

## **SOUTH HYKEHAM PARISH COUNCIL**

Minutes of the meeting of South Hykeham Parish Council held on Wednesday 14<sup>th</sup> January 2026 7pm at South Hykeham Community Primary School, Wath Lane, S Hykeham.

There were no members of the public present so the meeting started promptly at 7.00pm.

**Present: Cllrs Mrs Whittaker(note taker in the absence of the Clerk), Southam, Roe, Wakeling, Drifill, Rowson.**

**Present: Cllrs Mrs Overton LCC/NKDC and Cllr Lofts NKDC.**

**1. To receive apologies for absence and to resolve to accept the reasons given.** The Clerk is still on certified sick leave and working from home. Cllr Woodruff had also sent his apologies.

Proposed by Cllr Mrs Whittaker that the reasons for absence of Cllr Mrs Graham were accepted. Seconded by Cllr Roe and unanimously approved on a show of hands.

**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.** Dispensation

Forms had been received from all members present and had been approved by the Clerk under delegated responsibilities as the Proper Officer for a period of 4 years to allow discussion on setting of the precept for 2026/27.

**3. To receive County/District Councillors written reports.** Cllr Mrs Overton had sent a written report which had been circulated to all members prior to the meeting. There were no questions.

Cllr Overton gave an update on the recent developments and advised that letters of objection should be sent to arrive before 20<sup>th</sup> January 2026.

Cllr Roe reminded members that there was a consultation event at the Bentley Hotel on the bypass 3pm to 8pm on Thurs 5<sup>th</sup> February 2026. He advised that the County Council was in a position whereby it needed to raise the precept by 4.99%.

Cllr Lofts advised on the Neighbourhood Policing team changes and the reductions due to take place. There will still be one PCSO to cover this area.

NKDC are gifting trauma first aid kits to Parishes. Food waste caddy deliveries will be rolled out in the following weeks but will not be in use until April. Instructions will be in the caddies.

**4. To resolve to adopt the clerk's notes of 10<sup>th</sup> December 2025 as the minutes of that meeting. Proposed Cllr Southam, seconded by Cllr Rowson and unanimously carried on a show of hands that the notes of that meeting should be adopted as the minutes.**

**5. Finance & General Purposes Committee report from Chairman of the Committee & actions recommended.**

**a) Election of reserve member for Finance and General Purposes (F & GP) Committee.** Cllr Wakeling was nominated by Cllr Roe as the reserve member for this committee. Seconded by Cllr Southam and unanimously approved on a show of hands.

**b) To resolve to adopt the clerk's notes of the meeting of the F & GP meeting Tuesday 7<sup>th</sup> October 2025.** Proposed Cllr Southam, seconded by Cllr Mrs Whittaker and unanimously carried on a show of hand that the clerk's notes should be adopted as the minutes of that meeting.

**c) To consider the recommendation for budget provision for additional staffing costs in order to support business continuity.** After much discussion it was agreed that the position should initially be for a year. Clerk has drafted a job specification and suggested pay scales for the post. **HR committee to meet to discuss and to bring a proposal to full council for approval.**

**d) To consider the recommendation of the committee for the Chairman's Allowance 2026/27.** It was proposed by Cllr Roe, seconded by Cllr Southam and unanimously approved on a show of hands that the Chairman's

Allowance, grant funding and the proposal for a Manchester Bomber should be shelved in light of the more urgent priorities of staffing/business continuity provision.

**e)) To consider the recommendation for the housekeeping & associated costs for the Annual Parish meeting.** Proposed by Cllr Southam, seconded by Cllr Roe and unanimously approved on a show of hands that housekeeping costs should be minimal and the trophy awards should be provided for from this year's Chairman's remaining unspent allowance.

**f) To consider budgetary provision for the Community Awards, engraving costs & a replacement trophies.**  
See previous item

**7. Budget/Precept 2026/27.**

**a) To discuss suggested projects and to review items to be included in the budget 2026/27 on the recommendation of F & GP Committee Chairman.** All projects to be put on hold unless grant funding can be sourced or the project qualifies as infrastructure and can be paid for from CIL monies.

- b) To consider the purchase of a new Memorial bench or suitable memorial to commemorate the crew of the Manchester Bomber & to agree the location. Shelved**
- c) To receive the budget report to 31st December 2025. Received**
- d) To resolve to ratify the renewal of the annual Data Protection registration as recommended by F & GP.**  
Proposed Cllr Roe, seconded by Cllr Southam and unanimously approved on a show of hands that the renewal should be ratified.
- e) To resolve to renew the annual subscription to SLCC for Clerk's membership 2026/27 on the recommendation of F & GP.** Proposed Cllr Roe, seconded by Cllr Southam and unanimously approved on a show of hands that the Clerk's subscription should be renewed as it is a contractual obligation.  
**Clerk to renew**
- f) To resolve to renew the Website Maintenance Service for 2026/27 on the recommendation of F & GP.**  
Proposed Cllr Roe, seconded by Cllr Southam and unanimously approved on a show of hands that the renewal should be approved. It is a legal requirement for Councils to have an accessible website which must be current and regularly updated. **Clerk to renew**
- g) To approve the venue and housekeeping arrangements for Parish Council meetings on the recommendation of F & GP.** Proposed Cllr Roe, seconded by Cllr Southam and unanimously approved on a show of hands that the current arrangements are satisfactory and should continue. Clerk to renew once the meeting dates from 9<sup>th</sup> April 2026 are approved at the next meeting. **Clerk to apply to book dates with school**
- h) Recommendation to full council for the precept 2026/27 to be requested in accordance with the letter from NKDC.** After much consideration it was proposed Cllr Roe, seconded by Cllr Southam and unanimously approved on a show of hands that the precept should be increased by 4.99%. **Clerk to apply to NKDC by due date**
- 8. To resolve to approve the payment of accounts for January 2026.** Proposed Cllr Roe, seconded by Cllr Southam and unanimously approved on a show of hands that the payment of accounts should be approved.

**9. Highways matters :-**

- a) Speed Indicator Device report from Cllr Roe.** Cllr Roe advised that there was no report for this meeting.
- b) Outstanding/new highways faults requiring urgent attention.** It has been noted that there is extreme flooding on the school route at the junction of Long Lane and Meadow Lane. **Clerk to report on Fix my Street**

**10. Planning matters**

- a) To consider LCC/NKDC planning applications received and respond by deadline.**  
**25/1428/FUL Waters Edge Farm, 5 Wood Lane S Hykeham** Removal of Welton Garage Vehicle Storage & Sales from the existing property/Conversion & extension of existing annexe building to form single dwelling & associated works including garaging, parking & garden walls  
Proposed Cllr Rowson, seconded by Cllr Wakelen that there were no objections or comments regarding this application. **Clerk to send response to NKDC by due date**
- b) To receive LCC/NKDC Planning Decisions** **Noted**

**11. Correspondence.** Letter of thanks from EdanLincs for donation. **Noted**

**12. Chairman's report.** None

**13. Clerk's report.** None

**14. Parish Councillors' reports –information only/items requiring a decision will appear on a future agenda.**  
None

**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.** None

**Date and Time of Next meetings and events: –**

**10 Year Strategy Working Party Meeting** Weds 11<sup>th</sup> February 2026 6.30pm

**February Parish Council Meeting** Weds 11th February 2026 7.00pm

**Confirmed date of the next litterpick** Saturday 14th February 2026 10.30am.

**The meeting closed at 8.15pm**

**Signed.....**

**Date.....**

