



# North Hykeham Town Council

Minutes of the Town Council meeting 05/22  
held on Thursday 27<sup>th</sup> October 2022 at 7pm

**Councillors Present:** K Sampson (Chair), C Briggs, J Charters, K Evans, CR Jackling, G Killingsworth, FW Lee, R Little, V Mays, A McDowell, S Roe, N Tully

**In Attendance:** Mrs M Parker – Town Clerk  
Miss J Humphrey – Assistant Clerk  
Cllr T Dyer – Lincolnshire County Council  
Mr J Holt – Member of the public

**5-22.1 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 Cllr Edwards.

**5-22.2 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.

**5-22.3 Notes of the Town Council meeting held on 29<sup>th</sup> September 2022 be approved as a true record of Minutes**

It was **RESOLVED** to accept the notes of the Town Council's Meeting held on 29<sup>th</sup> September 2022 as a true record of Minutes. These were signed accordingly.

**5-22.4 Consideration of applications for Co-option to Councillor in relation to vacancies on Grange, Meadow and Memorial Wards**

The Council had received two applications in relation to councillor vacancies. These were presented to Members; one of the applicants had joined the meeting (Mr Jason Holt) and was asked for his reasons for wishing to become a councillor.

It was **RESOLVED** to co-opt Mr Jason Holt to the vacancy on Grange Ward and Mr Taylor Ogden to the vacancy on Memorial Ward.

Mr Holt signed his Acceptance of Office and was invited to join the meeting as a Town Councillor.

**5-22.5 Chair's Announcements**

Cllr Sampson informed the meeting that £783.64 had been raised for his chosen charity at the two car boot events held in September and October. He thanked all staff and councillors who had attended and supported the events. He went on to inform councillors that he had received very positive feedback on his recent Civic Service, with many saying how well it had been organised and attended. The comments were replicated by Cllr Killingsworth and thanks were given to the staff who had organised the event and those Members who had attended.

**5-22.6 County and District Councillors' reports**

Cllr Dyer (LCC) advised that the public footpath which had failed near to Belton Lane had been fenced off by LCC to make the area safe but that the Witham Drainage board were responsible for maintaining this footpath and would be undertaking remedial works in due course. He went on to confirm that the Hykeham relief road consultation had concluded, and feedback was being collated and prepared for publication. Cllr Dyer informed the meeting that LCC had approved a new hire bike

scheme via Active Travel to be operated in Lincoln and the surrounding areas, including North Hykeham.

Cllr Roe (in his capacity as an LCC councillor) reminded Members that he would be meeting with LCC Councillor for Highways and a Highways officer to view roads around his ward area and repairs required. He would also be championing for a dedicated cycle path to be installed along Mill Lane to Lincoln. He invited all town councillors to join him and representatives from LCC Highways at the Civic Offices on the morning of the 8<sup>th</sup> of November. He also advised that he would be looking for LCC to install further yellow lines on the road by the Fire Station which could be legally enforced by the police. He continued by saying that there appeared to be no evidence for the need to reduce the speed along Newark Road from 40mph to 30mph.

Cllr Little (in his capacity as an NKDC councillor) advised that the NKDC Annual Report for 2021/22 was now available.

#### 5-22.7 Correspondence and Clerk's Items

The Clerk had one item of correspondence to present: -

- Notification from NKDC that the town council would receive £1750.99 from the first half of the financial year 2022/23's collection of Community Infrastructure Levy (CIL) from developments taking place in North Hykeham.

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

Item No:	Action	Update
4-22.10	Arrange for trees, tree guards and plaques for QPJ commemoration to be ordered	Completed.
4-22.10	Accept quote for resurfacing of Fen Lane car park and arrange start date for works	Completed. Car park to be resurfaced w/c 31 <sup>st</sup> Oct 2022
4-22.11	Arrange for QPJ commemoration to be installed on Village Green	Trees to be planted from 8 <sup>th</sup> Nov 2022
4-22.12	Community Committee to consider and plan commemorations for the coronation of King Charles III	Ongoing
4-22.13	Councillors to notify Deputy Clerk of availability to volunteer at the Christmas Fayre	Responses due by 31 <sup>st</sup> Oct 2022
4-22.14	Safeguarding Policy working group to produce draft document for review by F&P committee	To be presented at F&P committee meeting in Nov 2022
4-22.14	Website working group to work towards identifying a new website provision suitable for the needs of the Council and the Community	Operating under F&P committee. Works ongoing
4-22.16	Arrange for installation of new playground at Dorchester Way and new large slide at Witham Fields	Playground to be installed w/c 21 <sup>st</sup> Nov 2022. Slide to be installed w/ 12 <sup>th</sup> Dec 2022
4-22.17	Arrange for new 5-year lease agreement for new Tipper van	Best value for public monies revisited by F&P committee considering the economic instability/crisis and resolved to purchase van outright in 2023. Order has been placed, for delivery in July 2023.

