

Minutes of the Assets & Services Committee



Held on Tuesday, 10 June 2025 at 6.30pm
at Stamford Town Hall

Membership

Cllr Copley	*	Cllr Fancourt	*
Cllr Kingman	A	Cllr Rahman	*
Cllr Sawyer	*	Cllr Waples	*
Cllr Wheeler	*	Cllr Wotherspoon	*

Key: * - Present A - Apologies AB – Absent

Attendees:

Officer: John Burke – Facilities and Allotment Officer

County/District Councillors: None

Members of the press: None

Members of the public: George Hetherington & Peter Beyer – George's Food Hub

Public Question Time

George and Peter presented the service that George's Food Hub provides the local community. They also provided the Committee with there vision/plans moving forward and how Stamford Town Council would be able to assist with these plans by being able to have use of the Shack.

AS/25/001-Election of Chair of the Assets & Services Committee for the Municipal Year 2025–2026

Members received nominations for the position of Chair of the Assets & Services Committee From Cllr Waples and Cllr Wotherspoon.

Proposal 1 - It was **RESOLVED** To conduct the voting process for Chair by secret ballot to ensure fairness and prevent any discomfort or bias among councillors, given the familiarity with candidates.

Proposed by Cllr Copley		
Seconded by Cllr Wheeler		
In Favour	7	Cllrs Copley, Wheeler, Fancourt, Rahman, Sawyer, Waples & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 2 - It was **RESOLVED** That Cllr Wotherspoon duly elected as Chair of the Assets & Services Committee for the Municipal Year 2025 – 2026.

Proposed by Cllr Wotherspoon.		
Seconded by Cllr Sawyer		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

AS /25/002-Election of Vice Chair of the Assets & Services Committee for the Municipal Year 2025-2026

Proposal 3 - It was **RESOLVED** That Cllr Copley duly elected as Vice Chair of the Assets & Services Committee for the Municipal Year 2025 – 2026.

Proposed by Cllr Waples		
Seconded by Cllr Wheeler		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

AS /25/003-Apologies – To receive and consider for acceptance

Apologies received from Cllr Kingman.

Proposal 4 - Apologies with valid reasons for absence were received and it was **RESOLVED** to accept apologies from Cllr Kingman

Proposed by Cllr Waples		
Seconded by Cllr Wheeler		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

AS /25/004-To receive any Declarations of Interests and Requests for Dispensation

None received.

AS /25/005-Exclusion of the Press and Public

No items required for Confidential Session.

AS /25/006-Appointment of Non-Councillor Members

None received.

AS /25/007-Appointment of Sub Committee, Advisory Committees or Working Groups

Proposal 5 - It was **RESOLVED** that a Building Assets Advisory Sub-Committee is formed.

Proposed by Cllr Waples		
Seconded by Cllr Fancourt		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 6 - It was **RESOLVED** that Cllr. Copley be the Chair of the Building Assets Advisory Sub-Committee.

Proposed by Cllr Waples		
Seconded by Cllr Wotherspoon		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

AS /25/008-Minutes of the Previous Meeting

Proposal 7 - It was **RESOLVED** to confirm and sign the minutes of the meeting of the Assets & Services Committee held on Tuesday, 11th March 2025 and Monday 17th March 2025.

Proposed by Cllr Copley		
Seconded by Cllr Rahman		
In Favour	5	Cllrs Copley, Fancourt, Rahman, Waples & Wotherspoon
Against	0	
Abstentions	2	Cllr Sawyer (reason a.) and Cllr Wheeler (reason a.)
MOTION CARRIED		

AS /25/009- Assets & Services Budget Report

Proposal 8 - It was **RESOLVED** for the committee to refer via Finance with the engagement of the Sage software/package with more of an expert eye.

Proposed by Cllr Waples		
Seconded by Cllr Copley		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

AS /25/010- Councillor Areas of Responsibility

Cllr Sawyer agreed to being the Cllr responsible for the Cemetery (which was Cllr Wotherspoon).

AS /25/011- Councillor-Led Reports on Assets & Services

Councillor updates received along with discussions.

Proposal 9 - It was **RESOLVED** that the Officer is to investigate the addition of disability inclusive play equipment at the Recreation Ground Park, with local input and feedback, within the budget balance of the S106 funding for the Rec play equipment (£12.6K).

Proposed by Cllr Waples		
Seconded by Cllr Rahman		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 10 - It was **RESOLVED** that Georges Hub is to be included as one of the community groups within the ToR's for the Shack Renovation Community Project.

Proposed by Cllr Wotherspoon		
Seconded by Cllr Fancourt		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 11 - It was **RESOLVED** to delegate authority to the Officer, to as quickly as possible, identify a suitable vendor (Ice-cream), and issue terms and a license/contract to enable them to operate this summer.

Proposed by Cllr Wotherspoon		
Seconded by Cllr Fancourt		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 12 - It was **RESOLVED** that the committee agrees the Sports Fields Lease between STC, Stamford Town Cricket Club and Stamford College Old Boys Rugby Football Club Limited, as presented.

