

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

Minutes of the October meeting of South Hykeham Parish Council held on Wednesday 14th October 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: Councillors: Mrs Whittaker, (Chairperson), Mrs L Graham, P Driffill, D Rowson, S Roe, Mrs N Dillon-Jones. Carolyn Wilkinson, Clerk.

IN ATTENDANCE: Cllrs M Thompson LCC and Cllr Mary Green NKDC and John Richardson Headteacher of South Hykeham Community Primary School were in attendance. The Chairman welcomed everyone to the meeting.

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

Action notes

1. Apologies for absence and to resolve to accept the reasons given. Apologies had been received from Cllr Spray NKDC, Cllr Mrs Overton LCC/NKDC (unable to log onto the meeting), Phil Watt AccessLincoln and the Police Beat Team.

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 9th September 2020 to be approved as the minutes of that meeting. Proposed Cllr Roe, seconded by Cllr Mrs Dillon-Jones and unanimously resolved 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. County and District Councillors reports for information only. Items raised for decision will appear on the agenda for the next meeting. Cllr Overton had sent a written report to the Council which had been circulated to members prior to this meeting.

Cllr Green reminded members of the Boundary Review consultation with the closing date for submissions being 19th October 2020. She advised that NKDC is running a campaign targeting dog fouling and Council confirmed that it has received the posters from NKDC for display at areas where there are problems.

Cllr Thompson LCC advised that he had been to inspect the turning circle at the bottom of Thorpe Lane which had been inappropriately repaired causing flooding on site. He reported that the flooding signs are still there but the tarmac has not yet been removed and replaced with a proper drain. He will pursue the matter for a satisfactory resolution. He reported that the County Council is still holding remote meetings of Council and committees.

Cllr Spray NKDC had sent an email of congratulations to the Parish Council recognising its success in facilitating the bridleway project and securing funding and local support for the project.

Cllr Roe NKDC/LCC reported that the County Council had received a letter from government regarding the devolution bid which had been put forward by the leaders of Lincolnshire County Council, North Lincolnshire and North East Lincolnshire councils advising that Lincolnshire would not be included in the first tranche of councils to be considered.

He advised that the County Council is looking closely at developer contributions and a scrutiny panel which Cllr Roe will sit on will be chasing up any outstanding contributions including the highways element of the Thorpe Lane, South Hykeham development which remains unclaimed. There will be a Highways report on Civil Parking Enforcement coming forward shortly. Currently the service is sub-contracted from a private company.

5. Police report. In the absence of the Police Beat Team a written report had been circulated advising of a spate of cycle thefts in North Hykeham with a reminder to secure and postcode mark cycles. The priority of tackling anti-social behaviour on public open spaces in North Hykeham and the rural villages remains.

6. Bridleway N Hykeham 2 improvements between Ascot Way and Mill Lane update. Work has commenced on the bridleway and will be in progress from Monday 12th October 2020 until mid January 2021. The scheme will be carried out by Balfour Beatty. As part of the works, sections of the path will be fully closed, however, the project will be carried out in phases to minimise the amount of disruption that would be caused by closing the whole path at once. Local diversion routes will be posted at either end of any closure to provide a suitable route for users. It has been confirmed that the work will cover the bridleway from Ascot Way to Mill Lane. Cllr Rowson advised that the bridleway has been widened quite considerably and a lot of the overgrown hedge has been trimmed back. Cllr Roe advised that the surface is black top which is very similar to tarmac and has been used in consultation with horse riders as it is horse friendly. There has been a request for signage to prevent mechanical vehicles from using the bridleway once it is completed and which is currently a problem sometimes encountered in its existing condition.

7. Finance

a) To ratify the Lincs Association of Local Councils discounted subscription to Zoom. Proposed by Cllr Roe, seconded by Cllr Mrs Graham and unanimously resolved on a show of hands that the payment for the LALC discounted Zoom subscription should be ratified in the interests of conducting council meetings online efficiently and without interruption.

b) To resolve to approve the payment of accounts for October 2020. Proposed by Cllr Driffill, seconded by Cllr Mrs Graham and unanimously resolved on a show of hands that the payment of accounts for October 2020 should be approved.

Payments

LALC	LALC news hard copy	£4.50	£82.90
	Zoom discounted subscription (BACS 14/10/20)	£78.40	
C. Wilkinson	Salary	£719.83	£732.88
	Travelling (BACS 14/10/20)	£13.05	
C Wilkinson	Reimb. of petty cash (BACS 14/10/20)		£13.23
HMRC	Tax & NICs (debit card 14/10/20)		£93.42
ESPO	Litterpicking equipment/PPE (BACS 14/10/20)		£305.76
Wilson Lendrum & Weir	Accident report book (debit card 21/09/20)		£3.45

Action notes

Amazon EU	Travel & workplace first aid kit (debit card 21/09/20)	£7.90
Giff Gaff	Mobile monthly payment (Direct debit 21 st Oct 2020)	£6.00
	Total payments	£1,245.54
<u>Income</u>		
Barclays	Interest (BACS 07/09/20)	£8.29
	Total income	£8.29

c) To resolve to approve the budget report to 30th September 2020. Proposed by Cllr Roe, seconded by Cllr Mrs Graham and unanimously resolved on a show of hands that the budget report to 30th September 2020 should be received. Clerk confirmed all was within budget at this point in the year.

d) To consider the effectiveness of internal audit and agree the arrangements for interim audit. Proposed by Cllr Driffill, seconded by Cllr Mrs Graham and unanimously resolved on a show of hands that Council consider the current arrangements for internal audit meet the needs of the Council. Members confirmed that they were happy for the interim internal audit to be conducted remotely as they had no concerns over accounting of council systems.

