

*Clerk: Carolyn Wilkinson* <http://parishes.lincolnshire.gov.uk/SouthHykeham>

Minutes of the March meeting of South Hykeham Parish Council held on Wednesday 11<sup>th</sup> March 2020 at 7.00 pm in South Hykeham Village Hall.

**PRESENT:** Councillors: Mrs Whittaker, (Chairperson), Mrs L Graham, P Driffill, D Rowson, S Roe. Carolyn Wilkinson, Clerk. Cllr Mary Green NKDC, Cllr Spray NKDC.

**IN ATTENDANCE:** There were no members of the public present.  
The Chairman welcomed everyone to the meeting.

**Public Forum:** There was no public forum as there were no public present.

#### **Action notes**

**1. Apologies for absence and reasons given.** Apologies had been received from Mrs N Dillon-Jones. Attending meeting at NKDC. Unanimously resolved to accept the reason for absence. Apologies received from Cllr M Thompson LCC, Phil Watt AccessLincoln and Police Beat Team.

**2. To receive any declaration of interests in accordance with the requirements of the Localism Act 2011 and to consider members' written dispensation requests.** There were no declarations of interest given at this point.

**3. Police Report** The police email report had been circulated to members prior to the meeting. The priority remains for tackling anti-social behaviour at public open spaces – town and rural.

**Noted**

**4. Bridleway N Hykeham 2 improvements between Ascot Way and Mill Lane.**

**a) Report from Phil Watt AccessLincoln** There was no further update at this time as the new contractors don't take over until April.

**b) To consider the financial arrangements for the Bridleway improvement project and update on the use of s106 planning gains from Thorpe Lane development 13/1464/FUL.** Confirmation has Jayne McMath of NKDC has advised that the legal advice given indicates that the wider definition of public open space detailed within the guidance of the Local Plan means that the s106 funds can be used for the bridleway improvements. The Clerk has confirmed that the original application submitted still stands and she has requested that the s106 planning gains are paid to the Parish Council for this project.

**5. District and County Councillors' reports – for information only. Items raised for decision will appear on the agenda for the next meeting.**

Cllr Green NKDC reported on the Boundary Commission Warding proposals/ review which is looking into the size of council electoral wards to make sure each councillor represents roughly an equal number of electors. The consultation closes on 16<sup>th</sup> March 2020.

28<sup>th</sup> and 29<sup>th</sup> March is the Discover Lincolnshire Weekend which celebrates Lincolnshire Heritage sites with various attractions open for free.

Cranwell Aviation Heritage Museum is hosting a VE Day street Party on 8<sup>th</sup> May 10am – 3.30pm.

Cllr Rowson reported that the South Hykeham Annual May Fair will be taking place this year on Friday 8<sup>th</sup> May to coincide with VE Day.

Cllr Spray NKDC reported that there will be a plant sale taking place at Mrs Smith's Cottage on Saturday 2<sup>nd</sup> May 2020 10am – 2pm.

NKDC is one of 7 councils that have been given extra funding in order to tackle homelessness. In a regeneration plan put forward by NKDC a former sheltered housing scheme, Grinter House, in North Hykeham could be transformed into affordable flats with almost £4 million of investment.

Proposed plans to build an industrial-sized pig fattening unit near Harmston will be coming to NKDC planning on 17<sup>th</sup> March 2020. A petition against the proposal has been set up and the District

Action notes

Council's website has been inundated with comments from local residents, with the vast majority writing to object.

Cllr Roe NKDC, LCC reported that there has been some re-organisation of Highways we will now be in the North Area. Rowan Smith will no longer be our point of contact but the person who will be taking over is yet to be confirmed. More funding is allocated to potholes and drainage issues in the new budget.

Cllr Roe declared a personal interest in the North Hykeham Relief Road but advised members that the scheme remains a long-term aspiration of the County Council subject to funding availability. Cllr Thompson LCC had sent a written report which had been copied to members prior to the meeting..

**Lincoln Draft Transport Strategy**

The County Council in partnership with City of Lincoln, North Kesteven and West Lindsey District Councils has prepared a draft Transport Strategy. A summary of this was made public prior to discussion at LCC Highways and Transport Scrutiny Committee on 9<sup>th</sup> March. The focus is on reducing congestion in Lincoln and surroundings whilst developing sustainable and environmentally suitable links.

**County Council Budget**

At full Council on 19<sup>th</sup> February Cllr Martin Hill, Leader of Council gave his statement on the 20/21 Budget proposals. He emphasised the need for Central Government to recognise the need for a Fairer Funding Formula to address the substantial shortfall in Lincolnshire, which if increased to the average amount available to all English Local Authorities would result in an allocation to Lincolnshire of an additional £116M. A proposed increase in general Council tax of 1.5%, with a further increase of 2% for Adult Social Care (overall 3.5%) would provide £15M additional funding and is equivalent to a Band D rise of £45 per year. Despite Lincolnshire continues with one of the lowest rates in the country whilst delivering good service and value for council taxpayers.

