receive the bank reconciliation for April 2025.

19. To approve 2025-26 direct debits for:
 - a. ELDC rates
 - b. Anglian Water
20. To consider the schedule of regular payments for 2025-26.
21. To approve the Annual Governance and Accountability Return for 2024-25
 - a. To approve section 1, points 1 - 9 of the Annual Governance Statement for 2024-25.
 - b. To approve section 2, Accounting Statement for 2024-25.
22. To confirm the period of the dates of the period for the exercise of public rights for inspection of the accounts, 3rd June to 14th July 2025.
23. To receive brief reports from the Town Mayor, Town Council's working groups, representatives on outside bodies and the Town Clerk.
24. To consider permanently siting the Beacon.
25. To consider a response to the Eastern Green Link 3 and 4 Statutory Consultation.
26. To receive an update on the 2025 Recognition Awards event.