

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

Minutes of the November meeting of South Hykeham Parish Council held on Wednesday 13<sup>th</sup> November 2019 at 7.00 pm in South Hykeham Village Hall.

**PRESENT:** Councillors: Mrs Whittaker, (Chairperson), P Driffill, D Rowson, S Roe. Carolyn Wilkinson, Clerk. Cllr Mary Green NKDC and Philip Watt Access Lincoln.

**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 Mrs L Graham. Council resolved to accept the reason for absence. Apologies had also been received from Cllr Spray NKDC and Cllr M Thompson LCC who were both attending previous engagements. The Police Beat Team had also sent their apologies.

**2. To receive any declaration of Interests in accordance with the requirements of the Localism Act 2011 and to consider members' written dispensation requests.** It was proposed by Cllr Roe, seconded by Cllr Rowson that the Council resolves to continue to delegate the power to grant dispensations under Section 33 (1) of the Localism Act 2011 to the Clerk Carolyn Wilkinson and under the following relevant statutory circumstances, where appropriate; e.g. where granting of the dispensation is in the interests of persons living in the authority's area and without the dispensation the number of persons unable to participate in the transaction of business would so great as to impede the transaction of that business or that it is otherwise appropriate to grant a dispensation. Unanimously resolved on a show of hands. Written dispensation requests had been submitted to the Proper Officer prior to the commencement of this meeting by Cllrs Whittaker, Driffill, Roe and Rowson requesting the granting of a dispensation in order to discuss and to resolve to agree the precept requirements of Council for the forthcoming financial year. The requests for dispensations for this purpose were considered and granted for a period of 4 years by Carolyn Wilkinson the Proper Office of the Council. NKDC has not sent the letter and associated paperwork to the Parish Council as yet requesting the Parish Council's precept requirements for 2019/20. It is usually sent mid-December and will be an agenda item for the January 2020 meeting.

#### Agenda item 8<sup>th</sup> Jan 2020

**3. Police Report** In the absence of the police the Clerk gave the police report which had been circulated to members prior to the meeting. The priority for the next 3 months is tackling anti-social behaviour at public open spaces town and rural.

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

**a) Report from Phil Watt AccessLincoln**

Mr Watt reported that the project had now been signed off by the LCC Leadership team (Andy Gutherson) The Project Leader will be the same person who designed the Hartsholme footpath. The aim will be to build the right of way to a gold standard though it may be that the cost may be too

high in which case there may need to be some adjustment to the design to keep the project within budget. It will have a horse friendly surface.

There is a chance that the bridleway improvements may be completed during this financial year. The Dept. of Transport has provisionally confirmed further funding for AccessLincoln until March 2021. Mr Watt will continue to attend the Parish Council meetings during the forthcoming year when he has matters to report.

**Noted**

**b) To consider applying for s106 planning gains from Thorpe Lane development 13/1464 FUL.** Cllr Roe proposed, seconded by Cllr Rowson that the s106 planning gains for 13/1464/FUL should be allocated to the bridleway project and an early application should be submitted to NKDC for the payment to be made to S Hykeham Parish Council. It was unanimously resolved on a show of hands. The Clerk has the application form but has to supply NKDC with some information on costings and project completion dates etc. At the moment Mr Watt is unable to be more specific about that so it was agreed to defer the application to next meeting or when the information is to hand. LCC meets regularly with the team who deal with s106 planning gains at NKDC so will have discussions with them to keep them abreast of developments in relation to this application. It may be necessary to hold an extraordinary meeting during December in order to progress this matter.

**Agenda item January meeting**

**c) Lincolnshire Co-operative Society Environment Quarter cheque presentation of funds towards bridleway project.** Cllr Mrs Whittaker and Clerk attended the presentation ceremony at Gibraltar Point and received a cheque for £1,267.60 towards the project. Cheque banked and funds ring-fenced for this project. Mr Watt left the meeting at this point.

**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 in advance and she covered some of the items contained therein.

In the absence of Cllr Spray there was no report.

Cllr Thompson LCC had reported that he remains busy, but has nothing specific to report for his part of South Hykeham. He continues to support Cllr Roe with Community Speedwatch and has been active with one Parish Council doing Speedwatch on Project Edward Day. 25% were in excess of the threshold - 36mph in 30 limit, so they have been reported for letters to be sent out. Cllr Thompson will be attending the Hykeham Councillors surgery on 16th November 2019.

Cllr Roe LCC/NKDC gave a further report on the new Highways Contract which has been awarded to Balfour Beatty who will be taking over in April 2020. There will be an App for local information.

An invitation has been extended to Martin Hill, Richard Wright and Rowan Smith to attend the next councillor surgery in the new year.

North Hykeham Town Council has resolved to purchase a Speed Indicator device and Speed gun and has 4 volunteers willing to operate it.

**6. Notes of the Parish Council meeting held on 9<sup>th</sup> October 2019 to be approved as the minutes of the meeting.**

Cllr Drifill proposed, seconded by Cllr Rowson that the clerk's notes should be adopted as the minutes of the meeting held on 9<sup>th</sup> October 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.

