

HECKINGTON PARISH COUNCIL

Minutes of the meeting of Heckington Parish Council held in Heckington Village Hall, High Street, Heckington on Monday 27th September 2021 commencing at 1930hrs

Attendance:

Chairman - P/Cllr Mrs J Palmer

Parish Councillors – Mr T Atkinson, Mr R Doughty, Mr A Garlick, Mr R Higgs, Mr R Kemmett, Mrs S Tucker, Mr M West, Mr R Woods

County Councillor – None present

District Councillors – None present

Minute Taker – Clerk, Ms J Hudson

Police Representative – None present

Press Representative – None present

Members of the Public – 11 (including 2 x co-option candidates)

1. Chairman's welcome and opening remarks

1.1 The Chairman welcomed everyone to the meeting and went through Health & Safety, fire procedures etc

1.2 She notified the meeting that some much awaited drain clearing has been taking place on the High Street, and that blockages by concrete had been discovered.

2. To receive written applications for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy in line with the Council's co-option Policy

2.1 Candidate Ms Amanda (Mandy) Cooke presented information in support of her application.

2.2 Candidate Mr Nigel Stanley presented information in support of his application.

2.3 As per the Council's Co-option policy, a secret ballot took place and a candidate chosen.

2.4 **Resolved – by a majority vote of 5 votes to 4, Ms Amanda Cooke was declared the successful candidate.**

3. To receive apologies for absence

3.1 County Councillor Mr A Key, District Councillors Mr S Ogden and Mrs S Tarry and Parish Councillor Mr M Jones had presented their apologies.

4. To receive a declaration of interest in accordance with the Localism Act 2011

4.1 P/Cllr Mr R Higgs declared an interest (as a neighbour) in item 13.1.i

4.2 P/Cllr Mr T Atkinson declared an interest in the planning topic scheduled for discussion at item 7.

5. To consider any requests for dispensation received at or before the start of the meeting

5.1 None received

6. Minutes of the Parish Council Meeting held on Monday 26th July 2021 to be recorded as accurate.

6.1 Proposed by P/Cllr Mr R Kemmett and seconded by P/Cllr Mr M West

6.2 Vote results – unanimous

6.3 Resolved – To approve minutes as above

6.i Matters arising – P/Cllr Mr R Kemmett queried the difference in cost of the Pavilion fire escape between the accepted quote and the final price paid.

6.i.1 The Chairman explained that the accepted quote was net of VAT and that the final price paid was including VAT.

6.ii The Clerk confirmed that research into the supplier of Speed Indicator Device was ongoing.

7. **Public Participation – 15 minutes will be set aside for Members of the Public to make comments or suggestions. The Chairman reserves the right to limit each individual to a maximum of 3 minutes. No decisions will be taken on any issues raised, and items may be carried forward to the next meeting's agenda.**
- 7.1 Members of the Public, Mr Atkinson (x2), having previously requested a speaking time, presented the outline of a planning application intended for submission in the near future for a property on Eastgate, Heckington
- 7.2 The Chairman thanked the gentlemen for their talk and confirmed that the Parish Councillors would consider their comments on receipt of the application, but that the Parish Council does not make any final decisions on planning application.
- 7.3 A Member of the Public thanked the Parish Council for raising an issue by email to the developers, in respect of the overgrown hedgerow on Banks Lane, which has now been cut back.
- 7.4 A Member of the Public queried an amount of £750.00 for 'deposit for legal fees'.
- 7.5 The Chairman confirmed that this was in relation to legal action having been taken in respect of the letter sent to residents informing them of the potential take-over of St Andrews Churchyard.
- 7.6 The Chairman commented that due to the matter being subjudice, the matter could not be discussed further at this time.
- 7.7 She explained that she had contacted the solicitor prior to the meeting for an update, but there was non currently.
- 7.8 On behalf of a resident, P/Cllr Mr A Garlick raised the issue of the temporary traffic lights on Vicarge Road being stuck on red and causing issues.
- 7.9 The Clerk confirmed that the matter had been phoned through to LCC Highways at 0900 that morning.
8. **Financial Matters (all relevant documents previously emailed to Councillors for their information)**
- 8.i.1 **To approve payments as listed – (please go to next page)**

