



North Hykeham Town Council

Minutes of the Town Council meeting 01/23
held on Thursday 25th May 2023 at 7pm

Councillors Present: K Sampson (Chair), M Bennie, N Blanchard, C Briggs, G Edwards, R Johnston, G Killingsworth, FW Lee, R Little, M Lofts, V Mays, T Ogden, S Roe, S Sampson

In Attendance: Mrs M Parker – Town Clerk
Miss J Humphrey – Assistant Clerk
LCC Councillor – Cllr A Briggs
Member of the Public – M Freeland (UPP)

During the Public Session, Mary Freeland made presentation on the progress that UPP have made in and around North Hykeham to provide full fibre broadband services. She confirmed that broadband provided by UPP would be available very soon.

01-23.1 Apologies for absence and acceptance of reasons given to the Clerk prior to the meeting.

It was **RESOLVED** to accept apologies for absence and reasons given from Cllrs Cruickshanks, Dillon, Holt, McDowell. The Clerk advised that Cllr Dyer (LCC) had given his apologies for the meeting.

01-23.2 Receipt of any Declaration of Members' Interest under the Localism Act 2011

The Chair advised he would take any Declarations of Interest under individual agenda items.

01-23.3 Notes of the Town Council's Annual General Meeting held on 18th May 2023 be approved as a true record of Minutes

It was **RESOLVED** to accept the notes of the Town Council's Annual General Meeting held on 18th May 2023 as a true record of the meeting. These were signed accordingly as the Minutes of the meeting.

01-23.4 Chair's Announcements

The Chair had no announcements to make.

01-23.5 County and District Councillors' reports

Cllr Sampson presented Cllr Dyer's report, in his absence, as:-

- Meadow Lane Speed Limit Review – The County Council Planning and Regulation Committee on the 5th June will consider proposing the reduction of the speed limit on Meadow Lane to 40mph. If the recommendation is approved, the necessary public consultation process to bring it into effect will be pursued.
- Some funding had been set aside for small schemes that would improve the Public Rights of Way network. Improvements could be to the existing surface to accommodate a route for school children, installation of a missing bridge, or a request to try to seek the removal of stiles and replace with gaps or gates to facilitate access to the countryside for those with more limited mobility. Any suggestions should contact Cllr Dyer directly. A map of the Public Right of Way network can be found here - <https://www.lincolnshire.gov.uk/coast-countryside/public-rights-way/3>
- Dates for the final North Hykeham Relief Road engagement events were given as:-
 - Monday 12 June at Bentley Hotel 2pm – 7pm
 - Tuesday 13 June at Bracebridge Heath Pavilion 2pm – 7pm
 - Wednesday 14 June at Waddington Community Hub 2pm – 7pm

Cllr Roe, in his capacity as a LCC councillor, reported that Boundary Lane would see small repairs being undertaken in the next few days but that the major works would not be carried out until 2024. In his capacity as a NKDC councillor, Cllr Roe advised that NKDC had put a survey out a service to residents regarding service provisions and concluded by referring to plans for solar farm either side of the A46 just outside of North Hykeham.

Cllr Little, in his capacity as a NKDC councillor, advised that NKDC had held it's Annual General Meeting and at which the executives and leader had been confirmed.

01-23.6 Correspondence and Clerk's Items

The Clerk had one piece of correspondence to present:-

- Email from PCC (18.05.23) which advised he was continuing to have constructive but tough talks with the Home Office regarding policing in Lincolnshire. In the email Mr Jones had made no specific reference to the total loss of PCSOs dedicated to North Hykeham. The Clerk confirmed that a press release regarding the Town Council's concerns over the loss of all PCSOs for North Hykeham was to be released on the 26th of May.

Updates on actions raised at the last Town Council meeting were noted by Members as: -

Item No:	Action	Updated
11-22.8	Planning Committee and Community Committee would remain as individual statutory committees.	TORs for the two separate committees were presented and adopted at the Town Council's AGM (16.05.23)
11-22.9	Publish the changes to the planned meeting schedule for May 2023	Meetings Schedule for 2023/2024 published 28.04.23

01-23.7 Receive Committee reports

Members received reports covering meetings and matters dealt with during May 2023 from representatives of the two committees which had met during May: -

- Finance and Policy committee
- Planning committee

01-23.8 Finalisation of the Annual Governance and Accountability Report (AGAR) 2022/23, for submission to the External Auditor, in consideration of recommendations from the F&P Committee.

Members had received copies of the proposals from the Finance and Policy committee for the completion of the 2022/23 AGAR in advance of the meeting. Cllr Sampson led the council through the detail contained within the 2022/23 Accounting Statement.

It was **RESOLVED** that the Accounting Statements 2022/23 be signed as approved by the Town Council and the 2022/23 AGAR be submitted to the External Auditor accordingly.

01-23.9 Consideration of recommendation from F&P to appoint Mr S Fletcher as Internal Auditor for 2023-2024

F&P recommend that the Town Council should appoint Mr Stephen Fletcher, who has acted as the Council's Internal Auditor for several years, to be its Internal Auditor for the 2023-2024 financial year.

It was **RESOLVED** to appoint Mr Stephen Fletcher as the Internal Auditor for the 2023/2024 financial year.

01-23.10 Consideration to adopt the reviewed Co-option policy as recommended by the F&P committee

The Finance & Policy committee had reviewed and revised the Co-option policy. Members commented that they were pleased with the recommended changes to the policy.

It was **RESOLVED** to adopt the revised Co-option Policy.

01-23.11 To resolve whether the Council will move into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960 for the following confidential items:

It was **RESOLVED** that the Council would move into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960.

At this point Cllr Briggs (LCC) and Ms Freeland left the meeting.

01-23.12 Receive a report from the Personnel Sub-Committee

Cllr Blanchard informed the meeting that the Personnel sub-committee were in the process of finalising and approving the PAR targets for all staff for 2023/2024 and any payments to be made under the Employee Bonus Scheme.

As the meeting drew to a close, Cllr Roe asked that recognition and thanks be recorded in the minutes to Mr Bob Jackling who had served the Town Council for 23 years. Mr Jackling had not been re-elected to the town council at the recent elections. Mr Jackling had not only served as a councillor with dedication but had also held the office of Mayor and Deputy Mayor on more than one occasion, as well as period of time as Chair of the council's Planning Committee. Cllr Little recalled that Mr Jackling had played an integral role in securing the road naming scheme for the Manor Farm. Cllr Sampson informed the meeting that he had already personally spoken with Mr Jackling to thank him for his service to the council and the community, as well as his personal support to Cllr Sampson as his Deputy Mayor in 2022/23.

Actions from this meeting:

Item No:	Action	Allocated to	Date to be Completed by
01-23.8	2022/23 AGAR be submitted to the External Auditor	Town Clerk	31 st May 2023
01-23.9	Appoint Mr Stephen Fletcher as the Internal Auditor for the 2023/2024 financial year.	Town Clerk	31 st May 2023
01-23.10	Adopt the revised Co-option Policy	Town Clerk	Immediately

The meeting closed at 7.40pm.