

MINUTES OF THE ANNUAL MEETING OF THE TOWN COUNCIL
HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES ON
THURSDAY 10TH MAY 2018 AT 7:00PM

Present: Councillor S Barker-Milan (Deputy Mayor)

Councillors: E Rigby J Charters Mrs J Phillips N Dillon
B Jackling B Sellars C Briggs W Lee P Johnson
D Hargreaves M Rodgers

Also Present: 1 member of the public

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

The meeting opened at 19:00

1. **ELECTION OF MAYOR AND RECEIPT OF DECLARATION OF OFFICE**

Councillor E Rigby proposed Cllr S Barker-Milan for Mayor.

RESOLVED Proposed by Cllr E Rigby, seconded by Cllr J Charters
That Councillor S Barker-Milan be duly elected as Town Mayor
2018/19.
Unanimous

Councillor Barker-Milan signed the Declaration of Office.

2. **ACCEPTANCE OF APOLOGIES FOR ABSENCE AND REASONS GIVEN**

AGREED Councillors: R Little, S Roe, P Roe, M Sampson, M Reynolds
Proposed by Cllr E Rigby, seconded by Cllr Mrs J Phillips
To accept apologies for absence received and the reasons given.
Unanimous

3. **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.

4. **PRESENTATION OF BADGES AND PHOTOGRAPHS TO THE RETIRING MAYOR AND RECOGNITION OF LONG SERVICE**

Councillor Little was not in attendance at the meeting and therefore unable to present the past Mayoral badges.

5. **ELECTION OF DEPUTY MAYOR AND RECEIPT OF DECLARATION OF OFFICE**

Cllr N Dillon offered her services as Deputy Mayor.

RESOLVED Proposed by Cllr E Rigby, seconded by Cllr B Sellars
That Councillor N Dillon be duly elected as Deputy Mayor 2018/19.
Unanimous

Councillor Dillon signed the Declaration of Office.

6. NOTES OF THE FOLLOWING COMMITTEE MEETINGS TO BE APPROVED AS TRUE RECORDS OF MINUTES:

Community 8.17 - 03.04.18

AGREED Proposed by Cllr W Lee, seconded by Cllr Mr J Phillips
The Community minutes dated 3rd April 2018 be approved as a true record of minutes
Unanimous by those who had attended that meeting

Community 9.17 - 18.04.18

AGREED Proposed by Cllr W Lee, seconded by Cllr Mr J Phillips
The Community minutes dated 18th April 2018 be approved as a true record of minutes
Unanimous by those who had attended that meeting

Estates & Operations 9.17 – 08.03.18

AGREED Proposed by Cllr Mrs J Phillips, seconded by Cllr W Lee
The Estates & Operations minutes dated 8th March 2018 be approved as a true record of minutes
Unanimous by those who had attended that meeting

Finance & Policy 10.17 - 22.03.18

AGREED Proposed by Cllr J Charters, seconded by Cllr B Sellars
The Finance & Policy minutes dated 22nd March 2018 be approved, subject to amendment, as a true record of minutes
Unanimous by those who had attended that meeting

Planning 14.17 – 13.02.18

AGREED Proposed by Cllr P Johnson, seconded by Cllr J Charters
The Planning minutes dated 13th February 2018 be approved as a true record of minutes
Unanimous by those who had attended that meeting

Planning 17.17 – 17.04.18

AGREED Proposed by Cllr E Rigby, seconded by Cllr P Johnson
The Planning minutes dated 17th April 2018 be approved as a true record of minutes
Unanimous by those who had attended that meeting

Planning 18.17 – 01.05.18

Could not be agreed as insufficient members in attendance.

AGREED **Proposed by Cllr J Charters, seconded by Cllr B Jackling**
The Town Council minutes dated 12th April 2017 be approved as a true record of minutes
Unanimous by those who had attended that meeting

AGREED **Proposed by Cllr E Rigby, seconded by Cllr J Charters**
The Town Council minutes dated 5th April 2018 be approved, with amendment, as a true record of minutes
Unanimous by those who had attended that meeting

7. APPOINTMENT OF STANDING OR STATUORY COMMITTEES AND MEMBERS:

A membership of Committees form was circulated prior to the meeting enabling Councillors to choose their preferences for the Committees. There is no cause for elections onto any Committees. Although it was acknowledged that one Councillor had not returned their membership form or declared an interest in any Committees.

Membership is as follows:

- a) Community Committee
Councillors: S Barker-Milan, C Briggs, M Rodgers, M Reynolds, Mrs J Phillips, B Jackling, D Hargreaves, P Johnson, N Dillon, K Sampson, W Lee
- b) Estates & Operations Committee
Councillors: C Briggs, M Rodgers, Mrs J Phillips, S Roe, P Roe, N Dillon, B Sellars, W Lee
- c) Hykeham Planning Committee
Councillors: J Charters, E Rigby, C Briggs, B Jackling, P Johnson, N Dillon, K Sampson, B Sellars
- d) Hykeham Neighbourhood Planning Committee
Councillors: R Little, J Charters, B Jackling, K Sampson

RESOLVED **Proposed by Cllr J Charters, seconded by Cllr E Rigby**
To appoint standing committees:
Community Committee
Estates & Operations Committee
Hykeham Planning Committee
Hykeham Neighbourhood Plan Committee
Unanimous

8. APPOINTMENT OF THE FINANCE & POLICY COMMITTEE AND ELECTION OF ADDITIONAL MEMBERS, TO INCLUDE AT LEAST ONE MEMBER OF EACH STATUTORY COMMITTEE (EXCEPT THE MAYOR AND DEPUTY MAYOR WHO HAVE AN AUTOMATIC PLACE)

The Chairman of the Finance & Policy Committee, Councillor Charters, was elected at the first Annual Town Council Meeting after the ordinary elections to hold office until the next ordinary Town Council elections.

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 defer the Planning Committee minutes from 1 st May 2018.	Town Clerk	On next Planning Committee meeting agenda	Completed
To ask all Councillors for their interest in joining the Business and Personnel Sub Committee.	Town Clerk	Membership to be agreed at the next Finance & Policy meeting.	Completed
To ask Councillor Little if he would like to remain as a representative on the North Hykeham Town Twinning Association.	Town Clerk	ASAP	Completed
To refer the acknowledgement of a long servicing Town Council employee to the Personnel Sub Committee.	Town Clerk	On the next Personnel Sub Committee meeting agenda	Completed