

# HECKINGTON PARISH COUNCIL

## **Minutes of the Extraordinary meeting of Heckington Parish Council held virtually, in line with Section 78 of the Coronavirus Act 2020, Monday 30<sup>th</sup> November 2020 commencing at 1900hrs**

Attendance: via Google Meet (Meeting link mvq-pgwy-aah)

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 Kemmett (no audio), 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 – 1

### **1. Chairman's Welcome and Opening Remarks**

- i. The Chairman welcomed everyone and Councillors were reminded to raise their hands in order to speak, and to turn microphones off when not using. It was noted that the meeting was quorate and that there had been previously 2 requests from a Members of the Public to attend and no comments or questions had been submitted.
- ii. She reported that the Christmas Tree and lights were now displayed.
- iii. She reported that the school children's poster competition had been judged by herself, Cllr Mrs S Tucker and the Clerk. The results would be announced once the Head Teacher, Mrs Bentley confirms publishing details.

### **2. To receive apologies for absence**

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

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

- i. None received

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

- i. None received

### **5. i. Minutes of the Parish Council Meeting held on Monday 12<sup>th</sup> October 2020 to be approved as Minutes and signed.**

Proposed by Cllr Mr R Doughty and seconded by Cllr Mr M West

Vote results unanimous.

### **Resolved – To approve minutes as above**

Matters arising

- i. Tarmac has been purchased for Houlden Way - item 14, 12<sup>th</sup> October 2020
- ii. Final payment of Car Park resurfacing processed – item 7 (3), 12<sup>th</sup> October 2020
- iii. Works to cemetery trees – item 7 (5), 12<sup>th</sup> October 2020 – Front lime trees pollarded, other agreed work to continue
- iv. Vented bricks purchased for removal of bees, work still to be carried out - Item 10 (v), 12<sup>th</sup> October 2020
- v. Vermin control – treatment ongoing as instructed by NKDC, no further issues reported to HPC office to date – item 16, 12<sup>th</sup> October 2020

## 6. Submitted questions/comments from the public –

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

All questions or comments MUST be submitted in writing to the Clerk by Monday 30<sup>th</sup> November 2020 at 12 noon and will be presented by the Clerk to the Councillors.

