

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

Minutes of the September Meeting of South Hykeham Parish Council held on Wednesday 14th September 2016 at 7.00 pm. in South Hykeham Village Hall.

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

IN ATTENDANCE: Cllr Mrs Woodman, PCSO Lingard & PCSO Adam Martin.

Public Forum There were no members of the public present. The Chairman welcomed everyone to the meeting.

1. Apologies for absence and reasons given. Apologies for absence and reasons given were accepted from Cllr Mrs L Graham. Cllr Mrs Howe NKDC had also given apologies as she is attending another meeting this evening.

2. To receive any declaration of Interests in accordance with the requirements of the Localism Act 2011. Cllr Driffill declared a personal interest in agenda item no. 8a) planning ref. no. 16/1024/FUL. There were no other declarations of interest at this point.

3. Police Report. PCSO Lingard gave the police report for South Hykeham. She advised following a spate of thefts from unsecured sheds and garages in North Hykeham area that people should photograph their bicycles and make a note of the serial number so that there is a better chance of recovering stolen bicycles. Website Immobilise is checked by cash convertors and some property has been recovered through the serial number being registered on this website. PCSO Lingard and PCSO Martin will be doing some more patrols using the speed gun at the school at key times as they have already been doing over the last few months. Speed checks are a visible deterrent to drivers who are not observing the speed limits. As requested regular patrols have been undertaken at Poppyfields after school leaving time in response to the complaint of unruly behaviour by children at this location. PCSO Lingard and PCSO Martin left the meeting after giving their report. **Noted**

4. Notes of the Parish Council meeting held on 13th July 2016 to be approved as the minutes of that meeting. Cllr Roe proposed, seconded by Cllr Mrs Locker that the clerk's notes should be adopted as the minutes of the meeting held on 13th July 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 S Howe had sent a written report which had been circulated to members prior to the meeting.

Cllr Mrs Woodman gave her report. 4.432 completed surveys were received during the consultation period for Devolution for Greater Lincolnshire, 56% of respondents disagreed with the idea of an elected Mayor and were less positive about the possibility of combining the Police & Crime Commissioner role with an elected Mayor. Devolution consultation has now finished. A letter has been written to Secretary of State asking if it is imperative that there is an elected Mayor but to date no reply has been received.

Following the resignation of District Councillor, Laura Conway, who has represented the Cliff Villages within the District since 2011, a provisional date of 13.10.16 has been scheduled for a by-election. Nominations open on 8.09.16.

Extension of the Little Darters outdoor play area at Whisby Natural World has opened providing adventurous, outdoor play facilities for older children and is very popular as is the Otter area. The

wildlife area has also been remodeled, together with a conference facility available for weddings, parties etc along with an exhibition gallery and meeting room.

NKDC has given £200,000 towards the new Bomber Command visitor centre.

Some of the NKDC refuse lorries have been fitted with cameras so that when there is an incident it is recorded and there has been a successful prosecution as a result.

The District has again become a major winner in the Green Apple Environment Awards for its OneNK refurbishment project. This is the District's third G/Apple Award, with OneNK recognised for improving benefits for the centre's participants such as low energy lighting and water savings.

A £1.25m investment in a new housing development in North Hykeham has recently been unveiled for the "over 55s", comprising of 12 bungalows in an area named "Holland Court", ie (7x1-bedroom and 5x2-bedroom homes).

Renovation work on Mrs Smith's Cottage in Navenby, which has been closed since early 2013, is to start - restoring it to its former self to become a "fit-for-purpose" visitor venue within the village.

Cllr Mrs Woodman left at this point as she had other commitments.

6. Financial matters

a) To approve the payment of accounts for August and September 2016.

PAYMENTS

C. Wilkinson	Salary (cheque no. 100471 10/08/16)		£395.72
Post Office Ltd (HMRC)	Tax & NICs (cheque no. 100472 10/08/16)		£18.80
C. Wilkinson	Reimbursement for cost of Samsung toner cartridges purchased online (cheque no. 100473 10/08/16)		£36.00
NHTC	Litterpicking July and August 2016 (cheque no. 100474 14/09/16)		£187.50
C Wilkinson	Salary Reimbursement for purchase of office supplies (cheque no. 100475 14/09/16)	£395.52 £5.00	£400.52
Post Office Ltd (HMRC)	Tax and NICS (cheque no. 100476 14/09/16)		£19.00
Grant Thornton	External audit cheque no. 100477 14/09/16)		£120.00
	Total expenditure		£1,117.54
<u>INCOME</u>			
HMRC	VAT reimbursement		£505.28
	Total income		£505.28

Cllr Roe proposed, seconded by Cllr Main that the payment of accounts should be approved. Unanimously approved on a show of hands. It was noted that the Clerk had reclaimed back the

last financial year's VAT and earlier years as far back as HMRC will allow and that the reimbursement of £505.28 has now been received. The Clerk reported that the external audit has now been completed and Council has been notified that there are no matters to address. The closure of audit can now be advertised on the Parish Council noticeboards. The Council thanked the Clerk for keeping Parish Council financial records in good order.

b) To receive the budget report to 31st August 2016. Cllr Roe proposed, seconded by Cllr Mrs Locker that the budget report in front of members this evening should be approved. Unanimously approved on a show of hands. Cllr Mrs Whittaker checked that the budget report current account bank balance corresponded with the bank statement and initialled the bank statement and budget report to confirm that it agreed.

