



North Hykeham Town Council

Minutes of the Community & Planning Committee meeting 05/25
held on Thursday 5th February 2026 at 7pm

Councillors Present: A Cruickshanks (Chair), K Harrison, M Lofts, D Lovejoy, A Marshall, D Rawson, K Sampson, S Sampson, H Stewart, R Sylvester, P Wray

Non-Councillors Present: M Reynolds (Hykeham-in-Bloom), M Biddulph (HLions), S Reid (SRPA)

In Attendance: E Whittle (Assistant Clerk)
M Parker (Town Clerk)

05-25.1 Apologies for absence and acceptance of reasons given to the Clerk prior to the meeting.
Apologies for absence and reasons given were presented for Cllr Ogden

It was **RESOLVED** to accept the absence and reasons given for Cllr Ogden

H. Stewart left the room at 19.02hrs

05-25.2 Presentation on Public Walks and the development of trails – Gina Johnson-Hirt
Gina Johnson-Hirt, Leisure and Cultural Services Manager at North Kesteven District Council, introduced herself to the Committee. She explained that she has been working with Councillor Cruickshanks to update and relaunch the Hykeham Trail and was in attendance to provide background information and offer support to the Committee.

H. Stewart returned to the room at 19.05hrs

05-25.3 Receipt of any Declaration of Members' Interest under the Localism Act 2011.

There were no declarations of members interest.

05-25.4 Minutes of the Community and Planning (CP) Committee held on Thursday, 4th December 2025.

It was **RESOLVED** to accept the draft minutes of the meeting held on 4th December 2025 as a true record of the meeting. These were signed accordingly as the Minutes of that meeting.

05-25.5 Co-Option of a new Non-Councillor Member to the C&P Committee

Sophie Reid was introduced as a potential non-Councillor member of the Committee. The Chair explained that the Committee was required to formally co-opt her as a member.

Sophie Reid introduced herself as Head of Religion and Social Sciences at Sir Robert Pattinson Academy, where she has been employed for seven years. She confirmed that she would be attending meetings as the school's representative, as the Headteacher has other commitments which prevent regular attendance. Sophie Reid holds a Master's degree in Politics, has previously worked for the European Parliament, and expressed her enthusiasm to contribute to the Committee and help strengthen relationships between local schools and the Council.

The Chair noted that collaboration between Ms Reid, the Academy, and the Council would support the Committee's efforts to enhance community outreach and engagement.

It was **RESOLVED** that Sophie Reid be co-opted onto the Community and Planning Committee.

05-25.6 Chair's Items.

The Chair provided a brief overview of the Armed Forces Covenant training held on Thursday 29 January 2026. He emphasised that the primary aim of the Covenant is not to give Armed Forces personnel and veterans an advantage, but to ensure they are not disadvantaged when accessing services.

It is anticipated that the Council will commit to signing the Covenant and upholding its responsibilities. This includes ensuring that veterans, serving personnel, and their families within the community are appropriately informed and supported, with clear knowledge of how to access the services available to them.

Councillor Cruickshanks explained that both the Events Working Group and the Community and Planning Committee have long held the intention to enhance the festive atmosphere across the town through improved Christmas lighting. He advised that he and the Assistant Clerk have met with several companies to explore available options and associated costs. An update is expected within the next one to two weeks, after which both the Committee and the Events Working Group will be informed.

05-25.7 Correspondence and Clerk's items.

- The letter from the Joy Foundation, expressing their thanks following the successful outcome of their grant application. The Foundation highlighted that the guidance provided by Council staff had been instrumental in securing the grant, which was subsequently used to purchase a laptop and software, significantly supporting the work of the charity.
- LCC correspondence regarding proposals for waiting restrictions application (reference RH/506). Councillors will be circulated an email containing a link to review the application in detail and to submit any comments.
- Invitation from Lincolnshire County Council to complete the National Highways and Transport Survey. A link to access the survey has been circulated via email.
<https://www.nhtnetwork.co.uk/isolated/data/scorecard/new/bespoke/1214>
- Greater Lincolnshire Nature Recovery Strategy was launched on 26 January 2026. Councillors have been invited to participate in online strategy sessions and to complete a survey to provide feedback, helping to shape the development of the next phase of the consultation.
- Neighbourhood Plan - All Councillors from North Hykeham Town Council and South Hykeham Parish Council will be invited to join a Microsoft Teams meeting with representatives from NKDC

05-25.8 Receive the Community & Planning Committee's Income & Expenditure report.

