

HECKINGTON PARISH COUNCIL

Minutes of a meeting of Heckington Parish Council held virtually, in line with Section 78 of the Coronavirus Act 2020, Monday 29th March 2021 commencing at 1900hrs

Attendance: via Google Meet (Meeting link meet.google.com/pop-canj-hcd)

Chairman - P/Cllr Mrs J Palmer

Parish Councillors – Mr T Atkinson, Mr R Doughty, Mr A Garlick, Mr R Higgs, Mr M Jones, Mr R Kemmet (audio only), Mrs S Tucker, Mr M West

County Councillor – None

District Councillors – None

Minute Taker – Clerk, Ms J Hudson

Police Representative – None present

Press Representative – None present

Members of the Public – 2

1. Chairman's Welcome and Opening Remarks

1.1 The Chairman welcomed everyone to the meeting and explained the protocol.

1.2 The Chairman confirmed the new generator had been sited outside the Village Hall and that Cllr Mr R Higgs would now continue with the sale of the old generator as previously agreed.

2. To receive apologies for absence

2.1 Apologies received from County Councillor Mr B Young, District Councillors Mr S Ogden and Mrs S Tarry.

2.2 P/Cllr Mrs S Tucker asked for clarification of Parish Councillor attendance at meetings. The Clerk confirmed that after 6 meetings of non-attendance without acceptance of apologies, a Councillor automatically ceases to become a Member. P/Cllr Mrs S Tucker stated that reasons of 'absence of technology' or 'lack of knowledge' should no longer be acceptable reasons for non-attendance. The Clerk confirmed that attendance is monitored and that there is one P/Cllr who has not been in attendance for these reasons. Situation will continue to be monitored by the Clerk in line with regulations.

3. To receive any declarations of interest in accordance with the Localism Act 2011

3.1 P/Cllr Mr T Atkinson declared a non-pecuniary interest in items 12.1a and 12.3a

4. To consider any written requests for dispensations received at or before the start of the meeting.

4.1 The Chairman confirmed that dispensation to speak will be given to a Member of the Public who had requested to speak at item 15.

5. Minutes of the Parish Council Meeting held on Monday 18th January 2021 to be approved as Minutes and signed.

5.1 Proposed by Cllr Mr R Higgs and seconded by Cllr Mrs S Tucker

5.2 Vote results 7 x for, 2 abstention (Cllrs Mr A Garlick and Mr M West, who were not present at the previous meeting).

5.3 Resolved – To approve minutes as above

5.4 Matters arising – none raised

6. Submitted questions/comments from the public –

6.1 NB Members of the Public will not be able to speak at this meeting

6.2 All questions or comments MUST be submitted in writing to the Clerk by Friday 26th March 2021 at 12 noon and will be presented by the Clerk to the Councillors.

6.3 None received

7. Financial Matters (all relevant documents previously emailed to Councillors for their information)

7.1 To approve payments as listed –

(see next page – this page is intentionally remaining blank)

