

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

Minutes of the June meeting of South Hykeham Parish Council held on Wednesday 12<sup>th</sup> June 2019 at 7.00 pm in South Hykeham Village Hall.

**PRESENT:** Councillors: Mrs Whittaker Chairman, Mrs L Graham P Driffill, D Rowson, S Roe. Carolyn Wilkinson, Clerk. Cllr M Thompson LCC, Cllr C Spray NKDC. Phil Watt Access Lincoln.

**IN ATTENDANCE:** There was one member of the public present.

The Chairman welcomed everyone to the meeting.

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

#### **Action notes**

**1. Apologies for absence and reasons given.** Apologies had been received from Cllr Mary Green NKDC who was attending another meeting this evening. Apologies had also been received from the 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 at this point.

**3. Police Report** In the absence of the police there was no report.

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

**a) Update from Phil Watt of Access Lincoln.** Phil has been chasing up the Procurement Team and has had confirmation the tender strategy is virtually complete. A draft specification from the Council has to be included outlining what the specification of the works involves. Phil advised that the County Council may be able to absorb the VAT following the information given to the Clerk at the VAT course she recently attended specifically in relation to this project. He is investigating this possibility. The Clerk has the details of the course leader who is able to provide expert guidance on VAT but there would be a cost implication. He advised that trees covered by TPOs are not a concern to this project. The specification can include a paragraph which will lay out all of the requirements for the contractor to obtain all of the relevant permits and information/permits on utilities. He advised that he remains committed to this project and he would like to see the tender documents being sent out within the next month and will be doing all he can to push this matter forward. Phil Watt left the meeting at this point.

**b) Update on the arrangements for the administration of the tender process.** Once the tender documents and strategy have been drafted they will be presented to the Parish Council for approval prior to inviting tenders from potential contractors.

**c) Lincoln Co-op Community Champions Environment Quarter June – September 2019.**

The Clerk has successfully applied to Lincoln Co-op for grant support for this project. The Parish Council has been selected as Community Champions Environment for the quarter June – September 2019.

**5. District and County Councillors' reports – for information only. Items raised for decision will appear on the agenda for the next meeting.** Cllr Spray advised that he will do his best to assist the council in any way he is able. He reported on some forthcoming attractions taking place locally and advised he is aware of the Central Lincs Local Plan Review which is currently under way.

## Action notes

Cllr Roe reported that the first review of the working party under Highways has reported on the trial of the camera car parked outside of 6 selected schools where there have been parking problems. It has taken pictures of illegally parked cars and tickets have been served and paid. They are currently checking on School Safety Zones as it may be that some of them don't meet with legal requirements. Cllr Roe also reported that the last Councillor Surgery had been well supported as people seem to be more aware that the surgeries are taking place. Concerns have been raised about the joint leaflet that North and South Hykeham jointly funded as there are several locations where the leaflet has not been delivered. Cllr Roe will report back to the next meeting as investigations are under way.

**Cllr Roe to report back to next meeting on leaflet delivery**

The next surgery is Sat. 13<sup>th</sup> July 2019 10am.

Cllr Thompson had provided a written report which had been circulated prior to this meeting.

A full meeting of Lincolnshire County Council was held on Friday May 17<sup>th</sup> 2019. A new Chairman, Cllr Tony Bridges, and Vice-Chairman, Cllr Michael Brookes were elected. One of the main issues discussed was the LCC response to climate change and it was voted to commit the council to be Carbon Neutral by 2050, but with measures to be implemented as soon as possible to bring this date forward. LCC is working with District, Town and Parish Councils aiming to make Lincolnshire Carbon Neutral within the same timescale. LCC Carbon Management plans, including LED streetlights have already led to substantial reduction in CO2 emissions from 81094 tonnes (2008/9) to 49869 tonnes (2017/18).

Lincolnshire NHS recently held "Healthy Conversations 2019" in Sleaford, Gainsborough and Lincoln. Cllr Thompson attended the two local ones. The staff included health professionals who were well briefed and happy to discuss issues and concerns. They were enthusiastic about their roles and the opportunity to engage with the public. The main thrust was to identify how Lincolnshire can move toward implementing the NHS Long Term Plan. This will involve some changes to services with the aim of improving access to the right service, in the best location at the right time. The overall aim of the NHS remains to provide the best clinical care and for this to remain funded from general taxation (Simon Stevens, NHS CEO Lincoln 15/05/19). Sadly despite the effort involved in setting up the events and in accessible locations they did not seem to be particularly well attended.

When these events have been concluded and assessed a phase of consultations will follow.

The Lincolnshire Show is on 19<sup>th</sup>/20<sup>th</sup> June. LCC has a marquee and councillors will be in attendance on a rota.

