



North Hykeham Town Council

Minutes of the Town Council meeting 08/20
held remotely on Thursday 25th February 2021 at 7pm

Councillors Present: C R Jackling (Chairman), J Bishop, N Blanchard, C Briggs, J Charters, Mrs J Charters, Dr F Janan, F W Lee, R Little, A Mason, S Roe, K Sampson, B Sellars, N Tully

In Attendance: Cllr M Thompson (LCC), Mrs M Parker (Town Clerk)

1. Apologies for absence and acceptance of reasons given to the Clerk prior to the meeting.

Apologies received from Cllrs Edwards, Killingsworth and Wilson.

Proposal: To accept all apologies for absence and reasons given.

Proposer: Cllr Sampson **Seconder:** Cllr Blanchard

Resolution: Agreed by Unanimous vote

2. Receipt of any Declaration of Members' Interest under the Localism Act 2011.

Any Declarations to be made under individual agenda items.

3. Notes of the Town Council meetings held on 28th January 2021 be approved as a true record of Minutes.

Proposal: To accept the Notes of the Town Council meetings held on 28th January 2021 as true records and be approved as minutes of the meetings.

Proposer: Cllr Roe **Seconder:** Cllr Bishop

Resolution: Agreed by unanimous vote of those who had been present at the meetings.

4. Chairman's Items.

Cllr Jackling informed members of the recent passing of the Mayor of Stamford and the Mayor of Market Rasen. He concluded by reminding Members of the upcoming Commonwealth Day and International Women's Day.

5. County and District Councillor's Reports.

Cllr Thompson's report was presented in his absence:

- **Lincolnshire County Council:** A remote full meeting of Council took place on 19th February. The Budget was approved which means an increase of 1.99% in Council Tax. In agreeing to the budget proposals, it was noted that £12m has been made available to support businesses which may not have been eligible previously and £12.3 has been provided for road repairs, to replace the loss of this funding from Central Government. Both these measures have been funded from Council reserves.
- **County Council support for businesses:** Cllr Martin Hill has provided information about four schemes put in place by LCC to support local businesses which can now be found on their website www.lincolnshire.gov.uk/grants-funding
- The 'business recovery fund' will be the first to open for applications W/C 21/02/21. This fund is available to those small businesses that have been directly impacted by Covid-19, being unable to fully trade and have not benefited from the other government's Covid-19 support schemes.
- Subject to budget approval of full council on Friday, the four grant schemes are:

- **Business recovery fund** (for small businesses who have not been able to access any of the government grants to date)
LAUNCHES for applications from noon 23 February 2021 until 11.59pm on 25th February
Application criteria now available.
- **Digital voucher fund** (supporting businesses in improving digitisation)
EXPRESSION OF INTEREST window will be open between 8 March 2021 and 12 March 2021
Application criteria published 1 March 2021.
- **Invest for the future grant** (to contribute towards business expansion)
EXPRESSION OF INTEREST window will be open between 15th March 2021 – 26th March 2021
Application criteria published 8 March 2021.
- **Rural business grant** (for businesses and organisations with projects specifically in rural areas)
EXPRESSION OF INTEREST window will be open between 8 March 2021 and 17 March 2021.
Application criteria published 1 March 2021.
- **Sustainable Transport initiative:** Cllr Thompson having received an update on progress with plans for the cycle path on Newark Road through Hykeham and has commented on them.

Cllr Roe, in his capacity as a LCC Councillor, reported that LCC Household Waste Recycling Centres would be opening up fully as of the 8th of March, although their booking process would remain in place. He went on to elaborate on LCC proposals for bollards on the cycle path along Newark Road, which were still in discussion. He concluded with his reports from NKDC; updates on the return to household waste collection services, and confirmation that elections were being planned to be held in May.

Cllr Thompson (LCC) joined the meeting at 7.10pm. Cllr Dr Janan joined the meeting at 7.12pm.

Cllr Little, in his capacity as a NKDC Councillor, advised that NKDC would be meeting to discuss their 2021/22 budget plans during w/c 1st March.

6. **Correspondence and Clerk's Items.**

The Clerk had no items of correspondence to present and there were no outstanding actions from previous meetings to report.

7. **Co-option of a Councillor to Meadow Ward**

There had been no applications received for co-option. The Clerk would re-advertise the vacancy again.

8. **Cemetery Policy ratification; proposal from Finance & Policy Committee.**

Members were presented with the proposed Cemetery Policy, as agreed at the last Finance and Policy Committee meeting, for the Council to adopt. Cllr Charters gave thanks to Cllr Killingsworth for leading the working party on the development of this policy.

Proposal: To adopt the Cemetery Policy, as proposed by the Finance & Policy Committee.

Proposer: Cllr Charters **Seconder:** Cllr Roe

Resolution: Agreed by unanimous vote.

9. **To set the Terms of Reference for the Strategic Planning Sub-committee.**

Members discussed the Terms of Reference for the Strategic Planning Sub-committee and agreed upon the following:

- Develop and maintain the Council’s Strategic Plan, for ratification by the Town Council
- The sub-committee will operate as a working committee to enable the Strategic Plan, not merely act as an advisory sub-committee
- Subject to Standing Orders may appoint external Members to the sub-committee
- In the event of the Strategic Plan resulting in a development, either physical or promotion of the Council, the sub-committee will promote a fully costed project for approval by the Town Council
- Assist the Town Council to create a working group to complete a project that arises from an approved development, either physical or promotion of the Town Council. Any such working group may report directly to the Town Council or through an appropriate Statutory Committee.
- Engage with external stakeholders and professional advisors in relation to the Strategic Plan, within budgetary limitations where expenditure is required
- Report directly to the Town Council for any matters outside of the sub-committee’s terms of reference

Proposal: To adopt the Terms of Reference for the Strategic Planning Committee, as above.

Proposer: Cllr Charters **Seconder:** Cllr Blanchard

Resolution: Agreed by majority vote (1 abstention).

10. To consider a recommendation from the Finance and Policy Committee to arrange an informal meeting of Members to discuss ICT requirements for Councillors.

At the last F&P committee meeting it was recommended that Members meet informally to discuss ICT provisions available to Councillors.

Proposal: To hold an informal meeting of Members to discuss ICT requirements for Councillors, date to be confirmed by The Clerk.

Proposer: Cllr Briggs **Seconder:** Cllr Little

Resolution: Agreed by unanimous vote.

11. To consider to form a working group to develop ideas for the extension of the Community Hub.

Members agreed to form a working group, and it was confirmed that members of the Public could also join, in line with the newly adopted Terms of Reference for the Strategic Planning Sub-Committee. Cllrs Bishop, Briggs, Charters, Little and Sellars would form the working party.

Actions from this meeting: There were no actions from this meeting

Item No:	Action	Allocated to	Date to be Completed by
8	Publish the newly adopted Cemetery Policy.	The Clerk	As soon as possible.
9	Publish the Terms of Reference for the Strategic Planning sub-committee.	The Clerk	As soon as possible.
10	Arrange an informal meeting of Councillors to discuss ICT options.	The Clerk	As soon as possible.
11	Arrange a first meeting of the Hub Extension Working Group.	The Clerk	As soon as possible.

The meeting closed at 7.45pm.