

**MINUTES OF THE EXTRAORDINARY MEETING OF THE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES ON
THURSDAY 26th JULY 2018 AT 19:00**

Present: Councillor S Barker-Milan (Mayor)

Councillors: N Dillon J Charters E Rigby B Sellars C Briggs
 P Johnson K Sampson S Roe P Roe R Little
 W Lee M Thompson

In Attendance: Clerk to the Committee: Mrs E Preece (Town Clerk)

The meeting opened at 19:00

1. ACCEPTANCE OF APOLOGIES FOR ABSENCE AND REASONS GIVEN

Councillors: Mrs J Phillips, M Rodgers, B Jackling, M Reynolds
Proposed by Cllr E Rigby, seconded by Cllr R Little
AGREED To accept apologies for absence received and the reasons given.
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.

3. NOTES OF THE TOWN COUNCIL MEETING HELD ON THURSDAY 14th JUNE 2018 TO BE APPROVED AS MINUTES

AGREED Proposed by Cllr K Sampson, seconded by Cllr N Dillon
the Town Council minutes dated Thursday 14th June 2018 be approved as a true record of minutes.
Unanimous by those who had attended that meeting

4. CHAIRMAN'S ANNOUNCEMENTS

- Community Hub – the Mayor wished to thank everyone for attending the Hub opening yesterday. She continued by thanking Cllr P Roe and Cllr W Lee for opening the building.
- 25 years' service – the Mayor read out a thank you card from Sandra Green, Deputy Clerk, who was presented with a gift at the Community Hub opening as an acknowledgement of the 25 years' service she has given to North Hykeham Town Council.

5. CORRESPONDANCE AND CLERKS ITEMS

- Hykeham Neighbourhood Plan – the referendum was held on Thursday 19th July with the following results:
Electorate 13,368 Ballot papers 1,598 Turnout 11.95%

We are pleased to announce we have a Hykeham Neighbourhood Plan.

At the next NKDC meeting is on Thursday 27th September where our Neighbourhood Plan will be the date that the report will be presented to "make" the Plan.

The Councillors asked about the release of the SIL monies and when this would take effect. They were informed that SIL monies became effective from 19th July when the referendum result was announced and that the Hykeham Neighbourhood Plan had a 20-year lifespan. They are paid out twice a year calculated on individual buildings signed over from the contractor to their owners.

- Citizens Advice Bureau (CAB) – have decided to relocate to NK One beside InfoLinks. Their agreement with us will be the end of August.
- North Hykeham Quarry – significant amount of complaints from residents regarding fencing being destroyed leaving full access to the site. The Town Council has been liaising with Cemex, the site owners, who continue to replace the broken fencing. They have recently employed a security company to work on site from dawn to dusk daily and early next week they will be working on flattening the site making it less attractive for those wishing to use this space for recreational purposes. The local policing team have been involved, unfortunately it is trespassing as opposed to criminal damage, however we have been encouraging residents to log any anti-social behaviour.

6. NOTICE OF CO-OPTION FOR TOWN COUNCIL VACANCY – MILL WARD

The Returning Officer at NKDC was notified at the time and we have completed the 14-day notice informing residents about the vacancy and encouraging the residents to call for an election to fill the vacancy as part of the prescribed procedure. Unfortunately, we received no notes of interest.

Since it is over 6 months until the next election the Council should consider co-option for the Mill Ward Town Council vacancy.

AGREED

Proposed Cllr E Rigby, seconded by Cllr J Charters

to follow the co-option process to fill the vacancy on Mill Ward at the next Town Council meeting on Thursday 27th September. This vacancy will be advertised with a closing date for applications on Thursday 13th September.

Unanimous

7. RESIGNATION OF TOWN COUNCIL REPRESENTATIVE TO HYKEHAM WAR MEMORIAL HALL AND PLAYING FIELDS TRUST AND RATIFICATION OF NEW REPRESENTATIVE(S) TO REPRESENT NHTC

Following on from the last Town Council meeting Cllr E Rigby resigned as the NHTC representative on the Hykeham War Memorial Hall and Playing Fields Trust. Cllr B Sellars expressed an interest in holding this position on behalf of NHTC.

