

# HECKINGTON PARISH COUNCIL

**Minutes of the Annual meeting of Heckington Parish Council held in Heckington Parish Council, Council Chambers, St Andrews Street, Heckington on Monday 22nd May 2023 commencing at 1900hrs**

Attendance:

Chairman - P/Cllr Mrs J Palmer

Parish Councillors – Mr T Atkinson, Mr A Garlick, Mr R Higgs, Mrs T Manning, Ms J Peacock, Mr N Stanley, Mr K Thorpe

County Councillor – None present

District Councillors – None present

Minute Taker – Clerk, Ms T Williams

Police Representative – None present

Press Representative – None present

Members of the Public – 13

## **1. Chairman's welcome and opening remarks**

- 1.1 The Chairman welcomed everyone, including the new Councillors to the meeting and went through Health & Safety, fire procedures etc
- 1.2 The Chairman reported that following her meeting with NKDC, the Churchyard grass had been cut and would continue to be cut regularly.

## **2. To receive members Declaration of Acceptance of Office**

- i. Each Councillor present, stood and read out the Declaration of Acceptance of Office.

The Chairman then stood down from the position of Chair, and Vice Chairman Cllr Mr R Higgs took over proceedings.

## **Election of Chairman for the ensuing year**

- ii. Cllr Mr R Higgs asked for nominations for Chairman. Cllr Mr T Atkinson proposed Cllr Mrs J Palmer, seconded by Cllr Mr A Garlick  
There being no other nominations and having confirmed her willingness to stand, a vote was taken and Cllr Mrs J Palmer was elected as Chairman  
**Vote result - 6 for, 2 abstained, elected by majority**
- iii. She read out the Declaration of Acceptance of Office and re-took the position of Chairman.

## **Election of Vice Chairman for the ensuing year**

- iv. Cllr Mr R Higgs, stood down as Vice Chairman. Cllr Mrs J Palmer asked for nominations for Vice Chairman. Cllr Mr T Atkinson proposed Cllr Mr R Higgs, seconded by Cllr Mrs T Manning  
There being no other nominations and having confirmed his willingness to stand, a vote was taken and Cllr Mr R Higgs was elected for Vice Chairman  
**Vote result - 6 for, 2 abstained, elected by majority**
- v. He read out the Declaration of Acceptance of Office and re-took the position of Vice Chairman.

vi. **To approve Cllr Mr D Long's Declaration of Acceptance of Office at next meeting 26<sup>th</sup> June 2023**

The Chairman reported that Cllr Mr D Long was currently overseas and having taken advice on the correct procedure, she sought agreement from fellow councillors to accept Cllr D Long's Declaration of Acceptance of Office at the next meeting.

Proposed by Cllr Mr R Higgs, seconded by Cllr Mr A Garlick

**Vote results – unanimously approved**

The Chairman reported that an advert for co-option had gone out to fill the last vacant seat on the Parish Council.

**3. To receive apologies for absence**

3.1 C/Cllr Mr A Key, D/Cllrs Mrs S Tarry, Mr S Ogden, P/Cllr Mrs D Bell and P/Cllr Mr D Long

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

4.1 None received

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

5.i None received

**6. Minutes of the Parish Council Meeting held Monday 24<sup>th</sup> April 2023 and the Parish Meeting held Thursday 11<sup>th</sup> May 2023**

6.i Minutes of the Parish Council Meeting held Monday 24<sup>th</sup> April 2023

Proposed by Cllr Mr R Higgs, seconded by Cllr Mr A Garlick, and with majority votes of those present at the above meetings, it was **resolved that the minutes were approved and signed.**

6.i.2 Minutes of the Parish Meeting held Thursday 11<sup>th</sup> May 2023

Proposed by Cllr Mr R Higgs, seconded by Cllr Mr T Atkinson, and with majority votes of those present at the above meetings, it was **resolved that the minutes were approved and signed.**

**6.ii Matters arising**

6.ii.1 The Chairman reported that the school Coronation project was progressing nicely. The herb garden was complete and the sensory garden was awaiting one last plant. The benches are due for delivery in the next few weeks. The 'accessible for all' footpath is scheduled to be laid the second week of August. Heckington in Bloom will then tidy the area surrounding the path.

6.ii.2 HPC has had to halt any work around the trees on Limetree Walk as the arborist deemed them unsafe. The arborist is now in liaison with NKDC tree department due

to there being TPO's in this area. Once resolved, we will be pleased to accept Heckington in Bloom's offer to take on the maintenance of this area.

6.ii.3 Cllr Mr R Higgs gave an update following Heckington Junior Football Club's presentation at the last meeting, in which they proposed to improve the area to the side of the Pavilion and site a commercial shed to house equipment. Cllr Mr R Higgs reported having had a successful meeting with NKDC Planning, Heckington Junior Football Club have now progressed to having an architect design some working drawings.

6.ii.4 Cllr Mr R Higgs produced a written report following the inspection of the playground at Mayflower Drive. It was his suggestion that the equipment is past its sell by date, and should be renewed. The Clerk is to add it as an agenda item for the next meeting.

## **7. Public Participation**

7.1 A resident requested re-siting the bin that is next to the NHS bench, as it is obscuring the flower tub.

7.2 Requests were made for more bins in the village. HPC will assess the situation, taking into account the cost of supply and hours required for emptying. The matter will be reviewed at a future meeting.

