

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

Minutes of the September meeting of South Hykeham Parish Council held on Wednesday 12<sup>th</sup> September 2018 at 7.00 pm. in South Hykeham Village Hall.

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

IN ATTENDANCE:, Cllr Mrs Howe NKDC. There was 1 member of the public present. The Chairman welcomed everyone to the meeting.

Public Forum: The member of public present had an enquiry which was addressed to Cllr Roe as it was a County Council matter. **Cllr Roe to investigate on behalf of parishioner.**

#### **Action notes**

**1. Apologies for absence and reasons given.** Apologies had been received from Cllr M Thompson LCC, Cllr Mrs P Woodman NKDC who are both attending other Parish Council meetings this evening and PCSO Lingard who is not on duty this evening.

**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 report. There had been four crimes for the period 11<sup>th</sup> July to the 12<sup>th</sup> September 2018:- Damaged car window at Pennells, damage to a barbed wire fence at Apex Lake, theft of 4 x 4 vehicle Thorpe Lane and theft of diesel at Meadow Lane.

**Noted**

**4. District and County Councillors' reports – for information only. Items raised for decision will appear on the agenda for the next meeting.** Written report sent by Cllr Thompson LCC who is attending another meeting this evening. He advised there is an update in Highways fault reporting which is now live at FixMyStreet via LCC website.

Cllr Roe LCC gave his report. He had arranged for the Highways Officer and portfolio holder to attend a meeting organised by himself but this has now been changed by LCC Highways in an email circulated by the Clerk this evening. 24<sup>th</sup> Sept midday is the date suggested to stop at NHTC offices Fen Lane for lunch and for S Hykeham to attend at the same time to network. Cllr Roe reported on the Highways infrastructure management plan. Made an 8 structure hierarchy plan from roads without steel (cart track) going upwards to major roads and how frequently they are visited and inspected. Will devise some form of response times for repairs to be more flexible and to spread out the workload a bit better. Once a highways problem is reported the council becomes liable so it should result in quicker action to make safe.

The new winter plan has come out and gritbins will only be filled at the start of the winter season and only reports from responsible bodies possibly PCs will be taken note of and acted upon if the bins need refilling after initial fill.

Parking enforcement fees are down. Parking enforcement has attended at South Hykeham school but Cllr Roe had no information to hand that reported if any enforcement notices etc had been issued. Open camera cars have been situated outside of some schools and it has been found to reduce the inconsiderate/illegal parking but once the car is no longer there they revert to inconsiderate/illegal parking. It can be reported online if there are hotspot times/locations that need enforcement/deterrent.

**5. Notes of the Parish Council meeting held on 11<sup>th</sup> July 2018 to be approved as the minutes of that 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> July 2018. Unanimously approved on a show of hands. Cllr Mrs Whittaker signed the minutes.

## 6. Finance

### a) To approve the payment of accounts for August/September 2018.

#### Payments

#### August

P Driffill	Materials for maintenance of village noticeboards (BACs payment 08/08/2018)	£7.94
C. Wilkinson	Salary & travelling (BACs payment 08/08/2018)	£534.05
Giff Gaff	Mobile monthly payment (Direct debit 21 <sup>st</sup> Aug 2018)	£10.00
North Hykeham Town Council	Litterpicking July/August 2018 (BACs payment 12/09/2018)	£120.00
Giff Gaff	Mobile monthly payment (Direct debit 21 <sup>st</sup> Sept 2018)	£10.00

#### September

C. Wilkinson	Salary	£534.05	
	Reimb. of postages (BACs payment 12/09/2018)	£7.50	£541.55
HMRC	Tax & NICs ((cheque no. 100527 12/09/2018)		£27.20
<b>Total payments</b>			<b>£1,250.74</b>

#### Income

HMRC	VAT reimbursement (BACS 25 July 2018)	£1,018.69
NKDC	Litterpicking grant (BACs 22 Aug 2018)	£187.95
<b>Total income</b>		<b>£1,206.64</b>

Cllr Roe proposed that the payment of accounts should be approved. Cllr Rowson seconded the motion that was unanimously approved on a show of hands. The Clerk had produced a budget

**Action notes**

report and balance sheet to the end of August which had been emailed to all prior to the meeting. Albert Medley account - new account set up with existing provider and funds transferred and ring fenced in new account solely for this purpose.

