



North Hykeham Town Council

Minutes of the Community & Planning Committee meeting 09/24
held on Thursday 3rd April 2025 at 7pm

Councillors Present: M Lofts (Chair), M Bennie, N Blanchard, A Cruickshanks, W Lee, A Marshall, T Ogden, D Rawson, K Sampson and P Wray

Non-Councillors Present: Mr M Watts

In Attendance: Mrs L Appleyard - Assistant Clerk

Cllr Marshall was welcomed to the meeting as an observer, as he was not currently an appointed committee member, it was **RESOLVED** that Cllr Marshall join the meeting and be afforded voting rights at this meeting.

09.24-1 Apologies for absence and acceptance of reasons given to the Clerk prior to the meeting.

It was **RESOLVED** to accept apologies for absence and reasons given from Cllrs R Johnston and S Sampson. Apologies were noted from non-councillor members Mr M Biddulph and Mr M Reynolds.

09.24-2 Receipt of any Declaration of Members' Interest under the Localism Act 2011.

There were no Declarations of Members' Interest.

09.24-3 Notes of the Community and Planning Committee meeting held on 6th February 2025 be approved as Minutes.

It was **RESOLVED** to accept the notes of the meeting held on 6th February 2025 as a true record of the meeting. These were signed accordingly as the Minutes of that meeting.

09.24-4 Chair's Items.

The Chair had no items to report.

09.24-5 Correspondence and Clerk's Items.

The Clerk presented the following items of correspondence:

- Letter received from Mr Dale Hardy, 26th February 2025, in response to letter sent from Cllr Lofts.
- Correspondence received from the NKDC Tree Officer – Variation of TPO Order, NK3 North Hykeham Tree Preservation Order 1954. Historic and ongoing development of the TPO area since the 1954 order was served. Previous tree loss and replacement tree planting. Changes in ownership and adoption and management of some trees by local planning authorities. Change from 4 group TPO designations to remaining individual trees.
- Email received from Cllr T Dyer (LCC) with an update concerning a bus stop on Mill Lane. The siting of the bus stop would be outside no 35, with hard standing installed to aid passengers alighting and boarding buses. Equipment had been ordered for the bus stop and news about the installation date was expected shortly.
- Email received from Louise Egan, Library and Heritage Client Lead (LCC), re: Community Hub update. Re-procurement is underway for the Library Service, including the community hubs, for a start date of 1 April 2026, when the current GLL contract expires. An update would be

sent as soon as decisions were taken. Community Hub Grant Agreements 2025/26 were to be received shortly. Thanks were given for continued hard work, dedication, and commitment to managing the Community Hub.

- Email received from Anne-Marie Shepherd, Senior Partnerships Officer, NKDC, re grants for VE Day and VJ Day, 80th Anniversaries. There was a small grants fund available to community and voluntary groups, charities and social enterprises with financial resources of less than £10,000 to apply for grants of up to £500 to deliver events that benefit communities. More information and application forms available from partnershipsteam@n-kesteven.gov.uk.

Planning responses sent to NKDC since last meeting

24/1481/ADV – Unit 2, 275 Newark Road, LN6 8QE – erection of signboard.

Comment: no comment.

25/0052/HOVS – 294 Newark Road, LN6 8JX – demolition of existing garage and conservatory and erection of two storey side extension and single storey rear extension.

Comment: no comment.

25/0106/VARCON – land off Cleveland Avenue, LN6 9TH – application to vary condition (hard and soft boundary details) of planning permission 15/0362/FUL – full planning application for the erection of 167 dwellings – changes to approved entrance to site from hedge to stone wall.

Comment: no objection.

25/0121/HOVS – 47 Livia Avenue, LN6 9ZF – erection of first floor balcony to rear elevation.

Comment: no objection.

25/0115/HOVS – 2 Leys Close, LN6 9FF – erection of first floor balcony to rear elevation.

Comment: no objection.

25/0102/PNH – 100 Dore Avenue LN6 8LF – single storey rear extension 6.00m in length from the original wall, eaves height of 2.55m and maximum height of 3.75m.

Comment: no objection.

25/0022/OUT – land at 296 Newark Road – outline application for the erection of 1no dwelling with means of access to be considered.

Comment: the Committee objects to the planning application due to the large impact on the environment including loss of trees, wildlife and noise pollution and no clear plan or ideas to mitigate issues.

