

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

Minutes of the June Meeting of South Hykeham Parish Council held on Wednesday 8<sup>th</sup> June 2016 at 7.00 pm. in South Hykeham Village Hall.

**PRESENT:** Councillors: Mrs P Whittaker (Chairman), D Rowson, P Driffill, M Main, Mrs D Locker, Mrs L Graham, S Roe. Carolyn Wilkinson, Clerk.

**IN ATTENDANCE:** Cllr Mrs Howe NKDC. Sgt Tom Begley was in attendance and introduced himself to the Council. There were no members of the public present. The Chairman welcomed everyone to the meeting.

**Public Forum:** No public forum as there were no members of the public present.

#### **Action notes**

**1. Apologies for absence and reasons given.** Apologies had been given by Cllr Mrs Pat Woodman MBE NKDC as she is attending a private function this evening.

**2. To receive any declaration of interests in accordance with the requirements of the Localism Act 2011.** There were no declarations of interest at this point.

**3. Police Report** Sgt Begley was welcomed to the meeting and gave his report. There were no crime incidents to report since the last meeting of the Parish Council. Council advised Sgt Begley of a report of an air rifle being shot in private housing area. Sgt Begley advised that the incident should be reported on 101 so the call is logged and an incident number is allocated. Members raised concerns over speeding vehicles and requested speed checks to be carried out. PC Marc Horsewood has moved so we are temporarily without a Community Beat Manager until the new CBM has joined the team from Louth. Sgt Begley advised that there have been problems with fly grazing of horses but there is going to be a concentrated effort to address the matter and discussions have been taking place with Heidi Ryder at NKDC. Enforcement will shortly take place in order to address this matter. Bailiffs will be removing horses that are found to be fly grazing. Sgt Begley left the meeting at this point.

**4. Notes of the Parish Council meeting held on 11<sup>th</sup> May 2016 to be approved as the minutes of that meeting.** Cllr Mrs Graham proposed, seconded by Cllr Rowson that the clerk's notes should be adopted as the minutes of the meeting held on 11<sup>th</sup> May 2016. Unanimously approved on a show of hands. Cllr Mrs Whittaker signed the minutes.

**5. District and County Councillors' reports – for information only. Items raised for decision will appear on the agenda for the next meeting.** Cllr Mrs Howe NKDC gave her report.

The new Chairman for the District is Cllr John Money and his Vice Chairman is Cllr Mrs Sally Tarry. Cllr Money's chosen charity for the year is St Barnabas Hospice.

Tourism Team at NK are looking to recruit enthusiastic volunteers, to work alongside its four visitor centres. Volunteers need to be 17years+ and will have the opportunity to learn about local heritage and historical information.

The District has supported, through its Executive Board, plans for devolution within the Greater Lincolnshire area, signing a deal with Government to have powers, resources and responsibilities devolved to the area through investment funding of £15m per year for thirty years.

Armed Forces Day will be marked by the District on 24.06.16 on the eve of National Armed Forces Day. There will be a flag raising ceremony on 20.6.16 with public schools and Armed Forces personnel invited, recognising those residents who have given service within the Armed services.

A "Safe as Houses" initiative has been launched to ensure housing standards, living conditions, warmth and safety are met in private rented homes by responsible landlords.

The 9th annual Spires & Steeples challenge will be held on 16.10.16 and consists of a 26-mile walk or run from Lincoln Castle to Sleaford, passing through numerous village and local landmarks along the way. This year it also marks 40-years of The Viking Way.

## 6. Finance - To approve the payment of accounts for June 2016.

### PAYMENTS

C. Wilkinson	Salary	£397.24	£410.33
	Reimbursement of petty cash (stationary)	£4.99	
	Travelling expenses (cheque no. 100461)	£8.10	
Post Office Ltd (HMRC)	Tax & NICs (cheque no. 100462)		£13.20
North Hykeham Town Council	Neighbourhood plan contribution (cheque no. 100463)		£2,000.00
Glasdon UK Ltd	Purchase of new litter bin (cheque no. 100464)		£156.50
M Pues	Internal audit year end (cheque no. 100465)		£70.00
NHTC	Litterpicking April/May		£150.00
	<b>Total expenditure</b>		<b>£2,800.03</b>

Cllr Mrs Graham proposed that the payment of accounts should be approved. Cllr Main seconded the motion that was unanimously approved on a show of hands.

