

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

Minutes of the November meeting of South Hykeham Parish Council held on Wednesday 11th November 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 L Graham (Chairperson), P Driffill, , S Roe, Mrs N Dillon-Jones. Carolyn Wilkinson, Clerk.

IN ATTENDANCE: Cllrs M Thompson LCC, Cllr Mary Green NKDC, Cllr Marianne Overton LCC/NKDC and John Richardson Headteacher of South Hykeham Community Primary School were in attendance.

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

Action notes

The Chairman welcomed everyone to the meeting.

1. Apologies for absence and to resolve to accept the reasons given. Apologies had been received from Cllr Mrs Whittaker and Cllr D Rowson. Cllr Roe proposed, seconded by Cllr Driffill and unanimously resolved that the reasons for absence should be accepted.

Cllr Spray NKDC had sent his apologies and had advised the Parish Council that he had resigned from NKDC. Council agreed to send a letter to Cllr Spray thanking him for his assistance to the Parish Council during his tenure as a District Councillor.

Clerk to send letter

Phil Watt AccessLincoln and the Police Beat Team had also given their apologies.

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 14th October 2020 to be approved as the minutes of that meeting. Proposed Cllr Roe, seconded by Cllr Driffill 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 the meeting held on 14th October 2020.

4. County and District Councillors reports for information only. Items raised for decision will appear on the agenda for the next meeting. Cllr Mary Green reminded members of Council that there is an NKDC Tree Strategy which is currently out for consultation. She requested that the Council continues to monitor and report flytipping on Fix my Street. She has also been involved in checking the database registration and maps of defibrillators in NKDC as there appear to be some omissions and discrepancies which are being investigated and corrected by the officers at NKDC.

Cllr Thompson reported that County Council business is continuing to be conducted remotely. Substantial funding has been agreed to support vulnerable residents in the county over the next three years. The County Council has a support line for Covid related matters 01522 782189 which is also available to people requiring business support and consumer advice enquiries.

Cllr Thompson has been making enquiries on behalf of the Parish Council about the s106 agreement for Thorpe Lane, South Hykeham in relation to the unclaimed Highways element of the agreement amounting to £19,000. The £19,000 was for the installation of a pedestrian crossing in the vicinity of Thorpe Lane. Further investigations are being undertaken by the Highways Officer for this area Joe Phillips who will be providing a substantive report in the next few weeks. He has suggested that the bus shelter at Thorpe Lane could be considered for replacement/improvement as that is one of the clauses contained within the s106 agreement if the pedestrian crossing is not feasible at this location.

Agenda item for next meeting/ seek update in time for the next meeting

Cllr Roe advised that after unsuccessful negotiations with Lincolnshire County Council over the future of the Usher Art Gallery, the City of Lincoln Council has decided to move over 30,000 items of art and artefacts to Nottingham for storage for the foreseeable future.

LCC Highways are looking specifically at problems with the pavement at Manor Farm estate and Cllr Roe is arranging a site meeting for residents.

Cllr Marianne Overton had sent a written report to the Council which had been circulated to members prior to this meeting.

5. Police report. In the absence of the Police Beat Team a written report had been circulated. PC Chris Bayes-Walker has joined the team on attachment and has been working with Special Constables carrying out plain clothes patrols of antisocial behaviour spots in North Hykeham and the surrounding villages. The team have been bike marking at Doddington Hall and male has been arrested and is currently under investigation for thefts in Lincoln and Hykeham. 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 is well under way on the bridleway and overall most people are pleased with it. Work will be in progress from Monday 12th October 2020 until mid January 2021. Cllr Roe confirmed that the surface is black top which is very similar to tarmac and has been used in consultation with horse riders and is horse friendly. North Hykeham Town Council has precepted for 2 dual purpose bins to match those which the council has already installed at Beechcroft with another one to be installed at the other side of the woods adjacent to Ascot Way.

7. Finance

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

Payments

| | | |
|--------------------|--|----------------|
| Amazon | Printer paper (Debit card 15 th Oct 2020) | £19.99 |
| C. Wilkinson | Salary (BACS 11/11//20) | £631.80 |
| C Wilkinson (HMRC) | Reimb of HMRC TAX and NICS to clerk paid on clerk's personal debit card due to HMRC system refusing to accept Parish Council debit card (BACS 11/11/20) | £60.00 |
| Giff Gaff | Mobile monthly payment (Direct debit 21 st Nov 2020) | £6.00 |
| | Total payments | £717.79 |

Income

| | | |
|---------------------|--|-----------------|
| NKDC | Litterpicking grant (BACS 21/10/20) | £187.95 |
| Total income | | £ 187.95 |

Action notes

b) To receive the internal audit report. Cllr Roe proposed that the Council resolved to receive the internal audit report. Seconded by Cllr Driffill and unanimously approved on a show of hands. Noted that the Social Media policy needs reviewing as highlighted in the internal auditors report. Cllr Roe confirmed that Hykeham Centric Facebook page is his own.

Agenda item for January meeting

c) To consider proposals for projects to be included in budget in preparation for 2021/22 precept.

Agenda item for January meeting

d) Precept preparation 2021/22.

Agenda item for January meeting

8. Update on LCC Highways initiatives to improve safety at South Hykeham Community Primary School. The Headteacher advised that he had received a comprehensive email from the Highways Officer who had attended the site meeting outlining the proposed improvement measures to be taken. Cllr Roe advised he will be meeting with Jean Gibson from LCC Highways to look at issues on the Manor Farm Estate and he will follow up on this matter with her.

