

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

Clerk's notes of the September Parish Council meeting of South Hykeham Parish Council held on Wednesday 13th September 2023 at 7.00pm at South Hykeham Community Primary School, Wath Lane. Present: Councillors Mrs P Whittaker (Chairman), P Driffill, S Roe, N Southam. Clerk: Carolyn Wilkinson. Present: Rev. Peter Collins, Cllr Alan Briggs (LCC).

Public Forum: There were no members of the public.

The Parish Council meeting started at 7.00pm with the Chairman welcoming everyone.

1. To receive apologies for absence and to resolve to accept the reasons given. Cllrs Mrs Graham and Mrs Dillon Jones had sent their apologies for expected late arrival as they each had other meetings to attend and would be coming on afterwards. Cllr D Rowson had sent his apologies. Cllr Roe proposed that the reason for absence should be accepted. Motion seconded by Cllr Driffill and unanimously resolved on a show of hands. The Police Beat Team, Pilot Officer Kristian McMullan RAF Waddington, Cllr Lofts NKDC and Cllr M Overton had each sent their apologies which were 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 – for information only. Items raised for decision will appear on the agenda for the next meeting .

Cllr Overton had sent a written report which had been copied to all members. **Noted**

Cllr Roe reported on a new secure facility for 26 children which will be a holding facility and will accommodate children who are not necessarily local to the county.

The Hykeham Relief Road planning application will be presented to planning in October.

North Hykeham resurfacing of roads was delayed due to inclement weather conditions.

Cllr Briggs raised concerns over the situation with regard to the loss of the PCSOs who are the ears and eyes of the police in the locality. He indicated that more police officers (30) have been recruited due to the proposals for the accommodation of refugees at Scampton.

4. To receive the Police report. No report.

5. To resolve to adopt the clerk's notes of the meeting held on 12th July 2023 as the minutes of that meeting. Proposed Cllr Roe, seconded by Cllr Southam and unanimously resolved on a show of hands that the Clerk's notes should be adopted as a true record of that meeting. **Chairman signed the minutes**

6. To receive the report from the 10 Year Strategy Working Party meeting of this evening.

a) To confirm the arrangements for the Armistice Day Service on Saturday 11th November 2023 11am.

Reverend Collins confirmed his willingness to conduct the service as in previous years. John Richardson, South Hykeham CP School had confirmed that some of his pupils would be taking part in the service and doing readings etc. Proposed Cllr Driffill, seconded by Cllr Roe and unanimously approved on a show of hands that invitations should be extended to the usual guest list and that the arrangements should be as in previous years. The Clerk had been asked to make enquiries about a road closure as the service falls at the weekend and it could be busier than usual. The Clerk had investigated and there was a requirement for a traffic management provider which after some discussion council agreed was cost preventative. It was unanimously agreed that members of council should marshal the event to ensure that all those attending were accommodated on the grass verges adjacent to the Memorial Bench and that there would be no requirement to close the road. Permission has been sought to close the layby so that may be used for the service. Refreshments will be served in the church after the service. Other suggestions that had been made for inclusion in the 10 Year Strategy were that there should be a defibrillator for every 4 streets and that ecology should feature in the plan.

To be discussed further at the September meeting/ suggestions to be submitted to the next 10 Year Strategy meeting for investigation

b) To consider suggestions put forward by parishioners and pupils of local primary and secondary schools for inclusion in the 10 Year Strategy. After much discussion it was agreed that the suggestions of the schools would be a longer term project and might be reliant upon CIL or grant funding and the allocation of amenity space from the forthcoming developments of Manor Farm and the Hykeham bypass. **Review of the 10 Year Strategy to be prioritized and considered by full council/in the meantime it was agreed to continue seeking the views of local parishioners through consultation opportunities at local events**

