

Minutes of the November meeting of South Hykeham Parish Council held on Wednesday 10th November 2021 at 7pm at South Hykeham Community Primary School

Present: Councillors: Mrs Whittaker Chairperson, L Graham, P Driffill, D Rowson, S Roe, R Phillips, N Dillon.

Carolyn Wilkinson Clerk.

In attendance: None.

Public Forum: There were no members of the public present so there was no Public Forum.

The Chairman welcomed everyone to the meeting.

1. Apologies for absence and to resolve to accept the reasons given.

Apologies were received from the Police Beat Team, Phil Watt AccessLincoln, Cllr R Eckert NKDC, Cllr M Green NKDC, Cllr M Overton NKDC/LCC, Cllr M Thompson LCC.

Written reports had been received from each and were circulated prior to the meeting.

2. To resolve to receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider member's written dispensation requests.

There were no declarations of interest at this point.

3. To resolve to approve the clerk's notes of the meeting of 13th October 2021 as the minutes.

Proposed Cllr Rowson, seconded by Cllr Phillips and resolved unanimously on a show of hands by those present at the last meeting that the Clerk's notes should be approved as the minutes of the meeting held on 13th October 2021.

4. County & District Councillor reports for information purposes only. Items raised for a decision will appear on the agenda of the next meeting. Cllr Mrs Graham arrived at this point.

Cllrs Thompson LCC, Cllr Overton NKDC/LCC, Cllr M Green NKDC and Cllr Eckert NKDC had each given email reports which had been circulated to all members prior to the meeting and were duly noted.

Cllr Roe LCC/NKDC reported that there were no plans to close the North Hykeham Police Station and he had the assurance of Marc Jones. He gave a brief report on the situation with regard to the foster care of children.

5. Police report

A written report had been circulated to all members prior to this meeting and was noted. The priority for this quarter being anti-social behaviour in towns and villages.

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

Phil Watt had reported that the installation of the barrier at Mill Lane will be carried out when the contractor arrives on site to fix some problems that are outstanding with the bridleway. Negotiations continue with the Footpaths Team and the landowner of the section between Ascot Way and Grandfield but this will be a medium-term fix as some issues have been raised with regard to this section which need addressing. The Clerk reported that no payment has been made to LCC as yet as it has not been requested. Members agreed that until the final section is completed the

payment should not be made in full but in any case on receipt of an invoice to complete the audit trail.

7. Finance

a) To resolve to approve the payment of accounts for November 2021.

Payments

Royal British Legion	Poppy crosses Remembrance Service Nov 21	(Debit card 23/10/21)	£41.86
P Whittaker	Travelling expenses	(cheque no. 100559 09/11/21)	£9.40
C. Wilkinson	Salary	(BACS 10/11/21)	£553.40
HMRC	Tax & NICS	(debit card 30/10./21)	£138.48
Giff Gaff	Mobile monthly payment	(Direct debit 21/11/21)	£6.00
Three.co.uk	iPad and Sim plan monthly payment	(Direct debit 22/11/21)	£12.00
Total payments			£761.14

Proposed Cllr Mrs Graham, seconded by Cllr Drifill and unanimously resolved on a show of hands to approve the payment of accounts for November 2021. Cllr Phillips asked that the Council make a donation to the Church. The Clerk advised that there were legal restrictions to making payments to the Church and that she would circulate the Legal Topic Note to all members of Council relating to this.

b) Budget report to 31st October 2021.

The Clerk reported that all was within budget at this stage of the financial year. Cllr Mrs Graham proposed, seconded by Cllr Roe that the budget report should be received. Cllr Mrs Graham checked the bank statements against the balance sheet to 31st October 2021 and signed to say that they were in accordance with each other.

The Clerk advised that there was £44,005 held in the earmarked Bridleway Reserve which was made up of s106 planning gains of £27,737.00, a donation from Lincolnshire Co-op of £1,268.00 and £15,000.00 from the Parish Council's precept. This money has already been spent on the Bridleway reinstatement project but has not yet been paid to LCC until the project is completed. There are further earmarked reserves of £18,355.00 for other projects yet to be undertaken including a general reserve equivalent to 3 months of council's operating costs which is the recommended level that council's should carry.

c) 2022/23 Budget preparation.