Account movement since last Ratification (July) at Agenda item 7.1				
Date	Reference	Description	Debit	Credit
26-Jul-21	4385	Newman Moore - repointing Chambers	3,600.00	
26-Jul-21	4386	Donaldsons	81.55	
30-Jul-21	PCash53	Sale of 2 x Flood Barriers		12.70
03-Aug-21	BACS	Insurance - Public Liability	2,259.72	
03-Aug-21	PCash75	Photocopying Charges Income		2.00
03-Aug-21	PCASH	Maintenance - Village - sale of 2 x flood barriers		12.70
03-Aug-21	BACS	Maintenance - Nilfisk Machine - euromec - glass panel	94.46	
03-Aug-21	BACS	Maintenance - Nilfisk Machine - burdens oil leak	610.62	
03-Aug-21	BACS	Maintenance - Supplies collishaws carb for hand mower	105.77	
03-Aug-21	BACS	Maintenance Greenbarnes - new noticeboard	1,780.24	
04-Aug-21	BACS	Maintenance - Village - trees for generator screen	171.72	
05-Aug-21	BACS	Inspections/Maint - SID - new carry bag	26.14	
09-Aug-21	Credit	Cemetery Income		555.04
09-Aug-21	Credit	Bank Interest		1.52
10-Aug-21	SOrder	Pension Contributions	204.52	
11-Aug-21	PCash77	Maintenance - Chambers - window cleaning	21.00	
11-Aug-21	BACS	Maintenance - Chambers Gwens commercial - guttering	200.00	
11-Aug-21	BACS	Maintenance - Supplies firepit safety sign refund to Cllr	43.28	
11-Aug-21	BACS	Hire of Rooms - village Hall July meeting	20.00	
11-Aug-21	Credit	Other Income Village Show Parking		100.00
13-Aug-21	DDebit	Bank Charges	9.55	
13-Aug-21	BACS	Office Supplies - ESPO Stationery	107.40	
13-Aug-21	BACS	Maintenance - Allotments - Turnbull - tap for leak	37.25	
13-Aug-21	BACS	Maintenance - Nilfisk Machine AGM fuel filter	4.78	
13-Aug-21	BACS	Maintenance - Nilfisk Machine Burdens angle bend	9.61	
16-Aug-21	BACS	Phone	95.23	
17-Aug-21	BACS	Maintenance - Village - clearly Better Windows - damage	314.82	
18-Aug-21	SOrder	Chairmans Allowance	60.00	
18-Aug-21	PCASH	Maintenance - Supplies HPC Banner & CCTV Signs	36.72	
19-Aug-21	BACS	Maintenance - Playing Fields - fire escape. Quibell	3,900.00	
20-Aug-21	DDebit	Electricity - Chambers	146.51	
20-Aug-21	DDebit	Electricity - Cemetery	20.65	
20-Aug-21	DDebit	Electricity - Cemetery - credit		20.65
26-Aug-21	BACS	Maintenance - Nilfisk Machine burdens oil	109.43	
26-Aug-21	BACS	Jul/Aug PC Maint - eclipse	40.00	
26-Aug-21	Credit	Cemetery Income		123.46
27-Aug-21	BACS	Maintenance - Polaris burdens brake system	561.11	
31-Aug-21	PCash	Photocopying Charges Income		0.80
02-Sep-21	BACS	Maintenance - Playing Fields - JPH - boiler room	564.00	
02-Sep-21	BACS	Audit PKF	480.00	
07-Sep-21	PCASH	Photocopying Charges Income		1.00
09-Sep-21	Credit	Bank Interest		1.37
10-Sep-21	DDebit	Bank Charges	7.85	
10-Sep-21	DDebit	Pension Contributions	204.52	
10-Sep-21	Credit	Cemetery Income		71.54
13-Sep-21	DCardJP	Office Supplies - 100 x 2nd class	66.00	
14-Sep-21	CreditBT	Rent - Allotments B15		87.94
15-Sep-21	DDebit	Fuel chandlers - 500@57.35	301.09	
20-Sep-21	BACS	Rent - Allotments B15 1&2		87.94
20-Sep-21	PCash81	Rent - Allotments B-1-2		36.42
20-Sep-21	CreditBT	Rent - Allotments B14-2		36.47
21-Sep-21	PCash82	Rent - Allotments B5-1 A5-1		72.94
22-Sep-21	BACS	Maintenance - Polaris - brake discs	163.45	
22-Sep-21	BACS	Office Supplies - PC Maintenance sept	20.00	
22-Sep-21	BACS	Maintenance - Village - N Marshall VG Posts	90.00	
22-Sep-21	BACS	Office Supplies - espo bull dog clips	4.62	
22-Sep-21	Credit83	Rent - Allotments A18-1		36.47
22-Sep-21	PCash84	Rent - Allotments A2-1 A3		109.40
22-Sep-21	Credit	Cemetery Income		143.08
22-Sep-21	Credit	Cemetery Income		143.08
23-Sep-21	Credit	NKDC - Precept		51,915.50
23-Sep-21	Credit86	Rent - Allotments A12		72.93
23-Sep-21	PCash87	Rent - Allotments B5-1		36.47
23-Sep-21	Credit88	Rent - Allotments A4-1		36.47
23-Sep-21	CreditBT	Rent - Allotments B14		36.47
24-Sep-21	Credit89	Rent - Allotments A1-1		36.47
24-Sep-21	Credit90	Rent - Allotments B18		19.48
30-Sep-21	SOrder	NIC and PAYE	1,625.31	
		Aug/Sept Salaries	5,164.00	
		Totals	23,362.92	53,810.31
Parish Council 2021-2022				
Balances Apr-21 to Sep-21				
Account	Start Bal.	Apr-21	May-21	Jun-21
1 Lloyds - Instant	9,502.39	12,411.31	7,613.07	12,918.09
2 Lloyds - Depos	171,574.96	213,492.08	199,478.31	181,599.49
3 Petty Cash Acc	70.11	65.02	31.47	13.61
Total	181,147.46	225,968.41	207,122.85	194,531.19
Account		01-Jul-21	01-Aug-21	Sept - to date
1 Lloyds - Instant Account		3,568.88	14,870.58	9,433.24
2 Lloyds - Deposit Account		181,601.01	157,702.53	209,619.40
3 Petty Cash Account		193.06	150.84	426.55
Total		185,362.95	172,723.95	219,479.19
Also to authorise payment of Burdens Invoice number 310135 £3,840.00				
Oct 2020 agreed new battery system circa £1,200, but subsequently agreed by email for alternative system				
(8 emails x for - majority)				
Also to authorise payment of Burdens invoice number 310083 £1309.24 to repair fuel leak on Nilfisk				