7. Neighbourhood Plan.

a) To support the designation of the Local Green Space as detailed in App.1 of Draft Neighbourhood Plan.

Cllr Roe proposed, seconded by Cllr Main and unanimously approved on a show of hands that the designation of the Local Green Space as detailed in Appendix 1 of the draft Neighbourhood Plan should be approved.

b) To consider the approval of Draft Neighbourhood Plan. Cllr Roe proposed, seconded by Cllr Mrs Locker that the Draft Neighbourhood Plan should be approved subject to clarification of the wording with regard to the development on Grange Farm which doesn't make clear that the development is in both North and South Hykeham. The motion was unanimously approved on a show of hands.

8. Planning

a) Planning Applications to be considered by the Parish Council

16/0979/FUL	Hope Meadows	Erection of stable block Beck Lane	No objection
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Proposed Cllr Main, seconded by Cllr Rowson and unanimously approved that the Council has no objection to this proposal.

16/1022/ADV	Soper of Lincoln	Erection 1 no. illuminated freestanding pylon(amended design to pylon approved under application 16/0411/ADV	
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Proposed Cllr Rowson, seconded by Cllr Driffill and unanimously approved that the Council has no objection to this proposal. **No objection**

No 16/1024/FUL	St Michaels & All Angels Church, Meadow Lane	Erection of groundsman's shed	No objection
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Proposed Cllr Rowson, seconded by Cllr Main and unananimously approved that the Council has no objection to this proposal. Cllr Driffill abstained from the vote having declared an interest in this matter.

b) Planning Decisions by NKDC

Approval

16/0394/FUL	Lake View	Erection of single storey dwelling	Noted
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16 Wood Lane

16/0550/FUL	Soper of Lincoln	Change of use from vacant site to a car parking area for Soper BMW	Noted
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Refusal

16/0346/OUT	Land off Meadow Lane	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 and for church use/village events.	Noted
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c) Tree Preservation Order Application dealt with under Clerk's delegated powers

16/0989/TPO 16 Fox Covert Oak – crown lift to 4.3m, No objection/agreed to accept
crown thin by 25% Tree Officer decision

d) Tree Preservation Order decision by NKDC

Approval 11c Boundary Lane Various works to reduce western canopy
N627 (S Hykeham Boundary Lane) 2004 on 3 oaks **Noted**

e) s 106 planning gains update. No update to date. Cllr Roe is monitoring the development on Thorpe Lane. **Agenda item for next meeting.**

9. To consider nominations for NKDC Community Champions. No nominations.

10. Litterpicking report and approval of increased number of hours. Cllr Driffill proposed, seconded by Cllr Main that the proposal for flexible litterpicking of 5 to 10 hours per month should be approved. Unanimously approved on a show of hands.

Review of parish litter and dog waste bins Meeting of next month to look at provision of dog/litter bins with a view to making a bid in the budget. Review of all litter and dog bins is being carried out and will be budgeted for. **Agenda item for next meeting**

11. To receive nominations for LALC training courses. Cllr Mrs Locker declared a personal interest in this item as she is employed by LALC. Clerk, Cllr Mrs Locker and Cllr Mrs Whittaker attended First Aid course yesterday. The Clerk and Chairman will be attending Clerk and Chairman training on 4th October 2016.

a) LALC hosted Lincolnshire Safeguarding Children Board Safeguarding in the Community. Cllr Mrs Locker will be attending in connection with her employment with LALC.

b) Community Engagement and Emergency Planning Stage 2 & 3. Cllr Mrs Whittaker and Clerk to attend on 1st November 2016. **Clerk to book places**

c) LALC AGM. Clerk and Cllrs Mrs Whittaker and Driffill to attend. Clerk to book places

12. To consider the recommendations of joint North and South Hykeham Planning working party. After some discussion it was agreed to wait for the formal decision of the NHTC Finance and Policy Committee who will make recommendations to NHTC full council. **Agenda item for next meeting**

a) To approve the terms of reference agreed at the Joint Planning working party meeting with North Hykeham Town Council. As above. **Agenda item for next meeting**

b) Revision of Standing Orders. Deferred until the terms of reference etc for the joint planning committee is agreed when standing orders will need to be amended in order to reflect the agreed terms of reference, delegated powers etc that the committee will operate under.