**5-22.8 Receive Committee reports**

Members received reports, covering meetings and matters dealt with during September and October 2022, from representatives of the following: -

- Community Committee
- Estates and Operations Committee
- Finance and Policy Committee
- Planning Committee

*(Cllr Charters left the meeting temporarily at this point – 8pm)*

**5-22.9 Consideration of recommendations from the Community Committee to appoint non-Councillor Members to that committee**

The Community committee had received several applications from representatives of community groups to join the committee and these were presented to the Town Council for appointment.

It was **RESOLVED** to appoint Martin Joy, Michael Watts, Alan Phillipson, David Parker and Michael Dempsey as non-Councillor Members to the Community Committee for 2022/2023.

*(Cllr Charters returned to the meeting during this item at 8.05pm)*

**5-22.10 Receive updates and consider requests or recommendations from the Strategic Planning Sub-committee.**

The Strategic Planning sub-committee wished to see the Town Council formally write to South Hykeham Parish Council to invite them to form a single council that would represent North and South Hykeham. The sub-committee would be looking to review the Town Council's Strategic Plan at its next meeting.

It was **RESOLVED** to write to South Hykeham Parish Council to invite them to consider forming one Council that would cover North and South Hykeham.

**5-22.11 Consideration of the development of the Community Hub and Chapel Fields**

Members were presented with revised plans for the development of the Community Hub. These plans had been drawn up after the costings for the previous plans had come in at just under £667,000 – far exceeding the Council's ear-marked reserve budget of £500,000. The revised plans still encompassed the priorities that had been identified from the public consultation on developing the Hub but removed the two meeting rooms which allowed for the café to be moved into the central area of the building. Members discussed these plans, accepting that revised costs were anticipated to be received in November 2022 but would be no more than the budget.

It was **RESOLVED** to adopt the revised plans, subject to costings, and that these plans be taken to NKDC for planning permission.

**5-22.12 Consideration of the NALC/SLCC Civility and Respect Pledge**

The Civility and Respect Pledge has been generated by NALC, SLCC, OVW, and County Associations. By signing up to the Council would agree that it will treat councillors, clerks, employees, members of the public, representatives of partner organisations, and volunteers with civility and respect in their roles, and it:

- Has put in place a training programme for councillors and staff
- Has signed up to the Code of Conduct for councillors
- Has good governance arrangements in place including staff contracts and a dignity at work policy
- Will see professional help at early stages should civility and respect issues arise
- Will commit to calling out bullying and harassment if and when it happens

- Will continue to learn from best practice in the sector and aspire to being a role model/champion council
- Supports the continued lobbying for change in legislation to support civility and respect, including sanctions for elected members where appropriate

It was **RESOLVED** that the Town Council signed up to the NALC/SLCC/LALC Civility and Respect pledge.

Actions from this meeting:

<b>Item No:</b>	<b>Action</b>	<b>Allocated to</b>	<b>Date to be Completed by</b>
5-22.4	Complete co-option documentation	Town Clerk, Cllr Holt and Cllr Ogden	24 <sup>th</sup> November 2022
5-22.9	Confirm new non-councillor memberships for Community Committee	Deputy Clerk	31 <sup>st</sup> October 2022
5-22.10	Write to South Hykeham Parish Council to invite them to form a single Council	Town Clerk	4 <sup>th</sup> November 2022
5-22.11	Arrange for contractor to put revised plans for development of Community Hub to NKDC for planning permission	Town Clerk	31 <sup>st</sup> October 2022
5-22.12	Sign the Town Council up to the Civility and Respect Pledge	Town Clerk	31 <sup>st</sup> October 2022

The meeting closed at 8.20pm.