

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

Minutes of the April meeting of South Hykeham Parish Council held on Wednesday 10th April 2024 at 7.00pm at South Hykeham Community Primary School, Wath Lane.

Present: Councillors Mrs P Whittaker (Chairman), D Rowson (Vice Chair), P Driffill, S Roe, N Southam.

In attendance: Cllr Briggs LCC. Clerk: Carolyn Wilkinson.

The Chairman opened the full council meeting and welcomed those present.

**1. To receive apologies for absence and to resolve to accept the reasons given.** Cllrs Mrs Graham had sent her apologies. Cllr Roe proposed, seconded by Cllr Rowson and unanimously resolved on a show of hands that the reason for absence should be accepted. Cllr Mrs Dillon Jones was absent.

The Police Beat Team, Councillor Lofts (NKDC), Councillor Little (NKDC) had also given their apologies which were noted. Reverend Collins and John Richardson the Headteacher had each been present at the Annual Parish Meeting earlier but had given their apologies for this meeting as they had other business to attend to. Apologies had also been received from Luke Brown due to personal reasons so there had been no presentation on the Hykeham Neighbourhood Plan at the Annual Parish meeting.

**2. To resolve to receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider members' 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 any decisions will appear on the agenda for the next meeting.

Cllr Overton had sent a written newsletter, the content of which was noted by members of Council. Cllrs Roe and Briggs gave their reports which were noted. There were no other reports to consider.

**4. To receive the Police report.** In the absence of a representative from the Police Beat Team there was no report.

**5. To resolve to adopt the Clerk's notes of the meeting held on 13th March 2024 as the minutes of that meeting.** Proposed by Cllr Rowson, seconded by Cllr Driffill and unanimously resolved on a show of hands that the Clerk's notes were adopted as a true record of that meeting. The Chairman signed the minutes.

**6. Finance a) To resolve to approve the payment of accounts for April 2024.** Due to IT problems and the installation of a new IT system it had not been possible to produce the financial reports for this meeting. **Deferred to the May meeting**

**b) To resolve to approve the revised asset register.** **Deferred to the May meeting**

**c) To resolve to approve the Parish Council's unaudited accounts for 1st April 2023 to 31st March 2024.** **Deferred to the May meeting**

**d) To receive the external auditor notification from PKF Littlejohn of the Annual Governance & Accountability Return (AGAR) review and instructions for 2023/24.** **Noted**

**7. To consider moving council/councillors to GOV.UK e-mail addresses.** After some discussion it was agreed that whilst this item had not been budgeted for the Council should move towards having GOV.UK email addresses and that the Clerk's home address should be removed from the website and any other communications or stationary in the interests of security. HR meeting to discuss the way forward in the short term and migration over to GOV.UK to be provided for in next year's budget

**8. Annual Parish Meeting Weds 10th April 2024 6.30pm actions arising from the meeting of this evening.** No matters arising. Clerk to advise Hykeham JNP steering group of need for provision of burial ground space to accommodate the increase in population and the already challenged burial ground/cemetery plots currently available due to lack of double depth interments because of high water table. Clerk to contact Luke to flag up need for burial ground provision in the review of the Joint Neighbourhood Plan.

**9. Litterpicking report.** 11 bags of rubbish had been collected and there had been some flytipping of Highways signs metal frames in the hedges. Also traffic cones all of which had been reported to NKDC. New binliner hoops are required. **Clerk to order**

**a) Report on concrete litterbin at Thorpe Lane bus shelter and non- availability of replacement bin liner.** Cllr Rowson to investigate with a view to finding a suitable liner/insert for the bin.

**b) To receive the schedule of dates for forthcoming litterpicks.** McDonald have volunteered to join the Parish Council at the litterpick on 10th June. Clerk to send the future dates to Mc Donalds

**10.Highways matters:- a) Speed Indicator Device report from Cllr Roe.** The device is still installed at Long Lane so there is no report for this evening. Deferred to next meeting

**b) Outstanding/new highways faults requiring urgent attention.** No new matters to consider other than the poor condition of Boundary Lane and the dangerous potholes and sunken drains etc. Clerk to report again on Fix My Street

**11. Planning matters** Cllr Roe abstained from all matters relating to planning and took no part in the discussion or votes.