**Extra Funding for Highways and flooding:** The council is set to invest additional money in highways maintenance and flooding, with £14m of efficiency savings allowing it to still deliver a balanced budget. The council's executive members have approved budget proposals for 2020/21.

**Environment**

As part of his statement which included measures by the council to reduce the climate and environmental impact, Cllr Hill gave a commitment for new Council developments including roadsides to include tree planting with a tree for every county resident - that is 750000 trees.

**6. Notes of the Parish Council meeting held on 12<sup>th</sup> February 2020 to be approved as the minutes of that meeting.**

Cllr Rowson proposed, seconded by Cllr Driffill that the clerk's notes should be adopted as the minutes of the meeting held on 12<sup>th</sup> February 2020. It was unanimously resolved by those present at that meeting that the clerk's notes should be approved as the minutes. Cllr Mrs Whittaker signed the minutes.

**7. To consider expressions of interest for Parish Council vacancy Danker Ward and fill by co-option.**

There had been no expressions of interest.

**Clerk to continue advertising**

**8. Finance**

**a) To resolve to approve the payment of accounts for March 2020.** Proposed Cllr Roe, seconded by Cllr Rowson and unanimously resolved on a show of hands that the payment of accounts should be approved.

## Action notes

Payments

C. Wilkinson	Salary (BACs 11/03/20)	£620.80	
C Wilkinson	Reimbursement of postages (BACs 11/03/20)	£21.96	
HMRC	Tax & NICs (cheque no. 100551 11/03/20)	£52.40	
Giff Gaff	Mobile monthly payment (Direct debit 21 <sup>st</sup> Mar 2020)	£6.00	
McAfee	LiveSafe virus checker (debit card 11/03/20)	£31.99	
C Wilkinson	Reimbursement of petty cash		
	Picture frames	£2.98	£44.47
	Picture frame	£1.49	
	Gift vouchers for Community Awards	£40.00	
Global Toners	Printer cartridges (debit card 14/03/20)	£23.00	
Amazon	Printer paper (debit card 14/03/20)	£20.99	
NHTC	Litterpicking 17 <sup>th</sup> , 20 <sup>th</sup> Feb, 13 <sup>th</sup> Mar (BACS 18 Mar 2020)	£135.00	
	<b>Total payments</b>		£956.61

**b) To consider projects that may qualify for s106 Planning gains from development 18/0220/FUL Clydra, 48, Thorpe Lane, S Hykeham.** Any other qualifying projects to be brought by members to next council meeting for discussion.

**Agenda item for next meeting**

**c) Update on request for permission to install play equipment on Poppyfields in ownership of NHTC.** Cllr Roe advised that a letter should have been sent to the Parish Council outlining conditions of permission to install the play equipment on the amenity area. The letter had not been received at this point so clerk to pursue with North Hykeham Town Council.

The Clerk confirmed she had contacted the Parish Council's insurer who had advised that as far as Public Liability insurance is concerned our policy automatically cover any land or play equipment the Parish Council accepts responsibility for. It is a policy condition that play areas and equipment are visually checked at least monthly by a person appointed by the Parish Council for obvious signs of damage and to ensure that all surfaces remain in good order. The person inspecting does not need to have had formal training and a guidance note from ROSPA has been supplied. In order to quote for insurance of the play equipment with regard to loss or damage the insurer would need to know their replacement values including installation costs but not VAT which can be reclaimed.

**Agenda item for next meeting when letter from NHTC has been received.**

Action notes

**d) To consider arrangements/responsibility for installation/management/maintenance of play equipment.** Dealt with in item no. 8c. **Agenda item for next meeting**

**9. Litterpicking and Grasscutting.**

**a) Review of effectiveness of litterpicking and grasscutting services at Beechcroft.** After some discussion it was proposed by Cllr Rowson, seconded by Cllr Driffill and unanimously resolved on a show of hands, with one abstention, that the current arrangement for litterpicking and grasscutting should be continued with NHTC and that the revised Service Level Agreements should be renewed for a further year. Cllr Roe abstained from the vote having declared a personal interest.

**Clerk to sign and return a signed copy to NHTC**

**b) Great British Spring Clean Event – to consider email from Mc Donalds and other supporting events.** Cllr Mrs Whittaker to arrange a suitable date with McDonalds to coincide with the national event between 20<sup>th</sup> Mar to 13<sup>th</sup> April. Councillors to advise of their availability. Cllr Spray offered his assistance which was gratefully received.