Members noted the report – no matters raised

05-25.9 To discuss community issues raised by organisations represented by the Non-Councillor Members of the Community & Planning Committee.

Cllr K. Sampson shared the positive news that Apex Lakes has been purchased. The new owners have expressed their commitment to working collaboratively with the community to ensure the site remains a positive asset for local residents.

M. Reynolds provided a brief update on the Hykeham in Bloom planters, highlighting the need for maintenance and the replacement of some units.

S Reid advised that on 6 February 2026, Year 12 students at Sir Robert Pattinson Academy will undertake a selection process for the Senior Student Leadership Team. One of their primary objectives will be to address loneliness within North Hykeham.

M. Biddulph reported that the 2025 Santa Sleigh campaign raised £3,500. Additionally, he shared details of a new initiative the group has been trained to deliver, providing eye screening for children in primary and secondary schools. Early statistics indicate that these screenings are generating a 15% referral rate to the NHS, supporting the early identification of potential eyesight concerns.

Cllr Wray shared the positive news that one of the club's members has been put forward for a National Volunteer Award.

The Chair shared recent library statistics, noting an increase in membership. He confirmed that the contract has been continued by GLL and extended his thanks to all those involved for their ongoing efforts and support.

05-25.10 Hykeham in Bloom – Plans for 2026

The Chair recognised the excellent work undertaken by members of the Hykeham in Bloom (HiB) team over many years and noted the importance of establishing a more structured process to improve communication and workflow. He proposed that a Councillor act as a liaison between the Council and the HiB team to support a smoother and more efficient process. Councillor Marshall volunteered for this role and expressed a keen interest in taking a hands-on approach, including assisting with planting activities.

M. Reynolds welcomed the proposed collaboration and confirmed that this update will be shared at the next HiB meeting in March.

05-25.11 To consider the communication strategy for the Grant Application Process

Background information was provided to new Councillors to ensure a clear understanding of the purpose of the grant communication strategy, with emphasis placed on the need for an awareness campaign.

It was suggested that the Annual Town Meeting would present an ideal opportunity to promote the initiative to the wider community and members discussed the new promotional material noting that it was eye-catching and well suited for publication on both social media and the Council website.

S Reid offered the school's weekly newsletter as an additional channel for promotion and it was suggested that hard copies be distributed to the library and other community groups willing to display them.

It was **RESOLVED** that the Clerk will promulgate the campaign via social media, hard copies, Council noticeboards and the Gazette.

05-25.12 To consider the expansion and promotion of the Hykeham Trail.

The Chair outlined a proposal for two walking routes within the Hykeham Trail: a primary route of approximately four miles and a secondary route of approximately 5.5 miles. Both routes would be designed to allow access and exit at multiple points along the trail for convenience.

It was suggested that wooden posts featuring discs or signage be installed at various locations, each incorporating a QR code to direct walkers to historical information and points of interest. The Village Green was proposed as a potential location for a main information board and considered a suitable starting point for the trail.

A trial run of the routes is being targeted for May 2026. It was further suggested that the trail be added to the Strava and AllTrails apps to support accessibility and promote engagement.

05-25.13 Receive latest information on changes to the Local Neighbourhood Policing Team and consider any further actions the Town Council may wish to take.

The Committee was informed that Sergeant Taylor has been reassigned from the Neighbourhood Policing Team to the Response Team. Members noted with concern a reported 40% increase in anti-social behaviour, recognising that some incidents present risks not only to those involved but also to the wider community.

Members discussed the importance of formally raising these concerns, particularly given the size of the area served and the potential implications of a reduced Neighbourhood Policing presence expected to cover an expanded geographical area.

