

AGENDA



- Committee - **SPALDING TOWN FORUM**
- Date & Time - Tuesday, 18 March 2025 at 6.30 pm
- Venue - Council Chamber, Council Offices, Priory Road, Spalding

Membership of the Spalding Town Forum:

Councillors: G P Scalese, D Ashby, S Chauhan, R A Gibson (Chairman), M Hasan, J Le Sage, M Le Sage, I Sheard, A Spencer, G J Taylor, J Whitbourn (Vice-Chairman) and E J Sneath (Advisory Member)

No substitutions permitted. Revised quorum 3.

TERMS OF REFERENCE: (No executive powers.)

1. To review the operation of, and expenditure on, the Spalding Special Expenses Account and to make recommendations on the Council's contributions to the Spalding Special Expenses Account.
2. To encourage and broaden consultation and participation in the Council's work on behalf of the Council

Persons attending the meeting are requested to turn their mobile telephones to silent mode

Democratic Services
Council Offices, Priory Road
Spalding, Lincs PE11 2XE

Date: 10 March 2025

AGENDA

1. Apologies for absence.
2. Minutes - (Pages 3 - 10)
To sign as a correct record the minutes of the meeting held on 22 January 2025 (copy enclosed).
3. Declaration of Interests. -
Where a Councillor has a Disclosable Pecuniary Interest the Councillor must declare the interest to the meeting and leave the room without participating in any discussion or making a statement on the item, except where a Councillor is permitted to remain as a result of a grant of dispensation.
4. Actions - (Pages 11 - 12)
To view actions arising from the meeting held on 22 January 2025.
5. Spalding Special Expenses and Quarter 3 Forecast 2024-25 - (To Follow)
To consider the Spalding Special Expenses Quarter 3 forecast outturn report for 2024-25,(report of the Chief Executive (Acting S151) to follow)
6. River Welland Update -
Councillor James Le Sage to provide a progress update on the potential to open up the River Welland and the forthcoming Celebrate the River Day.
7. Public Realm and Street Scene -
The Portfolio Holder – Community Development to provide a verbal update on the work of the Public Realm and Street Scene.
8. Future Agenda Items -
The Chairman to consider suggestions for future agenda items for the meeting of the Spalding Town Forum.
9. Any other items which the Chairman decides are urgent -
NOTE: No other business is permitted unless by reason of special circumstances, which shall be specified in the minutes, the Chairman is of the opinion that the item(s) should be considered as a matter of urgency.
10. Date and Time of Next Meeting -
The next meeting of the Spalding Town Forum is scheduled to take place on 18 June 2025 in the Council Chamber commencing at 6.30p.m.

Minutes of a meeting of the **SPALDING TOWN FORUM** held in the Council Chamber, Council Offices, Priory Road, Spalding, on Wednesday, 22 January 2025 at 6.30 pm.

PRESENT

R A Gibson (Chairman)

G P Scalese
D Ashby

S Chauhan
I Sheard

G J Taylor
J Whitbourn (Vice-
Chairman)

Apologies for absence were received from or on behalf of Councillors M Hasan, J Le Sage, M Le Sage and A Spencer.

In Attendance: J Bland (Civic Society), D Jones (Pedals), Pastor K Taylor (Churches Together in Spalding and District), Councillor E J Sneath and C Lawton (League of Friends of the Johnson Community Hospital),

78. **TERMS OF REFERENCE FOR THE SPALDING TOWN FORUM**

Action By

The Democratic Services Manager clarified the Terms of Reference for the Spalding Town Forum Committee members.

TERMS OF REFERENCE: (No executive powers)

- 1. To review the operation of, and expenditure on, the Spalding Special Expenses Account and to make recommendations on the Council's contributions to the Spalding Special Expenses Account.
- 2. To encourage and broaden consultation and participation in the Council's work on behalf of the Council.

Members raised the following questions.

