

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

Minutes of the September meeting of South Hykeham Parish Council held on Wednesday 9th September 2020 at 7.00 pm held remotely and convened under The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authorities and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

PRESENT: Parish Councillors: Mrs Whittaker, (Chairperson), Mrs L Graham, P Driffill, D Rowson, S Roe, N Dillon-Jones. Carolyn Wilkinson, Clerk.
Cllr M Green NKDC, Cllr M Overton LCC/NKDC.
Mr J Richardson, Headteacher, South Hykeham Primary School.

The Chairman welcomed everyone to the meeting.

Public Forum: There was no public forum as there were no public in attendance.

1. Apologies for absence and to resolve to accept the reasons given. Apologies had been received from Cllr M Thompson LCC and Cllr C Spray NKDC. Apologies had also been received from the Police Beat Team and Phil Watt AccessLincoln.

2. To resolve to receive any declaration of interests 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. Notes of the remote Parish Council meeting held on 5th August 2020 to be approved as the minutes of that meeting. Proposed Cllr Roe, seconded by Cllr Rowson and unanimously approved on a show of hands by those present at the last meeting that the Clerk's notes should be approved as the minutes of that meeting.

4. Bridleway N Hykeham 2 improvements between Ascot Way and Mill Lane report from Phil Watt AccessLincoln. In the absence of Phil Watt the Clerk had received an email advising that the project is to be completed in 2 phases. The first phase being Mill Lane to Grandfield Way as this is the easiest section to deal with. His understanding is that the contractors are going to be on site at the end of September rather than October. The Clerk had queried the closure notice with Phil as it indicated that the restrictions are only between Grandfield Way and Mill Lane. Phil had confirmed that he understands the concerns of the Parish Council that the stretch between Ascot Way and Grandfield Way has not been mentioned on the closure notice and he has raised that with their Highways Team. He has asked that this is picked up again and that section of the work is completed as per the original project brief from Ascot Way to Mill Lane inclusive. He has confirmed that whatever the outcome of the discussions the improvements will continue up to and including Ascot Way. **Clerk will advise residents who have queried why Ascot Way to Grandfield Way section of path appears not to be included on the restriction notice advising of forthcoming works**

5. Finance

a) To resolve to approve the payment of accounts for September 2020.

Payments

NHTC	Grasscutting Beechcroft Jul & Aug	£60.00	£273.75
	Litterpicking May – Aug 14 hours (BACs 09/09/20)	£213.75	

Action notes

C. Wilkinson	Salary	£617.00	£626.45
	Travelling (BACs 09/09/20)	£9.45	
HMRC	Tax & NICs (debit card 09/09/20)		£56.20
Giff Gaff	Mobile monthly payment (Direct debit 21 st Sept 2020)		£6.00
Intellitech	Website construction		£250.00
Total payments			£1,212.40
<u>Income</u>			
LCC	County Councillor Fund (litterpicking equipment)		£350.00
Total income			£350.00

Cllr Mrs Graham proposed, seconded by Cllr Rowson and unanimously resolved.

5b) To approve the revised Financial Regulations. Proposed Cllr Mrs Graham, seconded Cllr Roe and unanimously resolved on a show of hands that the revised Financial Regulations should be approved. Following 2 interruptions to the meeting it was proposed by Cllr Roe, seconded by Cllr Mrs Graham that in order to improve efficiency of online meetings the Council should investigate the discounted Zoom subscription offered through Lincs Association of Local Councils package. Unanimously approved on a show of hands. **Clerk to arrange**

6. South Hykeham Primary School update on initiatives to improve road safety in the vicinity of the school. Mr Richardson advised that he is trying to reschedule the site meeting with Highways that was cancelled due to Covid19. Cllrs Mrs Whittaker and Cllr Mrs Overton were invited and confirmed their attendance at the meeting with Highways to be held on 29th September 3.30pm. The Headteacher and representatives of the Board of Governors will also be present.

Mr Richardson advised that the school is currently operating staggered starting and finishing times at school to comply with social distancing.

15.Councillors reports

It was unanimously agreed that the order of the agenda should be changed to bring forward item no. 15 Councillors reports so that the District and County Councillors could leave to attend other meetings if they needed.

Cllr Green gave an update on NKDC initiatives, planning matters and the Boundary Commission consultation on warding arrangements in NKDC.

Cllr Overton advised on the proposals for Greater Lincolnshire becoming a unitary authority. The Governments preferred option is for a large Mayoral unitary authority. Concerns have been raised about the timescales for implementation and the need for sufficient time for meaningful consultation to be given. The Boundary Commission proposals for the new warding arrangements for NKDC are due to be discussed at NKDC on 8th October 2020. All Councillors should be back online by that date and all committees should be back to their usual size apart from Planning. Cllr Overton advised that there are a lot of roadworks in progress in the vicinity of Aubourn so suggested avoiding that route temporarily if possible.

Cllr Roe has proposed under the LCC emergency funding that the stretch of Mill Lane from the Denzlingen roundabout to the South Hykeham boundary which is currently 40 mph should be reduced to 30mph.

7. Highways matters:-

a) Speed Indicator Device report from Cllr Roe. Cllr Roe reported that the average speed on Thorpe Lane had been 30 mph and the SID is now located near the school in time for the new term.

b) Outstanding/new highways faults requiring urgent attention. The ongoing problems with the inappropriate repair with tarmac to a damaged drain which has caused flooding at Thorpe Lane roundabout is ongoing. Cllr Thompson has been pursuing this repair and has been advised that a suitable drain is being sourced. Then a proper repair will be effected but in the meantime signs warning of flooding on the road are in place. The Clerk has also been chasing up the issue of flooding at Beck Lane which is being investigated.

