



North Hykeham Town Council

Minutes of the Community Committee meeting 04/22
held on Tuesday 4th October 2022 at 7pm

Councillors Present: G Edwards (Chair), N Blanchard, J Charters, K Evans, FW Lee, K Sampson

In Attendance: Non-councillor Committee Members: Mr R Johnston, Mr M Joy, Mr M Reynolds
Mrs R Brown – Deputy Clerk
Mrs M Parker – Town Clerk
Miss J Humphrey – Assistant Clerk

04-22.1 Apologies for absence and acceptance of reasons given

It was **RESOLVED** to accept Apologies for Absence and reasons given from Cllr Jackling.

04-22.2 Election of a Vice-Chair for the Community Committee

Cllr Evans was proposed for the position of Vice-Chair.

It was **RESOLVED** to elect Cllr Evans as Vice-Chair of Community Committee

04-22.3 Receipt of any Declaration of Members' Interest under the Localism Act 2011

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

04-22.4 Notes of the Committee meeting held on 12th July 2022 to be approved as minutes

It was **RESOLVED** to accept the notes of the Community Committee meeting held on 12th July 2022 as a true record of Minutes.

04-22.5 Chair's Items

The Chair expressed his thanks to those who attended the two-minute silence following the death of Her Majesty Queen Elizabeth II.

04-22.6 Correspondence and Clerk's items

The clerk advised the latest figures from the library had been circulated and that attendance continued to rise. There were no other items of correspondence to be presented.

04-22.7 Consideration of applications to join the Community committee as non-councillors

5 applications had been received which the committee considered.

It was **RESOLVED** to recommend to Town Council that Martin Joy should join Community Committee as a non-councillor Member.

It was **RESOLVED** to recommend to Town Council that Michael Watts should join Community Committee as a non-councillor Member.

It was **RESOLVED** to recommend to Town Council that Alan Phillipson should join Community Committee as a non-councillor Member.

It was **RESOLVED** to recommend to Town Council that David Parker should join Community Committee as a non-councillor Member.

It was **RESOLVED** to recommend to Town Council that Michael Dempsey should join Community Committee as a non-councillor Member.

04-22.8 Receive the Community Committee's Income and Expenditure Report

Noted.

04-22.9 Receive a report from Hykeham in Bloom and consideration of any request for support

Mr Reynolds had provided a report which had been circulated. He advised that at the awards night they had received a Silver Award. He advised that the group is planning on having a "bring a bag of bulbs" event on 29th October where residents of Manor Farm will be encouraged to come and plant bulbs in the shrubberies. An up-to-date design for the 10th Anniversary Banner had been received.

Cllr Sampson declared a pecuniary interest in the item.

It was **RESOLVED** to proceed with the banner at a cost of £90.

Mr Reynolds also advised that they needed up to £300 to purchase winter plants and bulbs.

It was **RESOLVED** to allow up to £300 for the purchase of winter plants and bulbs.

04-22.10 Receive response from LCC regarding the traffic light sequencing at the Newark Road/Station Road/Moor Lane junction

A response had been received from LCC which had been circulated, advising that the junction is operated by a system called MOVA (Microprocessor Optimised Vehicle Actuation) which works with the live traffic conditions. Until the North Hykeham Relief Road is completed, the situation is unlikely to improve. The committee noted this but felt that it was appropriate to request that 'No Idling' signs were erected to try to ease the issue.

It was **RESOLVED** to ask Lincolnshire County Council to erect 'No Idling' signs on Newark Road, Station Road and Moor Lane.

04-22.11 Development of a Community Speed Watch (CSW) Group, to include costs relating to the purchasing of equipment and training

A report regarding the Community Speed Watch Group had been circulated. The Committee needed to decide on the four main areas of concern where they wished the CSW Group to operate.