Clerk to arrange with internal auditor

e) To consider the effectiveness of the Hykeham Joint Planning Committee. Proposed Cllr Rowson, seconded by Cllr Mrs Whittaker that Council considers the Hykeham Joint Planning Committee is effective and meets the needs and Joint Planning terms of reference of the Council.

f) To consider proposals for projects to be included in budget in preparation for 2021/22 precept. No suggestions for consideration at this meeting. **Deferred to next meeting**

8. Report on LCC Highways meeting at Sth Hykeham Primary School to discuss safety

improvements. Cllr Mrs Whittaker reported that she had attended a meeting at the school with the headteacher, a representative of the school governors and Dan O'Neill an LCC Highways Officer who was dealing with the matter. Mr Richardson reported that the officer was very proactive and keen to take steps to look at ways to improve the situation with regard to concerns over speeding traffic near the school. He had stated clearly what this action would be which included replacing some existing and installing additional signage to try to regulate the speed of vehicles approaching the school from Long Lane and Mill Lane. The issue of inconsiderate parking was secondary to the concerns over speeding vehicles on the approach to the school but Civil Parking Enforcement checks were mentioned as a deterrent though difficult to administer effectively. The officer had advised that he would be conducting some speed checks himself on a Friday afternoon during term time between 3pm and 5pm. **Progress report for next meeting**
Cllr Green NKDC left the meeting at this point.

9. Highways matters:-

a) Speed Indicator Device report from Cllr Roe. The SID had been installed at Mill Lane and traffic analysis reports had been emailed to members prior to this meeting by Cllr Roe. **Noted /reports to be forwarded to the Headteacher of S Hykeham Community Primary School by Clerk**

b) Outstanding/new highways faults requiring urgent attention. Cllr Roe reported that with effect from November Balfour Beatty will attend to all potholes in the vicinity of any that have been already reported when they are carrying out remedial action and not defer to a future visit.

No further updates/Standing agenda item

10. Litterpicking and grasscutting.

a) Litterpicking and grasscutting report. There had been no report or invoice for this evening though Cllr Roe had confirmed that he had seen Les from NHTC litterpicking in South Hykeham on a regular basis.

Standing agenda item

b) Report on Sth Hykeham Parish Council volunteer litterpick event/to agree a programme of future dates. The litterpick on Saturday 26th September had been well received by residents and a total of 15 bags of rubbish had been collected by the 4 councillors, Clerk and the Headteacher. In addition there were 2 lots of flytipping reported to NKDC along the route that had been attended to which was mainly Beechcroft woods and the entire bridleway from Beechcroft to Mill Lane. Dates for the next litterpicks are:- Saturday 28th November 2020, 30th January and 27th March 2021 10.30am – 12.30pm. Clerk to advertise on website, noticeboards and in the Witham Herald. It was agreed that the school should be approached to invite them to take part in a competition to design a poster encouraging people to pick up their litter. It was proposed by Cllr Mrs Whittaker that there should be a prize of a £15 book token for each of the two best competition entries. Cllr Mrs Graham seconded the motion that was unanimously approved on a show of hands. **Clerk to write to school**

c) To consider proposal from NHTC re: amalgamating with CLEAN and pooling resources. After some discussion it was agreed that the Parish Council felt it would be more effective to manage the project in house with the support of NKDC and South Hykeham Community Primary School and other volunteers who had expressed an interest in joining the team. **Clerk to write to NHTC**

d) To consider new locations for installation of litterbins. Proposed that this will be considered again once the bridleway and the new estate on Thorpe Lane are completed and the best location at these sites will be agreed.

Locations to be confirmed once works are completed

11. S106 Planning gains and CIL receipts.

a) Update on query re: Highways contribution 13/1464/FUL Land at Thorpe Lane and installation of pedestrian crossing in vicinity of Thorpe Lane, South Hykeham. No response from Highways Development Team. **Clerk to send information to Cllr Thompson LCC who will investigate**

b) To consider any other projects that may qualify for s106 Planning gains/CIL receipts. **None**

c) Response from landowner re: Land at Beechcroft Close in ownership of developer and maintained by South Hykeham Parish Council. Cllr Roe has contacted the developer and will continue to pursue a solution.

Agenda item next month

12. To ratify the response to the Boundary Commission Review on the arrangements for new electoral wards in North and South Hykeham. **Clerk to submit Parish Council response as agreed**

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

consultation. No further update other than this is not to be included in the first tranche.

14. To approve the revised Standing Orders. Proposed Cllr Mrs Dillon Jones, seconded by Cllr Roe and unanimously resolved on a show of hand to adopt the revised Standing Orders.

15. To consider expressions of interest for Parish Council vacancy Danker Ward and fill by co-option There had been no expressions of interest received. **Agenda item for next month**

16. Chairman's report. No report

17. Clerk's report. No report

18. Parish Councillor's reports – for information only/items raised for decision will appear on the agenda for the next meeting. Cllr Roe reported that the North Hykeham Town Clerk will retire at the end of October and the new Town Clerk Mandy Parker (formerly of Market Deeping Town Council) will take up post in early November.

19. 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.

20. To consider the 2020-21 NJC National Salary Award new pay scales to be implemented from 1 April 2020. Dealt with at September meeting/Clerk's appraisal to be carried out and report brought to November meeting by Human Resources Management Committee.

Date and Time of Next meeting –Parish Council Meeting Weds 11th November 2020 7pm.

21. To review the banking signatory arrangements for Parish Council and Albert Medley accounts. Proposed Cllr Roe, seconded by Cllr Driffill that banking arrangements and signatories to remain the same.

There being no further competent business the meeting closed at 7.59pm.

Chairman.....

Date.....