**b) To consider grant application from South Hykeham Village Hall Committee.** The Clerk had sent policy documents and application form to the Village Hall Committee but they had not been passed on to the appropriate person. Clerk has re-sent directly to the member of the Committee who will be completing the application on behalf of the Committee. **Deferred to October meeting**

**7. Projects**

**a) To note confirmation of Validation of Expression of Interest and invitation to submit Full Application for grant funding through Kestevens LEADER Fund for improvements to public bridleway N Hykeham 2.** Email making enquiry for temporary short term loan to be forwarded to Deputy Leader Cllr Mrs Howe who will make enquires with Russell Stone. Cllr Mrs Graham proposed that the full application should be submitted once it has been completed by the working party on behalf of Council. Cllr Rowson seconded the motion that was unanimously approved on a show of hands. Working party members Cllrs Mrs Graham, Mrs Locker and Rowson to meet prior to their meeting with Elizabeth Hanger of Kestevens LEADER in order to discuss and prepare for that meeting. **Members to arrange early dates for both meetings at the end of this evening/agenda item for next meeting of full council**

**b) To approve the registration with Rural Payments for a Single Business Identifier required before submission of full application.** Cllr Mrs Graham proposed that the council should be registered with Rural Payments for a Single Business Identifier. Cllr Rowson seconded the motion that was unanimously approved on a show of hands. **Clerk to arrange**

**c) Confirmation from NKDC advising of informal approval for the use of s106 planning gains from 17/0628/FUL Land adjacent to Acorn Drive, Thorpe Lane towards public bridleway improvements subject to formal approval on receipt of invoices, work specifications etc.** Cllr Mrs Graham proposed that the s106 planning gains should be applied for as matched funding/towards completion of this project. Cllr Rowson seconded the motion that was unanimously approved on a show of hands. **Clerk to confirm with NKDC**

**d) To identify Local Priorities as provided for in earmarked reserve 2018/19.** Currently earmarked reserve of £10,000 for infrastructure improvements is required as working capital towards the bridleway improvements until grant funding s106 funding is secured. Cllr Mrs Howe left at this point.

**8. Highways matters.**

**a) Update on installation of posts by LCC Highways for Community Speed Watch Initiative Speed Indication Device (SID).** New company set up by LRSP to deal with the installation of posts and other related matters. South Hykeham has been put to the top of the list due to the excessive time that has elapsed since the original application was made under the Community Speedwatch Scheme. **Noted**

**b) Email from parishioner re: speeding traffic on Newark Road/potential additional site for SID.** Suggestion that the SID could be located here as the streetlights are of the type it could be fixed to. LRSP advises caution due to volume and speed of traffic and safety of those tasked with moving/recharging the unit and moving it between approved sites. Cllr Mrs Graham proposed that if LRSP is happy with the proposal bearing in mind the issues raised and there is no

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risk to any members of council the site should be approved. Cllr Mrs Locker seconded the motion that was unanimously approved on a show of hands. **Clerk to contact LRSP/inform parishioner**

**c) Update on Hykeham Relief Road.** Cllr Roe left the meeting at this point having declared an interest. The Clerk passed around a leaflet giving some detail of the project and a map of the proposed route. Overall members felt that the relief road would not address the issues of heavy/unsuitable traffic travelling on Boundary Lane. Cllr Roe returned to the meeting after the discussion had finished.

**d) Flooding at Meadow Lane update/remedial action taken.** Email from Ayeisha at NKDC advising of remedial action. Cllr Roe reported that the Environment Agency and Anglian Water Authority were also involved in seeking a speedy resolution. **Noted**

**9. Hykeham Joint Planning Committee report.** There were no matters to report other than the arrangement seems to be working well.

