

Minutes of the June full council meeting of South Hykeham Parish Council which took place on Wednesday 11<sup>th</sup> June 2025 7pm at South Hykeham Community Primary School, Wath Lane, S Hykeham.

As there were no members of the public present the Council meeting commenced promptly at 7.00pm.

Present: Councillors Mrs P Whittaker (Chairman), N Southam, Mrs L Graham, D Rowson, P Drifill, S Roe.

Clerk: Carolyn Wilkinson. Cllr M Lofts NKDC

**Action notes**

**1. To receive apologies for absence and to resolve to accept the reason for absence.** Apologies were received from the Local Police Beat Team. The Headteacher John Richardson gave his apologies for the 10 Year Strategy Working Party which had taken place earlier in the evening.

**2. 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.** There were no declarations of interest at this point.

**3. To receive County/District Councillors written reports.** Cllr Lofts reported on the future food waste collection and the caddies for indoor and outdoor collection which will start to be rolled out soon. The food waste will then go to an anaerobic digester for processing. It will be a weekly collection and the outside bin will have a lockable lid in orange. The 5L caddie for inside comes with liners.

Meadow Lane North Hykeham is to be closed during the whole of August for drainage improvements.

NK Walking Festival is taking place

**4. To resolve to adopt the clerk's notes of the meetings of 14th May and 3rd June 2025 as the minutes of those meetings.** Proposed Cllr Southam, seconded by Cllr Rowson and unanimously approved on a show of hands that the clerk's notes were a true record of business transacted at those meetings.

**5. Finance**

**a) To resolve to approve the payment of accounts for June 2025 (incl. supplementary list)** Proposed Cllr Mrs Graham, seconded by Cllr Drifill and unanimously resolved on a show of hands that the supplementary list of accounts should be approved.

Payee	Expenditure	Amount
C Wilkinson	Salary	£926.65
C Wilkinson	Petty cash	£16.90
HMRC	Tax & NICs	£339.77
Three.co.uk	iPad Sim	£14.30
Giff Gaff Mobile	Mobile	£10.00
Amazon	Prime subs	£114.00
Clear Councils	Insurance renewal	£706.28
LCC	Hire of hall	£33.50
Glasdon	2 new litterbins	£517.30
Lindum Group Ltd	Demolition of bus shelter & licensed disposal of asbestos/Plinths & fixing of 2 new benches	£10,658.40
Amazon	Post it slips	£4.32
Amazon	Copier paper	£19.78
Amazon	Printer cartridges	£25.55
Amazon	Epson cartridges	£29.99
<b>Total Expenditure</b>		<b>£13,416.74</b>

**Total Income** £0

**b) To consider the renewal of the Lincs Association of Local Council's training scheme 2025/26.** Proposed Cllr Mrs Graham, seconded by Cllr Southam and unanimously resolved on a show of hands that the renewal of the LALC Training Scheme should be approved. **Clerk to renew**

**6. Annual Governance and Accountability Return (AGAR) 2024/25 PKF Littlejohn.** **Deferred until the internal audit has been carried out.**

**a) To resolve to approve the Annual Governance Statement (Section 1)2024/25.** **Deferred**

**b) To resolve to approve the Accounting Statements (section 2)2024/25.** **Deferred**

**7. Highways matters**

**a) Speed Indicator Device report from Cllr Roe.** No report for this evening.

**b) Outstanding/new highways faults requiring urgent attention.**

**8. Planning matters**

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

None

**b) To receive LCC/NKDC Planning Decisions**

None

**9. 10 Year Strategy Working Party events update.** Dog Show on 10<sup>th</sup> August 2025. Council to have the usual stall with consultation by councillors, craft activities and tombola. Launch of Paper Crane origami craft display to be kick started in readiness for VJ Day 80 celebrations on the stall.

History boards design letters advising of the competition for best designs have been resent to the secondary schools through Headteacher of South Hykeham Community Primary School's contacts. AK is making some enquiries as to how this may be supported through their archives and will report back to the working party.

**10. To approve Councillor/Clerk's training nominations.** Finance training required but nothing suitable is on the list of training that is booked in. Clerk and Chairman are to attend the LALC Summer Conference on 16<sup>th</sup> July 2025.

**11. Correspondence.** None

**12. Chairman's report.** No report

**13. Clerk's report.** No report

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

**15. 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.** Proposed Cllr Mrs Whittaker, seconded by Cllr Southam and unanimously resolved on a show of hands that council move into closed session for the next two agenda items. Cllr Lofts left the meeting at this point.

**16. To consider Parish Council staffing cover for the Parish Clerk.** The Clerk has had the consultants appointments through for her health condition and surgeries are imminent. After much discussion it was agreed that members of council will help out where they can and Cllr Mrs Graham and Whittaker will take notes of the meetings, type up the minutes and check emails and keep council business ticking over in the Clerk's absence. In the meantime the space in the Village Hall is being prepared in order to accommodate the filing cabinets so that the archived records can be kept and referred to there. Enquiries to be made to see if a small desk/table can be fitted in there in order to study archived records without having to take them away.

**Chairman to make enquiries with village hall committee/new locking filing cabinet to be purchased**

**17. To confirm the arrangements for Parish Council banking and the banking provider for an additional current account.** After much discussion it was proposed by Cllr Mrs Whittaker, seconded by Cllr Rowson and unanimously resolved on a show of hands that the Council should open a current account with another provider agreed by the Council following the recent difficulties encountered with the current provider.

**Clerk to arrange/complete form of mandate**

**The meeting closed at 8pm**

Signature.....Date.....

**Date and Time of Next meetings: –**

**10 Year Strategy Working Party meeting Weds 9th July 2025 6.30pm**

**July Parish Council Meeting Weds 9th July 2025 7.00pm**