



North Hykeham Town Council

Town Clerk: Mrs M Parker
Civic Offices, Fen Lane, North Hykeham, Lincoln LN6 8UZ
Tel: (01522) 681537
Email: townclerk@northhykeham-tc.gov.uk

6th February 2026

Notice is hereby given that a meeting of the Finance & Policy Committee to be held in the Council Chambers, Civic Offices Fen Lane on Thursday 19th February 2026 at 7pm, at which the under mentioned business will be transacted.

Prior to the commencement of the meeting, in accordance with the Public Bodies (Admissions to meetings) Act 1960, a public forum will be held from 7.00pm for a maximum of 15 minutes where members of the public may ask questions or make short statements to the Council.

Yours faithfully

M Parker

Mrs M Parker

Town Clerk to the Council

AGENDA

1. Apologies for absence and acceptance of reasons given to the Clerk in advance of the meeting.
2. Receipt of any Declaration of Members' Interests under the Localism Act 2011
3. Minutes of the F&P Committee meeting held on 18th December 2025 to be approved
4. Chair's Items
5. Correspondence and Clerk's items
6. Financial Matters:
 - approval of the Schedule of Payments 1-31st January 2026;
 - consideration of any virements which may be required before the financial year end
 - review of the Asset Register and consider to approve the removal of identified assets no longer owned or used by the town council
7. To set the annual fee for 2026 to allow NHS Foundation Trust staff to park in Fen Lane car park
8. Annual review of the North Hykeham Cemetery fees
9. Review of the following documents and policies: Publication Scheme, Statement of Internal Controls, GDPR – Data Protection Impact Assessment
10. Receive and consider reviewed polices from the Personnel sub- committee: Capability Policy, Disciplinary Policy, Remote Working Policy
11. To confirm the appointment of a new Services Team – Team Leader, as recommended by the Personnel sub-committee
12. **To consider whether the Committee will move into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960 for the following confidential agenda items:**
13. Consideration of quotations for provision of IT User awareness training for all staff and councillors, and Cyber Essentials Certification from the council's current IT services supplier

14. Consideration of quotes to upgrade the council's current broadband provision from 200Mb to meet operational need
15. Personnel Matters: to receive updates and consider ratification of recommendations from the Personnel Sub Committee