RESOLVED

Proposed by Cllr E Rigby, seconded by Cllr W Lee

Councillor B Sellars becomes a nominated Councillor on the Hykeham War Memorial Hall and Playing Fields Trust.

Unanimous

Since the last Town Council meeting Cllr M Rodgers who was the other NHTC representative on the Hykeham War Memorial Hall and Playing Fields Trust had resigned from this position. The Chairman asked if another Councillor would be interested in representing us.

RESOLVED

Proposed by Cllr S Roe, seconded by Cllr N Dillon
Councillor P Johnson represent NHTC on the Hykeham War Memorial Hall and Playing Fields Trust.
Unanimous

8. RATIFICATION OF ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN (AGAR) FOR THE FINANCIAL YEAR 2017/2018

At the Finance & Policy Committee meeting on 21st June the Committee duly approved the Annual Governance Statement for 2017/2018 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 report – presented and accepted by the Finance & Policy Committee at the previous meeting on 17th May as a true record;
- the Balance Sheet for the year ended 31st March 2018;
- to approve the Annual Governance Statement (Section 1);
- to approve the Accounting Statements (Section 2 of the AGAR).

AGREED

Proposed by Cllr J Charters, seconded by Cllr S Roe
to ratify the Annual Governance Statement for 2017/2018 accounts.
Unanimous

9. COUNCILLORS LINES OF COMMUNICATION

Cllr P Johnson took the lead and asked that Councillors refrain when copying to all when they reply to an email. The reality of this situation is that you receive the initial email, from NHTC office, and there is the potential of receiving another 17 emails into your email account which maybe unnecessary. His suggestion was to only reply, if necessary, to the individual who sent the email. The Councillors agreed in the main however suggested that for smaller committees that the reply to all, for example, when searching for everyone's availability can be really useful.

Councillors noted and agreed to consider their option of response before automatically replying to everyone within the email.

10. DISTRICT AND COUNTY COUNCILLORS

Cllr M Thompson took the opportunity to provide a County Council update beginning with his persistence to liaise with Lincolnshire Highways about the road conditions and safety particularly in Station Road. They have agreed to do a traffic survey however he would like this to be carried out in September when the schools are back. He continued that on behalf of the Executive Councillor NHS Liaison and Community Engagement, he recently attended conferences on the Armed Forces Covenant and Resilient Communities. The latter dealt with emergency planning and preparations for local and countywide emergencies.

The NHC Sustainability and Transformation partnership has recently held a conference and subsequent public meetings which Cllr M Thompson attended dealing with planning for the future of hospital services for Lincolnshire residents.

Lastly, he was pleased to be able to attend the Sage Gardener garden at Eagle Lodge which the Mayor of NH opened followed by the Community Hub opening. And on Sunday 29th July the County Council will be holding an Annual Service of Dedication at Lincoln Cathedral and he will be attending on behalf of Eagle and Hykeham West residents.

The Chairman thanked him for his update.

Cllr S Roe proceeded informing the Council that NKDC has awarded money to two local aviation projects including plans for a Lancaster Bomber replica sculpture off the A46. The Bomber Gateway Trust has been allocated £10,000 by the Council towards the replica in Norton Disney. They have also given a grant of £5,000 to RAF Metheringham Airfields Visitor Centre to go towards the development of a hangar for the Dakota.

The Councillor continued that the:

- bridleway on Mill Lane had been set alight in this hot weather;
- that there was a survey being undertaken with regards to the drains;
- the traffic lights sequence at the cross roads on Mill Lane, Moor Lane, Chapel Lane and Lincoln Road was to be reviewed in an attempt to ease traffic congestion;
- at the last LCC Highways meeting the supply of grit was discussed and a decision taken that only the grit bins that are reported as empty will be refilled.

The Chairman thanked him for his update.

11. 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.

AGREED **Proposed by Cllr C Briggs, seconded by Cllr N Dillon**
to move into closed session to discuss the residents' complaint.
Unanimous

The meeting moved into CLOSED SESSION at 19.35

ACTIONS

Action	By whom	By When	Completed
To check whether the Declaration of Interests has been received from all Councillors.	Town Clerk	ASAP	Some Councillors outstanding
To inform the Hykeham War Memorial Hall and Playing Fields Trust of the NHTC representatives.	Town Clerk	ASAP	Completed