Agenda item for January meeting

d) To consider proposals for projects to be included in the budget preparation for 2022/23 precept.

Members to bring to the next meeting any projects/items for expenditure for consideration under this agenda item at the next meeting.

Agenda item for January meeting

8. Hykeham Joint Planning Committee

a) To receive the minutes of the October Hykeham Joint Planning Committee meetings. Resolved that the minutes of the October Joint Planning Committee meetings be accepted.

b) To consider the Review of Hykeham Joint Planning Committee Terms of Reference.

i) To resolve to change the name to 'The Joint North & South Hykeham Planning Committee' Proposed Cllr Mrs Graham, seconded by Cllr Mrs Dillon and approved on a show of hands that the Committee should be renamed as the Joint North and South Hykeham Planning Committee. Cllr Roe abstained from the vote having declared a personal interest.

ii) To consider changing the current membership of 8 NHTC members/4 SHPC members to equal membership of 4 members from each Council. After much discussion and on a proposal from Cllr Mrs Graham, seconded by Cllr Mrs Dillon and carried on a show of hands that this item should be deferred to the next meeting of the Parish Council due to take place on 12th January 2022. Cllr Roe abstained from the vote having declared a personal interest.

Agenda item for next meeting.

Cllr Mrs Whittaker reported that at the Joint Planning meeting of the previous evening the Town Clerk reported that the cost to South Hykeham Parish Council of administration of the Joint Planning Committee would be increasing from £200 to £450. The Clerk advised members that as this was not an agenda item having only been announced at the meeting of the previous evening she advised that the matter could not be decided upon at this meeting.

It was agreed that the matter should be deferred to the January meeting when council considers the budget for 2022/23 and the setting of the precept. Cllr Mrs Dillon proposed, seconded by Cllr Mrs Graham and unanimously agreed on a show of hands that the matter should be deferred to the next Council meeting on Weds 12th January 2022. Cllr Roe having declared a personal interest took no part in the discussion and abstained from the vote.

Agenda item for next meeting

9. Highways matters:-

a) Speed Indicator Device (SID) from Cllr Roe

Cllr Roe had produced a report which was circulated to all members prior to the meeting. Noted

b) Outstanding/new highways faults requiring attention. Dissatisfaction was expressed by Cllr Mrs Whittaker about the poor cut back of the overgrown hedge at the top of Thorpe Lane which was obstructing street signs and creating a hazard at this location. The County Council has already taken some action to notify the householder of his responsibility. Agreed that Cllr Mrs Whittaker should contact Cllr Thompson LCC for referral back to LCC and remedial action to be taken.

c) Update on LCC Highways initiatives to improve safety at S Hykeham Primary School.

The Headteacher has been contacted by Dan the Highways Officer who met with councillors and school representatives pre-Covid to advise that the road markings and signage will be installed shortly by contractors.

10. To confirm the arrangements for the Parish Council Volunteer litter pick on 13th November 2021.

Assembly point is Beechcroft at 10.30am until midday. Clerk to contact NKDC for collection of bags of litter etc from the Village Hall car park.

Clerk to contact NKDC

11. To consider the proposal from LCC Highways Officer re: Highways s106 contribution 13/1464/FUL land at Thorpe Lane and replacement/upgraded bus shelter at Thorpe Lane, South Hykeham.

After much discussion it was agreed that concerns of Council should be raised by the Clerk with LCC Highways through Cllr Thompson that the s106 planning gains would be lost and returned to the developer if they were not claimed and used for the qualifying purposes as detailed on the s106 agreement.

Clerk to contact Cllr Thompson LCC to ask him to pursue this matter

12. 10 Year Strategy Working Party report

a) To confirm the arrangements for the Act of Remembrance Service Thursday 11th November 2021 11am. Invitations have been extended to Sir Robert Pattinson Academy, North Kesteven Academy, Royal British Legion, RAF Waddington, South Hykeham Primary School, Camaraderie Club, local councillors, the Police Beat Team and local residents. Refreshments will be served in the church after the service. Cllr Mrs Whittaker will lay the wreath on behalf of the Parish Council and the Council has bought some poppy crosses for the children and visitors to place in a planter provided by Cllr Driffill. Reverend Collins will conduct the service and the headteacher and some pupils from South Hykeham Primary School will be involved in readings and prayers during the service.

b) To resolve to purchase a community defibrillator/locking cabinet for location in the Newark Road area of South Hykeham.