- Why had the Terms of Reference been brought to the forefront at this stage?
 - The Democratic Services Manager responded that due to some misinterpretation of the Terms of Reference and following a discussion with the Chairman, it was deemed appropriate to remind the Forum of the Terms of Reference.
 - The Democratic Services Manager clarified that

**SPALDING TOWN FORUM - 22 January
2025**

Spalding Town Forum did not have a specific Portfolio Holder, however, the Finance Portfolio Holder was responsible for Spalding Special Expenses and any recommendations that had a financial implication, would require sign off from the Finance Portfolio Holder or Cabinet.

- It was highlighted that the Spalding Town Forum Committee had previously been asked to organise a Kings Coronation event, had the Terms of Reference changed following the Kings Coronation event?
 - The Democratic Services Manager did not have that information to hand but reiterated that the Terms of Reference had not changed and were agreed by all members at each annual meeting of full council in May.
- It was acknowledged that the Spalding Town Forum had been approached to coordinate/organise various events and that the Terms of Reference had not been specified.
 - The Democratic Services Manager could not comment on past conversations, but as the Terms of Reference were agreed at each annual meeting of full council, members should be aware of the content.
- Could individual councillor budgets be used to fund activities/events?
 - Designated Councillor Budgets could contribute to community groups. Guidance on how Designated Councillor Budgets should be used, had been provided to all councillors, along with training.
- Could a member of the public plan and organise an event?
 - The Democratic Services Manager could not see any reason why a member of the public could not organise and arrange an event.
 - It was noted that any member of the public who sought to organise an event would be required to provide public liability insurance and to contact the relevant department at the council and ensure that correct procedures were followed.

79. DECLARATION OF INTERESTS.

There were none.

80. MINUTES

**SPALDING TOWN FORUM - 22 January
2025**

Consideration was given to the minutes of the meeting held on 3 December 2024

Agreed:

That the minutes been signed as a correct record.

81. ACTIONS

The Chairman discussed the actions raised from the previous Spalding Town Forum meeting on the 3 December 2025.

The following points were considered.

A.13 – To investigate the possibility of recycling/repairing the old Christmas tree lights.

- The Portfolio Holder – Community Development responded that after investigation and liaising with the contractor it was deemed that the old Christmas tree lights could not be repaired and were at the end of their life. It was noted that the new Christmas lights looked amazing in the Town Centre and the Crescent. Future investment could see the Christmas lights extended to incorporate the Sheep Market.

A.14 – The Vice-Chairman to make enquiries regarding the possibility for funding avenues for the Spalding Town Centre hanging baskets for businesses.

- Currently the Spalding Town Board did not have funds in place to provide hanging baskets for the town centre commercial properties/businesses.
- Spalding Special Expenses Reserves was provided by a levy from the town centre residents; therefore, it would not be acceptable to draw down on those funds to provide businesses with hanging baskets. Commercial properties/businesses would be obliged to provide their own baskets and take care of them.
- South Holland District Council would still be providing hanging baskets for the town centre.

**82. SPALDING SPECIAL EXPENSES AND QUARTER 2
FORECAST 2024-25**

The Chairman introduced the Head of Finance to present the Spalding Special Expenses and Quarter 2 Forecast 2024-25 report.

The Head of Finance provided a summary of the Spalding Special Expenses and Quarter 2 Forecast 2024/25 report.

**SPALDING TOWN FORUM - 22 January
2025**

- At end of Sept 2024, the forecast for year end 2024/25, was estimated to produce a saving of £39.800, if achieved, this would be transferred to the Spalding Special Reserves.
- Savings had come from allotments and the Spalding Cemetery mainly due to proactive works in previous years.
- Ayscoughfee Leisure had been forecast to achieve a £0.7k of higher than budgeted income.
- Halley Stewart provided the main source of saving due to the change of lease arrangement.
- Monks House Lane reported a reduction in usage, which would result in a forecast reduction of 2.3k.

The Head of Finance asked if the members had any questions.