Proposed by Cllr Waples		
Seconded by Cllr Rahman		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples & Wotherspoon
Against	0	
Abstentions	2	Cllr Copley (reason c.) and Cllr Wheeler (reason a.)
MOTION CARRIED		

Proposal 13 - It was **RESOLVED** to add the words 'not to fund' into the original proposal to meet the over-spend on Uffington Road Sports Field shower-block refurbishment.

Proposed by Cllr Waples		
Seconded by Cllr Rahman		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 14 - It was **RESOLVED** that the committee agreed not to fund the over-spend on Uffington Road Sports Field shower-block refurbishment.

Proposed by Cllr Wheeler		
Seconded by Cllr Rahman		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 15 - It was **RESOLVED** that the Officer is to approach the SKDC Neighbourhood/Enforcement Officer with an instruction to attend the Meadows at various times (as per PSPO).

Proposed by Cllr Waples		
Seconded by Cllr Copley		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 16 - It was **RESOLVED** that 'Dogs to be kept on leads' signs are to be positioned at a number of locations in the Cemetery.

Proposed by Cllr Fancourt		
Seconded by Cllr Sawyer		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 17 - It was **RESOLVED** to extend the meeting beyond 9.00pm.

Proposed by Cllr Wheeler		
Seconded by Cllr Sawyer		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 18 - It was **RESOLVED** that the Officer is to instruct 'Gowers' to carryout a condition report (to include a schedule of works - £495+VAT) at the Bastion.

Proposed by Cllr Wotherspoon		
Seconded by Cllr Copley		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

AS /25/012- Advisory Subcommittee

Refer to AS/25/007

AS /25/013- Terms of Reference (ToR) Proposals

Proposal 19 - It was **RESOLVED** that the ToRs for the Working Group for Wedding Hires are agreed with an amendment to 5E, to read 'Reports into the Assets and Services Committee'

Proposed by Cllr Wheeler		
Seconded by Cllr Waples		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 20 - It was **RESOLVED** that the ToRs for the Working Group for the Shack Renovation Community Project are agreed.

Proposed by Cllr Waples		
Seconded by Cllr Copley		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 21 - It was **RESOLVED** that Cllr. Waples is to head both Working Groups (Wedding Hires and Shack Renovation Community Project).

Proposed by Cllr Waples		
Seconded by Cllr Copley		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

AS /25/014- UK Shared Prosperity Fund and Rural England

Proposal 22 - It was **RESOLVED** that a submission of interest in a bid to the SK UKSPF Parish & Community Fund be made for funding towards the Shack Renovation Community Project.

Proposed by Cllr Waples		
Seconded by Cllr Wheeler		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

AS /25/015- Prosperity Fund Board

Nothing to Report.

AS /25/016-Use of Delegated Powers

Nothing to Report.

AS /25/017-Exclusion of the Press and Public

Proposal 23 - It was **RESOLVED** to enter into a confidential session.

Proposed by Cllr Waples		
Seconded by Cllr Rahman		
In Favour	7	Cllrs Copley, Fancourt, Kingman, Rahman, Sawyer, Waples & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

9.38pm – The meeting continued in Closed Session

Minutes arising from confidential item:

Confidential Officer report was received and **NOTED**.

Proposal 24 - It was **RESOLVED** to approve the quote for Stamford Roofing (Red Lion Square roof works).

Proposed by Cllr Rahman		
Seconded by Cllr Copley		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 25 - It was **RESOLVED** to approve the quote for CML (Red Lion Square benches and planters - redecoration).

Proposed by Cllr Rahman		
Seconded by Cllr Wheeler		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 26 - It was **RESOLVED** to approve the quote for Woodcraft Tree Services Ltd (STC Tree Surveys).

Proposed by Cllr Wheeler		
Seconded by Cllr Rahman		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 27 - It was **RESOLVED** that the Officer is to investigate the cost of insuring the Outdoor Gym.

Proposed by Cllr Rahman		
Seconded by Cllr Fancourt		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 28 - It was **RESOLVED** that the Officer is to investigate if the Outdoor Gym could be returned back to Stamford Town Council.

Proposed by Cllr Rahman		
Seconded by Cllr Fancourt		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	
MOTION CARRIED		

Proposal 29 - It was **RESOLVED** that the Officer is to communicate with Stamford Rugby Club, Stamford Bowls Club and Stamford Bridge Club with a view to progressing the potential of additional car parking facilities.

Proposed by Cllr Waples		
Seconded by Cllr Copley		
In Favour	7	Cllrs Copley, Fancourt, Rahman, Sawyer, Waples, Wheeler & Wotherspoon
Against	0	
Abstentions	0	

MOTION CARRIED

10.00pm – Meeting resumed in Open Session.

AS /25/018-Closure

There being no further business, the meeting was closed at 10.00pm.

Date of next meeting – Tuesday, 12 August 2025

These minutes are subject to confirmation at the next meeting.

Signed on behalf of the Town Council as a true record of the meeting.

Signature

Date