Cllr Mrs Whittaker has visited both the petrol station at the junction of Newark Road and Boundary Lane and also McDonalds on Gateway Park. Members discussed a suitable location for the defibrillator and it was proposed by Cllr Mrs Graham, seconded by Cllr Mrs Dillon and unanimously resolved on a show of hands that the preferred location would be McDonalds as it is well lit and is open 24 hours per day.

Councillors considered the quotes for a defibrillator and cabinet and after much discussion agreed that as there is a severe shortage in supplies of both due to post Covid delays that the Clerk should liaise with the local supplier endorsed by LALC, NALC and SLCC for a suitable defibrillator and locking cabinet to meet the councils needs and most suited for the proposed location. Cllr Mrs Graham proposed that the Clerk should be authorised to spend up to £2,000 and place an official order for a defibrillator, locking cabinet and pack of replacement pads.

It was agreed that once installed there should be some training arranged for councillors, parishioners and employees of McDonalds. Cllr Mrs Dillon seconded the motion that was unanimously approved on a show of hands.

Clerk to place order/Cllr Mrs Whittaker to contact and liaise with McDonalds regarding installation etc.

c) To consider suggestions to celebrate the Queen's Platinum Jubilee June 2022. It was agreed to defer to the next meeting after 10 Year Strategy working party meeting of 20th January 2022/10 Year Strategy working party to investigate options. There had been a suggestion of a village gala/carnival event on the school playing field. Members were quite enthusiastic about this and

suggested that July might be a suitable time to hold an event. There was a suggestion that the Council should bury a time capsule. Refer to 10 Year Strategy Working Party/agenda item for February 2022 council meeting.

d) To confirm the attendance at St Michael and All Angels Christmas Event 4th December 2021 and the purchase of promotional materials to encourage community engagement.

After much discussion it was agreed that the members of Council who are able will attend the event and offer the opportunity to visitors to meet their local councillor. There will be a suggestion box and other agencies including NKDC, LCC and Local Police Beat Team have been invited to join with the Parish Council in meeting with parishioners to answer their questions or to signpost to services. Clerk will purchase some sweets to hand out to visitors to the stall and will prepare some slips for people to fill in with suggestions for village improvements and amenities.

Clerk to prepare post it slips/purchase sweets/pay for stall

e) To consider methods of improved engagement and communication with parishioners and organisations.

Suggestions to be brought to the February meeting of Council by 10 Year Strategy Working Party.

f) Installation of history boards and other street furniture at suitable village locations

The Co-op has selected the Parish Council as one of its Community Champions with funds to be raised for this project over the next quarter. The 10 Year Strategy Group will investigate and bring some more detailed suggestions to the February meeting once the competition has been judged and other historical information about the community has been gathered and considered for inclusion on the boards.

i) To resolve to agree the arrangements and prizes for a school competition to design Parish History boards.

It was agreed that the Council should run a competition for the school to design some examples of what should appear on a history board with a prize for the 2 winning entries.

Cllr Phillips proposed, seconded by Cllr Roe that book tokens of £15 each should be awarded to the 2 best entries. The competition will be run over the Christmas holiday period with a closing date of mid-January 2022. The winners' designs will be used on the history boards.

Clerk to write to school

13. Correspondence

None

14. To resolve to approve nominations for Councillor/Clerk training. No nominations.

15. Chairperson's report.

No report.

16. Clerk's report.

No report.

17. Parish Councillor's reports for information only/items raised for decision will appear on the agenda for the next meeting.

No reports.

18. To consider moving 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 confidential items. There were no matters to discuss under this item.

Date and time of next meeting - Parish Council meeting Weds 12th January 2022 7.00pm

10 Year Strategy Working Party meeting (Zoom) 20th January 2022.

There being no further competent business the meeting closed at 20.27pm