**10. Neighbourhood Plan update and result of referendum.** No meetings have taken place since the referendum. Cllr Roe advised that the Neighbourhood Plan would be adopted by NKDC at its meeting of 27<sup>th</sup> September 2018. **Noted**

**11. Litterpicking report & suggestion from parishioner for a voluntary litterpicking scheme.** Cllr Roe proposed that if the parishioner wished to carry out voluntary litterpicking at his own behest then the Council could not intervene though they had concerns about his safety as it is on such a busy road. Response to parishioner advising of this to be sent by Clerk. Cllr Rowson seconded the motion that was unanimously approved on a show of hands. **Clerk to respond to parishioner**

**12. To approve arrangements for Councillor surgeries and facilitating consultation with parishioners.** Informal arrangement for the first surgery and will see how popular it is and if worthwhile continuing next year.

**13. Parish Council vacancy for Fosse Ward, South Hykeham.** Cllr Mrs Graham proposed that the closing date for applications should be 10<sup>th</sup> November 2018 and qualifying candidates to be considered at the meeting of 14<sup>th</sup> November 2018. Cllr Roe seconded the motion that was unanimously approved on a show of hands.

**Clerk to put on website/Witham Herald/notices on noticeboards**

**14. Correspondence.**

**a) Copy of letter sent to NKDC planning re: planning application 515 Newark Road, South Hykeham.** **Noted**

**15. Nominations for LALC Training, LALC Local Councils Networking Day and LALC AGM.** Cllr Driffill to attend the LALC AGM. **Clerk to book place**

**16. Chairman's report.** AWA to be asked to cut back the foliage around the pumping station on Thorpe Lane. **Clerk to write to AWA**

Corner of Long Lane and Beck Lane is obstructed by refuse bins on the concrete hard standing that was formerly the bus shelter. **Clerk to contact NKDC Environmental Services**

**17. Clerk's report.**

Email from NKDC advising of closure of consultation on Open Space Strategy 21<sup>st</sup> Sept 2018. **Noted**  
Enforcement enquiry ongoing re: Newton's Farm, Meadow Lane, S Hykeham. **Noted**

Email from Michelle Hoyle NKDC re: query from July meeting on CIL payments. Michelle has confirmed that NKDC will pay to Parish and Town Councils all Community Infrastructure Levy monies

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collected on a twice-yearly basis. Payments will be sent to respective Councils where development has taken place each September and March.

Where the Council has a neighbourhood plan the Council will receive 25% of all CIL collected for developments in their Parish; Parishes without a neighbourhood plan will receive 15%.

'I can confirm that all CIL receipts for developments within South Hykeham Parish will be sent to the Parish Council; whilst you share a neighbourhood plan with North Hykeham Town Council, this does not require CIL receipts to be shared between you'.

Noted

Armistice Silhouettes Funding extended to 1<sup>st</sup> October - community affair to bring people together – application process is to tell them about the community event the Parish Council will run and you could win up to 10 silhouettes to support local event working with There but not There.

Noted/no action

Invitation to Safeguarding conference

<http://news.governmentevents.co.uk/c/12jKsiDeug9rz9q8xvopqt>

Noted/no action

**18. Parish Councillor’s reports – for information only/items raised for decision will appear on the agenda for the next meeting.**

Cllr Roe reported the problem of flooding at Boundary Lane is being resolved. Land is owned by Pennells. Environment Agency has powers to be able to force the landowner to resolve the problem. AWA is also investigating. Already covered in agenda item no. 8(d)

Noted

The member of the public left at this point.

**19. To resolve whether the Council will move into closed session in accordance with the Public Bodies (Admission to meetings) Act 1960.** There were no matters to be dealt with under this heading.

**20. Albert Medley Bank Accounts update.** Update already given under Finance agenda item no. 6(a).

Date and Time of Next meetings - Full Council meeting 10<sup>th</sup> October 2018 7.00pm.

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

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