

SOUTH HYKEHAM PARISH COUNCIL

The May meeting of South Hykeham Parish Council will take place on Wednesday 14th May 2025 7pm at South Hykeham Community Primary School, Wath Lane, S Hykeham

There will be a 15 minute public forum between 7.00pm and 7.15pm when members of the public may ask questions or make short statements to the Council. If there are no members of the public present the Council meeting will commence promptly at 7.00pm.

AGENDA

1. Election of Chairman. To receive the Chairman's Declaration of acceptance of office.
2. Election of Vice Chairman. To receive the Vice Chairman's Declaration of acceptance of office.
3. To resolve to come out of formal session for a 15 minute public forum when members of the public may ask questions or make short statements to the Council. If there are no members of the public present the Council meeting will commence promptly at 7.00pm.
4. To receive apologies for absence and to resolve to accept the reason for absence.
5. To resolve to receive any declaration of Interests in accordance with the requirements of the Localism Act 2011 and to consider member's written dispensation requests.
6. To receive County/District Councillors written reports.
7. To receive the Police report.
8. To resolve to adopt the clerk's notes of the meeting of 9th April 2025 as the minutes of that meeting.
9. To consider the formation of a Finance and General Purposes committee.
 - i) To receive the letter from NKDC regarding recent Community Infrastructure Levy Gains.
 - ii). To receive the external auditor notification from PKF Littlejohn of the Annual Governance & Accountability Return (AGAR) review and instructions for 2024/25.
 - iii) To consider the arrangements for internal audit in compliance with the statutory regulations and to meet the conditions of the (AGAR) and the requirements for Parish Council's statutory obligations.
10. Election of Committee Members.
 - a) Election of members of Human Resources Management Committee (3 members/1 reserve)
 - i) To review the terms of reference for the Human Resources Management Committee.
 - b) Election of members of Finance and General Purposes committee. (Minimum of 3 members/1 reserve)
 - i) To consider the terms of reference for a Finance and General Purposes Committee.
 - c) Election of members of the 10 Year Strategy Working Party (5 members/1 reserve)
 - i) To review the terms of reference for the 10 Year Strategy Working Party.
 - d) Election of representatives on Village Hall Committee (2 members/1 reserve).
11. Finance
 - a) To resolve to approve the payment of accounts for May 2025.
 - b) To resolve to approve the revised asset register.
 - c) To consider the quotes for the renewal of the Parish Council Insurance Policy for the ensuing year.
 - d) Ratification of the Council Debit card policy.
 - e) Ratification of the BACS/CHAPS payments policy.
 - f) Ratification of the Council Direct Debit policy.
 - g) Renewal of the annual subscription for the Website Maintenance Agreement & the acceptance of the service level agreement.
 - h) Renewal of the Clerk's Annual Subscription to SLCC.
 - i. To Investigate moving council/councillors to GOV.UK e-mail addresses as recommended by LALC and to investigate the financial implications and make budgetary provision.
12. Litterpicking report and confirmed date of next litterpick on Saturday 14th June 2025.
13. Highways matters
 - a) Speed Indicator Device report from Cllr Roe.
 - b) Outstanding/new highways faults requiring urgent attention.
14. Planning matters
 - a)To consider NKDC/LCC planning applications received and respond by deadline.
 - b) To receive LCC/NKDC Planning Decisions
15. Hykeham Joint Neighbourhood Plan update.
 - a) To discuss the funding challenges for the continuation of the review.
 - b) Appointment and funding for a consultant to assist with the continuation of the review.
 - c) Proposal from Cllr Drifill for an area of privately owned land to be designated green space.
16. 10 Year Strategy Working Party events update.

17. To approve Councillor/Clerk's training nominations.
18. Correspondence.
19. Chairman's report.
20. Clerk's report.
21. Parish Councillors' reports –information only/items requiring a decision will appear on a future agenda.
22. 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.
23. To consider staffing matters and the Clerk's annual appraisal.

Date and Time of Next meetings: –

10 Year Strategy Working Party meeting Weds 11th June 2025 6.30pm

June Parish Council Meeting Weds 11th June 2025 7.00pm

Carolyn Wilkinson Clerk 9th May 2025