27th Sept 2021

62
Initials :

- 8.i.2 The Chairman highlighted that the maintenance costs for both the Polaris and Nilfisk machinery would go over budget due to unforeseen breakdowns.
- 8.i.3 Proposed by P/Cllr Mr R Higgs, seconded by P/Cllr Mr A Garlick
- 8.i.4 Vote results – unanimous
- 8.i.5 Resolved – to accept and approve payments as listed above.**
- 8.ii.1 To ratify previous agreement (emails 7 x for) to accept quote for Pavilion fire escape stairs from Quibell Fabrications Ltd for £3,250.00 (ex VAT)**
- 8.ii.2 Proposed by P/Cllr Mr R Higgs, seconded by P/Cllr Mr A Garlick
- 8.ii.3 Resolved to ratify and record accepted quote as above**
- 8.iii.1 To consider and agree purchase of Christmas Tree and new lights**
- 8.iii.2 The Chairman reminded Councillors that a budget of £2,000 had been agreed at the precept meeting.
- 8.iii.3 Proposed by P/Cllr Mrs S Tucker, seconded by P/Cllr Mr M West
- 8.iii.4 Vote results – unanimous
- 8.iii.5 Resolved – to purchase Christmas Tree as usual, and to purchase new lights to the value of budget set.**
- 8.iv.1 To consider acceptance of repayment plan by resident for cost of repairs to Pavilion Gates following damage caused.**
- 8.iv.2 P/Cllr Mr R Higgs explained that a resident had reported an accident which had caused damage to the gates.
- 8.iv.3 He reported that a quote was being sourced, but not yet received.
- 8.iv.4 The resident had requested consideration be given to repayment in instalments.
- 8.iv.5 Proposed by P/Cllr Mr R Higgs, seconded by P/Cllr Mr T Atkinson
- 8.iv.6 Vote results - unanimous
- 8.iv.7 Resolved – to accept request for repayment in instalments – with further and exact details to be agreed between Clerk and resident**
- 8.v.1 The Clerk requested to minute that the internal auditor's report had been previously circulated to Councillors by email and it was confirmed that the external auditor, PKF Littlejohn, had signed off the accounts. The Chairman thanked the Clerk.
- 9. Receive a report from the Police**
- 9.1 None received
- 10. Receive a report from the County and District Councillors**
- 10.1 Apologies had been received previously from both the County and District Councillors.
- 10.2 No reports had been presented.
- 10.3 The Chairman reported that many residents thought the new purple recycling bins were flimsy, although the response from NKDC was that they are made up to specification.
- 10.4 P/Cllr Mr R Kemmett requested that it be raised with NKDC that the letters sent to resident were printed on two sheets of paper rather than doublesided, thereby reducing paper use.
- 10.5 The Clerk to pass P/Cllr Mr R Kemmett's comments on.

