

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

Minutes of the January meeting of South Hykeham Parish Council held on Wednesday 10th January 2018 at 7.00 pm. in South Hykeham Village Hall.

PRESENT: Councillors: Mrs Whittaker (Chairman), Mrs Locker, P Driffill, D Rowson, M Main, Mrs L Graham, S Roe. Carolyn Wilkinson, Clerk.

IN ATTENDANCE: Cllr M Thompson. Cllr Mrs Woodman NKDC. PCSO Sarah Lingard and PCSO Holly Farmer. There were no members of the public present. The Chairman welcomed everyone to the meeting.

Public Forum: No public forum as there were no members of the public present.

Action notes

1. Apologies for absence and reasons given. Apologies and reasons for absence had been received from Cllr Mrs Overton and Cllr Mrs Howe who are attending another meeting this evening.

2. To receive any declaration of interests in accordance with the requirements of the Localism Act 2011. There were no declarations of interest at this point .

3. Police Report PCSO Lingard introduced PCSO Holly Farmer who is with PCSO Lingard for the next 10 to 12 weeks being tutored. PCSO Lingard gave the police report.

Gateway Park break in and power saw stolen possibly through an insecure access.

Stolen number plates at Long Lane.

ATM theft at Jet Station in December. Members reported that the kerb and verge is being mounted at Meadow Lane by heavy vehicles which are causing extensive damage. Request that the police speak to the tractor drivers who continuously leave mud on the road and drive at excessive speeds on a country lane.

Noted that a new PCSO from Grantham will be joining the team in 10 – 12 weeks time. The police left at this point.

4. Notes of the Parish Council meeting held on 8th November 2017 to be approved as the minutes of that meeting. Cllr Mrs Graham proposed, seconded by Cllr Mrs Locker that the clerk's notes should be adopted as the minutes of the meeting held on 8th November 2017. Unanimously approved on a show of hands by those members present at that meeting. One abstention as Cllr Rowson had not been present at the last meeting. Cllr Mrs Whittaker signed the minutes.

5. District and County Councillors' reports – for information only. Items raised for decision will appear on the agenda for the next meeting. Written reports had been received from Cllrs Mrs Overton, Cllr Mrs Howe and Cllr Thompson and were noted. Clerk had replied to Cllr Mrs Woodman's enquiry about the Parish Council's responses to the recent planning applications for The Grain Store and Land East of Boundary Lane and advised that the Parish Council had strongly objected to both applications.

Cllr Thompson gave a brief report on the rendering factory and the petition that had been submitted to the County Council. Cllr Thompson left the meeting at this point as he had another meeting to attend.

Cllr Roe LCC reported that he had spoken to LCC Tim Collis who will be carrying out monthly inspections once the Mushroom Farm Development is fully operational and he has agreed to send the reports to Cllr Roe. Rowan Smith is Cllr Roe's Highways Officer contact and Cllr Roe is currently compiling a list of matters that require attention. If anyone wants to add to this list let him know.

6. Finance – a) To approve the payment of accounts for December 2017 & January 2018.**Payments****December 2017**

C. Wilkinson	Salary & reimbursement of travelling exps (BACs payment 13/12/2017)	£492.75
C Wilkinson	Reimbursement of emergency petty cash New shredder Fellowes 8C Cross cut shredder (BACS payment 13/12/2017)	£44.99
HMRC	Tax & NICs (cheque No. 100517 13/12/2017)	£53.80
Giff Gaff	Mobile monthly payment (Direct debit 21 st Dec 2017)	£15.00
M Pues	Internal audit (BACS payment 13/12/2017)	£75.00
	Total payments	£681.54

January 2018

C. Wilkinson	Salary (BACs payment 10/01/2018)	£482.95
HMRC	Tax & NICs (cheque No. 100518 10/01/2018)	£54.00
Giff Gaff	Mobile monthly payment (Direct debit 21 st Jan 2018)	£15.00
Information Commissioner	Data Protection Registration renewal (cheque No. 100519 10/01/2018)	£35.00
P Drifill	Travelling expenses LALC AGM (BACs payment 10/01/2018)	£17.00
	Total payments	£603.95