## **8. Financial Matters**

8.i To approve payments as listed separately – **payments as listed in document tab were approved**

Proposed by P/Cllr Mr R Higgs, seconded by P/Cllr Mr A Garlick

**Vote results – 6 for, 2 abstained**

**Resolved – to approve payments as listed**

8.ii **To approve 'in principle, subject to internal audit' the Financial Audit figures for 2022/2023 (Annual Governance and Accounting Return 2022/2023, Form 3) and provide update on internal audit report**

8.ii.1 The Chairman explained that due to the time restraints in returning the AGAR forms, the figures needed to be accepted in principle as the next meeting would be too late. The figures were presented to Councillors, that had been sent to the internal auditor. Any queries raised by the internal auditor will be reported at the next meeting.

8.ii.2 Proposed by Cllr Mr R Higgs, seconded by Cllr Ms J Peacock

8.ii.3 **Vote results – 7 for, 1 abstained**

8.ii.4 **Resolved – to approve 'in principle, subject to internal audit' the Financial Audit figures for 2022/2023 (Annual Governance and Accounting Return 2022/2023, Form 3) and provide update on internal audit report.**

**9. To receive a report from the Police – none present**

9.1 The Chairman reported that following a report in the local Standard newspaper from the Assistant Chief Constable, asking for peoples views on the Police, the lady was invited to speak at the recent Annual Parish Meeting. There was no reply received. However, due to the advertised cuts of PCSOs, Heckington will be losing PCSO cover from 1<sup>st</sup> October, which will leave us with no day to day cover.

**10. To receive a report from the County Councillor and District Councillors**

10.1 Received from District Councillors – read by The Clerk

We must apologise for missing the Annual Parish Meeting over a week ago and for now missing the Annual Parish Council Meeting. Following the election there is a comprehensive induction programme over a number of weeks for newly elected members and re-elected members and this is resulting in a clash of dates. The Annual Council meeting is being held on Tuesday 23<sup>rd</sup> May and it is at this meeting that appointments to committees and panels will be made and training specific to these appointments will take place going forward.

If there is an issue or something that you think we can help with please contact us.

**11. To receive a report from the Clerk**

11.1 The Clerk highlighted the receipt of the Community Hub Grant for the provision of the Library.

11.2 The Clerk reported receiving notification of amended details to the proposed development – land to the rear of 68 Sleaford Road, Heckington. P/Cllr Mr R Higgs explained to Councillors that the revised details proposed a visibility splay of 14.3m. It was his opinion that major landscaping would be required to achieve this splay and it would still be a dangerous exit/entrance. P/Cllr Mr R Higgs recommended the Parish Council write to Highways again to reaffirm the points raised in our original letter.

Proposed by P/Cllr Mrs J Palmer, seconded by P/Cllr Mr A Garlick

**Vote result - unanimous**

**Resolved to write to Highways**

**12. Receive reports from Councillor’s relating to their affiliation to local organisations and to confirm representation for the following areas of responsibility –**

- i. Allotments – Cllrs T Atkinson, D Long
- ii. Cemetery – Cllrs J Palmer, R Higgs
- iii. Finance – Cllrs J Palmer, R Higgs
- iv. Village Hall – Cllr T Atkinson
- v. Pavilion Tenancy/sports facilities – Cllrs R Higgs, N Stanley, K Thorpe
- vi. Trees & Environmental – Cllrs A Garlick
- vii. Heckington in Bloom – Cllr J Peacock
- viii. Heckington Swimming Pool – Cllr T Manning

12.2 **Resolved without objection to nominate Councillors to the areas of responsibility as listed. Chair and Vice Chair ex officio to all.**

12.3 P/Cllr Mr A Garlick reported that 2 Silver Birch trees at the playing fields appeared to be dead, he will continue to observe them, with a view to replacing them late September if necessary.

**13. Planning Matters** (The Parish Council does not have the power to approve nor reject applications – it is merely a consultee and can submit appropriate comments)

**(1) Applications to be ratified**

- i. 23/0440/HOUS – replace current conservatory roof and replace the glass with new toughened glass – 60 High Street Heckington, Sleaford, Lincolnshire, NG34 9QT
- ii. 23/0444/HOUS – Erection of link attached extension between garage and dwelling and garage conversion – 2 Shrubwood Close, Heckington, Sleaford, Lincolnshire NG34 9QH

**(2) Applications approved**

- i. 23/0311/HOUS – Replacement of timber sash windows with wooden box sash double glazed windows and replacement of rear sitting room wooden doors with wooden double glazed doors – 4 Cowgate Heckington Sleaford

**(3) Applications refused**

- i. None received

**(4) Applications withdrawn**

- i. None received

**(5) Prior notifications received (information only – no action required from HPC)**

- i. None received

**(6) Planning appeals**

- i. None received

**14. To approve request to site memorial bench at The Cemetery**

The Chairman reported receiving a request to site a memorial bench on the Eastern Border of The Cemetery. The bench would be purchased and maintained by the family, to Heckington Parish Council's specifications.

Proposed by Cllr Mr A Garlick, seconded by Cllr Mr R Higgs

**Vote result – unanimous**

**Resolved to agree the request**

- 15. To confirm the next meeting as the Monday 26<sup>th</sup> June 2023**  
Meeting confirmed as above.

The Chairman thanked everyone for attending and closed the meeting at 1943hrs

**Signed by the Chairman .....** **Date .....**