11. Receive a report from the Clerk

- 11.i Parish Council offices – gutters have been cleaned – information only
- 11.ii Receipt and submission of survey re riparian watercourse – Clerk has completed – information only
- 11.iii Receipt of email from NKDC regarding initiative to support local shops – information only
- 11.iv Continued search to establish ownership for the parcel of land on Church Street – information only
- 11.v Results/scores of Cemetery of the Year Award and subsequent actions to improve
 - 11.v.1 The Clerk reported that Heckington had not won the competition, and there were certain areas which could earn extra points in future years.
- 11.vi Damaged memorial bench on corner of Churchill Way and Church Street now removed; family purchasing a replacement – information only
- 11.2 Research ongoing into purchase of village gateways to assist with speed reduction
- 11.3 Receipt of leaflet re free installation of a solar power source – might be useful for cemetery.
- 11.4 Item 14 on the agenda is no longer required
- 11.5 Email received from Allotment Association regarding requesting additional water troughs, additional stone for road and action against tenants with untidy plots
- 11.6 The Clerk to liaise with allotment Councillors (M West and T Atkinson)
- 11.7 The Clerk reported that the complaint to BT regarding the overcharged bill was ongoing
- 11.8 The Clerk requested consideration be given to paying for website maintenance, through LALC, at a cost of £30 per month.
 - 11.8.1 The Chairman confirmed that the new website platform was known to be complicated.
 - 11.8.2 Proposed by P/Cllr Mr R Higgs, seconded by P/Cllr Mr A Garlick
 - 11.8.3 Vote results – 8 x for, 1 x against (ST) – majority wins
 - 11.8.4 **Resolved to appoint LALC website maintenance, covered by Chairman and Vice-Chairman authorisation limits**

12. Receive reports from Councillor's relating to their affiliation to local organisations

- 12.1 None received

13. Planning Matters

13.1 Previous applications to be ratified

- 13.1.i 21/0857/FUL – Restoration works to Heckington Manor including demolition of previous extensions and erection of 4 detached dwellings – Heckington Manor and Land to the Rear of 7-9 Cowgate,
- 13.1.ii 21/1165/TCA – H1 cherry Laurel Hedge – remove – 6 Cowgate, Heckington, Sleaford, Lincolnshire, NG34 9RL

- 13.1.iii 21/1273/TPO – T1 Lime – reduce lateral branches to clear garage by 1.5m – 32 Bramley Close, Heckington, Sleaford, Lincolnshire NG34 9TE
- 13.1.iv 21/1276/ - T1 and T2 Lime – crown lift to 3m, deadwood; T3 Lime – crown lift to 3m, deadwood, reduce lateral branches to clear buildings by 2m - Heckington Dental Practice, 48 Kyme Road, Heckington, Sleaford, Lincolnshire
- 13.1.v 21/1412/TCA – B1-B4 Beech – remove overhang by 20ft, crown reduce 12-15ft; B5 Beech – remove overhang by 10ft, crown reduce 12-15ft; B6-B10 Beech – remove overhang by 20ft, crown reduce 12-15ft; B11 Beech – remove overhang by 20-25ft, crown reduce by 12-15ft and pollard 1 large branch, reduce height 25ft; crown thinning B1-B13 up to 15%, crown clean removing dead and crossing branches – Butts Hill House, 13 High Street, Heckington, Sleaford, Lincolnshire

