

**MINUTES OF THE MEETING OF THE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES ON
THURSDAY 30 NOVEMBER 2017 AT 7:00PM**

Present: Councillor R Little (Mayor)

Councillors:	S Barker-Milan	Mrs Phillips	E Rigby	D Hargreaves
(Cllr)	N Dillon	J Charters	B Jacklin	F W Lee
	C Briggs	S Roe		

In Attendance: Clerk to the Committee: Mrs D Locker
1 members of the public
Dr M Thompson – Councillor Lincolnshire County Council (LCC)

Meeting opened 19:00

Matters Raised in the Public Forum:

The Mayor welcomed everyone to the meeting and asked the member of the public present if they wished to address the council. The member of the public advised council they had submitted a request for co-option as Town Councillor (Mill Ward). The Mayor advised that the co-option would be considered later as an agenda item.

1. CHAIRMAN'S ANNOUNCEMENTS

The Mayor advised Council that he attended the Remembrance Service held at All Saints Church on 12 November 2017 which was well received - with fundraising for the British Legion. The Town's carol service will be hosted by the Alive Hykeham Church, at Robert Pattinson School from 10.30am on 17 December 2017 and will feature traditional carols. Seasonal refreshments will also be available for attendees, after the service. The Mayor commented that a lot of effort had been put into updating the council's website, by the Assistant Clerk, it was now up to date and includes the joint Neighbourhood Plan (with South Hykeham).

2. ACCEPTANCE OF APOLOGIES FOR ABSENCE AND REASONS GIVEN

Councillors: P Roe, M Reynolds, B Sellars, K Sampson, M Rodgers

Proposed by Cllr Rigby , seconded by Cllr Phillips

RESOLVED

To accept apologies for absence received and the reasons given.

Unanimous

3. TO RECEIVE DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011

None received at this point.

4. NOTES OF THE TOWN COUNCIL MEETING HELD ON 28 SEPTEMBER 2017 TO BE APPROVED AS MINUTES

RESOLVED **Proposed by Cllr Rigby, seconded by Cllr Barker-Milan**

That the minutes dated 29 September 2017 be approved as a true record.

Unanimous by those present at the meeting of 29 Sept 2017

RESOLVED **Proposed by Cllr S Roe, seconded by Cllr Phillips**

To move item 6 (co-option for Town Council vacancy) on the agenda for consideration before agenda item 5.

Unanimous

6. CO-OPTION FOR TOWN COUNCIL VACANCY ON MILL WARD

Following receipt of two initial expressions of interest for the councillor vacancy, staff subsequently requested further information from candidates to enable verification of their eligibility for cooption, as required by law. The Clerk advised Council that only one candidate had responded, their eligibility had been confirmed and they were in attendance at Town Council. Councillors proceeded to ask the candidate some general questions including details of any specific interest areas. It was

RESOLVED **Proposed by Cllr Charters and seconded by Cllr S Roe**
To co-opt Laurie Thompson as Town Councillor for Mill Ward
Unanimous

5. COUNTY AND DISTRICT COUNCILLOR VERBAL FEEDBACK

Cllr Thompson (LCC) submitted a written report advising: he has provided feedback about inconsistent road markings for identifying speed limits via the Road Safety Partnership survey and he had met with local business representatives following concerns expressed about the state of Freeman Road and of the need for an appropriate long term solution.

Cllr S Roe (LCC) advised: LCC are investigating safety issues associated with the current condition of concrete roads/paths at Baildon Crescent; the LCC sequencing software for traffic lights at Moor Lane has been improved; following recent talks with government about fair funding no monies will be considered for LCC, until at least April 2020.

Cllr Lee (NKDC) advised that development to the rear of the station will be delayed until provision of an additional road island (for turning right).

Cllr Little (NKDC) confirmed recent reports that NKDC holds the highest social mobility ranking, for residents, in the East Midlands.

7. RATIFICATION OF APPOINTMENT OF TOWN CLERK

RESOLVED **Proposed by Cllr Charters and seconded by Cllr S Roe**
To agree the appointment of Ms Elaine Preece as Town Clerk
Unanimous

8. RATIFICATION OF REVISED LETTINGS POLICY

The Lettings Policy has been updated to ensure that it is fit for purpose and to make hirers fully aware of the conditions and responsibilities associated with the hire of premises. It was

RESOLVED **Proposed by Cllr Charters and seconded by Cllr S Roe**
To adopt the revised Lettings Policy
Unanimous

9. RATIFICATION OF REVISED EVENTS POLICY

Following changes to the policy to allow Supervisory staff to also manage internal events being agreed by the Finance & Policy Committee on 28 September 2017 it was

RESOLVED **Proposed by Cllr Charters and seconded by Cllr Dillon**
That the revised Events Policy be adopted
Unanimous

10. RATIFICATION TO FORM A STATUTORY SCRUTINY COMMITTEE, COMPRISING OF A MAXIMUM OF 5 MEMBERS, CURRENT CHAIRS TO BE EXEMPT FROM SERVING

