

Minutes

Cabinet
Tuesday, 5 May 2026



**SOUTH
KESTEVEN
DISTRICT
COUNCIL**

Call in expiry: 13 May 2026

The Leader: Councillor Ashley Baxter, (Chairman)
The Deputy Leader: Councillor Paul Stokes, (Vice Chairman)

Cabinet Members present

Councillor Rhys Baker, Cabinet Member for Environment and Waste
Councillor Richard Cleaver, Cabinet Member for Property and Public Engagement
Councillor Phil Dilks, Cabinet Member for Planning
Councillor Philip Knowles, Cabinet Member for Corporate Governance and Licensing
Councillor Virginia Moran, Cabinet Member for Housing

Non-Cabinet Members present

Councillor Tim Harrison
Councillor Anna Kelly
Councillor Bridget Ley
Councillor Elvis Stooke

Officers

Karen Bradford, Chief Executive
Richard Wyles, Deputy Chief Executive and Section 151 Officer
Alison Hall-Wright, Director of Housing and Projects (Deputy Monitoring Officer)
Graham Kitchen, Director of Law and Governance (Monitoring Officer)
David Scott, Assistant Director of Finance and Deputy Section 151 Officer
Karen Whitfield, Assistant Director (Leisure, Culture and Place)
Emma Whittaker, Assistant Director (Planning & Growth)
Chris Prime, Communications Manager
James Welbourn, Democratic Services Manager
Gary Andrew, IT Services Manager
Patrick Astill, Communications Officer
Serena Brown, Sustainability and Climate Change Manager
Alan Houghton, Interim Planning Policy Manager
Andrew Igoea, Tree Project Officer

139. Public Open Forum

There were no questions or statements from members of the public.

140. Apologies for absence

Councillor Rhys Baker would not be present at the start of the meeting.

141. Disclosure of Interests

There were no interests disclosed.

142. Minutes of the previous meeting

The minutes of the meeting held on 7 April 2026 were agreed as a correct record.

143. Wharf Road Multi Storey Remedial Works - Phase II

Note: Councillor Rhys Baker arrived.

Purpose of report

- Authority to enter a contract for the resurfacing of Level Four of Wharf Road Multi-Storey Car Park, Grantham. Delegated authority was also sought for the Deputy Chief Executive to award a contract for general repair works to all levels of the car park.

Decision

That Cabinet:

- 1. Approve the award of a contract to Rio Asphalt & Paving Co Ltd for a value of £298,948.12 exclusive of VAT for essential resurfacing of Level Four of Wharf Road Multi-Storey Car Park Grantham.**
- 2. Delegate authority to the Deputy Chief Executive and Section 151 Officer and the Cabinet Member for Property to award a further contract for general repair works to all levels of the Wharf Road Multi-Storey Car Park Grantham.**

Other options considered

Delaying the works further would have meant the car park surface and underlying concrete framed structure would further deteriorate, leading to much higher costs in the future.

Reasons for the decision

The structure of the car park was deteriorating as evidenced by corrosion of the concrete plank structural fixings below Level Three. Resurfacing with mastic asphalt to Level Three would prevent water ingress and the existing corrosion would be treated to prevent further deterioration.

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Rio Asphalt & Paving had previously provided their services on site, and therefore had some prior knowledge, meaning they were well placed to receive a further contract. However, this contract award was subjected to an open tender, which received many expressions of interest, which resulted in one bid.

South Kesteven District Council (SKDC) entered a 40-year lease on the Wharf Road car park in 1984. Backlog maintenance on the site was still taking place. If SKDC were to walk away from the lease, it would still be responsible for the costs of repairing the car park.

A new lease had been negotiated for 20 years, with a 10-year break clause.

144. Award of Arboricultural Services Contract

Purpose of report

To consider the award of a contract to the preferred supplier for the provision of arboricultural services to the Council for up to 4 years.

Decision

That Cabinet:

- 1. Approves the contract award for the provision of arboricultural services to Crimson Kings (Midlands) Ltd for a two-year term for an estimated annual sum of £150,000, with an option to extend annually for up to a further two years.**
- 2. Delegate authority to the Director of Housing & Projects, in consultation with the Cabinet Member for Environment and Waste, to extend the contract by up to a further two years should this be required.**

Other options considered

Continue to procure arboricultural services by obtaining individual quotations for each piece of work or parcel of activity. This option was discounted both based on the expected value for overall works, and because this approach risked an increased overall cost.

Reasons for the decision

This contract would ensure high-quality, safe and professional tree work in accordance with national standards, with clearly defined quality criteria covering operational practices, health and safety, environmental management, responsiveness, professional competence and customer service. The contract would provide consistency, transparency, and value for money for the Council's ongoing tree management responsibilities.

Crimson Kings (Midlands) Ltd obtained the highest combined score and were therefore the preferred supplier.

Work to trees was commissioned on a 'job by job' basis. However, the overall level of spend required necessitated a formally agreed contract. This was a transparent way of spending larger amounts of money, whilst retaining flexibility for carrying out work where required.

£600,000 was the maximum budget available. If more money was required then a further decision from Cabinet may be necessary.

145. Leisure Improvement Works - Phase One

Purpose of the report

To seek approval for the appointment of a contractor to carry out phase one of the leisure improvement works.

Note: Councillor Philip Knowles declared an 'other registrable interest' as he was a Director at Leisure:SK Limited. He did not take part in the vote on this item.

