

MINUTES OF THE ANNUAL MEETING OF THE TOWN COUNCIL HELD IN THE COUNCIL CHAMBER, CIVIC OFFICES ON THURSDAY 11TH MAY 2017 AT 7.00P.M.

Present: R Little(Mayor)
Councillors: C Briggs J Charters P Crawley N Dillon
D Hargreaves C R Jackling F W Lee Mrs J Phillips
M Reynolds E Rigby M Rodgers P Roe
S Roe V Sahunta B Sellars K Sampson
S Spencer

Clerks to the Committee: Mrs T Broughton & Mrs S Green

Also attending:

Lynne Graham – Proprietor Village Kids Clubs and Pre-School.

Reverend Collins

County Councillor Dr M Thompson

Mr & Mrs Barlow – Hykeham Library volunteers

Reverend Collins wished to commend the outgoing Mayor, Councillor Spencer, for her outstanding achievements during her mayoral year in raising both funds and awareness of how to live well with dementia.

Lynn Graham presented her proposals to rent the Hykeham Community Hub for use as a Pre-School from September 2017 for a period of one year.

A letter was then read out from the Hykeham library volunteers regarding their concerns for the future of Library provision at Hykeham Community Hub if the pre-school proposal is accepted.

1. TO ELECT THE MAYOR AND RECEIVE THE DECLARATION OF OFFICE

Councillor Spencer advised that she had thoroughly enjoyed her Mayoral year and thanked all present for their support, particularly with her charity, Precious Memories. She is immensely grateful that residents and Members have taken the cause to their hearts and this has enabled her to raise £3068 to be used towards improving the lives of those living with and those caring for people with dementia.

Proposed by Councillor Rigby seconded by Councillor by Councillor P Roe

RESOLVED That Councillor Little be duly elected Town Mayor 2017/18.
Unanimous

2. APOLOGIES FOR ABSENCE

None.

3. PRESENTATION OF BADGES AND PHOTOGRAPH TO THE RETIRING MAYOR AND RECOGNITION OF LONG SERVICE

The mayoral portrait and the past mayoral badges were presented to the retiring Members, who thanked the Members. Councillor P Roe congratulated Councillor Spencer and the Council agreed that a suitable gift be given to the retiring Mayor's Consort in appreciation of his year of service to the Town.

Councillor S Roe advised those present of the long service of 2 Members and suggested that in recognition of this long service they should be asked to perform the opening of the Community Hub and a commemorative plaque be placed on the building.

RESOLVED **Proposed by Councillor S Roe, seconded by Councillor Rigby**
That long serving Members Councillor P Roe (over 30 years) and Councillor F W Lee (over 25 years) open the Community Hub and a plaque be placed on the building in recognition of their long service to the Town Council.
Unanimous

4. TO ELECT A DEPUTY MAYOR AND TO RECEIVE THE DECLARATION OF OFFICE

There being no further nominations it was

RESOLVED **Proposed by Councillor Rigby, seconded by Councillor Sampson**
That Councillor Spencer be duly elected Deputy Town Mayor 2017/18.
16 for: 2 against

At this point in the meeting it was

RESOLVED **Proposed by Councillor S Roe, seconded by Councillor Little**
That Item 12 be moved forward in the agenda and taken at this point.
Unanimous

12. DECISION AFTER RECOMMENDATION FROM EXTERNAL SERVICES ON LONG TERM LETTING OF THE COMMUNITY CENTRE HUB TO VILLAGE PRE-SCHOOL

It was explained that the pre-school wish to set up a facility to compliment the Manor Farm Academy School next door. They are already a well-established organisation that has many parents wishing to send their children to the pre-school if the application to rent the Hub is approved.

Concern was raised regarding the time limitations this would produce for the operation of the library and some Members felt that this would mean restricted use for other potential user groups and hirers of a community building. One Member expressed concern that the Town Council would just be dependent on one income stream and that over time the interest in hiring the Hub would increase and income would grow.

A Member advised that at a future date in time, extending the building could be considered and that the Hykeham Community Hub has been designed in such a way that this can be achieved if required.

It was acknowledged that no income would be available from pitch or sports field hire this year as the ground is not in a fit condition and requires much further preparation.

RESOLVED **Proposed by Councillor S Roe, seconded by Councillor Rigby**
To accept the recommendation from External Services Sub Committee to allow the pre-school to have a year rent of the Hykeham Community Hub with current charges proposed £12 per hour until end of 2017 then £15 per hour for the remaining school year 2018 including VAT, if not exempt, and to work with Ofsted

to accommodate the toddler group. This would be 9am until 3.15pm and rent to be received in advance.

12 for: 4 against: 2 abstentions

5. TO APPOINT STANDING OR STATUTORY COMMITTEES

A membership of committees form has already been circulated and there is no cause for elections onto any committees. Membership is as follows.

