

Clerk: Carolyn Wilkinson Website: <https://south-hykeham.parish.lincolnshire.gov.uk/>

Clerk's notes of the January Parish Council meeting of South Hykeham Parish Council held on Wednesday 11th January 2023 at 7.00pm at South Hykeham Community Primary School, Wath Lane. Present: Councillors: Mrs P Whittaker (Chairman of the meeting), Mrs Graham, P Driffill, S Roe, Mrs Dillon-Jones. Clerk: Carolyn Wilkinson. In attendance: Cllr Mary Green, Reverend Peter Collins. Public Forum: There were no members of the public present so there were no matters to discuss. Cllr Mrs Whittaker welcomed everyone to the meeting.

1. To receive apologies for absence and to resolve to accept the reasons given. Apologies had been received from Cllrs Rowson and Phillips. Cllr Mrs Graham proposed that the reasons for absence should be accepted. Motion seconded by Cllr Driffill and unanimously resolved on a show of hands. Apologies for absence were also received from the Police Beat Team, Cllr M Overton (LCC/NKDC) and Cllr M Thompson (LCC). **Noted**

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 receive County and District Councillors reports. Written reports from Cllrs Green NKDC, Thompson LCC, and Overton NKDC/LCC had been circulated to members and were noted. There were no questions arising from the reports. Cllr Green advised that there are a number of Election briefings taking place in the District for candidates and interested clerks. Registration can either be made online or by telephone.

Cllr Roe advised that he had visited North Hykeham Police Station and had met PC Jordan Bathie-Drexler. PCSO Sarah Lingard has served 20 years as a PCSO. Council agreed to send a message of congratulations to her.

Clerk to write

A Joint Diversionary Panel has been formed to prevent youngsters becoming involved in crime.

Cllr Bradwell LCC has been appointed as the Executive Councillor: Children's Services, Community Safety, Procurement and Migration. North Hykeham Memorial Hall Trust has been running a warm room on Wednesday 1pm to 4pm.

Cllrs Overton (LCC/NKDC had sent her apologies as she was attending a meeting in London but had sent a written report which was noted. Cllr Thompson was attending another meeting this evening and had sent his apologies. His written report was noted. Cllr Green left the meeting at this point as she had another meeting to attend.

4. To receive the Police Report. The monthly police report had been circulated to all members of Council in advance of this meeting and was noted. The priorities for the next 3 months continue to be tackling anti-social behaviour at open spaces (town and rural) and scams crime prevention. **Noted**

5.To resolve to adopt the clerk’s notes of the meeting of 9th November 2022 as the minutes of that meeting. Proposed Cllr Roe, seconded by Cllr Drifill and unanimously resolved on a show of hands to adopt the Clerk’s notes as a true record of that meeting. **The Chairman signed the minutes**

6. Finance. a) To resolve to ratify the renewal of the annual Data Protection registration. Proposed by Cllr Roe, seconded by Cllr Mrs Dillon-Jones and unanimously approved on a show of hands that the renewal of the annual Data Protection registration should be ratified.

b)To resolve to approve the payment of accounts for December 2022 and January 2023. Proposed Cllr Roe, seconded by Cllr Mrs Dillon-Jones and unanimously resolved on a show of hands that the payment of accounts was in order and payments should be approved.

Payee	Expenditure	Amount
Giff Gaff	Mobile monthly payment	£6.00
Three.co.uk	iPad and Sim monthly plan	£12.54
Waterstones	Book tokens –litterpicking competition	£40.00
Pennells	Parish Xmas tree lights etc	£79.95
Amazon	Chocolate coins for Xmas Fayre	£20.99
Amazon	Copier paper	£39.98
Glasdon	Litterbin purchase	£248.09
C. Wilkinson	Salary	£571.10
C Wilkinson	Petty cash sundries	£23.94
HMRC	NICS	£140.88
Information Comm	GDPR/data Protect renewal	£40.00
Giff Gaff	Mobile monthly payment	£6.00
Three.co.uk	iPad and Sim monthly plan	£12.54
St Michaels & All Angels	Stall rent at Xmas Fayre	£10.00
C Wilkinson	Salary	£563.00
HMRC	NICS	£140.88
Total Payments		£1,955.89

c) To receive the budget report to 31st December 2022. Proposed Cllr Roe, seconded by Cllr Mrs Dillon-Jones and unanimously approved on a show of hands that the Council should receive the budget report.