**7. Report from the internal auditor.** Cllr Mrs Graham proposed that the internal audit report should be received by Council. Cllr Main seconded the motion that was unanimously approved on a show of hands. The Clerk confirmed that the due date for submission of the Annual Return to Grant Thornton has been met with the relevant paperwork having been posted on 2<sup>nd</sup> June 2016. Grant Thornton has confirmed today that the return has been received. Notices advising of Parishioner's rights are currently being displayed on Parish noticeboards and on the website in order to meet the requirements for the Exercise of Public Rights.

## 8. Planning a) To consider Planning Applications received

16/0346/OUT Land off Meadow Lane Amendment – outline application for the erection of 4 no. dwellings with all matters reserved and full application for the change of use of part paddock to provide car parking to serve South Hykeham Primary School **No objection/comments**  
Council unanimously agreed that it is in support of the provision of car parking at the school and for use of community events.

16/0496/FUL Land at Newark Road To replace and relocate the existing 12.5 metre high slimline streetworks monopole for a 15m high phase 5 monopole to replace the existing antennas & transmission dish & the installation of 3no. equipment cabinets to be installed on 2no. steel plinths & associated development thereto. **No objection/no comments**

16/0559/RESM Land off Boundary Lane Reserved matters application for the erection of 10no. industrial/commercial units following outline planning permission 15/0881/OUT

**No objection/no comments**

**b) To note Planning Decisions by NKDC** \_No planning decisions received

**c) Tree preservation order applications to be considered by the Parish Council**

N627-2 11c Boundary Lane Various tree works

**Recommendation of Tree Officer NKDC to be accepted**

**d) To note Tree preservation order decisions by NKDC**

N575 2 The Drove Tree works granted - lateral crown reduction of western canopy by a maximum of 1.5m **Noted**

**e) To further consider the s106 planning gains relating to development of Land at Thorpe Lane, South Hykeham 13/1464/FUL Erection of 38 dwellings.** Cllr Roe reported that NHTC Open Spaces Committee had considered the suggestion from South Hykeham Parish Council of surface improvements for the bridle path from Beechcroft to Mill Lane. Whilst they thought it was a good idea to carry out some minor improvements to enhance the passage through the bridleway they wanted to know what sort of cost might be attached to re-surfacing it. Members of South Hykeham Parish Council had walked the route before this meeting and had agreed that the surface itself is in quite good condition. The public footpath from Beechcroft to the Bridle Path however is overgrown and impassable and the Public Footpath sign can't be seen from Newark Road as it is covered by overgrown foliage.

**Clerk to advise LCC Footpaths Officer**

Further discussion took place regarding projects for the Open Space planning gains that are due from Thorpe Lane. Cllr Roe advised that NHTC would maintain any play equipment if purchased by the council. After some discussion it was agreed to defer this matter to September meeting for further consideration.

**Agenda item for September meeting**

It was noted that there is a lot of dog waste and litter on the bridle path and after some discussion Cllr Roe proposed, seconded by Cllr Main and unanimously approved on a show of hands that another litterbin is purchased up to value of £150 for installation at Beechcroft to be attached to the LCC public footpath/bridleway sign on the green space. **Clerk to place order**

**9. To consider the revision of Standing Orders** Cllr Roe proposed that the revised Standing Orders should be approved. Cllr Mrs Locker seconded the motion that was unanimously approved on a show of hands. Cllr Mrs Howe left the meeting at this point.

**10. To consider the revision of Financial Regulations.** Cllr Roe proposed that the revised Financial Regulations should be adopted. Cllr Mrs Locker seconded the motion that was unanimously approved on a show of hands.

**11. To consider the proposed increase in hours for litterpicking.** Cllr Roe to chase up report on litterpicking by N Hykeham Town Council to find out how much of the litter comes from fast food outlet and if more hours are required for litterpicking satisfactorily.

**12. To consider projects that qualify for the public open spaces element of s106 agreement attached to 13/1464/FUL Land at Thorpe Lane.** Duplication of item no. 8e)

**13. Correspondence**

**a) Local Government Boundary Commission Electoral Review further limited consultation. Noted**

**b) Email from LCC advising of adoption of Lincs. Mineral & Waste Local Plan. Noted**

**c) Letter from LCC regarding Lincs. Central Heating Fund.**

**Noted**

**d) Email from North Hykeham Town Council inviting Parish Council representatives to meeting with Church Commissioners to discuss their master plan to be included in the emerging Local Plan.**  
Cllrs Roe, Mrs Locker and Driffill to attend. **Clerk to advise NHTC Clerk**

**e) Email from LCC regarding Highways England Route Strategies Consultation. Noted**

**f) Email from Stirlin Developments Ltd re.** Naming of development at Roman Way, S Hykeham. Council unanimously agreed that the suggested name of Laurel Way was acceptable.