Cllr Roe proposed that the payment of accounts should be approved. Cllr Main seconded the motion that was unanimously approved on a show of hands.

b) Budget report to 31st December 2017. Cllr Rowson proposed that the budget report to 31st December 2017 should be approved. Cllr Main seconded the motion that was unanimously approved on a show of hands.

c) To approve the draft budget 2018/19 and Council's precept requirements for submission to District Council. After full consideration of the expenditure on the current year and remaining balances and ring fenced reserves as detailed on the budget report it was agreed that a precept of £12,000 including the grant element should be approved. Cllr Mrs Graham proposed that the draft budget for 2018/19 should be approved and the precept applied for as agreed. Cllr Rowson seconded the motion that was unanimously approved on a show of hands.

Clerk to send forms to NKDC by due date

d) To consider annual grants/donations 2017/18 – application from Citizens Advice Mid Lincs. Cllr Mrs Graham proposed that a donation of £200 should be approved. Cllr Main seconded the motion that was unanimously approved on a show of hands.

e) To consider the renewal of annual Data Protection registration. Cllr Roe proposed that the annual subscription should be renewed. Cllr Mrs Graham seconded the motion that was unanimously approved on a show of hands.

i) Email from LALC re: new General Data Protection Regulations and Data Protection Officer.

Noted with concern/await further guidance from LALC

f) To consider the mid-term report from the Internal Auditor. **Noted**

7. To consider the renewal of annual subscription for LALC membership 2018/19. Cllr Roe proposed that the annual subscription should be renewed. Cllr Mrs Graham seconded the motion that was unanimously approved on a show of hands. Cllr Mrs Locker declared an interest.

8. To consider the renewal of annual subscription for LALC training scheme 2018/19. Cllr Roe proposed that the renewal of annual subscription for LALC training scheme 2018/19 should be approved. Cllr Mrs Graham seconded the motion that was unanimously approved on a show of hands. Cllr Mrs Whittaker and Clerk to attend Chair and Clerk training. Clerk to attend FOI/Data Protection course. **Other nominations to be sent to the Clerk.**

Cllr Mrs Woodman arrived at this point. Cllr Roe proposed that Cllr Mrs Woodman should be allowed to speak with regard to the The Grain Store application 17/1640/FUL. Cllr Mrs Woodman advised that she had come straight to this meeting from another meeting at NKDC. Complaints had been investigated by Environmental Health who had realised that the smell was coming from the bio-digester. It uses maize but also general waste having had an exemption by the Environment Agency. It is not being run in a good way so she has asked him to contact Environment Agency who only inspect once a year but she has asked if the bio-digester can be inspected again in view of the complaints and problems with the operations on site. SHPC had requested that the Planning application for The Grain Store should be brought to committee at NKDC for a decision but there is no real planning reason to bring it to committee. She advised that incidents of unpleasant emissions should be reported to NKDC Environmental Health. Cllr Mrs Woodman left the meeting at this point.

9. To consider LCC Highways Grass Cutting 2018/19 letter and other Highways matters. **Noted**

The meeting resumed.

10. Neighbourhood Plan.

a) To consider the approval of version 4 of the Neighbourhood Plan submitted to NKDC. Cllr Roe proposed that the version 4 of NP should be approved. Cllr Rowson seconded the motion that was unanimously approved on a show of hands. **Clerk to advise NKDC/NHTC**

b) To consider the informal request by NHTC for additional contribution towards the Neighbourhood Plan. Cllr Roe proposed that a contribution of £500 as provided for in the budget should be approved. Cllr Mrs Graham seconded the motion that was unanimously approved on a show of hands. **Clerk to request invoice from NHTC to complete the paper trail**

c) To consider the draft Terms of Reference for the Joint Planning Committee prior to meeting with NHTC to finalise the document to be incorporated into Standing Orders. Cllr Roe proposed that the draft terms of reference in front of members should be adopted. Cllr Mrs Graham seconded the motion that was unanimously approved on a show of hands. Cllr Roe proposed that the delegated members of the joint planning committee should be given authority to approve any further amendments to the draft terms of reference at the meeting with North Hykeham. Cllr Mrs Graham seconded the motion that was unanimously approved.

