

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

Minutes of the October meeting of South Hykeham Parish Council held on Wednesday 9<sup>th</sup> October 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 C 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 Cllrs Mary Green NKDC and Cllr M Thompson LCC who were both attending previous engagements this evening. Apologies had also been received from the Police Beat Team and Philip Watt Access Lincoln.

**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 the Clerk gave the police report. There was one reported crime of the theft of a Sprinter van from Gateway Park.

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

**Report from Phil Watt of Access Lincoln.** Written report had been copied to all members of council prior to the meeting. There was no further update other than there is a meeting for sign off by LCC of the project which is taking place on Thursday morning. Phil himself will be presenting the paper on the bridleway development. As soon as he has confirmation of sign off he will advise council accordingly and will attend the November meeting to update the Council in person.

**Noted 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 had provided a written report prior to the meeting which had been circulated to all members of the Council. Cllr Spray NKDC gave his report in person and thanked members who had assisted with the matter of the cut off of an access at Crow Park. It had been established that it was not a public right of way but was on privately owned land.

25<sup>th</sup> November 2019 is the International Day for Elimination of Violence Against Women.

There has been positive feedback on the ID Pilot run by NKDC at the elections on 2<sup>nd</sup> May 2019.

299 council houses have been built since 2010 in the NKDC District and have been nominated for a Building Excellence award for best social housing.

The NFU has unveiled its vision of how British farming hopes to reach net zero greenhouse gas emissions by 2040.

Cllr Thompson LCC reported by email that his LCC activity recently has been in role of Support Councillor attending NHS and Community meetings.

Cllr Roe LCC/NKDC reported on the new Highways Contract which has been awarded to Balfour Beatty, COLAS for traffic signals and signs and WSP who will take on the planning consultancy side of Highways. The contract has been awarded for 6 years with the assumption of a further 6 years following on from that. Balfour Beatty has committed to employing local people and several of the

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existing employees will be TUPEd over to them. Balfour Beatty is also committed to supporting its employees to undertake voluntary work.

The extended 40mph limit on Boundary Lane will go just beyond Cedar Park and will shortly be entering into the consultation period. The installation of a pole has been requested at this location in order to site the Speed Indicator Device.

Hykeham Relief Road – the next tranche of funding is going through and the project is ready to commence subject to funding.

Camera cars across Lincolnshire schools has undergone a 2 year trial with penalty tickets served in the post to offenders. It has not been deemed to be successful and will not be continued.

Cllr Driffill reported some fly tipping on Boundary Lane and will report it to NKDC.

The hedge at a property on Thorpe Lane is obstructing the street signs. **Clerk to report to LCC**

**6. Notes of the Parish Council meeting held on 11<sup>th</sup> September 2019 to be approved as the minutes of the meeting.**

Cllr Roe proposed, seconded by Cllr Mrs Graham that the clerk's notes should be adopted as the minutes of the meeting held on 11<sup>th</sup> September 2019. 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 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.

**Clerk to continue advertising vacancies**

**8. Finance**

**a) To resolve to approve the contribution towards the publication and distribution of a leaflet promoting improved engagement with parishioners at councillor surgeries.** Matter still under investigation.

**Defer to next meeting/agenda item**

**b) To resolve to approve the payment of accounts for October 2019**

**Payments**

C. Wilkinson	Salary (BACs payment 09/10/19)	£620.80
HMRC	Tax & NICs (cheque no. 100546 09/10/2019)	£52.40
Giff Gaff	Mobile monthly payment (Direct debit 21 <sup>st</sup> Oct 2019)	£10.00
NKDC	Uncontested election charges (BACs payment 09/10/19)	£158.84
<b>Total payments</b>		<b>£842.04</b>

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Income

NKDC	Litterpicking grant	£187.95
Barclays	Interest	£10.48
<b>Total Income</b>		<b>£198.43</b>

Proposed Cllr Mrs Graham, seconded by Cllr Rowson and unanimously resolved on a show of hands that the payment of accounts should be approved.