RESOLVED **Proposed by Councillor Little, seconded by Councillor Charters**
To appoint Standing Committees
Operations & Estates Committee
Community Committee
Planning Committee
Neighbourhood Planning Committee
Unanimous

- a) **Operations and Estates Committee**
Councillors Mrs J Phillips, M Rodgers, P Roe, S Roe, F W Lee, M Reynolds, E Rigby, V Sahunta
- b) **Community Committee**
Councillors C Briggs, N Dillon, D Hargreaves, B Jackling, F W Lee, M Reynolds, M Rodgers, S Spencer, Mrs J Phillips, V Sahunta, K G Sampson, B Sellars
- c) **Planning Committee**
Councillors C Briggs, J Charters, N Dillon, B Jackling, E Rigby, K G Sampson, B Sellars
- d) **Neighbourhood Planning Committee**
Councillors P Crawley, M Reynolds, J Charters, B Jackling, K Sampson

RESOLVED **Proposed by Councillor Little, seconded by Councillor Charters**
To elect the above Members onto their preferred Committees as stated above.
Unanimous

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

RESOLVED **Proposed by Councillor Little, seconded by Councillor Spencer**
To appoint the Finance & Policy Committee
Councillors Charters (Chairman already elected), C Briggs, N Dillon, F W Lee, R Little, V Sahunta, B Sellars, S Spencer, M Reynolds, E Rigby, P Roe, S Roe
Unanimous

7. TO FILL VACANCIES ON OUTSIDE BODIES AND CONFIRM CONTINUATION OF SUB-COMMITTEES AND MEMBERS TO INCLUDE NEW MEMBER OF THE PERSONNEL SUB-COMMITTEE

RESOLVED **Proposed by Councillor S Roe, seconded by Councillor Crawley**
That the composition of all Sub Committees be deferred to the appropriate Town Council Committee and that the following serve as representatives on the Outside Bodies as listed:-

Hykeham Youth Centre – Councillor D Hargreaves
North Hykeham Town Twinning Association- Councillors K
Sampson & F W Lee
Lincs PFA – Councillor J Charters
Unanimous

8. TO CONSIDER AND ACCEPT THE CALENDAR OF MEETINGS 2017/18

Councillor P Roe congratulated the office staff on the production of the calendar and it was

Proposed by Councillor Charters, seconded by Councillor Mrs Phillips

RESOLVED

To accept the calendar of meetings 2017/18, as presented, with amendments to Planning and Neighbourhood Planning Meetings, to be amended/inserted as required.

Unanimous

9. TO AGREE THE NEW NAME OF THE COMMUNITY CENTRE HUB, OFF TIBER ROAD

Following discussion Councillor Spencer proposed a motion that the Community Centre Hub be named Hykeham Community Hub, seconded by Councillor Little. An amendment was then proposed by Councillor Rigby, seconded by Councillor Hargreaves that the Hykeham Community Hub be named Manor Farm Community Hub – a vote was taken on the amendment to the original motion: **8 for: 9 against: 1 abstention (Motion Failed)** and the original proposal was then taken as follows

Proposed by Councillor, seconded by Councillor

RESOLVED

That the Community Centre Hub, off Tiber Road be named Hykeham Community Hub

10 for: 8 against

10. TO ACCEPT RECOMMENDATION FROM FINANCE & POLICY COMMITTEE TO APPROVE END OF YEAR ACCOUNTS 2016/17

The Chairman advised that the accounts are in accordance with the relevant Local Government Act as a statutory requirement.

Proposed by Councillor Charters, seconded by Councillor Rigby

RESOLVED

To accept the End of Year Accounts 2016/17 and their submission to the external auditor.

17 for 1 abstention

11. TO ACCEPT RECOMMENDATION FROM FINANCE & POLICY TO AMEND STANDING ORDERS IN RELATION TO NEW JOINT PLANNING COMMITTEE

This item to be deferred as no agreement has been reached with South Hykeham Parish Council to form a Joint Planning Committee at this present time.

13. TO REVIEW THE FUTURE CIVIC DUTIES AND ADMINISTRATIVE SUPPORT TO INCLUDE CLARIFICATION ON THE STATUS OF MAYORAL CHARITIES

Members discussed the functions that the Mayor of the town performs, as the Chairman of the Council and also as its representative within the locality and surrounding area. A

discussion was then held on the charitable work that Mayor's may choose to undertake and how this could be best supported and it was

RESOLVED

Proposed by Councillor Charters, seconded by Councillor Rigby

That a Working Group be set up consisting of the current and previous Mayors of the Town to review the future civic duties and administrative support, including Mayoral charities.

Unanimous

The Meeting closed at 20.25