d) To resolve to renew the annual subscription for LALC membership 2023/24. Proposed Cllr Roe, seconded by Cllr Mrs Dillon-Jones and unanimously approved on a show of hands that the renewal of the LALC Annual Subscription for Membership for the ensuing year should be approved.

e) To resolve to renew the annual subscription for LALC training scheme 2023/2024. Proposed Cllr Roe, seconded by Cllr Mrs Dillon-Jones and unanimously approved on a show of hands that the renewal of the LALC Annual Subscription for the Training Scheme for the ensuing year should be approved.

f) To resolve to renew the annual subscription to SLCC for Clerk's membership. Proposed Cllr Roe, seconded by Cllr Mrs Dillon-Jones and unanimously approved on a show of hands that the renewal of the annual subscription to SLCC for Clerk's membership for the ensuing year should be approved.

g) To resolve to renew the Website Maintenance Service for 2023/24. Proposed Cllr Roe, seconded by Cllr Mrs Dillon-Jones and unanimously approved on a show of hands that the renewal of the 20 hours per annum Premium Website Maintenance Service at £340 plus VAT should be renewed for 2023/24.

7. Precept 2023/24.

a) To consider proposals for projects to be included in the budget in preparation for 2023/24 precept.

After some discussion it was proposed by Cllr Roe, seconded by Cllr Mrs Graham and unanimously resolved on a show of hands that the main projects for 2023/24 were the current projects of renewal of the Newark Road bus shelter and the proposal from the 10 Year Strategy meeting of earlier this evening for two new village seats to be purchased with exact locations yet to be confirmed.

b) To consider the draft budget 2023/2024 and to set the Parish Council's precept 2023/24. After careful consideration of the proposed budget in front of members it was proposed by Cllr Roe, seconded by Cllr Mrs Dillon-Jones and unanimously resolved on a show of hands that the Council should adopt the budget as discussed. After much discussion it was proposed by Cllr Roe, seconded by Cllr Mrs Dillon-Jones and unanimously resolved on a show of hands that the precept should be set at £18,000 equating to a 4.08% increase as indicated on the working calculator print out in front of members this evening.

Clerk to submit necessary documentation to NKDC by the due date.

8. To approve the schedule of dates for Parish Council meetings 2023/24. Proposed Cllr Mrs Whittaker, seconded by Cllr Roe and unanimously resolved on a show of hands that the schedule of dates should be published as detailed on the sheet in front of members. Proposed by Cllr Roe seconded by Cllr Mrs Whittaker that the budget for the cost of hall hire should be increased to £325. Unanimously resolved on a show of hands.

a) To approve the venue and housekeeping arrangements for Parish Council meetings. Proposed Cllr Mrs Whittaker, seconded by Cllr Mrs Graham and unanimously resolved on a show of hands that the school should be approached with a request to extend the current booking arrangements for the subsequent year 2023/24. **Clerk to make enquiries and report back to next meeting of council**

b) To consider the arrangements for the Annual Parish meeting to be held on 12th April 2023. Proposed Cllr Roe, seconded by Cllr Mrs Graham that Rev Collins should be asked to approach his contact Church Warden Mr Martin Joy of St Hughes with an invitation to give a presentation about his food bank. The Annual Parish meeting will be followed by the April meeting of Full Council. **Rev Collins to speak to his contact from the Food Bank and confirm his contact details for the formal invitation to be sent to him**

c) To agree the arrangements for the nominations and presentation of Community Awards at the Annual Parish meeting. It was proposed by Cllr Roe that the Clerk should advertise the awards in the usual places and on the website. Letters are to be sent to schools with South Hykeham pupils. Members of Council to promote amongst the Village Organisations and their neighbours. The terms and

conditions of the awards have been reviewed and remain relevant. Seconded by Cllr Mrs Graham and unanimously approved on a show of hands. **Clerk to arrange and publicise/members to promote both awards amongst parishioners**