25/0292/HOVS – 28 Stone Moor Road, LN6 9QN – erection of single story rear extension.

Comment: no objection.

Update on actions from last Community and Planning Committee Meeting:

Item No	Action	Update
08.24-5	Letter of thanks to Mr D Hardy.	Cllr Lofts sent letter. Response received.
08.24-8	Bookings be made for toilet hire, security, first aid, food traders for the Summer Sundays 2025.	Booking Forms sent to: Bands and ice-cream trader. First aid, security & toilets – provisionally booked.
08.24-8	Bookings be made for security, first aid, road closure, Rhubarb Theatre, ice rink and Santa's Grotto for the Christmas Fayre.	Bookings made for: Ice rink and Rhubarb Theatre. First aid, security & Santa's Grotto – provisionally booked.

08.24-10	Grant Application to 15 th Lincoln (North Hykeham) Scout Group to be processed.	Done
08.24-10	Grant Application to The Joy Foundation to be processed.	Done
08.24-11	Community Grants Policy – revisions to be made to the Policy and sent to Finance & Policy Committee.	Policy approved by Town Council, March 2025.
08.24-12	Christmas Trees and Lights – Clerk to research cost of additional purchase of trees; and the cost of hiring lights to be put up in trees on the Village Green.	Usual supplier of Xmas Trees – 15ft (highest available) - £180 each. Light supplier can offer end of line white LED lights to purchase, £18.89 per 4.5 metre set (excludes accessories, VAT & delivery). Installation – they recommend using a local supplier, due to cost.
08.24-13	SID – new charger to be purchased.	Company previously quoted have been taken over – new quote requested.
08.24-14	Letter of support to be sent to NK Academy re proposed SEND Hub.	Letter sent
08.24-15	A “Lest we Forget” joint forces remembrance flag to be purchased.	Received.
08.24-15	Clerk to contact All Saints Church to find out what plans are being made to celebrate the VE Day 80 th Anniversary.	Spoke to Lorraine at the Church – probably, but not confirmed, having a service at South Hykeham Church or at the Memorial Bench, which is likely to involve SH School.

09.24-6 Receive the Community and Planning Committee’s latest income and expenditure report.
The latest I&E report (to 28th March 2025) was noted.

09.24-7 To discuss community issues raised by organisations represented within the Community & Planning Committee.

Royal British Legion (RBL) - Mr Watts reported that an afternoon tea was to be held on Thursday, 8th May for RBL members.

North Hykeham Library – Cllr Cruickshanks reported that there were some new activities running at North Hykeham Library – Rummikub and a Knitting Group on Tuesdays; and Mah Jong on Thursdays. A coffee morning in aid of Marie Curie had been arranged for 16th April, 10am-12noon. Statistics recently issued by GLL had shown that the number of visitors to the Library was good.

Scouts – Cllr K Sampson reported that the Scouts group continues to progress, with activities attracting increasing numbers of children.

09.24-8 2025 Events Planning – Standing Item – to include an update on plans for the Annual Town Meeting – Cllr Bennie; and an update from the Events Working Group.

Cllr Cruickshanks reported that there hadn’t been a meeting of the Events Working Group.

i) **Annual Town Meeting and Community Awards 2025: 10th April**

Cllr Bennie reported that plans were underway for the Annual Town Meeting taking place on 10th April at Sir Robert Pattinson Academy. There would be a Community Groups Fair from 6pm, before the ATM, to give an opportunity for members of the public to find out more about local community groups. He said that he had been very pleased to see a good number of nominations for the Community Awards and of excellent quality. The special guest for the evening was Sean

Dunderdale, local radio presenter. Cllr Bennie proposed that a “thank you” gift be purchased for Mr Dunderdale.

It was **RESOLVED** that a gift would be purchased, up to a maximum of £30.

09.24-9 To receive an update about the Community Emergency Plan – Cllr Bennie.

Cllr Bennie reported that the draft North Hykeham Community Emergency Plan had been sent to the Lincolnshire Emergency Resilience Forum for comment and that he was awaiting feedback. He would be talking about the Emergency Plan at the forthcoming Annual Town Meeting.

09.24-10 To consider applications for Community Grants.