Decision

That Cabinet:

- 1. Approves the contract award for the leisure improvement works at a cost of £321,222.00 to the preferred supplier Northdown Property Services (NPS) Limited, for a period of up to six months with the option to extend for a further six months if required.**
- 2. Approve the allocation of a revenue budget from the Leisure Investment Reserve to fund the works.**
- 3. Delegate authority to the Section 151 Officer, in consultation with the Cabinet Member for Leisure and Culture to extend the contract by up to a further six months and make any contract variations to the scope of works should this be required.**

Other options considered

The Council could have chosen not to undertake the phase one improvement works; however, this was discounted as the Leisure Investment Reserve has been established with the primary objective of improving the cosmetic appearance of each of the three leisure centres and sports stadium.

Reasons for the decision

The Council needed to invest in each of the district's leisure centres to provide a positive customer experience. Members of the Finance and Economic Overview and Scrutiny Committee (FEOSC) had previously endorsed the spend.

As an underspend was predicted for Phase One of the works, there was a 'carry forward' of £162,778 worth of funding to Phase Two of the project.

The contract with NPS Limited would ensure that the changing rooms were refurbished to a high standard and undertaken in accordance with agreed budgets, thus improving the customer experience across each of the three leisure centres and sports stadium.

The delegation to the Deputy Chief Executive was provided, so that the opportunity to carry out further works identified by the contractor when on site could be taken.

Works would be carried out in a timely manner. No work would be started at Grantham Meres Leisure Centre until the swim school had been closed.

A compliant procurement exercise was undertaken to identify a preferred contractor and following expiry of the appropriate standstill period the contract needed to be formally awarded.

146. South Kesteven Shopfront Design Guide Review

Purpose of the report

To update Cabinet on a review of the South Kesteven Shopfront Design Guide, 18 months after its adoption by SKDC.

Decision

That Cabinet:

- 1. Note the report on the South Kesteven Shop Front Design Guidance following the initial 18-month review period agreed during its adoption by Cabinet on 5 November 2024.**
- 2. Delegate authority to the Assistant Director of Planning & Growth in conjunction with Cabinet Member for Planning to approve 'quick reference guides' produced based on the document for use; and approve minor changes to the document including images and formatting which do not impact the substantive guidance given within the document.**

Other options considered

The 'do nothing' option, to not implement any suggestions raised through the review of the document was considered. However, although this guidance document represented a very recent update in comparison to previous documents, it was important that the guidance be up to date and accessible to ensure that businesses were able to comply with all relevant requirements and legislation. As such the 'do nothing' option was discounted in favour of producing 'quick reference' guides on key topics within the guidance and reviewing Shopfront Design guidance on a pentannual basis.

Reasons for the decision

Clear and accessible shopfront design guidance was important to maintaining the quality of the historic environment within the district's town centres, and thereby their attractiveness to visitors, residents and businesses.

The resolutions made within this report ensured that guidance remains accessible, accurate and relevant, and would support the maintenance of a high-quality environment within South Kesteven's town centres. This guidance was applicable to covers, light fittings, windows, and doors, amongst other items.

There were minor changes to the design of the document and reference guides. It was recommended that the document be updated every five years.

The following points were raised during debate:

- Many business owners would not be aware of relevant shopfront guidance and regulations. Carrying out unauthorised work to listed buildings was an offence that could be prosecuted.
- Shop owners were encouraged to approach officers ahead of any changes they may wish to make to shop fronts. The following consents and permissions may be required:
 - Planning permission. If not gained, officers had various enforcement options.
 - Listed building consent.
 - Advertisement consent.Failure to acquire listed building or advertisement consent could be classed as criminal activity.
- Officers were thanked for their presentation to Stamford Civic Society.
- It was hoped that councillors could pressure government for greater powers in this area.

147. Provisional Outturn 2025/26 – Budget Carry Forwards

Purpose of the report

To seek a delegation to approve the carry forward of budgets from Financial Year 2025/26 to Financial Year 2026/27.

Decision

That Cabinet delegates authority to the Deputy Chief Executive and Section 151 Officer, in consultation with the Cabinet Member for Finance, HR & Economic Development, to finalise the 2025/26 budget carry forwards for Capital and Revenue expenditure in respect of the General Fund and Housing Revenue Account (HRA).

Reasons for the decision

To ensure the efficient transfer of funding allocation between financial years without unnecessary delay.

Other options considered

Budget carry forwards could have been presented to a later meeting of Cabinet, but this would have created a delay in the availability of budgets; there would be a consequent detrimental impact on delivery of projects and services.

‘Carry forwards’ were budgets allocated for a specific financial year; where the anticipated start date of a project was required to move into the following financial year, the budget attached to it needed to follow. It was also true that some projects did not fall neatly into the financial year. Having to wait for budget carry forwards could cause unnecessary delay to projects.

Once the Outturn for 2025/2026 was completed, there would be an Officer Decision Notice placed in the public domain that would contain the rationale behind the funding.

148. Cabinet Forward Plan

The new Interim Planning Policy Manager, Alan Houghton, was welcomed.

The Forward Plan was noted.

149. Open Questions from Councillors

Councillor Anna Kelly asked the Deputy Leader and Portfolio Holder for Leisure and Culture whether a full list of refurbishments at the district’s leisure centres could be provided to her? The Deputy Leader was happy to provide this information to Councillor Kelly.

The meeting closed at 4:39 p.m.