Account movement since last Ratification (Jan) at Agenda item 7.1				
Date		Description	Debit	Credit
20-Jan-21	DDebit	Water - Cemetery	32.89	
22-Jan-21	Credit	HMRC VAT Reclaim		3,002.73
25-Jan-21	4355	Maintenance - Village Barley close fencing	522.00	
26-Jan-21	PCash2601	Office Supplies - Computer maintenance Eclipse	45.00	
26-Jan-21	PCash260102	Staff Clothing boots - petty cash repaid to caretaker	29.95	
28-Jan-21	Transfer	Transfer to Lloyds - Instant Account	10,000.00	
28-Jan-21	Transfer	Transfer from Lloyds - Deposit Account		10,000.00
05-Feb-21	4356	Staff Clothing Turnbolls	31.86	
09-Feb-21	Credit	Bank Interest		1.49
10-Feb-21	SOrder	Pension Contributions	195.36	
12-Feb-21	DDebit	Bank Charges	12.95	
13-Feb-21	DDebit	Phone	95.23	
15-Feb-21	Credit	Cemetery Income Kent		71.54
18-Feb-21	SOrder	Chairmans Allowance	60.00	
22-Feb-21	BACS	Balance invoice Chambers - carpet - K Skieth flooring	300.00	
23-Feb-21	4357	Donaldsons DIY	161.48	
23-Feb-21	4358	Maintenance - Village - jewsons concrete mix for bin	34.37	
25-Feb-21	PCash25	Maintenance - Chambers window cleaning	21.00	
25-Feb-21	BACS JP	CIL Receipts and Expenditure - Arion fire system	2,352.00	
25-Feb-21	Credit	Cemetery Income exclusive right		287.72
04-Mar-21	BACSJP	Tree Works - Cemetery Yew trees	1,200.00	
09-Mar-21	BACS	Tree Works - cemetery	300.00	
10-Mar-21	4359	Maintenance - Playing Fields - concrete base etc	1,440.00	
11-Mar-21	4360	Maintenance - Nilfisk Machine burdens	8.99	
11-Mar-21	4360	Maintenance - Nilfisk Machine burdens	138.13	
11-Mar-21	PCashFeb21	Office Supplies postage Feb 21	2.06	
11-Mar-21	PCashFeb22	Maintenance - Chambers PAT test Jan 21	70.00	
12-Mar-21	DDebit	Bank Charges	14.65	
12-Mar-21	DDebit	Electricity - Cemetery	163.86	
12-Mar-21	DDebit	Electricity - Chambers	498.53	
13-Mar-21	DDebit	Phone	95.23	
16-Mar-21	PCash	Maintenance - Chambers - computer service/maint	40.00	
18-Mar-21	SOrder	Chairmans Allowance	60.00	
23-Mar-21	4361	Inspections/Maint - Play Areas - display pro signs	117.22	
23-Mar-21	4362	Office Supplies stationery ESPO	105.59	
23-Mar-21	4363	Maintenance - Cemetery - weed fabric/gravel	105.62	
23-Mar-21	4363	Maintenance - Cemetery - gravel	86.28	
23-Mar-21	4363	Maintenance - Village - bolts for generator	14.11	
23-Mar-21	4364	Maintenance - Nilfisk Machine - euromec cutting blade	159.36	
23-Mar-21	4365	Maintenance - Supplies - Drayton - drill battery	60.00	
24-Mar-21	Transfer	Transfer to Lloyds - Instant Account		10,000.00
24-Mar-21	Transfer	Transfer from Lloyds - Deposit Account	10,000.00	
29-Mar-21	BACS	Office Supplies Scribe accounting system	416.40	
		Salaries Jan - March	6,866.64	
		Account movement for ratification since last meeting	35,856.76	23,363.48
Parish Council 2020-2021				
Balances Jan-21 Feb 21				
Account		Jan-21	Feb-21	
1 Lloyds - Instant Account		13,023.58	7,850.51	
2 Lloyds - Deposit Account		181,572.08	181,573.57	
3 Petty Cash Account		203.17	182.17	
Total		194,798.83	189,606.25	

7.1.2 Proposed by Cllr Mr R Doughty, seconded by Cllr Mr A Garlick

7.1.3 Vote results unanimous

7.1.4 Resolved – to approve payments as listed above

7.2 To formally ratify decision accepting quote from J Hartill of £1,370 to carry out remedial works to Youth Shelter at Playing Fields as per advice from the Play Inspection Company (email results 9 x for = majority)

7.3 To formally ratify decision to negotiate and purchase Yew trees for cemetery on advice by professional arborist, Terra Firma. Initial suggested requirement of 15-18 x yew trees, 8ft + £149 and smaller at £50 max – final price still to be negotiated (email results 8 x for = majority)

7.3.1 The final price was confirmed to be £1,200 which included planting of the trees.

7.4 To formally ratify decision to negotiate and contract remedial work to cemetery layby, which is currently muddy underfoot (email results 8 x for = majority)

7.4.1 The Chairman formally thanked Smith Construction for carrying out the work without charge, for the benefit of the village.

7.5 To formally ratify decision to contract Smiths Construction to (urgently) repair collapsed drain on driveway to Pavilion (quote £2,218.00+VAT) (email results 8 x for, plus one verbal phone message for = majority)

7.6 Proposed by Cllr Mr A Garlick, seconded by Cllr Mr M Jones

7.6.1 Vote results – unanimous

7.6.2 Resolved – to formally minute the ratifications listed 7.2 to 7.5 as above

7.7 To discuss financial assistance to Village Hall committee (late agenda item for publication, but notified by email to Councillors with the statutory 3 clear working days with various documents)

7.7.1 For the benefit of Members of the Public attending the meeting, the Chairman explained that the Village Hall had submitted a request for financial help towards the urgently required replacement of the internal ceiling, along with various quotes for work required.

7.7.2 She went on to remind Members that the Parish Council is the Custodian Trustee of the Village Hall and therefore has an interest.

7.7.3 She also confirmed that the VH Committee has already been making necessary improvements to the Hall in order for it to be able to open when Covid restrictions allow.

7.7.4 Cllr Mr R Higgs commented that a survey had been done previously and all works thought to be complete, and yet this new issue had come to light.

7.7.5 The Chairman reminded Members that it was the majority decision of the residents to retain and maintain the current Hall.

7.7.6 It was reported that the business plan of the VH committee showed that the Village Hall was viable in the long term once Covid restrictions are lifted and events/hiring can re-start.