- Why was there a reduced use of the facilities at Monks House Lane?
 - It was noted that the facilities at Monks House Lane could be deemed not fit for purpose, hence the reduced usage.
- It was raised that a service provider had been booked and paid to attend to the Yew trees along Love Lane, a different service provider was then used to carry out the work, this had been escalated to the Portfolio Holder – Assets and Strategic Planning. Did the Head of Finance know if the payment had been recouped for the initial service provider not carrying out the work?
 - The Head of Finance responded that this had not been included in this forecast and would report back to the Spalding Town Forum.

Agreed:

That the report be noted.

The Chairman thanked the Head of Finance for presenting the Spalding Special Expenses and Quarter 2 Forecast 2024/25 report.

83. DRAFT BUDGET 2025/26

The Head of Finance presented the report for the Draft Budget 2025/26 to the Spalding Town Forum for consideration.

The Draft Budget 2025/26 had been presented to the members of the Spalding Town Forum.

- The Head of Finance explained that the draft budget setting for the Spalding Special Expenses was complex as it was rigorously linked to the powers that set the council tax for the District Council, subsequently this correlated to

SPALDING TOWN FORUM - 22 January
2025

the collection of council tax for the Spalding Special Expenses.

- On account of a more favourable lease arrangement with Halley Stewart, the budget had been re-stated for the Spalding Special Expenses, the details were included within the report.
- It was estimated that Spalding Special Expenses would see a reduction in budget for 2025/26, this outcome was dependent on Cabinet and Council approving the final budget for SHDC.
- Residents who paid council tax towards the Spalding Special Expenses precept would see a reduction in the Spalding Special Expenses element of their council tax for 25/26. The removal of the previous lease agreement and running costs of the Halley Stewart allowed the Spalding Special Expenses draft budget to be decreased in principle, allowing Spalding residents to continue to pay towards the costs of the Spalding Special Expenses and in turn enabled a contribution towards the Spalding Special Expense Reserves.

- The proposed budget for Spalding Special Expenses was £195.5k which would leave an uncommitted budget of £27.9K which was presupposed to go into the Spalding Special Expenses Reserves at year end if achieved.
- Details of what constituted towards the budget was detailed within the report.

The Head of Finance enquired if the members had any questions.

- Had the final percentage of council tax increase been agreed?
 - The Head of Finance responded that he would provide further information to the forum once the figure had been finalised at Cabinet and Council.
- Would the Spalding Special Expenses Reserves be transferred to the new Spalding Town Council?
 - The Head of Finance responded that the distribution of assets and balances would form a part of that transition and would be looked at in due course.

The Chairman summarised that Spalding Special Expenses Reserves would see a slight increase in funds, Spalding council taxpayers would pay less into the Spalding Special Expenses, this reduction was due to Halley Stewart receiving a new lease.

The Head of Finance added that the report was still in draft form

SPALDING TOWN FORUM - 22 January
2025

and may subject to change by the final budget set by the Council.

Agreed:

That the members reviewed the proposed Spalding Special Expenses Draft Budget 2025/26 report.

The Chairman thanked the Head of Finance for presenting the Spalding Special Expenses Draft Budget 2025/26 report.

84. SPALDING CCTV

The Chairman introduced the Portfolio Holder – Public Protection and the Community Safety and Enforcement Manager to present the CCTV and Data report to the Forum.

The Portfolio Holder - Public Protection clarified to the Forum that CCTV and Data figures were provided annually. The Portfolio Holder had subsequently requested for CCTV and Data figures to be produced quarterly.

The Community Safety and Enforcement Manager presented to the Forum the CCTV and Data report and asked the members if they had any questions.

- Had staffing at the Hub been increased to monitor the cameras?
 - All vacancies had been filled with an additional five volunteer spotters, this opportunity benefitted the volunteers, being an interesting and inclusive role and allowed the CCTV operators to be able to undertake other components of their job.
- Did the volunteer spotters have local knowledge of our district?
 - The Community Safety and Enforcement Manager responded that the volunteer spotters all received relevant training and soon acquired knowledge on the various areas.
- How did incidents get reported to the CCTV and Data Hub?
 - The Community Safety and Enforcement Manager clarified that only incidents where police felt that CCTV would be available came through to the hub, the police could request footage that may be deemed significant. It was advised that all incidents should be reported directly to the police.
- Why was there a spike in the figures for anti-social behaviour incidents in July?