Lincolnshire Bombers: the Committee considered an application from the Lincolnshire Bombers, American football club, for a community grant to assist with the purchase of eight sets of American football shoulder pads. Discussion included how much the grant would benefit people in North Hykeham. Although the home ground for the Bombers is in North Hykeham, players come from all over the country. Unfortunately, due to the limited benefit to the local community, the Committee was not supportive of the Application.

It was **RESOLVED** that, due to the limited benefit to the North Hykeham community, a Community Grant would not be awarded to the Lincolnshire Bombers.

09.24-11 Hykeham and Witham Gazette, NHTC newsletters - to agree timing and expenditure for 2025/2026.

In the previous year, Town Council newsletters had been printed in the Hykeham & Witham Gazette, as follows: 4 x page Newsletter in July 2024; 2 x page Newsletter in October 2024; and a 2 x page Newsletter in January 2025; at a total cost of £1,940.

The Committee discussed options for 2025/2026. The Clerk reported that a 4 x page newsletter would cost £255 per page and a 2 x page newsletter would cost £260 per page.

It was **RESOLVED** that a total of 8 pages be purchased, spread across the year, as follows: a 4 x page newsletter in July 2025, a 2 x page newsletter in October 2025 and a 2 x page newsletter in January 2026.

The Clerk was asked to inform Councillors when the deadline for copy was so that they could contribute to the newsletters.

09.24-12 To consider an invitation from Denzlingen Twinning Association to present a gift of an art ensemble to North Hykeham.

An email had been received from Denzlingen Twinning Association in relation to the presentation of a gift of art. The Committee discussed the gift.

It was **RESOLVED** that the gift would be accepted at a suitable event during the forthcoming visit by Denzlingen (such as the welcoming reception or farewell meal).

The Clerk was asked to draft a letter to go to Denzlingen Twinning Association, for signature by the Chair.

09.24-13 To discuss revisions to the NHTC Events Policy.

Revisions to the NHTC Events Policy were discussed due to the change of name of the committee plus other amendments to section 4, and typos, as follows: “Community Committee” to be replaced with “Community and Planning Committee”; all typos of NHTC (NTHC, etc) to be corrected; section 4.1 External Events cancellation fees to be replaced with

“Entertainers and those required to pay a pitch fee should clearly detail their cancellation and refund policy to NHTC; Section 4.2 NHTC Events cancellation fees. Cancellation by NHTC – Entertainers or those required to pay a pitch fee - 7 or more days’ notice given of cancellation by NHTC – 0% of entertainer’s or pitch fee. 3-6 days’ notice given of cancellation by NHTC – 50% of the entertainer’s or pitch fee. 2 days or less notice given of cancellation by NHTC – 100% of the entertainer’s or pitch fee.”

It was **RESOLVED** that amendments would be made by the Clerk and that the Policy would be sent to Finance and Policy Committee for approval.

09.24-14 To agree a response to the Central Lincolnshire Design Code, Stage 2 Consultation.

The Committee considered the responses to the Central Lincolnshire Design Code, Stage 2 Consultation, as set out in the online survey. The Committee agreed with the visions outlined concerning the design code; design principles; responding to context and character; achieving natural neighbourhoods; quality public spaces; climate change; connected places and movement; buildings fit for purpose; and healthy and inclusive places.

It was **RESOLVED** that the answers to the questions would all be “yes” to show agreement with the visions and principles.

09.24-15 To consider a response to the Draft Lincolnshire Rights of Way Improvement Plan 2025.

The Committee considered the Draft Lincolnshire Rights of Way Improvement Plan 2025.

It was **RESOLVED** that the Committee was supportive of the Plan and agreed with the aims and vision to make improvements.

09.24-16 Review of Waiting Restrictions - Cleveland Avenue, proposed no waiting any time – to agree a response to LCC.

The Committee considered the proposed no waiting at any time at the junction of Cleveland Avenue onto Mill Lane.

It was **RESOLVED** that the Committee had no objection to the proposal.

09.24-17 Development of the 5 Year Plan – standing item.

No additional items were added.

09.24-18 To consider the following:

Planning Applications

25/0167/FUL – 9 Affords Way, LN6 9LR - change of use of dwelling to 14no. independent living units (Use Class C3b) with ancillary communal space, shared parking and amenity.

