

**MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES ON
THURSDAY 25TH JULY 2019 AT 7.00pm**

Present: Councillor E Rigby (Mayor)

Councillors: C Briggs Mrs J Charters J Charters N Dillon G Killingsworth
F W Lee R Little R Lovett S Roe B Sellars

Dr M Thompson (LCC) C Talbot (LCC)

In Attendance: Clerk to the Committee: Mrs S Green (Town Clerk)
4 members of the public

Public Democratic

Prior to commencement of the meeting a member of the public who is part of the Hykeham In Bloom Group addressed Members on a future project that the team would like to work on. They are proposing to utilise the recently cleared out area behind the old Village Green Toilets to transform it into a wildlife habitat, seeking expert advice from the Lincolnshire Wildlife Trust. Members appreciate the work carried out by the Hykeham In Bloom volunteers to enhance the Town and felt that this environmental project should be referred to Estates & Operations Committee.

The meeting opened at 7.15pm

The Mayor advised that due to the absence of the Deputy Mayor, he sought nominations for a Vice Chairman, for this meeting only, to Chair the Closed Session Items 16 and 17

Proposed by Cllr Dillon, seconded by Cllr Sellars

RESOLVED That Cllr Charters be elected Vice Chairman for this meeting only.
Unanimous

1. APOLOGIES FOR ABSENCE AND ACCEPTANCE OF REASONS GIVEN

Proposed by Cllr Dillon, seconded by Cllr Lovett

RESOLVED To accept reasons for absence received from: Cllrs Barker-Milan, Blanchard, Edwards, Johnson, Rodgers, Sampson, Jackling, Mrs Whittaker (NKDC)
Unanimous

2. RECEIPT OF ANY DECLARATIONS OF MEMBERS INTERESTS UNDER THE LOCALISM ACT 2011

Councillors were reminded that under the provisions of sections 26-34 and Schedule 4 of the Localism Act 2011, a member with a disclosable pecuniary interest of which they are aware in a matter who attends a meeting of the Council at which the matter is considered must disclose and withdraw from the room.

There were no declarations of interest at this time.

At this point it was

Proposed by Cllr Roe, seconded by Cllr Dillon

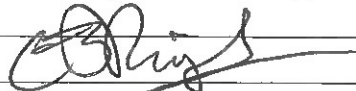
RESOLVED That Agenda Item 13 be taken at this point.
Unanimous

13. CEMETERY APPEALS

Two appeals for internment in the Town Cemetery were placed before Members for consideration. Cllr Roe outlined the appeal circumstances and advised of his support that both appeals be granted.

Proposed by Cllr Roe, seconded by Cllr Little

RESOLVED That both Cemetery Appeals be granted and applicants to be advised of successful outcome



2 members of the public left the meeting at this point.

3. DISTRICT AND COUNTY COUNCILLORS REPORT

Matters reported By County Councillor Thompson included that LCC have been awarded Outstanding Authority Status for Children's Services, LCC being awarded best Non Agricultural Stand at the Lincolnshire Show 2019, the LCC Rededication Service at Lincoln Cathedral on 23.06.2019 and the LCC Website being updated.

County Councillor Mrs Talbot reported on current constituent matters she is dealing with, which included a planning issue on Elizabeth Avenue, for which she wished to thank the Deputy Clerk for her assistance, a request for parking restrictions on Windermere Avenue, pot holes on Delph Road, a street lighting issue on Green Lane and construction traffic on Cleveland Avenue.

County Councillor Roe advised that he had sat on the 20/20 Committee which will award the highways contract and also a Steering Committee looking into parking concerns around schools.

District Councillor Little asked if the County Council were investigating a potential one-way system on Water Lane, County Councillor Mrs Talbot advised that she would take this up with the County Council.

District Councillor Dillon advised of resident issues with antisocial behaviour and a tragic recent incident.

District Councillor Roe and District Councillor Dillon spoke about the declared Environmental Emergency.

4. NOTES OF THE TOWN COUNCIL MEETING HELD ON 23RD MAY 2019 TO BE APPROVED AS MINUTES

Proposed by Cllr Roe, seconded by Cllr Briggs

RESOLVED

The notes of the Town Council Meeting held on Thursday 23rd May 2019 be approved as a true record of minutes.

Unanimous by those in attendance on 23.05.2019

5. CHAIRMAN'S ITEMS

The Mayor reported that the Deputy Mayor had represented the Town at the Lincolnshire Show and the Lincolnshire County Council's Chairman's Civic Service.

The Mayor and Mayoress had recently attended a 100th Birthday Party for a resident of Beckside Nursing Home.

Members were asked to share information locally on anticipated traffic disruption when planned works are carried out on Fosse Drive, near entrance to the Forum Shopping Centre.

6. CORRESPONDENCE AND CLERKS ITEMS

a) The Clerk advised Members that the 3rd Resilient Communities Conference at Spittlegate, cancelled due to the Wainfleet Flooding Incident, has now been rescheduled for 21st October 2019. Details will be circulated and Members wishing to attend to advise the Clerk.

b) The Clerk advised that the LALC Conference and AGM 2019 will take place at the Bentley Hotel South Hykeham on 15th October 2019. Details will be circulated and Members wishing to attend to advise the Clerk.