9. Highways matters:-

a) Speed Indicator Device report from Cllr Roe. Cllr Roe had produced a report for this evening which was noted .

b) Outstanding/new highways faults requiring urgent attention. No new matters to report. Cllr Thompson and Cllr Green left at this point as they had other meetings to attend.

10. Litterpicking and grasscutting reports.

a) To consider the programme of future litterpick dates during Covid 19 lockdown period. Due to the current restrictions outlined on GOV.UK it has been necessary to cancel the litterpick scheduled for 28th November. It is hoped that the litterpicks due to take place on 30th January 2021 and 27th March 2021 will still take place subject to the restrictions having been lifted by then.

Agenda item for January meeting

b) Parish Council litterpicking poster competition update. Discussion on how to judge the competition took place. It was agreed that the entries should be shortlisted to 5 by the Parish Council Chairman. Cllr Mrs Graham will scan each of the shortlisted entries and email out to all members to vote for the 2 entries that council feels promotes the message that the council is trying to convey. A £15 book token will be awarded to the 2 best entries in the opinion of the Parish Council.

Clerk to purchase book tokens/Cllr Mrs Graham to scan and circulate the shortlisted entries

11. S106 Planning gains and CIL receipts. No new planning gains or CIL receipts to consider

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. Cllr Thompson had already reported on this in his County Councillor report.

Agenda item for January meeting

b) To consider any other projects that may qualify for s106 Planning gains/CIL receipts. No other projects to consider at this point.

Agenda item for January meeting

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 now has a contact within the land team.

Cllr Roe to chase up for a response to Council's letter re: ownership and maintenance of the land

Action notes

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

consultation. The County Council along with North and North East Lincs had submitted a bid for a Greater Lincolnshire unitary authority and had hoped that they would be in the first wave of councils taking their bid forward. However, Lincolnshire was not successful but has been urged to press ahead in developing proposals working together with the District Councils in order to streamline the delivery of services so that those proposals can be considered by the Secretary of State at a later date.

13. To consider expressions of interest for Parish Council vacancy Danker Ward and fill by co-option No expressions of interest. **Clerk to continue advertising**

14. Chairman's report. No report.

15. Clerk's report.

Local Government Boundary Commission - NKDC Electoral Review - South Hykeham Parish Council's agreed response to the Electoral Review submitted by the due date and receipt acknowledged by Boundary Commission.

NKDC Service Level Agreement – Parish Funding – Litter Picking Grant received by BACs £187.95
New Clerk's Virtual Seminar 2020 in place of Clerk's Networking Day on Weds 9th Dec. Fee of £25 for attendees. Discussed at Appraisal/to be considered in closed session of meeting.

Yahoo Groups which is the means of dissemination of information for Councillors and Clerks is shutting down. There will be 2 new Google groups one for Clerks to ask advice on Council matters and to exchange information with fellow clerks. Another for individual councillor to receive and exchange information. Contact Clerk before 15th Dec to arrange for it to be set up.

Notice from NKDC of public Consultation on Draft Tree Strategy – closing date 4th Dec 2020

16. Parish Councillor's reports – for information only/items raised for decision will appear on the agenda for the next meeting. Cllr Roe reported that Mandy Parker the new Town Clerk at North Hykeham Town Council has now taken up her post.

The Poppyfields play equipment is in hand at North Hykeham Town Council.

17. 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. Cllr Roe proposed that Council resolved to move 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. Cllr Driffill seconded the motion that was unanimously approved on a show of hands.

18. Staffing matters – Clerk's annual appraisal. Cllr Mrs Graham gave a report of the Clerk's annual appraisal to the Council which had been exemplary. It had been agreed that in future the appraisal should take place annually and that there should be quarterly meetings of the Personnel Committee. The New Clerk's Virtual Seminar 2020 which is taking place instead of the usual Clerk's Networking Day is on Weds 9th December 2020. Fee of £25 for attendees. The Clerk had asked if she could attend this at her appraisal as part of her development within the role. The Council has a budget for training expenses in addition to the subscription to LALC training programme. Council agreed that this would be of benefit and agreed that the Clerk should attend.

Clerk to book place

Cllr Mrs Dillon Jones left the meeting at this point.

Action notes

Cllr Mrs Overton arrived at the meeting having been unable to enter during closed session. Council resolved to come out of closed session for her to give her report. The Clerk confirmed that her written newsletter had been circulated to all prior to this meeting.

Cllr Mrs Overton reported that there were grants for small businesses which were opening to applications the following day and were available to businesses that had been forced to close for at least 28 days. Support had been called for to assist small businesses and District and Unitary Council will be distributing Government grants of £1.1bn. Between £1,334 to £3,000 is for each rateable business forced to close for the month by these rules. There is a new grant for businesses who have suffered a reduced demand of 70% as much as closed businesses which is backdated to 1st August. Businesses must be registered.

The number of dedicated COVID nurses in Lincolnshire is increasing. There have been outbreaks of multiple reported positive tests in places where there are people working in close proximity like food processing factories. There are currently 61 schools who have reported cases of COVID within the school community.

The SID report for this evening was forwarded to Cllr Mrs Overton by the Clerk at her request.

The proposed changes within the planning White Paper have given cause for concern as it is perceived that the current proposals will take the power of deciding local applications effectively into central government hands making it more difficult for local people to have an effective voice. There has been a strong response against it by both NKDC and LCC.

Cllr Mrs Overton will speak to Joe Phillips and chase up the proposed initiatives designed to improve road safety in the vicinity of the school as indicated in his email to Mr Richardson the Headteacher.

There being no further competent business the meeting closed at 8.22pm

Date and Time of Next meeting –Parish Council Meeting Weds 13th January 2021 7pm.

Chairman.....

Date.....