**a)To consider NKDC planning applications received and respond by deadline. 24/0319/VARCON 3 Wood Lane S Hykeham Amendments to proposed remodelling to existing dwelling.** Cllr Rowson proposed, seconded by Cllr Driffill that there was no objection or comments. Unanimously approved on a show of hands with one abstention from the vote

**24/0385/HOUS 18A Thorpe Lane S Hykeham erection of two storey extension to the rear.** Cllr Rowson proposed, seconded by Cllr Driffill that council should object to this proposal on the ground of overdevelopment of the site and the loss of privacy to the neighbouring property. Unanimously approved on a show of hands with one abstention from the vote.

**23/1159/HOUS The Grange 2 Wath Lane Revised scheme changing glasshouse to home office & gym.** Cllr Rowson proposed, seconded by Cllr Driffill that there was no objection but that council should request that there is a condition that the new scheme should not be involved in business use. Unanimously approved on a show of hands with one abstention from the vote

**24/0359 HOUS 580 Newark Road S Hykeham erection of 2 storey side extension.** Cllr Rowson proposed, seconded by Cllr Driffill that there was no objection or comments. Unanimously approved on a show of hands with one abstention from the vote

**b) To consider LCC planning applications received and respond by deadline.**

**PL/0087/23 Category A Planning application Reg.25 Consultation - Construction of North Hykeham Relief Rd.** Cllr Roe declared an interest in this item and left the room. After some discussion it was agreed that members without a prejudicial interest should send their comments/responses to the Clerk by 17th April to be collated and submitted to LCC by the deadline.

**c) To receive LCC/NKDC Planning Decisions Approvals**

**PL/0095/23 Mushroom Farm, construction of general purpose building & external storage - noted**  
**Cllr Roe returned having taken no part in the discussion or vote**

**12. Hykeham Joint Neighbourhood Plan update** No update though the planned meeting will be going ahead on Monday as Richard Fenwick is attending to talk about Highways matters relating to the HNP.

**a) Financial Report on NP End of Grant Report NPG-13797-Basic Grant.** Some of the grant was unspent by the due date so had been returned as per the agreement and terms of the funding.

**b) Report from meeting of HNP review Steering Group held on Mon 15th April 2024.** Luke Brown will not be in attendance due to an unexpected family matter. Agenda items may be deferred to the next meeting – date to be announced.

**13. 10 Year Strategy Working Party events update.**

**a) Parish Council Meet Your Councillors stand at Church May Fayre Mon 6th May 2024 10am – 12pm** All Councillors to endeavour to be in attendance. The Clerk is preparing a children's tombola. Members of council will be approaching parishioners inviting them to join the HNP steering group and to fill in the pre-printed questionnaire asking what they expect from their council. Assembly time 9.15am.

**b) Update on D-Day 80 Event to mark the celebrations on Thursday 6th June 2024.** Proposed Cllr Rowson, seconded by Cllr Driffill and unanimously approved on a show of hands that the event should take place on the actual day Thursday 6th June 2024. 1.30pm in the Church, 2pm at the Memorial Bench and refreshments to be served in the church afterwards. Cllr Rowson proposed a budget of £250 for the event. Seconded by Cllr Southam and unanimously approved on a show of hands. Clerk to arrange/ send out invitations and submit to Witham Herald and put on the Council website

**14. To approve Councillor/Clerk's training nominations. None**

**15. Correspondence. No correspondence**

**16. Chairman's report. No matters to report**

**17. Clerk's report. No matters to report**

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

19. 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. No matters to discuss under this item.

Date and Time of Next meetings: –

10 Year Strategy Working Party meeting Weds 8th May 2024 6.30pm

May Annual Parish Council meeting Weds 8th May 2024 7.00pm

There being no further business the meeting closed at 8.10pm.

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