It was **RESOLVED** that the four areas of concern should be:

1. Meadow Lane
2. Dore Avenue
3. Broadway
4. Wetherby Crescent

It was **RESOLVED** that the cost of equipment up to £540 plus delivery costs should be taken from the Community Support budget.

It was **RESOLVED** to have a meeting with the volunteers, the Lincolnshire Road Partnership and Councillors to establish how the scheme works and ensure all parties agree.

It was **RESOLVED** to move forward in principle for a 6-month trial subject to insurance, a volunteer acting as group co-ordinator, policy and Terms of Reference being in place.

04-22.12 Development of the Community Engagement Policy, for approval by F&P Committee

A draft policy had been circulated prior to the meeting. The Town Clerk advised that having this policy will assist the Council in gaining Quality Status.

It was **RESOLVED** to forward the policy to F&P Committee for approval.

04-22.13 Preparations for Christmas Fayre – 10th December 2022

The clerk advised that 4 groups had been booked to provide music at the event. One of these had subsequently been cancelled following the Town Council Meeting. Another group has subsequently been booked. There are currently 12 inside stalls booked, 3 outside traders and 4 food traders. The councillors were reminded that they need to let the clerk know when they are available on the day to help. At the last meeting it had been agreed that the committee would like a real Christmas Tree at Fen Lane in place for the Christmas Fayre. The Clerk advised that for Health and Safety considerations, there was nowhere that this tree could be erected.

It was **RESOLVED** that due to health and safety considerations there would not be a real tree at the Civic Offices.

04-22.14 Preparations for Councillor Clinics in January and May 2023

There were some discussions regarding the clinics and the value that they bring.

It was **RESOLVED** that the January meeting will be held at the Civic Offices, and the May meeting will be held at the Community Hub.

04-22.15 Consideration to generate a bi-annual Town Council Newsletter

This had been proposed at a previous meeting and the clerks had obtained costings for this. There was some discussion regarding this and whether the Gazette should be used instead.

It was **RESOLVED** that the clerk should produce a cost comparison between the Gazette and using an independent printing company to produce a separate newsletter.

04-22.16 Review of the role of the Town Council in relation to hosting events, to include Event planning for 2023

Cllr Evans spoke about the idea of the Council being supporters of events rather organisers. It is difficult to get volunteers to help at Council arranged events and they also require a large amount of work in preparation by Council staff as well as on the day of the event. There was discussion about this, including a reminder of the existence of the Events Policy which covered the operating of both internally and externally organised events.

It was **RESOLVED** that next year there would be 4 Summer Sunday events and a Christmas Event.

8.53pm Cllr Lee left the meeting

04-22.17 Consideration of Awards Scheme 2023 (to be presented at the Annual Town Meeting)

It was **RESOLVED** that this would be deferred to the next meeting.

04-22.18 Precept Planning for 2023/2024, including the development of the Community Committee's 5-year plan

The discussions were had, and variations were suggested which needed to be considered at the next meeting.

Actions from this meeting:

Item No:	Action	Allocated to	Date to be Completed by
04-22.7	Ratification of non-councillors' membership to Town council	Town Clerk	27.10.22
04-22.9	Order banner for 10 th Anniversary	Deputy Clerk	Ordered and installed
04-22.10	Write to LCC requesting "no idling" sign be erected.	Deputy Clerk	Letter passed to Cllr Roe to forward
04-22.11	Complete and return application form for CSW group	Deputy Clerk	Completed
04-22.11	Arrange meeting of LRSP, volunteers and councillors	Deputy Clerk	Arranged for 15.11.22
04-22.12	Forward Community Engagement Policy to F&P for approval	Deputy Clerk	Forwarded, and returned to Community
04-22.15	Prepare cost comparison of Gazette and independent printing of newsletter	Deputy Clerk	Report – item 16
04-22.17	Add awards scheme to next Agenda	Deputy Clerk	Item 18
04-22.18	Advise TC of variations to precept requested	Deputy Clerk	Consideration at item 10

The meeting closed at 9.05pm.