Agenda item for next month

13. Purchase of replacement Parish Council laptop computer. Proposed Cllr Rowson, seconded by Cllr Main and unanimously approved on a show of hands that the Clerk should purchase a laptop and scanner and the appropriate software and virus checker in order that Council can comply with the Transparency Code. Agreed that the Clerk should set up a credit account in order to purchase the laptop from PC World. Clerk to make application to Smaller Authorities Transparency Fund for funding towards purchase of aforementioned items in order to ensure compliance with the Transparency Fund. **Clerk to place order/open credit account/apply for grant funding**

14. Community Governance Review.

a) Matters for consideration following presentation by Marcella Heath NKDC on process for amalgamation of South Hykeham Parish Council with North Hykeham Town Council. Some discussion took place with regard to this matter. It was agreed that this matter should be deferred to a future meeting pending clarity on certain matters that were discussed at the informal meeting of members of council who met 22nd July 2016.

b) Report from informal meeting of North and South Hykeham Councils to consider the proposal for a joint council. Cllr Mrs Locker reported from the meeting of Friday 22nd July 2016 that one of the councillors present was going to look into the Council Tax cost of Band D properties for North and South Hykeham Parish Council. There had been no report on the advantages/disadvantages to a joint Hykeham Council and at this point in time there is some division amongst South Hykeham members as to the benefits or a joint council. Cllr Mrs Locker to look into Band D property costing for North and South Hykeham and to make enquiries into the Community Infrastructure Levy guidance to ascertain whether or not the two council would need to be conjoined in order to access the CIL monies.

c) To consider the proposal for a joint council. Deferred until the informal working party reports back to the council with advantages/disadvantages of a joint Hykeham Council and what impact it might have upon the residents and South Hykeham Parish Council. **Defer until more information is received from the joint working party**

15. Correspondence.

a) Email from NKDC re: Electoral matters and process for dealing with Council vacancies. Noted

b) Letter from NKDC Principal Economic Development Officer re: East Midlands Rail refranchising.

Noted

c) Email from NKDC re: Statement of Modifications for NKDC Daft Charging Schedule. Noted

d) Email from NKDC Chief Executive re: Devolution Plan for Greater Lincolnshire consultation.

Noted

e) Email from AgeUK re: expansion of service and name change to AgeUK Lincoln and Kesteven.

Noted

f) Letter from NKDC Enforcement re: Overgrown land at Beechcroft Close, South Hykeham. Noted

g) To consider the email regarding speeding issues outside South Hykeham Primary School.

Complainants have been advised that steps are being taken to involve the police, Highways and Road Safety Partnership in taking some action in order to reduce the speed of vehicles at this location. The Clerk has contacted the Road Safety Partnership for information, costings and suitability of this location for installation of reactive and passive speed signs. **Agenda item for next meeting**

16. Chairman's report. No report.

17. Clerk's report. Reminder of LALC AGM Tues 18th 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. Cllrs Mrs Whittaker, Driffill and Clerk to attend.

NHTC Civic Service Sun 25th Sept 3pm at All Saints Church. Cllrs Mrs Whittaker and Mrs Locker are to represent Parish Council.

Lincolnshire County Council Permit Scheme Order 2016. The Permit Scheme will come into effect on 5th October 2016. From this date LCC will commence operating a permit scheme on all publicly maintained roads within its boundary as set out in the Schedule to the Order which can be downloaded from LCC website.

Grasscutting of public footpath no. 7 and Bridleway should have taken place during week commencing 5th September. Council needs to check that the cut has been carried out satisfactorily so that she can advise the Footpaths Officer LCC is it is not up to standard.

Cllr Mrs Whittaker to check/clerk to report if footpath is still in poor order

Community Lincs AGM Weds 21st September 2016 6.45pm – 9pm at Washingborough Community Centre.

Request by resident for installation of a dog waste bin at Beechcroft Close on the other side of the post or a larger bin. **Dog and litter bin review agenda item for next month/add location to list**

18. Parish Councillor's reports – for information only/items raised for decision will appear on the agenda for the next meeting. Overgrown hedge at 4 Beck Lane is causing a hazard.

Clerk to write to LCC Highways

19. To resolve whether the Council will move into closed session in accordance with the Public Bodies (Admission to meetings) Act 1960. Proposed Cllr Mrs Locker seconded by Cllr Main and unanimously approved on a show of hands that Council will move into closed session in accordance with the Public Bodies (Admission to meetings) Act 1960. Members of council were reminded that matters dealt with in closed session are confidential and should not be discussed with anyone outside of this meeting.

20. Date and Time of Next meeting –Wednesday 12th October 2016 7.00pm.

21. To confirm the banking arrangements/signatories for the Albert Medley Trust Fund. Cllr Roe proposed that Cllr Mrs Whittaker and Cllr Mrs Locker should be signatories on the account and that the former councillor who has since left should be removed from the form of mandate. Proposed Cllr Mr Roe, seconded by Cllr Main and unanimously approved on a show of hands that the Clerk should administrate the account on behalf of the Parish Council. **Clerk to contact bank in order to set up a meeting at the local branch in order to complete the form of mandate to effect the above changes and submit the form for the Clerk to administrate and receive bank statements on behalf of the Parish Council.**

There being no further competent business the meeting closed at 9.25pm.

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