13.2 Applications approved

- 13.2.i 21/0944/FUL – Erection of dwelling – Land adjacent to 32A Sleaford Road, Heckington, Sleaford
- 13.2.ii 21/0968/HOUS – Rear extension and raising of roof height to create additional floor space – 40 Hale Road, Heckington, Sleaford
- 13.2.iii 21/0949/HOUS – Installation of replacement windows and front door – 32 Church Street, Heckington, Sleaford

13.3 Applications rejected

- 13.3.i None received

13.4 Applications withdrawn

- 13.4.i None received

13.5 Prior notifications received (Information only – no action required by HPC)

- 13.5.i None received

13.6 Planning Appeals

- 13.6.i None received

14. To consider request from Trees for Heckington to use the Village Green for publicity on either 16th or 23rd October 2021

- 14.1 This item was not required, as the group had previously withdrawn their request.

15. To discuss the noticeboard on the Village Green and consider replacement

- 15.1 The Chairman reported that the noticeboard on the village green was very tired, the wood had swollen and the internal pinboards were bowed and untidy.

- 15.2 She proposed to purchase a new one identical to the one recently purchased and sited outside the Village Hall

- 15.3 P/Cllr Mrs S Tucker and P/Cllr Mr A Garlick suggested a noticeboard be sited near Oak Way to cover the far end of the village rather than replace the one on the Village Green.

- 15.4 Proposed by P/Cllr Mr R Higgs, seconded by P/Cllr Mr R Kemmett

- 15.5 Vote results – unanimous

- 15.6 Resolved – to remove the Village Green noticeboard, but to not immediately replace it. Consider a new site if necessary in the future.**

16. To discuss and decide action in relation to cricket pitch report

16.1 P/Cllr Mr R Higgs reported that work had been done to the cricket square, but that a response to the report and works required to the outfield was still awaited.

16.2 It was suggested that Section 106 monies may be utilised for this purpose – decision required when necessary, but in the meantime, this item is deferred.

17. To discuss potential purchase of aluminium can recycling facility

17.1 The meeting was informed that the Rotary Club were raising funds for various local charities through the collection of aluminium cans, and that a recycling unit could be purchased for £500.

17.2 Some Councillors remarked that not all cans are aluminium and they questioned whether the facility would be used beneficially.

17.3 It was confirmed that the Co-op had been approached by email to see if the unit could be sited on the carpark, but no response had been received.

17.4 Item deferred for more investigation to take place.

18. Playing Field Trees

18.i To consider quote for works to trees on Houlden Way footpath

18.i.1 The quote for £525 had previously been circulated to Councillors

18.i.2 Proposed by P/Cllr Mr A Garlick, seconded by P/Cllr Mr R Higgs

18.i.3 Vote results – unanimous

18.i.4 Resolved – to accept quote for £525 from Terra Firma, to action maintenance required on Houlden Way footpath

18.ii To discuss trees on Western Boundary of Playing Fields, as reported by resident

18.ii.1 A resident had written to the office to confirm works (at own expense) to a Parish Council owned tree on the Playing Field, which was overhanging her boundary.

18.ii.2 The Clerk suggested that all the trees along this western boundary be inspected by our arborist, Terra Firma, whilst work was being carried out on Houlden Way footpath.

18.ii.3 The Councillors agreed unanimously for the clerk to request a report and a quote if necessary.

19. To discuss and consider request received from Great Hale Parish Council for the use of HPC's Speed Indicator Device

19.1 The Clerk confirmed that relevant information (eg supplier) had been passed to the Clerk at Great Hale in the meantime.

19.2 Councillors generally agreed that Heckington could not spare the temporary use of the Speed Indicator Device at Great Hale, given that at the last meeting they had agreed that a second device was needed in Heckington.

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- 20. To discuss residential boundary issue – property on Mulberry Walk and open space area**
- 20.1 The Clerk reported that a letter and professional survey report received from a resident, indicated that the fence line originally placed along his property border had been misplaced.
- 20.2 P/Cllr Mr R Higgs volunteered to look into the matter further in order to establish the reports accuracy and if found correct, the Clerk to take necessary action.
- 21. To discuss/confirm the process/venue/timing of the next Parish Council meeting**
- 21.1 The next Parish Council meeting was confirmed as being held in Heckington Village Hall on Monday 25th October 2021 at 7.30pm.
- 22. To resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 (if required)**
- 22.1 Item not required.

The Chairman thanked everyone for attending and closed the meeting at hrs 2039

Signed by the Chairman Date