Following discussion about the purpose of scrutiny, the benefits or otherwise it was

RESOLVED **Proposed by Councillor Lee and seconded by Cllr Rigby**
The Town council to **not** move forward in forming a scrutiny committee
6 For the proposal, 2 against, 3 abstentions

11. PROPOSALS OF THE BOUNDARY COMMISSION FOR CHANGES TO PARLIAMENTARY CONSTITUENCY BOUNDARIES – FOR TOWN COUNCIL TO PROVIDE FEEDBACK

The Mayor advised that whilst this item had already been considered, some time ago, revised proposals had now been set out by the Boundary Commission to include removal of North Hykeham from the constituency name as the Town would be transferred to the Lincoln constituency. During discussions Councillors expressed some concerns about the proposals and in particular to losing reference to the Town's name and that North and South Hykeham would no longer sit in the same constituency.

Proposed by Cllr Little and seconded by Cllr Charters

RESOLVED

The Town Council provide a response to the Boundary Commission in respect of the revised consultation proposals advising:

- a) The Council would prefer that North Hykeham not be included in the same parliamentary constituency as Lincoln;
- b) If the Town is ultimately transferred to the same constituency as Lincoln, the words 'North Hykeham' are included within the constituency name.

Unanimous

ACTION

Clerk to submit a response to the Boundary Commission consultation in line with the Town Council's Resolution.

12. SCRUTINY REVIEW OF THE IMPACT OF PART NIGHT STREET LIGHT

Details about Lincolnshire County Council undertaking a scrutiny review on the impact of the part night street lighting policy were noted and the Council will notify LCC if concerns emerge in the future e.g. if dangers are identified at junctions or other locations.

13. LINCOLNSHIRE ROAD SAFETY PARTNERSHIP – COMMUNITY SPEED WATCH INITIATIVES (SEE ATTACHED)

The information, including current speed reduction initiatives contained within the Lincolnshire Community Speed Watch pack was duly noted.

14. RECOMMENDATION TO COMMUNITY COMMITTEE FOR PERMISSION TO HOLD LOCAL COUNCILLORS SURGERIES DURING LIBRARY OPENING TIMES AT THE COMMUNITY

The merits of opening up and using the Hykeham Community Hub to hold surgeries were discussed and Cllr Lee advised that they were held some years ago and were considered a success, particularly on a Saturday morning. Generally Councillors considered this proposal has benefits and would assist residents to gain easier access to their Councillors although it was suggested that surgeries should not be used for political purposes.

Proposed by Councillor S Roe and seconded by Cllr Charters

RESOLVED

That the opening up of the Hykeham Community Hub to hold surgeries should be passed to the Communities Committee for consideration and further discussion.

Unanimous

15. PUBLICATION OF UNAPPROVED MINUTES

Town Councillors were advised that some meeting notes, that had yet to be ratified by the associated committee, had been inadvertently shared, by a Councillor, on an independent website. The Councillor involved advised that the meeting notes had been immediately withdrawn once this oversight became apparent.

Proposed by Councillor Charters and seconded by Cllr Rigby

RESOLVED

Agreement for meeting notes to be published before going back to the relevant committee for approval should be referred back to Finance and Policy Committee for consideration.

Unanimous

16. APPLICATION FROM MANOR FARM ACADEMY TO USE COMMUNITY HUB AS EMERGENCY EVACUATION STATION

The Mayor advised that the Town Council had been approached by the Manor Farm Academy requesting permission, in writing, to use of the Hykeham Community Hub in an emergency situation e.g. in the event of a fire or flood and this arrangement would be reciprocated in the event of an emergency arising when the hub is in use for the pre-school.

Proposed by Councillor Roe and seconded by Cllr Charters

RESOLVED

To agree to the Manor Farm Academy using the Hykeham Community Hub in an emergency, as requested.

For proposal 10, Against proposal 1, no abstentions

ACTION

Clerk to write to the Manor Farm Academy confirming decision

17. CONCERN OVER MISUSE OF COMMUNITY HUB BY YOUTH CLUB

Whilst some damage had occurred during a recent letting of the Hykeham Community Hub, the Council was advised that these issues have been resolved, by the hirer; they have also given assurances that additional supervision is now in place. Comments were noted by Council.

18. TO RESOLVE TO MOVE INTO CLOSED SESSION IN ACCORDANCE WITH THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 DUE TO THE CONFIDENTIAL NATURE OF A PERSONNEL MATTER TO BE DISCUSSED.

RESOLVED

Proposed by Councillor and seconded by Cllr

To agree the motion to go into closed session to discuss a staffing matter that could affect the final precept calculations.

Unanimous

Dr. M Thompson (LCC Councillor) and the member of the public left the Council Chamber at 20.25.

Council was advised that having considered budgeting requirements to include: personnel related matters and the current rate of inflation which is currently running at around 3.5%, Finance and Policy Committee calculations suggest that the precept may need to increase by approximately 5% for the year 2018/19. Councillors were asked to provide any feedback to Finance and Policy Committee, in this respect.

The meeting closed at 20.35