c) To consider hosting an event to coincide with the 80th Anniversary of D-Day on 6th June 2024. Proposed Cllr Roe, seconded by Cllr Southam and unanimously approved on a show of hands that an event should be hosted in conjunction with St Michaels and All Angels and South Hykeham Community Primary School and RAF Waddington who have agreed to offer their support. **10 Year Strategy working party to suggest suitable ideas for consideration**

d) To consider hosting a Christmas Event. A Christmas event was suggested with a Christmas buffet lunch for elderly and vulnerable local residents of South Hykeham and the surrounding area. Rev. Collins will assist with nominations for invitations to the event. Further details to be confirmed. Cllr Roe proposed, seconded by Cllr Driffill and unanimously approved on a show of hands that an event should be held. **Refer to 10 Year Strategy working party meeting in Oct/to report back to full council To be discussed at the next working party meeting and brought to full council for a decision.**

e) To consider the installation of a South Hykeham Christmas Tree. After much discussion it was agreed that the Council should install 2 Christmas trees. One adjacent to St Michaels and All Angels Church and another on Poppyfields near the amenity play area. Cllr Southam proposed the motion that was seconded by Cllr Driffill and unanimously approved on show of hands. **Clerk to contact NHTC for permission to site a tree at the car park adjacent to the play area/apply for temporary licence from LCC for the one adjacent to the church**

7. Finance. a) To resolve to approve the payment of accounts for August and September 2023. Cllr Roe proposed that the payment of accounts for August should be ratified and the payment of accounts for September should be approved. The motion was seconded by Cllr Southam and was unanimously approved on a show of hands.

Payee	Expenditure	Amount
LALC	Summer Conference	£90.00
C. Wilkinson	Petty cash	£44.96
C. Wilkinson	Salary	£611.00
HMRC	NICS	£153.69
Three.co.uk	iPad and Sim monthly plan	£13.10
Giff Gaff	Mobile monthly payment	£10.00
C Wilkinson	Toy tombola	£11.75

P Whittaker	Toy tombola	£10.00
NKDC	Elections	£133.70
C Wilkinson	Salary	£611.00
C Wilkinson	Reimbursement of postages	£3.75
HMRC	NICS	£153.69
Three.co.uk	iPad and Sim monthly plan	£13.10
Giff Gaff	Mobile monthly payment	£10.00
Total Expenditure		£1,869.74
Income		
C Wilkinson	Cash income from Fun Dog Show S Hykeham Fabric Fund tombola	£57.00
Total income		£57.00

b) To start preliminary discussions for projects to be included in the budget 2024/25.

Suggestions to be brought forward to the next meeting.

8. Highways matters

a) Speed Indicator Device report from Cllr Roe. No report available for this evening. Currently on Newark Road and to be moved to near the school as next location.

b) To report outstanding/new highways faults requiring urgent attention. No new matters to report.

9. Bus Shelter at Thorpe Lane update. Pending the permissions to install the benches so that all of the work may be carried out by the same contractors at the same time.

10. Update on the installation of the Elizabeth II and the Charles III benches. Locations of the benches was agreed at the last meeting and permission to install them on the identified verges is awaited.

11. Planning matters

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

A letter has been received from LCC regarding the demolition of the existing mobile classroom to be replaced by a brick built structure inviting members of council to attend a meeting with planning officer to find out more about the proposals. Planning application ref PL/0071/23 S Hykeham CP School. **Noted** 23/0515/LDPRO Broxburn Caravan Park Wood Lane Withdrawal of application for a Certificate of Lawfulness of proposed use or development for the siting of 7 additional caravans **Noted**
Applications dealt with under Clerk's delegated powers due to timescales for response as there is no meeting during August when Council is in recess. Members without prejudicial interest had given their comments to the Clerk for submission on the planning online website.