**Date to be confirmed by Chairman/**

**Clerk has reserved 8 litterpicking kits with NKDC**

**10. Local Government Boundary Commission for England Electoral Review of NKDC and future warding.** **Clerk to send Parish Council response as agreed by deadline to Local Government Boundary Commission link as per the email from Democratic Services Manager.**

Cllr Green and Cllr Spray left the meeting at this point.

**11. Highways matters**

**a) To receive Speed Indicator Device (SID) report from latest location and consider remedial action.** Cllr Roe reported that the unit is currently on Mill Lane and will be moved to Long Lane.

**b) Update on South Hykeham School Parking Issues and proposed site visit with Headteacher.** There will be a site visit taking place shortly with Highways to be arranged by the school.

**c) Email from Cllr Overton re: Constituents reports of highways issues in South Hykeham village.** Council considered the reply drafted by Cllr Rowson regarding the highways issues that Cllr Overton was querying. Some of the queries didn't relate to South Hykeham and some of the tasks had been completed so need to be removed from the draft response. Unanimously agreed that Cllr Rowson to edit the document and forward to the Clerk to be submitted to Cllr Overton on behalf of the Parish Council. **Cllr Rowson to update reply/Clerk to forward to Cllr Overton on behalf of the Council**

**12. To consider nominations for the South Hykeham Parish Council Community Awards:-**

**a) Community Award.** Proposed Cllr Rowson, seconded by Cllr Driffill and unanimously resolved that the recipient of the Community Award should be Miss Connie Mumby. The presentation of the award, to be held for one year, and accompanying £20 gift voucher and framed certificate will take place at Annual Parish meeting. **Clerk to write to recipient and the person who had nominated her inviting them to attend the presentation/clerk to purchase certificate frames and gift vouchers**

**b) Parish Council Achievement Award.** Proposed Cllr Roe, seconded by Cllr Rowson and unanimously resolved on a show of hands that the recipient of the award should be Harry Talbot. Cllr Mrs Whittaker took no part in the discussion or vote having declared a personal interest. The presentation of the award, to be held for one year, and accompanying £20 gift voucher and framed certificate will take place at Annual Parish meeting. **Clerk to write to recipient and the person who had nominated him inviting them to attend the presentation at the Annual Parish meeting.**

**13. Lincolnshire County Council hosted website update.** The Clerk is to attend a training session next week. The old website will not be switched off until everyone has attended the training.

**14. Correspondence.**

**a) Email from Cllr Davies regarding Lincoln Transport Strategy Document.** **Noted**

**b) Email from Citizen's Advice Mid Lincs 2020 AGM Invitation.** **Cancellation noted**

**c) Email from resident re: Boundary fencing between Bracken Court/Hykeham Quarry update.** NKDC has confirmed that the fencing is the responsibility of the resident and the overgrown bank

Action notes

between the resident’s fences and the Quarry is covered by Tree Preservation Order N530 as there are 58 oak, 2 cherry and 3 Hawthorn. Neither NKDC or SHPC own the land though it would appear from the location of the metal fencing that it may still be in the ownership of the builder who has retained a small area of land at the end of Bracken Court where the road finishes.

Clerk has advised the resident accordingly

d) Email from CPRE regarding Lincolnshire Best Kept Villages Competition 2020. The Competition is not to be funded this year so will not be taking place. Noted

15. Nominations for LALC Training. No further nominations/agenda item April meeting

16. Chairman’s report. None

17. Clerk’s report. Email from Michelle Hoyles Compliance and Enforcement Team Leader NKDC confirming that NKDC will pay to Parish and Town Councils all Community Infrastructure Levy monies on a twice yearly basis in September and March. As we have a Neighbourhood plan we will receive 25% of all CIL collected for developments in our Parish. She confirms that all CIL receipts for developments within SHPC will be sent to the Parish Council and whilst it is a shared Neighbourhood Plan with NHTC this does not require CIL receipts to be shared between the two councils.

18.Parish Councillor’s reports – for information only/items raised for decision will appear on the agenda for the next meeting. No reports.

19. To resolve whether the Council will move into closed session in accordance with the Public Bodies (Admission to meetings) Act 1960 as amended by section 100 of the Local Government Act 1972 for the following confidential items. There were no matters to discuss under this heading.

Date and Time of Next meetings –\*\*Annual Parish Meeting Weds 8<sup>th</sup> April 2020 6.30pm. Cancelled

\*\* Parish Council meeting Weds 8<sup>th</sup> April 2020 7.00pm following on from Annual Parish meeting Cancelled

There being no further competent business the meeting closed at 8.25pm.

Chairman.....

Date.....

\*\*Unfortunately due to COVID-19 the aforementioned meetings of Council have been cancelled. All council meetings have been suspended for the next 3 months unless the Government advice for social distancing changes. We should all be following the guidance for social distancing to reduce the interaction between people in order to reduce the transmission of coronavirus (COVID-19).