**Clerk to email to Stirlin and Alison at NKDC advising of council's approval.**

**14. Neighbourhood plan update.** Cllr Mrs Whittaker gave the update from the last meeting. By the next SHTC meeting on 13<sup>th</sup> July 2016 the draft document for submission should be back from Globe and SHTC will have the opportunity to consider and subsequently contact NHTC to confirm approval or register any amendments. It was agreed that before the final document goes forward to NKDC the final version incorporating any amendments should be approved by this council as well as NHTC. At the previous meeting of the Neighbourhood Planning committee on 4<sup>th</sup> May 2016 the matter of a joint planning committee had been discussed and it had been held in abeyance in order to give South Hykeham Parish Council time to consider the proposal fully. The Clerk had spoken to Lincs Association of Local Councils and had been advised that there is no problem with setting up a joint committee but it is important to note that the 2 councils would need to agree the terms of reference and agree on how the two parties would work together, what the committee can and cannot do and agree the representation on the committee and venues for meetings.

Agreed to defer to July meeting of full council for consideration after the two councils have had meeting with Marcella Heath NKDC 6<sup>th</sup> July 2016 7.00pm Fen Lane, N Hykeham re: proposal for a joint North and South Hykeham Council.

**Agenda item for July meeting**

**a) Letter from Neighbourhood Plan committee requesting agreed contribution of £2,000 towards Neighbourhood Plan costs** Cllr Driffill proposed that the letter should be accepted and the contribution of £2,000 as budgeted for by South Hykeham Town Council should be approved. Cllr Main seconded the motion that was unanimously approved on a show of hands.

**15. To consider the renewal of Clerk's membership of Society of Local Council Clerks.** Cllr Roe proposed that the Clerk's renewal of membership of Society of Local Council Clerks should be approved. Cllr Mrs Locker seconded the motion that was unanimously approved on a show of hands.

**Clerk to renew**

**16. Chairman's report.** The Chairman had no other matters to report.

**17. Clerk's report.** New litterbin for Meadow Lane has been delivered to Clerk and is to be attached to LCC Bridleway post at Meadow Lane by Cllr Driffill. NKDC aware and have sent reminder to ask that the opening is no higher than 1 metre and they will add to their list for emptying. Polite reminder of Meeting of joint councils scheduled for Weds 6<sup>th</sup> July 2016 at NHTC offices 7.00pm. Marcella Heath the Democratic Services Manager to give a presentation on Community Governance Reviews and how it affects Town and Parish Councils.

Community Infrastructure Levy Regulations 2010 as amended notification of consultation is circulating. Response by 16<sup>th</sup> June 2016

**Noted**

LALC AGM Tues 18<sup>th</sup> October 2016 at Waddington Village Hall 5pm – 9pm. **Nominations to clerk**  
£10.00 inclusive of buffet is the cost per delegate. Lynette Swinburne of Globe is the guest speaker.

New training schedule with additional dates as distributed. **Nominations to clerk**

Streetlighting email from LCC regarding lights that have been switched off at 10pm are to be changed to midnight in the next two months owing to complaints that 10pm is too early. **Noted**  
**18. Parish Councillor's reports – for information only/items raised for decision will appear on the agenda for the next meeting.** Cllr Roe gave an update from North Hykeham Town Council on the Hub. They now have sufficient money to start building the Hub in the next few months and it will hopefully be open by end of year. No other reports.

**19. To resolve whether the Council will move into closed session in accordance with the Public Bodies (Admission to meetings) Act 1960.** Proposed Cllr Roe seconded by Cllr Main that the Council should move into closed session in accordance with the Public Bodies (Admission to meetings) Act 1960.

**20. Date and Time of Next full council meeting –Wednesday 13<sup>th</sup> July 2016 7.00pm.**

**21. To consider the NJC for Local Government Services 2016 -2018 National Salary Award for clerks and other employees employed under the terms of the model contract.** Cllr Roe proposed that the 2016 – 2018 National Salary Award should be applied with immediate effect. Cllr Driffill seconded the motion that was unanimously approved on a show of hands.

There being no further competent business the meeting closed at 8.42pm.

Chairman..... Date.....