SPALDING TOWN FORUM - 22 January
2025

- Due to longer nights and an increase in the amount of public going out in the summer months, the CCTV and Data Hub notoriously saw a spike in the number of incidents reported.
- Would it be beneficial to employ additional staff in the summer months?
 - Staffing for CCTV monitoring was looked at during different periods of the year, including peak times. The patrolling patterns of other enforcement officers were also considered, for example, Kingdom Enforcement Officers, Community Wardens and Lincolnshire Police.
- Did Kingdom Enforcement Officers provide figures for each ward that they patrolled?
 - Currently Kingdom Enforcement Officers did not patrol every ward, although this would be rolled out in future months. Kingdom Enforcement Officers predominantly patrolled Spalding ward areas.
 - The monthly data report that was provided to the Portfolio Holder - Public Protection, identified each area patrolled, and was pinpointed into categories, for example, dog fouling, flytipping etc.
- Were the cameras by the sheep market toilets monitored by the CCTV Hub and were they positioned correctly to record the most effective footage?
 - The Community Safety and Enforcement Manager replied that the cameras were monitored by the Boston Hub, if any member had concerns regarding the positioning of the cameras the Community Safety and Enforcement Officer would be happy to speak to the member outside of the Spalding Town Forum.
- It was emphasized that members of the Forum should accept the invitation to visit the CCTV and Data Hub in Boston, it would be a worthwhile visit and an ideal opportunity to ask questions to the operatives.
- It was noted that CCTV was not just about detecting anti-social behaviour but could also aid in locating missing persons and had contributed to protecting some of the most vulnerable members of our society.
- The Portfolio Holder - Public Protection added that the public felt safer with CCTV cameras.

Agreed:

That the report be noted.

**SPALDING TOWN FORUM - 22 January
2025**

The Chairman thanked the Portfolio Holder – Public Protection and the Community Safety and Enforcement Manager for presenting the report.

85. RIVER WELLAND UPDATE

The Chairman informed the Forum that an update would be provided at the following Spalding Town Forum meeting.

86. FUTURE AGENDA ITEMS

The Chairman asked the Forum members if they had any agenda items that they would wish to discuss at a future meeting.

Members asked.

- Could Spalding Town Forum discuss the issue of on pavement parking.
- Could the work of the Public Realm be discussed – incorporating the riverbank as an asset, High Bridge project, and enhancing cycle pathways.
- It was noted by members how lovely the willow work looked along the riverbank on London Road.

The Chairman noted the items for future discussion.

87. ANY OTHER ITEMS WHICH THE CHAIRMAN DECIDES ARE URGENT.

There were none.

88. DATE AND TIME OF NEXT MEETING

18 March 2025

(The meeting ended at 7.25pm)

**SPALDING TOWN FORUM
ACTION LOG**

Action No. & Meeting Date	Assigned To	Action Description	Update due by	Status Completed √ In Progress * Not started x
A. 15	Head of Finance	To report back to STF regarding the payment to a service provider for cutting of Yew trees that was not carried out	Future meeting of the STF	*
A. 16	Community Safety and Enforcement Officer	To provide dates for the members to attend the CCTV Hub in Boston	Future meeting of the STF	√
A. 17	Chairman of the STF	To add to a future STF agenda. <ul style="list-style-type: none"> • On pavement parking • Enhancing cycle pathways • Work of the Public Realm and Street Scene The Portfolio Holder – Community Development to provide a verbal update on the Public Realm and Street Scene.	Future meeting of the STF	√

ONGOING POTENTIAL ACTIONS FROM PREVIOUS MEETINGS

Action No. & Meeting Date	Assigned To	Action Description	Update due by	Status Completed √ In Progress * Not started x

This page is intentionally left blank