Standing agenda item for next meeting

c) Update on speed reduction scheme on Newark Road and Boundary Lane. Cllr Roe advised that part of Newark Road speed limit is to be reduced from 40 mph to 30 mph. This should make it possible to reduce the speed limit on Boundary Lane to 30mph if that is agreed.

8. Litterpicking and grasscutting.

a) Report from NHTC re: last quarter's activities. There has been a total of 14 hours litterpicking carried out by NHTC since May 2020 to date. The service level agreement is for 5 to 10 hours per calendar month. The grass at Beechcroft has had 2 of the 4 cuts during the growing season during July and August 2020. Invoices on the payment of accounts for this evening. **Standing agenda item**

b) To acknowledge grant funding from County Councillors' Fund to support voluntary litterpicking scheme and to consider the purchase of equipment. Council is grateful for the donation from County Councillors' Fund for purchase of litterpicking equipment to set up a volunteer litterpicking initiative.

c) Proposal from NHTC to amalgamate with CLEAN and pool resources. Defer to next meeting

d) Offer from NKDC to supply disposable equipment and additional support for the project. Offer from NKDC gratefully accepted. **Clerk to write**

e) To approve the litterpicking risk assessment. Proposed Cllr Roe, seconded by Cllr Mrs Graham and unanimously resolved to approve the risk assessment on a show of hands. The insurer has advised that provided a risk assessment is carried out and all Government advice in relation to COVID -19 and social distancing is observed with the Parish Council having control of all their duties and therefore accepting responsibility for all of their actions, all litterpickers including councillors, employees, members and volunteers will be covered as employees under the Employers Liability £10m section of the policy. Suitable tools and clothing must be provided.

f) To consider the proposal for joint Great British September Clean litterpick with McDonalds rearranged from April due to COVID 19. A mutually convenient date will be agreed for the first litterpick to be undertaken by all councillors and the Clerk who can make themselves available. The Chairman has had no response from the appointed person at McDonalds despite having visited on two occasions. **Date to be confirmed by Chairman**

9. S106 Planning gains from 18/0220/FUL Clydra, 48, Thorpe Lane, S Hykeham and 13/1464/FUL Land at Thorpe Lane, S Hykeham. **a) Reply from NHTC re: SHPC suggestion for installation of play equipment at Poppyfields.** NHTC has agreed to claim the s106 funds for the purpose of installing play equipment on Poppyfields. Cllr Mrs Graham volunteered to be involved in the selection of the equipment. A sum of money for the maintenance of the play equipment will be set aside from the s106 planning gains. **Clerk to advise NHTC Cllr Mrs Graham would like to be involved**

b) Update on query re: Highways contribution 13/1464/FUL Land at Thorpe Lane. Awaiting contact from a member of the LCC Highways Development Team to advise if the clause to install a pedestrian crossing in the vicinity of Thorpe Lane from the s106 Highways element of the funding (£19,000) is to be fulfilled and if not which of the other clauses will be met.

Agenda item next meeting

c) To consider any other projects that may qualify for s106 Planning gains/CIL receipts.

Action notes

d) Land at Beechcroft Close in ownership of developer and maintained by South Hykeham Parish Council. After much discussion it was agreed that Cllr Roe would telephone the developer to ask them to maintain the land as numerous letters had been sent and there had been no response.

Cllr Roe to ring developer

10. To consider a response to the Boundary Commission Review and recommendation for new electoral wards in North and South Hykeham. Defer to next meeting for response to be agreed

11. Local Government review of local governance arrangements in Greater Lincolnshire.

Defer to next meeting for response to consultation to be agreed

12. Launch of National Planning for the Future consultation to reform and modernise the planning system.

Cllr Mrs Whittaker to raise at next joint planning meeting

13. Chairman’s report. No report.

14. Clerk’s report. Police report circulated to all. Priority is anti-social behaviour in Hykeham and surrounding villages.

The Parish Council has met its obligations under the Automatic Enrolment Duties under the Pension Act 2018.

Parish Litterpicking Grant from NKDC has been applied for and an annual report of Council’s activities has been submitted to NKDC. The new website is up and running alongside the old website until council is confident the new website is working correctly. The Clerk has attended the LCC website training twice and feels better equipped to maintain and manage the new website. Highways England letter re: notification of essential maintenance at A46 Winthorpe roundabout to A1/A46 interchange from 30th October 2020 to early December. Diversions may affect South Hykeham. Community Awards trophies have been delivered to the successful recipients and the vouchers and certificates have been held back for presentation at the Annual Parish meeting. Council has resolved not to hold the Annual Parish meeting this year due to Covid-19 so the vouchers and certificates will be delivered by the Clerk and Chairman.

15. Councillor’s reports – for information only/items raised for decision will appear on the agenda for the next meeting. Dealt with earlier in the meeting.

16. 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. Proposed Cllr Mrs Graham, seconded by Cllr Roe and unanimously resolved on a show of hands that Council move into closed session to discuss a confidential item .

17. To consider the 2020-21 NJC National Salary Award new pay scales to be implemented from 1 April 2020. Proposed Cllr Mrs Graham, seconded by Cllr Roe and unanimously resolved on a show of hands that the 2020-21 NJC Salary Award should be applied with immediate effect and backdated to 1st April 2020. **Clerk to apply pay award/Cllrs Mrs Graham and Rowson to conduct Clerk’s appraisal as soon as convenient .**

Date and Time of Next meeting –Parish Council Meeting Weds 14th October 2020. (Zoom)

There being no further competent business the meeting closed at 8.15pm.

Chairman.....

Date.....