



'Committed to Improving the Quality of Life in North Hykeham'

North Hykeham Town Council

Town Clerk: Mrs M Parker

Civic Offices, Fen Lane, North Hykeham, Lincoln LN6 8UZ

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1st May 2025

Notice is hereby given that a meeting of the Town Council is to be held in the Council Chambers, Civic Offices Fen Lane on Thursday 8th May 2025 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

AGENDA

1. Apologies for absence and acceptance of reasons given to the Clerk prior to the meeting.
2. Receipt of any Declarations of Members Interest under the Localism Act 2011.
3. Notes of the Town Council Meetings held on 13th February 2025 and 13th March 2025 be approved as the Minutes.
4. Chair's Announcements.
5. County and District Councillors' reports.
6. Correspondence and Clerk's Items.
7. Receive reports and updates from committees and working groups, and consideration to accept resolutions from approved minutes of committee meetings.
8. Consideration of a request for the town council to hold a meeting with members of the community and the Environment Agency with regards to the North Hykeham Cemetery
9. Schedule of payments and bank reconciliations, for consideration to approve
10. Receive the financial Year End Internal Audit Report 2024-25, including updates from the Finance & Policy Committee
11. Finalisation of the Annual Governance and Accountability Report (AGAR) 2024/25, for submission to the External Auditor, in consideration of recommendations from the F&P Committee
12. Consideration of the review of the Hykeham Neighbourhood Plan
13. Consideration to adopt the following policies, as prepared and/or reviewed by the Finance and Policy committee:
 - Flexible working
 - Neonatal Care Leave
 - Health & Safety
 - Expenses and Allowances
 - Events Policy

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14. **To resolve whether the Council will move into Closed Session in accordance with the Public Bodies (Admission to Meetings) Act 1960 for the following confidential agenda item:**
15. Consideration of fees for new entertainer for the September 2025 Summer Sunday event
16. Consideration of quotation to place town councillors' email accounts onto personal devices, using a supplier- managed IT system
17. Receive report and updates from the Personnel sub-committee