7.7.7 Cllr Mr R Higgs reported that the fire system installation could take place at the same time, sharing use of the required scaffolding. If this was the case, the fire alarm supplier, Arion Ltd, had confirmed that they would reduce their quote by £400.00

7.7.8 Proposed by Cllr Mrs S Tucker and seconded by Cllr Mr A Garlick

7.7.9 Vote results – unanimous

7.7.10 Resolved – Heckington Parish Council to offer financial assistance by paying for replacement internal ceiling at a quoted cost of £8,390.00 (exc VAT). Cllr Mr R Higgs and Cllr Mrs J Palmer to arrange for the 2 companies to share scaffolding.

8. Receive a report from the Police

8.1 No specific police report had been provided.

9. Receive a report from the County and District Councillors

9.1 No specific reports had been received.

9.2 The Chairman confirmed that County Councillor Mr B Young was retiring, and therefore not standing for re-election in May 2021. In his absence, she thanked him for his help with Heckington issues and confirmed, with the agreement of all Councillors, that a formal letter of thanks would be sent from HPC.

10. Receive a report from the Clerk

10.1 The Clerk notified the meeting of the planning application received after the agenda had gone out. Details of 21/0311/FUL Abbey Parks Farm Shop Boston Road East Heckington Sleaford, had been emailed to Councillors.

10.2 The Clerk updated the meeting regarding the tree issue on Willow Close/High Street and explained that NKDC was dealing with the owners of the trees. (Subsequently it was discovered that the owners did not want to take action in respect of the height of their trees, but they did give permission for the resident of Willow Close to cut branches overhanging the boundary)

10.3 The Clerk confirmed the application had been resubmitted for the Library Grant 2021/2022 as requested from Lincolnshire County Council.

10.4 The Clerk reported that a request from #Jamieforever had been received and that under the terms of agreement as per previous request, permission to use the Village Green had been given on behalf of HPC.

10.5 The Clerk outlined a suggestion received from a resident, to purchase specific emergency equipment to deal with 'bleeding' incidents. A specifically designed 'blood box' contains required equipment to provide emergency road-side treatment. It could be housed in the box with the defibrillator. Costing to be confirmed, but agreed by Councillors in principle.

11. Receive reports from Councillors relating to their affiliation to local organisations

11.1 None received.

12. Planning Matters

12.1 Previous applications to be ratified

12.1.1 20/1514/FUL – Receipt of amended details – Proposed erection of 1no. bungalow including parking spaces and private garden and parking spaces for the existing bungalow at 21 Eastgate – Land to the rear of 21 Eastgate, Heckington, Sleaford

12.1.2 21/0248/TCA – T1 Ashe – fell – Crown Lodge, 46 High Street, Heckington, Sleaford, Lincolnshire

12.1.3 21/0171/FUL – Car Parking area and new access to Highway – Millview Medical Centre, 1 Sleaford Road, Heckington, Sleaford, Lincolnshire

12.1.4 21/0163/FUL – Installation of new lighting to rear car park – 1 & 3 High Street, Heckington, Sleaford, Lincs, NG34 9RA

12.1.5 20/1761/HOUS – Erection of a porch to rear entrance – 39 Cameron Street, Heckington, Sleaford, Lincolnshire, NG34 9RW

12.1.6 21/0414/TCA – T1 Beech – crown reduction on over extended branches, removal of dead wood, crown lift to 2.5m; G1 – sever and remove ivy on multiple trees – Beech House, 18 St Andrews Street, Heckington, Sleaford, Lincolnshire

12.2 Applications approved

12.2.1 20/1535/HOUS – Retrofit of 2-storey detached house and attached single-storey, ex-shop annexe with insulating cladding and render. Incorporate annexe into main dwelling. Replacement of existing gull-wing annexe roof with flat roof. Replacement windows and doors, relocation and addition of some windows. Demolition of existing conservatory and erection of new conservatory and erection of front porch. Demolition of existing garden wall and erection of railings. Internal remodelling – 12-14 Cameron Street, Heckington, Sleaford

12.2.2 20/1616/HOUS – Proposed erection of porch, insertion of dormer windows, and installation of timber cladding – The Oat Sheaf, Boston Road, East Heckington

12.2.3 20/1750/HOUS – Erection of rear single storey extension – 43 Oatfield Way, Heckington, Sleaford

12.2.4 20/1767/FUL – change of use from Use Class B1(a) to Use Class F 1(a) Education – Buildings adjacent to Elm Grange, Boston Road, East Heckington

12.3 Applications rejected

12.3.1 20/1514/FUL – proposed erection of 1no. bungalow including parking spaces and private garden & parking spaces for the existing bungalow at 21 Eastgate – Land to the Rear of 21 Eastgate, Heckington, Sleaford

12.3.2 20/0945/FUL – Demolition of existing buildings and erection of 17 dwellings with associated garages – Land off Burton Road, Heckington