7. APPROVAL OF REVISED CODE OF CONDUCT- RECOMMENDATION BY FINANCE & POLICY COMMITTEE 20.06.2019

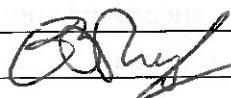
Following attendance at the recent NKDC Code of Conduct Training Event, Cllr Charters updated Members on new requirements regarding non-registerable interests and reminded Members that membership of charitable organisations must be disclosed on the register. All members had received a copy of North Hykeham Town Council's Code of Conduct which had been revised in line with the NKDC revised Code of Conduct.

Proposed by Cllr Charters, seconded by Cllr Rigby

RESOLVED

To ratify the adoption of North Hykeham Town Council's revised Code of Conduct in line with the revised NKDC Code of Conduct. Clerk to advise NKDC prior to closing date of 31st July 2019 of adoption.

Unanimous



8. FORMATION OF STANDING ORDERS & FINANCIAL REGULATIONS REVIEW WORKING PARTY

Cllrs Charters, Rigby and Dillon had volunteered to carry out the review on behalf of the Council. Cllr Roe had volunteered to carry out the checking and proofing of the regulations when compiled and it was

RESOLVED **Proposed by Cllr Charters, seconded by Cllr Rigby**
That Cllrs Charters, Rigby, Killingsworth and Dillon form the Standing Orders & Financial Regulations Review Working Party 2019 on behalf of the Town Council. Cllr Roe to carry out the checks and proofs.
Unanimous

9. RATIFICATION OF ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) FOR THE FINANCIAL YEAR 2018/2019 – APPROVED BY FINANCE & POLICY COMMITTEE 20.06.19

At the Finance & Policy Committee meeting on 20th June 2019 the Committee duly approved the Annual Governance Statement for 2018/2019 accounts. This was confirmed and issued to our external auditors PKF Littlejohn LLP.

In order for the Committee to approve the AGAR the Finance and Policy Committee reviewed a list of items that legally required to be agreed namely:

- The internal examiners audit report
- The Balance Sheet for the year ended 31st March 2019;
- To approve the Annual Governance Statement (Section 1);
- To approve the Accounting Statements (Section 2 of the AGAR).

RESOLVED **Proposed by Cllr J Charters, seconded by Cllr Dillon**
To ratify the Annual Governance Statement for 2018/2019 accounts.
10 for: 1 abstention

10. AGREEMENT TO PURSUE THE ADDITIONAL AREA OF LANE FROM PERSIMMON HOMES OFF STATION ROAD – RECOMMENDED BY HYKEHAM PLANNING COMMITTEE 09.07.10

The original motion from the Hykeham Planning Committee was proposed by Cllr Rigby. However, following discussion it was

RESOLVED **Proposed by Cllr J Charters, seconded by Cllr Dillon**
That an amended recommendation be approved – “That the Hykeham Planning Committee be given delegated authority to pursue this plot of land, subject to the clarification of access, exact dimensions, ownership and resolution of issues regarding the footpath and the electric lights on it, and that all financial implications be brought before Town Council prior to any transfer of responsibility through the S106 Agreement.
Unanimous

11. PUBLIC CONVENIENCES DEMOLITION – ESTIMATED COSTS

Estimated costs received to date had been deemed cost prohibitive and it was

RESOLVED **Proposed by Cllr Briggs, seconded by Cllr Charters**
That this Item be referred back to the Estates & Operations Committee for further investigation.
Unanimous

12. RATIFICATION OF AMENDMENT TO CO-OPTION POLICY

Following recommendation from the Finance & Policy Committee on 17.07.2019 it was

RESOLVED **Proposed by Cllr Charters, seconded by Cllr Briggs**
To ratify the revisions to the NHTC Co-option Policy and the Non-Councillor Co-option form be adopted.
Unanimous

14. The Council resolved to 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 confidential Items 15 and 16.

RESOLVED Proposed by Cllr Roe, seconded by Cllr Lovett
To move into closed session for confidential Items 15 and 16.
Unanimous

Cllr Rigby declared a non-registerable interest in Items 15 & 16, the interest is of a personal and sensitive nature, and left the meeting at this point.

Cllr Briggs declared a non-registerable interest in Items 15 & 16, the interest is of a procedural and sensitive nature, and left the meeting at this point.

15. NOTES OF THE CLOSED SESSION TOWN COUNCIL MEETING HELD ON 23RD MAY 2019 TO BE APPROVED AS MINUTES

16. PERSONNEL MATTERS

The meeting moved into CLOSED SESSION at 20.15

ACTIONS

Action	By whom	By When	Completed
Advice applicants of Cemetery Appeal of outcome	Town Clerk		31.7.19
Advise NKDC of adoption of Code of Conduct	Town Clerk		29.7.19
To check whether the Declaration of Interests has been received from all Councillors.	Town Clerk		May 2019
Meeting of SO & FR WP for Annual Review	Cllrs: Charters, Rigby, Dillon & Killingsworth	On-going	
HPC to pursue land off Station Road and report back financial implications to TC	HPC	On-going	