The Committee discussed the application. Councillors were concerned about the narrow entrance to the property situated on a 40mph road, and believed this would cause difficulty for residents, plus services. Cllr Lee was concerned that the development didn’t appear to include lifts to upper floors, which could cause difficulty for elderly residents.

It was **RESOLVED** that the Committee objected to this application due to it being the wrong development in the wrong area, with poor accessibility for residents and visitors.

25/0213/HOUS – 510 Newark Road, LN6 9SP – formation of roof terrace to rear over existing single storey element (approved under application 22/0040/HOUS).

It was **RESOLVED** that the Committee had no objection to this application.

25/0212/FUL – land off Paving Way, LN6 3QW – erection of 4no.light industrial units.

Cllr Sampson said that he was glad to see proper drainage arrangements had been outlined in the application.

It was **RESOLVED** that the Committee had no objection to this application.

24/1058/FUL – 5A Windermere Avenue, LN6 8EQ – change of use of ground floor from commercial to residential to be used as one dwelling unit incorporating 1st floor.

The Clerk was asked to request more information.

25/0343/HOUS – 37 Hathersage Avenue, LN6 8LJ – erection of single storey rear extension.

It was **RESOLVED** that the Committee had no objection to this application.

09.24-19 Decisions Received.

Order - Highways Act 1980, Sections 118 & 26 (as amended). Extinguishment of part of North Hykeham public footpath 1 and Creation of public footpath 1.

“The above Order made on 03 March 2025 under Section 26 (as amended) of the Highways Act 1980 will create Public Footpath No1 in the parish of North Hykeham at 2 metres wide commencing at the terminus of Russell Avenue at SK9446 6546 (A) and running in a generally west south westerly direction over a scrub field for approximately 118 metres to OSGR SK 9436 6539(B) where it terminates at the metalled path leading through Mendip Avenue. The total length of public footpath to be added is approximately 118 metres as shown between points A-B on Order plan number 2024/021/PP0384/A4.”

24/1345/FUL – Scott Storage, Stephenson Road – proposed extension (use class B8) and external alterations including new signage and cladding, installation of 2 ev charging points and solar pv panels – **APPROVED**.

24/1481/ADV – Unit 2 275 Newark Road – erection of signboard – **APPROVED**.

25/0121/HOUS – 47 Livia Avenue – erection of single storey rear extension – **APPROVED**.

24/1431/FUL – Weaver Road Leisure Centre, Weaver Road – Change of use from vacant sports centre to a SEND school - **APPROVED**.

25/0115/HOUS – 2 Leys Close – erection of first floor balcony to rear elevation – **APPROVED**.

25/0191HOUS – 28 Stone Moor Road – erection of single storey rear extension - **APPROVED**.

The meeting closed at 8.05pm.

Actions from this meeting:

Item no	Action	Allocated to	Date to be completed by
08.24-13	SID – new charger to be purchased. Company previously quoted have been taken over – new quote requested and order placed.	Clerk	30/04/2025
09.24-8	“Thank you” gift to be purchased for Mr Sean Dunderdale, guest speaker at the ATM, to a maximum of £30.	Clerk	10/04/2025
09.24-10	Community Grants – email to be sent to Lincolnshire Bombers to inform them that their application for a Community Grant was unsuccessful.	Clerk	30/04/2025
09.24-11	Hykeham & Witham Gazette, NHTC Newsletters 2025-2026 to be booked, as follows: 4xpage Newsletter for July; 2xpage Newsletter for October; and 2xpage Newsletter for January. Members of the Committee to be informed of deadlines for copy.	Clerk	30/04/2025
09.24-12	Gift of art from Denzlingen Twinning Association – letter of acceptance to be sent from the Chair.	Clerk and Chair	30/04/2025
09.24-13	NHTC Events Policy - revisions to be made to the Policy and sent to Finance & Policy Committee.	Clerk	11/04/2025
09.24-14	Response to the Central Lincolnshire Design Code, Stage 2 Consultation – online consultation to be completed – agreeing to visions and principles, as appropriate.	Clerk	09/04/2025
09.24-15	Draft Rights of Way Improvement Plan 2025 – response to LCC.	Clerk	25/04/2025
09.24-16	Review of Waiting Restrictions - Cleveland Avenue, proposed no waiting any time. Response to be sent to LCC.	Clerk	24/04/2025
09.24-18	Planning Responses to NKDC	Clerk	07/04/2025