23/0628/OUT Land off Heron Walk Apex Lake

Objection/comments

23/0697/HOUS Ripon House, 499 Newark Rd Alteration & extension to property & erection of triple garage

No objection/no comments

23/0861/PNH 3 Beck Lane South Hykeham Single storey rear extension(Prior notification Householder development) **Noted**

b) To consider NKDC Tree Preservation Order applications received and respond by deadline

23/0866/TPO 5 Thorpe Lane various tree works **Agreed to accept decision of NKDC Tree Officer**

23/0871/TPO 3 Blackberry Close Crown lift oak **Agreed to accept decision of NKDC Tree Officer**

23/0930/TPO 15A Boundary Lne Crown lift silver birch **Agreed to accept decision of NKDC Tree Officer**

23/0943/TPO 1 Aspen Way Work on 2 oaks **Agreed to accept decision of NKDC Tree Officer**

c) To note NKDC/LCC planning decisions. None

12. To consider the Hykeham Relief Road update and opportunities for this council. Cllr Roe left the meeting at this point having declared a prejudicial interest and took no part in any discussions.

Agreed that until the planning applications come forward that there is not much discussion to be had but there may be opportunities which council needs to consider and to have bids ready for any potential planning gains. **Agenda item for next month as the Hykeham bypass planning application is expected** Cllr Roe returned to the meeting once the discussions had been completed.

13. To consider the proposal for a review of the Hykeham Joint Neighbourhood Plan following the adoption of the Central Lincs Local Plan 2023 and the presentation by Consultant Luke Brown at NHTC on 26th July 2023. Proposed Cllr Roe, seconded by Cllr Southam and unanimously approved on a show of hands that a review of the Neighbourhood Plan should be undertaken. Cllr Mrs Whittaker proposed NKDC should be involved from the outset. Seconded by Cllr Driffill and unanimously approved on a show of hands. **Clerk to contact Anne-Marie Shepherd NKDC Senior Partnerships Officer/clerk to advise Town Clerk NHTC**

14. Litterpicking report.

a) To consider the dates for the 2023/24 litterpicks. Proposed the next litterpicks should take place on 4th November and then 10th February 2024 subject to clement weather conditions. **Clerk to advertise**

b) Letter from NKDC re: Service Level Agreement – Parish Funding – Litterpicking Grant. Proposed Cllr Mrs Whittaker, seconded by Cllr Driffill and unanimously approved that the clerk should apply for grant support from NKDC. **Clerk to apply for grant**

15. Correspondence.

a) Email from Fosse Green Energy re: public consultation Sept/Oct 2023 regarding their proposal for a new solar & energy storage park with ancillary infrastructure on land South West of Lincoln in N Kesteven. **Noted**

b) Central Lincolnshire Planning Obligations SPD Consultation. **Noted**

c) Letter from LCC re: Black Horse Drive – proposed ‘No waiting at any time’. **Noted**

16. Chairman’s report. Reminder to members of council that emails from the Clerk should be replied to when a response is required.

17. Clerk’s report. No report

18. Parish Councillors’ reports –information only/items requiring a decision will appear on a future agenda. No reports

19. To resolve to approve nominations for Councillor/Clerk Training. No nominations

20. 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, seconded by Cllr Driffill and unanimously approved on a show of hands that the council should move into closed session for the next item. **Rev Collins and Cllr Briggs left**

21. To note the recommendations from the Human Resources Management Committee's following the Clerk's Annual Appraisal. Cllrs Rowson and Southam had conducted the Clerk's appraisal which was satisfactory with no matters of concern to report.

After some discussion it was acknowledged that the Clerk's workload had increased considerably and with the review of the Neighbourhood Plan this was likely to increase substantially. Proposed Cllr Roe, seconded by Cllr Driffill and unanimously approved on a show of hand that the clerk's contracted hours should be increased from 60 per calendar month to 80 per calendar month with immediate effect. **Clerk to implement with immediate effect**

10 Year Strategy Working Party meeting Weds 11th October 2023 6.30pm
October Full Council meeting Weds 11th October 2023 7.00pm

There being no further competent business the meeting closed at 8.28pm.

Chairperson

Date.....