### Action notes

**7. To consider expressions of interest for Parish Council vacancies (2) Danker Ward and fill by co-option.** There had been one expression of interest. Cllr Roe proposed, seconded by Cllr Rowson and unanimously approved on a show of hands that Nikki Dillon-Jones should be co-opted to the Parish Council. There remains one vacancy so it will continue to be advertised in the school newsletter, on the website and on the noticeboards.

**Clerk to advise NKDC of co-option & to continue advertising remaining vacancy**

### 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. Proposed Cllr Driffill, seconded by Cllr Rowson that a sum of up to £100 should be set aside to pay the Parish Council's contribution towards this leaflet. Unanimously approved on a show of hands.

**Clerk to pay on receipt of invoice from NHTC**

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

#### Payments

C. Wilkinson	Salary	£621.00	
	Travelling exps	£45.90	
	Petty cash reimbursement	£7.32	£674.22
	(BACs payment 13/11/19)		
HMRC	Tax & NICs		£52.20
	(cheque no. 100547 13/11/2019)		
Giff Gaff	Mobile monthly payment		£10.00
	(Direct debit 21 <sup>st</sup> Nov 2019)		
NHTC	Litterpicking	£30.00	
	Grasscutting Beechcroft	£60.00	£90.00
	(BACs payment 13/11/19)		
<b>Total payments</b>			<b>£826.42</b>

#### Income

Lincolnshire Co-operative Society	Grant towards Bridleway (Environmental Award)	£1,267.60
	(banked 16/10/19)	
<b>Total Income</b>		<b>£1,267.60</b>

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

**c) Budget report to 31<sup>st</sup> October 2019.** Cllr Roe proposed, seconded by Cllr Rowson that the budget report should be received. Unanimously resolved to receive the report to 31<sup>st</sup> October 2019. Everything is within budget and is as might be expected for this time of year though there is a considerable underspend on litterpicking and grasscutting. Cllr Roe to report the Parish Council's disappointment that the grasscutting at Beechcroft and the frequency of litterpicking has not met the Service Level Agreement. Cllr Rowson checked the bank statements against the budget report and initialed the budget report and bank statements to indicate that the bank balances were correct.

## Action notes

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

**9. Highways.**

**a) To receive Speed Indicator Device (SID) report from latest location and consider remedial action.** Cllr Roe gave the latest report. It had been previously agreed that the spare SID bracket should be installed at Boundary Lane in the vicinity of Cedar Park subject to agreement with LRSP. It was noted that the 40mph speed limit order extension on Boundary Lane is currently up for statutory consultation with comments to reach the Senior Traffic Engineer by 13<sup>th</sup> December 2019. Council fully supports the introduction of a speed limit extension of 130 metres as indicated on the map that accompanied the letter from LCC Highways. **Cllr Roe to report to next meeting**

**b) Report from Cllr Roe on possible alternative locations for SID.** Already dealt with in previous item. **Cllr Roe to update at next meeting**

**10. a) Parish Council grasscutting and litterpicking report.** Already dealt with in agenda item 8(c)

**b) Location of new litterbins/to consider purchase of additional litterbins. The Parish Council currently has 2 spare litterbins.** It was suggested that one should be installed at the new estate and the other alongside the bridleway. **Deferred until Jan. meeting as item for consideration at precept setting**

**11. Correspondence.**

**a) Email from North Hykeham TC regarding the review of their Standing Orders and suggested removal of certain elements of SHPC standing orders that relate to Hykeham Planning Committee.** Annual review of SHPC standing orders is due in May 2020 at Annual Parish Council meeting.

**Agenda item April/May 2020.**

**12. Nominations for LALC Training.** No nominations at this time. **Agenda item January 2020.**

**13. Chairman's report.** Brief report on Lincolnshire Co-operative Society Environment Quarter cheque presentation of funds towards bridleway project. Thanks to parishioners for supporting the Council's nomination.

**14. Clerk's report.**

Notification from LCC of Planning application County Matter PL/0156/19 to construct a general purpose store at Mushroom Farm, 10 Boundary Lane, Deadline 21 days within date of letter 11 Nov.

**Referred to Joint Planning**

Environment Agency update for Parish Councils. Info on incident room 24 hour operation working in partnership with police, local councils etc. River levels being monitored and heavy rainfall which has fallen on saturated catchments has caused areas of flooding on low lying land and roads close to rivers. River levels expected to remain high over the rest of this week. **Noted**

Statutory Notice of Elections displayed on noticeboards **Noted**

NKDC Christmas and New Year bin collections copied to all **Noted**

**15. Parish Councillor's reports – for information only/items raised for decision will appear on the agenda for the next meeting.** Cllr Roe reported that there is a Christmas Fair taking place at Hykeham Green on 15<sup>th</sup> December 2019 in the afternoon. **Noted**

**16. 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.** Cllr Rowson proposed, seconded by Cllr Driffill and unanimously approved on a show of hands that council move into closed session to discuss the next item.

**17. To review the banking signatory arrangements for Parish Council and Albert Medley accounts.**  
Cllr Rowson proposed, seconded by Cllr Driffill and unanimously approved on a show of hands that a second new signatory should be added to the mandate and the returned form of mandate should be completed in compliance with the instruction of the bank in order to remove those from the accounts who no longer have any connection with the Parish Council. **Clerk to complete/return forms to the bank**

**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 8.22pm.

Chairman.....

Date.....