It was proposed that a letter be sent to the Police and Crime Commissioner to outline the Council's concerns. The possibility of publishing the correspondence on the Council's website and social media platforms was also discussed to ensure transparency with residents, with press engagement considered if necessary.

It was **RESOLVED** that, following feedback from Heidi Ryder, Community Safety Manager at North Kesteven District Council, a letter will be drafted and sent to the Police and Crime Commissioner no later than 28 February 2026. Should no response be received by 30 March 2026, the Council will make its efforts publicly known to demonstrate its advocacy on behalf of the community.

05-25.14 Preparation of the town council's commitment to the Armed Forces Covenant

Cllr Marshall highlighted the importance and relevance of the Armed Forces Covenant, reiterating that its purpose is not to provide advantage, but to ensure that members of the Armed Forces community do not experience disadvantage. He confirmed that the Council's role is to offer guidance and signpost individuals to appropriate assistance, support services, and community groups.

S. Reid left the room 20:40hrs

Several potential initiatives were discussed, including Councillor clinics, "Brew and Banter" sessions, and engagement with the local Medical Centre to encourage a "forces-friendly" approach.

S. Reid returned to the room 20:44hrs

The Town Clerk advised that the Council is currently part of a trial initiative aimed at enabling smaller councils to support the covenant. The Town Clerk will work alongside the Armed Forces Covenant group to determine the appropriate level of commitment for the Council and will present recommendations for the councils covenant at the next Town Council meeting.

05-25.15 Planning for the Annual Town Meeting and Community Fair – 9th April 2026

It was **RESOLVED** to accept the proposed agenda the ATM – to be presented to Town Council

05-25.16 Town Council Events Planning

It was noted that £15,000 may be available to the Town Council from NKDC. Full details to be provided by NKDC

05-25.17 Development of CP committee 5 Year Plan.

Moved to the next agenda, no comments raised

M. Reynolds, G. Johnson-Hirt, M. Biddulph and S. Reid left the meeting at 20:56hrs

It was **RESOLVED** to add 10 minutes in time to the meeting

05-25.18 To consider the following:

LCC Ref: PL/0092/25 – Lincolnshire Energy from Waste Facility, Paving Way (Grid reference 493252) - development of a two-storey welfare cabin (retrospective).

25/1452/TPO – 1-28 The Forum, LN6 8HW – trees surrounding “The Forum” Business Park: TP1 box elder, TP2 silver birch, TP3 ash, TP4 silver birch, TP5 silver birch, TP6 silver birch, TP7 downy birch, TP8 silver birch, TP9 downy birch, TP10 silver birch and TP12 silver birch.

25/1050/FUL - Demolition of existing semi-detached dwelling and construction of 1no. dormer bungalow (custom self build) 23 Langley Road North Hykeham Lincoln Lincolnshire LN6 9RX

25/1568/HOUS|Alterations and extension to existing bungalow|44 Lincoln Road North Hykeham Lincoln Lincolnshire LN6 8HB

25/1058/FUL|Proposed commercial development to include a new single storey warehouse and two storey showroom. Including service yard and parking.|Land On Whisby Road North Hykeham Lincoln Lincolnshire LN6 3AN

25/1508/HOUS|Single storey rear extension and alterations to roof.|41 Conway Drive North Hykeham Lincoln Lincolnshire LN6 8UA

26/0019/TPO|Oak (N358) - reduce canopy by 0.5m overhanging 21 St Peters Avenue. Canopy reduction 2.5 - 3.5 metres. Overall crown reduction by 2 metres.|21 St Peters Avenue North Hykeham Lincoln Lincolnshire LN6 8QW

26/0065/HOUS|Proposed single storey rear extension.|5 Russell Avenue North Hykeham Lincoln Lincolnshire LN6 9RH

05-25.19 Decisions Received

Noted

The meeting closed at 9:05pm.

Actions from this meeting:

Item no	Action	Allocated to	Date to be completed by
05-25.11	Promulgate the campaign via social media, hard copies, Council noticeboards (capacity permitting), and the Gazette.	Assistant Clerk	ASAP
05-25.13	Draft and send letter to the Police and Crime Commissioner no later than 28 February 2026	Assistant Clerk	28 th February 2026

DRAFT