



North Hykeham Town Council

Minutes of the Estates & Operations Committee meeting 08/24
held on Thursday 13th February 2025 at 7pm

Councillors Present: C Briggs (Chair), N Blanchard, A Cruickshanks, K Harrison, FW Lee, M Lofts, SP Roe, P Wray, T Ogden

In Attendance: Mrs G Culverwell – Deputy Clerk
Mrs M Parker - Town Clerk
Mr J McArthur - Services Team Manager (STM)

8-24.1 Apologies for absence and acceptance of reasons given

It was **RESOLVED** to accept apologies for absence and reasons given from Cllrs Killingsworth, Holt, and S Sampson.

8-24.2 Receipt of any Declaration of Members' interests under the Localism Act 2011

The Chair advised he would take any Declarations of Interest under individual agenda items.

8-24.3 Notes of the Estates & Operations Committee meeting held on 5th December 2024 to be approved as the Minutes of that meeting

It was **RESOLVED** to accept the notes of the Estates & Operations Committee meeting held on 5th December 2024 as a true record of the meeting. These were signed accordingly.

8-24.4 Chair's Items

The Chair had no items.

8-24.5 Correspondence and Clerk's items

Actions from the last meeting were noted as:

Item No:	Action	Updates
7-24.7	Fen Lane Skate Park – report to be brought to the April meeting of the E&O Committee.	Ongoing
7-24.8	Maintenance of bus shelters – assessment to be carried out and report brought to a future meeting of the E&O Committee.	Agenda item at this meeting- item 9
7-24.9	Precept adjustments.	Completed
7-24.12	Tractor and accessories to be purchased.	Completed
7-24.13	Quotes to be sought for inclusive & accessible seesaw.	Agenda item at this meeting - item15

8-24.6 Review of the E&O Committee's latest Income & Expenditure.

Members noted the spending shown on the latest I&E report.

8-24.7 To approve the payment of a 10% deposit for the new mower equipment to Chandlers, from the E&O committee's budget for Vehicle Costs (4201-300)

It was **RESOLVED** to retrospectively accept the payment of a deposit for the new mower from the E&O Vehicle Costs budget (4201-300).

8-24.8 Receive the latest Services Team Report.

The Services Team Manager (STM) presented his monthly report. He spoke to the Committee about the following items:

- Members were supplied with links as a taster for the skatepark options. Costs could be reduced by tapping into any potential funding streams. The current wooden structure is no longer fit for purpose. There is also mention in the report regarding the noise generated by a concrete skatepark which would be significantly less than the wooden counterpart.
- Trees that were installed at St Aidens were vandalised. 20 trees were supplied by NKDC have been planted with no more vandalism at this time.
- Allotments - Allotment holders were moving off the affected site. Treatment for the eradication of Marestail would commence on 1st April, this is an ongoing programme over the course of 3 years.

8-24.9 To consider the bus shelters condition and maintenance report from the Services Team Manager

Members received a report from the Service Team Manager and considered the options of refurbish, replace and cleanse the bus shelters. The polycarbonate was causing the most concern due to the poor condition and extensive costs required to refurbish plus cleansing. It was proposed for the Service Manager to undertake the work using internal staff and to hire a pressure washer over the course of 2 days at a cost of £75.00 per day to complete the works.

It was **RESOLVED** to hire a pressure washer over the course of 2 days at a cost of £75.00 per day to complete the works.

8-24.10 Review of the Cemetery Policy and consideration of the future service provisions/use of the North Hykeham Cemetery

It was decided that a working group would be best placed to review the Cemetery Policy to incorporate the new burial regulations now necessary. Cllrs Killingsworth, Blanchard and Briggs would form the working group which would also consider the future service provisions of the Cemetery.

In the meantime, the Council would send out a statement via the Town Clerk to inform the public of the nature of the problems being experienced stating clear facts. The statement to be displayed on the Council's website, Facebook page and noticeboards.

8-24.11 Consideration to arrange site observational visits around the council's assets for Town Councillors – Cllr Roe

Cllr Roe suggested that committee members should carry out site reviews around the Council's assets, as it had been done in the past, and that the Services Team Manager should be in attendance at these meetings to discuss any matters that arise. The Deputy Clerk would arrange 2 dates in June to commence at 6.30pm. The Council would be notified of the dates in due course.

It was **RESOLVED** to hold site inspection evenings around the town council's assets over 2 dates in June, to commence at 6.30pm.

8-24.12 To receive updates and consider any recommendations from the St Aiden's project working group – Cllr Blanchard

The Council received an update regarding the successful planting of the fruit trees and that improvements are ongoing including consideration of Hykeham in Bloom.

8-24.13 To consider whether the Sub-Committee will move into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960 for the following confidential item:

It was **RESOLVED** to move into Closed Session.

8-24.14 To receive updates from the Play Equipment working group and consider quotations for new play equipment to replace the trampoline at Witham Fields – Cllr Blanchard.

A new piece of play equipment to be installed due to the trampoline being unusable. The best option is an inclusive seesaw for wheelchair users. The quotes received are for the removal costing £10,000.00 and the new play equipment of £10,000.00. These costs have been negotiated by the Service Teams Manager and are significantly reduced.

It was **RESOLVED** to accept the costs of the new play equipment of £20,000.00 with funds to be drawn down from EMR

The meeting closed at 7.49pm.

Actions from this meeting:

Item No:	Action	Allocated to	Date to be Completed by
8-24.8	Fen Lane Skate Park – report to be brought to the April meeting of the E&O Committee.	STM & Deputy Clerk	April 2025 E&O meeting
8-24.9	Maintenance of bus shelters – Pressure washer to be hired for 2 days with internal staff carrying out works	STM & Deputy Clerk	Ongoing
8-24.10	A Statement to be published on the Council’s website, Facebook and the noticeboards to inform the public of the changes to the burials at North Hykeham Cemetery. A working group to be established to discuss the Cemetery Police and future	Town Clerk Cllrs Killingsworth Blanchard, Briggs	ASAP Ongoing
8-24.11	Arrange for site/asset inspection evenings on 2 dates in June, to commence at 6.30pm.	Deputy Clerk	As soon as possible
8-24.14	To order and arrange installation of the inclusive seesaw at Witham Fields	STM	As soon as possible