**c) To consider proposals for projects to be included in budget in preparation for 2020/21 precept. Deferred to November meeting**

**d) Review of internal audit procedures prior to the mid-term audit 2019/20.** After much discussion it was proposed by Cllr Mrs Graham, seconded by Cllr Roe and unanimously resolved on a show of hands that the internal audit arrangements/procedures meet the needs of the Council.

**Mid term audit meeting to be arranged by Clerk**

**9. Highways.**

**a) To receive Speed Indicator Device (SID) report from latest location and consider remedial action.** Cllr Roe gave the latest report. It was proposed by Cllr Roe, seconded by Cllr Driffill and unanimously resolved that the spare bracket should be installed at Boundary Lane in the vicinity of Cedar Park subject to agreement with LRSP. **Cllr Roe to report to next meeting on progress**

**b) To consider report from Cllr Roe on possible alternative locations for SID.** Noted that SID is on Long Lane at the moment. Query as to whether or not SID could be facing the other way to pick up vehicles going out of the village.

**Agenda item for next meeting**

**c) Update on proposal for School Safety Zone at South Hykeham Community Primary School.** The Headteacher has written a letter of support for Parish Council's request to consider a School Safety Zone. It was sent to the Clerk with a request that it should be forwarded to Cllr Mrs Overton and has been copied in to Rowan Smith LCC Highways. Rowan advises that the request is on the list for investigation and is receiving priority as it is outside a school. He has been advised by the team who deal with these requests that the investigation is imminent.

**Headteacher to be invited to any site meetings/discussions with Highways**

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

**a) To approve the nomination forms and supporting notes.** After much discussion it was agreed that the nomination forms and notes for the awards as amended were acceptable.

**b) To consider the purchase of awards/trophies**

Cllr Mrs Graham proposed that there should be an adult's and a child's award and that 2 shields with engravable plaques should be purchased of the design in front of members at this meeting. Presentations would be made at the Annual Parish meeting in May each year. Cllr Roe seconded the motion that was unanimously resolved on a show of hands.

**Clerk to order plaques/letters inviting nominations to be sent out in January 2020.**

**11. Councillor Surgeries Update.** The next surgery is on Saturday November 16<sup>th</sup> 2019 at Hykeham Memorial Hall. It is expected that the times will be 9.30am to midday but will be confirmed. **Noted**

**12. Update on Local Boundary Commission for England electoral review of North Kesteven District Council.** The review is looking at the number of councillors for each ward. Cllr Roe (NKDC) has written to NKDC requesting that North and South Hykeham should both be within the same electoral boundary rather than South Hykeham currently being an add on for Basingham and Brant Broughton. South Hykeham has very little connection with the councillors for this ward but shares many services and a joint planning committee with North Hykeham.

**13. To consider new locations for installation of litterbins.** Suggested locations are Poppyfield and

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the new estate being built on Thorpe Lane. **To be confirmed once further investigations carried out**  
**14. Correspondence.**

**a) CPRE East Midlands Affordable Homes Conference 12 November 2019. Noted**

**b) Lincolnshire CC Statement of Community Involvement 2019 – notification of adoption. Noted**

**15. To approve the calendar of dates for Parish Council meetings 2020.** Proposed Cllr Roe, seconded by Cllr Driffill and unanimously resolved on a show of hands that the proposed calendar of dates in front of members should be approved. **Clerk to circulate/post on website**

**16. Chairman’s report. No report**

**17. Clerk’s report.** Trip to Parliament for parishioners on 25<sup>th</sup> November 2019 organised by Dr Caroline Johnson. LALC Conference and AGM 15<sup>th</sup> October 2019 9am – 3pm.

Clerk and Chairman to visit Gibraltar Point for Lincolnshire Co-op’s Environmental Awards Presentation 15<sup>th</sup> October 2019.

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

**Date and Time of Next meetings –Parish Council Meeting Weds 8<sup>th</sup> January 2020 7.00pm.**

There being no further competent business the meeting closed at 8.12pm.

Chairman.....

Date.....