



North Hykeham Town Council

Minutes of the Estates & Operations Committee meeting 08/20
held remotely on Thursday 4th March 2021 at 7.00pm

Councillors Present: C Briggs (Chairman), J Bishop, FW Lee, S Roe, A Mason, J Charters, Mrs J Charters, N Tully, N Blanchard, B Sellars

In Attendance: Mrs R Brown – Deputy Clerk
Mr C Lewis – Services Supervisor

1.	Apologies for absence and acceptance of reasons given.
	Proposal: To accept the reasons for absence given by Cllrs Killingsworth, Edwards Proposer: Cllr Sellars Seconder: Cllr Tully Resolution: Agreed by Unanimous vote
2.	Receipt of any Declaration of Members' Interest under the Localism Act 2011
	Cllr Roe declared a personal interest in Item 10
3.	Notes of the Committee meeting held on 4th February 2021 be approved as a true record of Minutes
	Proposal: The minutes dated 4 th February 2021 be approved as a true record Proposer: Cllr Lee Seconder: Cllr Mason Resolution: Agreed by Unanimous vote of those present on 4.2.21
4.	Chairman's Items
	There were none at this time
5.	Correspondence and Clerk's Items
	The Clerk advised that the Memorial Bench that had been authorised at the last meeting, has now been ordered and will be installed in due course. The mowers are currently being serviced, the resurfacing works at Witham Fields play area have been completed. The treeworks that were agreed are being undertaken in March, the fencing has been installed in St Aidens and the roller shutters and heating works at the Hub are being undertaken in the Easter Holidays.
6.	Service Staff report
	The report had been circulated prior to the meeting. The frontage at the Civic Offices has been cleared and tidied, the yew hedge has been moved from the side of the drive to round the compound, and a gap in the hedge by the BMX track. The changing rooms have been decorated and the fences fixed at St Aidens and Chapel Fields. The Football season may be restarting. Craig had undertaken a 4 day IOSH training course and is awaiting results.
7.	To consider request received for a waste bin to be installed on Newark Road at the bus stop outside 437 Newark Road
	Proposal: To install a bin outside 437 Newark Road once permission has been received from Highways

	<p>Proposer: Cllr Briggs Seconder: Cllr Charters Resolution: Agree by Unanimous Vote</p>
8.	<p>Review of Management Accounts</p> <p>a) To agree virements required to be passed to F&P The Clerk had provided a list of virements that would be needed for 4 cost codes</p> <p>Proposal: To agree the virements request be passed to F&P Proposer: Cllr Mason Seconder: Cllr Charters Resolution: Agreed by Unanimous vote</p> <p>b) To look at estimated unspent monies to consider to be earmarked for Frontage works The Clerk had calculated that the sum of £8,000 had been unspent during the year and advised that this could be earmarked towards the Frontage project that is being undertaken next year. Cllr Charters advised that he opposed the earmarking of reserves because by earmarking funds, the reserves would never increase. He advised that F&P had decided in the past that unspent monies should go into general reserves, but that these are not locked away and could be requested by the Committees. He advised that he is very much opposed to earmarking as in the past there had been numerous earmarked accounts for pet projects that never came to fruition. He felt that £8,000 was not going to be sufficient for the project and as such was a pointless exercise. He advised that he and Cllr Briggs had been considering ways of spending the available funds prior to year end. There was no discussion and the proposal was dropped.</p>
9.	<p>To consider whether to unlock the gate on Chapel Fields</p> <p>Following the upgrading of the bridle path and the fence being mended on Chapel Fields, requests had been received for the gates to be unlocked to allow access. These had previously been locked to prevent wear and tear and the creation of a worn path across the field.</p> <p>Proposal: To unlock both of the gates on Chapel Fields and for the Service Staff to monitor the situation and close the gates if there is a problem Proposer: Cllr Roe Seconder: Cllr Lee Resolution: Agreed by Unanimous vote</p>
7.26	Cllr Roe left the meeting
10.	<p>To consider the proposed Public Open Spaces on the development off Cleveland Avenue</p> <p>A proposal had been received from the developer showing the proposed Public Open Space.</p> <p>Proposal: To leave the land under the current ownership as there was no maintenance funds being provided. If the Developer were to provide 10 years of maintenance at an agreed rate then the Committee would reconsider. Proposer: Cllr Charters Seconder: Cllr Briggs Resolution: Agreed by Unanimous vote</p>
11.	<p>To resolve whether the Council will move 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 the following confidential items</p>
	<p>Proposal: To move into Closed session for items 12, 13 & 14 at 7.30pm</p>

	Proposer: Cllr Sellars Seconder: Cllr Blanchard Resolution: Agreed by Unanimous vote
7.30	Cllr Roe rejoined the meeting
12.	Notes of the closed Session Estates & Operations meeting held on 4th February 2021 to be approved as minutes
13.	Update on Fen Lane Frontage project including consideration of quotations received to date
14.	To consider the quotes received for play equipment at Poppyfields

Actions from this meeting:

Item No:	Action	Allocated to	Date to be Completed by
7	Obtain permission from LCC and order co mingled bin	Clerk	ASAP
8	Forward request to F&P for virements	Clerk	5.3.21
9	Unlock gates at Chapel Fields	Services Supervisor	5.3.21
10	Advise developer decision	Clerk	Next Meeting