11. Projects.

a) Report from working party carried forward from last meeting to identify Local Priorities/consider projects for improved infrastructure as provided for in earmarked reserve 2017/18. **Village Gateways quotes to be deferred to next meeting.**

b) To consider the estimated costs for proposed improvements to public bridleway N Hykeham 2 and to submit an application/expression of interest for grant funding through LEADER.

Deferred to next meeting.

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c) To submit application for s106 planning gains for 17/0628/FUL Land adjacent to Acorn Drive, Thorpe Lane towards public bridleway improvements/other projects brought forward by working party. Agreed in principle to be used as match funding for bridleway improvements

Deferred to next meeting.

Cllr Mrs Graham proposed that the meeting should continue beyond 9.00pm by 15 minutes. Cllr Main seconded the motion that was unanimously approved.

12. To consider the quotes for supply of Speed Indicator Device under Community Speed Watch Initiative. Cllr Mrs Locker proposed that the quote for supply and installation from Unipart Dorman should be approved. Cllr Mrs Graham seconded the motion that was unanimously approved on a show of hands. **Clerk to place order/Cllrs Main and Driffill will be responsible for recharging and remounting the battery/Cllr Roe to chase up LCC Highways for installation of posts**

13. Planning

a) LCC Planning application PL/0059/17 Mushroom Farm, Boundary Lane. No objection/comments to mirror those of NHTC

i) Email from resident of regarding PL/0059/17 planning application. Noted/no action

b)To consider NKDC Planning Applications received & note NKDC Planning decisions.

NKDC Planning applications for consideration by Parish Council (dealt with under Clerk's delegated powers due to timescales for response)

17/1495/FUL	McDonalds Restaurant Black Horse Drive	Installation of an ANPR camera	No objection
17/1630/FUL	Land east of Boundary Lane	Change of use from agriculture & aircraft hangar to use Class B1 (business) B2 (General Industry) or B8 (storage& distribution)	Strong objection/comments
17/1640/FUL	The Grain Store Boundary Lane	Erection of extension to agricultural storage building	Objection/comments
17/1736/FUL	Land off Boundary Lane	Proposed office building, boundary fence to front & new boundary wall to side	No objection
17/1693/TPO	5 Thorpe Lane	Oak 3446, 3447, 3449 various tree works	Agreed to accept decision of NKDC Tree Officer

To note planning decisions by NKDC

Approvals

17/1241/FUL	Trent House, Boundary Enterprise Park	Partial change of use (Room 1only) for taxi office	Noted
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14. To consider holding Councillor surgeries and facilitating consultation with parishioners.

Cllr Roe to look into hire of library at the Hub which NHTC has agreed will be open to all councillors of Hykeham.

15. Correspondence. None.

16. Chairman's report. No report.

17. Clerk's report.

LCC Notification of the adoption of Lincs Minerals and Waste Local Plan: site locations on 15th December 2017. **Noted**

Lincs Coastal Highways Invitation from Cllr R Davies LCC 17th Jan 2018 – Cllrs Rowson and Roe have expressed an interest in attending. **Noted**

NK Outreach letter regarding Mobile Sports Equipment hire – emailed to all members. **Noted**

NALC Local Councillor Census Survey – email copied to all. **Noted**

LCC Consultation on Building Communities of Specialist Provision for Children and Young People with Special Educational needs and disabilities in Lincolnshire – email copied to all. **Noted**

18. Parish Councillor's reports – for information only/items raised for decision will appear on the agenda for the next meeting. New Clerk at North Hykeham Elaine Preece.

HR Committee meeting 14th March 2018 6.30pm in village hall.

19. To resolve whether the Council will move into closed session in accordance with the Public Bodies (Admission to meetings) Act 1960. No matters to consider under this heading.

Date and Time of Next meetings – Full Council 14th February 2018 7.00pm.

There being no further competent business the meeting closed at 9.12pm.

Chairman..... Date.....