12.4 Applications withdrawn

12.4.1 None received

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

12.5.1 21/0125/PNAGR – Town and Country Planning General Permitted Development Order 1995, Schedule 2, parts 6 and 7 – Application for prior notification of agricultural or forestry development – Steel framed building for straw and implementation storage – Brickyard Farm And Fisheries, Star Fen, Heckington – subsequent notice received from NKDC which states prior approval in NOT required

12.6 Planning Appeals

12.6.1 Planning Appeal by NJA Property Management Limited and RHW Property Management – Proposed Site at Land to the North of Boston Road, Heckington, Sleaford, Lincolnshire – Planning reference 20/0753/FUL, Appeal reference APP/R2520W/21/3269185

13. To formally minute non-financial decisions taken during lockdown

13.1 Review of play parks opening

13.1.1 The delay to the fitting of the self-closing gates was estimated at 3 months by the contractor, and Councillors generally agreed that as all other works had been completed and that the replacement gates were not a legal requirement, that the play parks were to be opened once the social distancing guidance signs had been put up.

13.1.2 Proposed by Cllr Ms S Tucker, seconded by Cllr Mr A Garlick

Vote results – 8 x for, 1 absention

13.1.3 Resolved – to open the play areas once new signage is fixed in place

13.2 To formally minute permission for poly tunnel 3mx4mx2m and greenhouse 2mx2m plot B10-1 (no email objections received from allotment Members)

13.3 To formally minute thanks to Smiths Construction for assistance with parking area at cemetery.

13.3.1 As item 7.4.1 the Chairman gave thanks as above.

13.4 To formally ratify agreement to source and provide quotes for a new noticeboard at Village hall (email results 7 x for = majority)

13.4.1 Various options and quotes had been emailed to Councillors for prior consideration

13.4.2 Proposed by Cllr Mr R Higgs and seconded by Cllr Mr R Doughty

13.4.3 Vote results – unanimous

13.4.4 Resolved – that a noticeboard made of aluminium up to the value of £2,000 be sourced and purchased.

14. Consideration of consultation from LCC for proposed waiting restrictions on Kyme Road/Vicarage Road – previously submitted by HPC to LCC

14.1 It was discussed and confirmed that this was an original submission from HPC some time ago and that views had not changed.

15. Trees for Heckington – introduction by representative of the group and update project info – the Chairman to grant dispensation for this member of the public to speak.

15.1 The Chairman introduced Karen Hill to the meeting and gave dispensation for her to speak during this item.

15.1.2 Karen thanked the Council for the opportunity to speak and she outlined the Trees for Heckington group's aims and progress so far.

15.1.3 She confirmed the group's wish to work closely with the Parish Council in respect of planting, maintaining and caring for the trees within the Parish.

15.1.4 Cllr Mr A Garlick volunteered to be the nominated Councillor for matters pertaining to trees, and this was agreed by all present.

16. Cllr Mrs S Tucker requests item for discussion about HPC Public Relations and promotion of Council business

16.1 Cllr Mrs S Tucker outlined her concerns that residents aren't as well informed about Council business as they could be.

16.1.2 She suggested that the good work of the Council wasn't publicised sufficiently, and that general Public Relations could and should be improved.

16.1.3 Discussions indicated that most of the Councillors were not keen on using social media such as Facebook, but Cllr Mrs S Tucker suggested other ways of raising the Councils profile, such as holding surgeries etc.

16.1.4 No decision made at this time, but Councillors to consider possibilities and suggestions for discussion at a future meeting.

17. Cllr Mr R Higgs requests item for discussion about use of Public Space Protection Orders

17.1 Cllr Mr R Higgs reported that he had had numerous verbal reports from residents about concerns with increased dog fouling, specifically on the Village Green.

17.1.2 He had requested the Clerk to investigate the requirements and process of Public Space Protections Orders, the results of which had been emailed to the Councillors prior to this meeting.

17.1.3 The ensuing discussion pointed out potential issues with how to police an order, the practicalities etc

17.1.4 It was agreed that the Clerk would look for further information from NKDC.

18. To receive general correspondence

18.1 Letter from NKDC/Lincolnshire Community Foundation re: Volunteer and Community Charities and Organisation funding opportunity – information only

18.2 Rail Lincs regular newsletter – information only

18.3 Email from resident re flooding – full investigation carried out. Clerk had responded to resident – information only

18.4 Letter from LCC in response to report about footpath 12 off Littleworth Drove – suggestion of permanent stiles near sewerage works to minimise risk of fencing gates being left open. – information only

19. To discuss/confirm the process/venue/timing of the next full Parish Council meeting

19.1 The Chairman confirmed that the correct notice would be provided when the next meeting is arranged and the date will be confirmed.

19.2 It is hoped that a physical meeting will be possible.

20. To resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 (if required)

20.1 Item not required.

The Chairman thanked everyone for attending and closed the meeting at 8.32pm

Signed by the Chairman Date