**6. Notes of the Parish Council meeting held on 15<sup>th</sup> May 2019 to be approved as the minutes of the meeting.**

Cllr Rowson proposed, seconded by Cllr Driffill that the clerk's notes should be adopted as the minutes of the meeting held on 15<sup>th</sup> May 2019. It was unanimously resolved by those present at that meeting that the clerk's notes should be approved as the minutes. Cllr Roe abstained from the vote as he was absent from the meeting. Cllr Mrs Whittaker signed the minutes.

**7. To consider expressions of interest for Parish Council vacancies (2) Danker Ward and fill by co-option.** There had been no expressions of interest despite the vacancies being advertised in the school newsletter, on the website and on the noticeboards. It was agreed to continue advertising. NKDC had indicated that whilst the District Council has discretionary powers to appoint someone to the council after 35 days it would not wish to exercise these for a quorate council.

**Clerk to continue advertising vacancies**

**8. Finance**

**a) Renewal of Clerk's subscription to the Society of Local Council Clerks.** Proposed Cllr Roe, seconded by Cllr Driffill and unanimously resolved on a show of hands to renew the subscription.

**Clerk to renew**

<b>b) To resolve to approve the payment of accounts for June 2019.</b>			
R Popplewell	Internal audit (end of year 2018/19) (BACs payment 12/06/19)		£79.50
SLCC	Clerk's subscription (BACs payment 12/06/19)		£122.00
C. Wilkinson	Salary	£621.00	£632.55
	Petty cash reimbursement	£6.60	
	Travelling	£4.95	
	(BACs payment 12/06/19)		
HMRC	Tax & NICs (cheque no. 100541 12/06/19)		£52.20
Giff Gaff	Mobile monthly payment (Direct debit 21 <sup>st</sup> June 2019)		£10.00
NHTC	Contribution towards Councillor surgery fliers (BACs payment 12/06/19)		£80.00
	<b>Total payments</b>		<b>£976.25</b>

**c) To receive the Internal Audit Report 2018/19.** Proposed Cllr Mrs Graham, seconded by Cllr Roe and unanimously resolved on a show of hands that the report should be received and noted.

#### 9. Highways

**a) LCC Highways School Safety Zone request for site survey at South Hykeham Primary School update.** The Council has been asked by the LCC Highways Officer to take some photographs of problem parking at the school in order to evidence the need for remedial measures to be taken but members expressed concern about doing this. It was suggested that the Headteacher should be approached to see if he could take them. Cllr Mrs Overton has been asked to place a service request on the system through the Customer service centre and she has advised that she has done that.

**Clerk to contact the Headteacher**

**b) To receive Speed Indicator Device report from latest location and consider remedial action.**

Cllr Roe presented the latest reports which were discussed at length. Concern was raised about the speed of traffic at these locations.

**Clerk to send reports to Headteacher and LCC Highways**

**10. To consider the proposal for Parish Council Annual Community Awards.**

**Deferred to next meeting**

**11. Lincs Association of Local Councils.**

**a) Nominations for Councillor Training.** Chairman and Clerk are attending the Networking Day for Councils and also the Chairman and Clerk training in July.

**Nominations to Clerk**

**b) Nominations for LALC Conference and AGM 2019.**

**None**

**c) Nominations for Shining Star Awards.**

**None**

**12. Central Lincolnshire Local Plan Review – Issues & Options Consultation & Call for Sites. Noted**

**13. Correspondence.** There was no correspondence.

**14. Chairman's report.** Cllr Mrs Whittaker had raised concerns at the Joint Planning meeting about the minutes of the last meeting being approved at the Town Council meeting without S Hykeham members on the committee being given the opportunity to approve them. This Council has agreed that the terms of reference for the committee should reflect that minutes of meetings should only

Action notes

be approved at Joint Planning Committee meetings. NHTC has been advised accordingly of the change to the terms of reference in this Council’s Standing Orders so it can amend theirs accordingly.

**15. Clerk’s report.**

Planning appeal dismissed for 18/0893/VARC Change of use from agriculture and aircraft hangar – application to remove condition 1 (limited permission of planning permission)

2 planning applications for Pennells received today and forwarded to Town Clerk for next planning meeting.

Noted slight price increase of £1 per for LALC hard copy of monthly magazine.

Email from Electoral Services giving reminder of need for relevant paperwork post election and elections expenses should be sent to District as a matter of urgency.

It was noted that invoices for Parish Elections will not be going out until Autumn due to forthcoming District by-election.

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

**17. 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.** No matters to be dealt with under this heading.

**Date and Time of Next meetings –Parish Council Meeting Weds 10<sup>th</sup> July 2019 7.00pm.**

There being no further competent business the meeting closed at 8.10pm.

Chairman.....

Date.....