9. Litterpicking

a) **To confirm the litterpicking poster competition winners from South Hykeham Community Primary School.** Cllr Mrs Whittaker confirmed that she had attended the school and presented the book tokens to the two prizewinners. Posters to be laminated and displayed at litter hotspots. **Cllrs to identify best locations for posters**

b) **Great British Spring Clean event and to agree the programme of Parish Council led litterpicks.**

Proposed Cllr Mrs Graham, seconded by Cllr Mrs Dillon-Jones that the programme of litterpicks should be approved as being every second Saturday of alternative months starting with 11th February 2023 with an additional event to coincide with the Great British Spring Clean on 20th March 2023 10.30am to midday. **Clerk to advertise/members were invited to attend the next litterpick on Saturday 11th**

February 2023 10.30am at Beechcroft

10. Highways matters:-

a) **Speed Indicator Device report from Cllr Roe.** Long Lane will be the next location. Members had been copied the latest report prior to this meeting. **Noted**

b) **Outstanding/new highways faults requiring urgent attention.** Ongoing issue with flooding at Beck Lane has been reported on Fix my Street. **Update awaited.**

11. **Bus Shelter Newark Road, South Hykeham update.** Cllr Thompson has forwarded the information regarding the LCC Highways Volunteer Scheme for the programme of Social Value Volunteering Days and has indicated that the Council might apply for assistance with the bus shelter proposal. Cllr Roe advised that he was prepared to support this application. **Clerk to complete and submit the application**

12. Planning matters

a) **To consider NKDC planning applications received and respond by deadline.**

22/1713/FUL Land at Boundary Lane. Erection of employment park comprising of 2 no. Office buildings and 2 no. Light industrial buildings with associated access roads, parking, drainage infrastructure & wildlife pond Proposed Cllr Mrs Graham, seconded by Cllr Mrs Dillon and unanimously approved with one abstention from Cllr Roe who took no part in the discussion or vote **No objection/comments**

22/1722/HOUS Chestnut Cte, 18 Thorpe Lane 2 storey side extension & single storey infill extension to entrance Proposed Cllr Mrs Graham, seconded by Cllr Mrs Dillon and unanimously approved with one abstention from Cllr Roe who took no part in the discussion or vote

No objection/comments/request new Tree Survey of site

23/0025/TPO 2A Wath Lane T1 Horse Chestnut – reduce by 9ft and balance the crown; T2 Sycamore – reduce back to previous points Proposed Cllr Mrs Graham, seconded by Cllr Mrs Dillon and unanimously approved with one abstention from Cllr Roe who took no part in the discussion or vote

Agreed to accept the decision of NKDC Tree Officer

b) **To note NKDC planning decisions.**

22/1533/HOUS 26 Fox Covert Proposed garage conversion & first floor side extension - approved.

c) Street Numbering unit 6/7 Boundary Lane **Noted**

13. **To approve Councillor/Clerk's training nominations.** **No nominations received**

14. Correspondence.

a) **To consider the invitation from North Hykeham Town Council to amalgamate with them as one council.** After much discussion it was agreed that this matter should be referred to the next meeting.

Clerk to advise North Hykeham Town Council.

Agenda item for February meeting

b) Lincs Parish Councils – community emergency groups – creation of an interactive facing map illustrating the emergency planning status of any community groups in the area and how to become a member. The emergency plan will be updated in due course

15. Chairman’s report. None

16. Clerk’s report. None

17. Parish Councillors’ reports –information only/items requiring a decision will appear on a future agenda. None

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. Proposed Cllr Mrs Graham, seconded by Cllr Mrs Dillon and unanimously approved on a show of hands that the the Council should move into closed session. Reverend Collins left the meeting

19. To consider the NALC NJC National Salary Award 2022/23. Proposed Cllr Mrs Dillon, seconded by Cllr Roe and unanimously approved on a show of hands that that National Salary Award 2022/23 should be applied to the Clerk’s salary and backdated to 1st April 2022. Clerk to apply pay award to February salary

Date and Time of Next meetings: –

February Full Parish Council Meeting Weds 8th February 2023 7.00pm

10 Year Strategy Working Party Meeting Weds 8th February 2023 6.30pm

There being no further competent business the meeting closed at 8.34pm.

Chairperson

Date.....