None received

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

### 1. To approve payments/accounts as listed

Date		Description	Debit	Credit
01-Oct-20	Credit50	Rent - Allotments B2-1		36.47
01-Oct-20	Credit51	Rent - Allotments A17-1, A17-2		72.94
01-Oct-20	Credit52	Rent - Allotments B9-1		36.47
01-Oct-20	Credit365	Cemetery Income - J-J-3 Exclusive right of burial		287.72
	BACS			
01-Oct-20	Credit58	Rent - Allotments B9-2		36.47
02-Oct-20	Credit53	Rent - Allotments B8-2, B16-2A and B16-2B		75.43
02-Oct-20	Credit	Rent - Allotments B10-2		36.47
02-Oct-20	4324	Maintenance - Playing Fields - emergency radiators	69.60	
06-Oct-20	4326	Donations - RBL Wreaths	54.00	
06-Oct-20	4323	Donations RBL - Cancelled cheque £74 not presented		
08-Oct-20	Credit42	Rent - Allotments B3-2, B4-1, B4-2		109.41
08-Oct-20	Credit43	Rent - Allotments B18-2B		19.48
08-Oct-20	Credit	HMRC VAT Return		581.00
02-Oct-20	4322	Fuel	48.00	
10-Oct-20	DDebit	Pension Contributions	195.36	
12-Oct-20	Credit44	Rent - Allotments A7-1		36.47
12-Oct-20	Credit54	Rent - Allotments B14-1		36.47
15-Oct-20	Credit	Village Hall Renovations - repay interest		562.47
18-Oct-20	SOrder	Chairmans Allowance	60.00	
20-Oct-20	Credit56	Rent - Allotments A14		72.93
20-Oct-20	Credit57	Rent - Allotments B18 - 2A		19.48
20-Oct-20	DDebit	Water - Cemetery	15.73	
20-Oct-20	Credit	Cemetery Income - William Kent Memorials		71.54
20-Oct-20	Credit	Cemetery Income as above - paid twice		71.54
20-Oct-20	Credit	Cemetery Income - as above - refunded	71.54	
22-Oct-20	4327	Maintenance - Polaris - burdens	416.89	
22-Oct-20	4328	Maintenance - Allotments - Jewsons hardcore	160.66	
		Council Expenditure - Jewson cement + fixings for bench	79.91	
22-Oct-20	4330	Maintenance - Supplies - platform steps jewsons	40.14	
22-Oct-20	4331	Tree Works - broken branch removal at pavilion	60.00	
23-Oct-20	Credit	NKDC - Grants litter pick		777.42
23-Oct-20	DDebit	Electricity - Cemetery	73.70	
23-Oct-20	DDebit	Electricity - Chambers	124.40	
24-Oct-20	DCardJP	Council Expenditure - Prizes for school poster comp	50.00	
26-Oct-20	BACS	Council Expenditure - W Kent - War Memorial	720.00	
		Maintenance - Chambers - window cleaning (2 months)	40.00	
26-Oct-20	PCash46			
27-Oct-20	BACS	Reserves - Car Park Resurfacing	11,988.72	
27-Oct-20	BACS	Donations - Audit donation for Foodbank	40.00	
27-Oct-20	4332	Subscriptions - SLCC	140.00	
27-Oct-20	4333	Donaldsons DIY	59.83	
27-Oct-20	BACSH	Office Supplies Printer supplies/ink	541.72	

29-Oct-20	Credit60	Rent - Allotments A7-2		36.47
28-Oct-20	Credit	Cemetery Income - William Kent Memorials		71.54
30-Oct-20	Credit	Rent - Allotments A8-1		36.47
09-Oct-20	Credit	Bank Interest		1.66
30-Oct-20	PCash	Office Supplies - disinfectant and coffee	14.00	
29-Oct-20	Credit	Rent - Allotments A15-2 & A16,A4-2, A9-1		197.34
30-Oct-20	Credit61	Maintenance - Village purchase of flood barrier		6.35
	Credit			
14-Oct-20	34+55+45	Rent - Allotments B51+2, B16-1 + A11		182.34
06-Nov-20	4334	Tree Works - cemetery	1,550.00	
06-Nov-20	4335	Maintenance - Village - padlock/keys nick marshall	71.40	
10-Nov-20	DDebit	Pension Contributions	195.36	
13-Nov-20	DDebit	Bank Charges	5.00	
13-Nov-20	DCard	Office Supplies Land Registry search	35.94	
14-Nov-20	DDebit	Phone	95.23	
16-Nov-20	4336	Audit	480.00	
17-Nov-20	4337	Insurance - Vehicles (+ Tax) - MOT	54.85	
17-Nov-20	4338	Maintenance - Chambers - airbricks jewsons	83.94	
17-Nov-20	4339	Maintenance - Village - tarmac jewsons	56.16	
18-Nov-20	SOrder	Chairmans Allowance	60.00	
09-Nov-20	Credit	Bank Interest		1.85
02-Nov-20	Credit	Rent - Allotments B1-2		36.47
		Salaries for period Oct - Nov	4,893.96	
		Account movement for ratification since last meeting	22,646.04	3,510.67

#### Parish Council 2020-2021

##### Cash Book Balances Oct-20 to Nov-20

Account	Oct-20	Nov-20
1 Lloyds - Instant Account	7,768.23	12,791.51
2 Lloyds - Deposit Account	211,566.75	201,568.60
3 Petty Cash Account	137.09	173.56
Total	219,472.07	214,533.67

- To approve purchase of replacement generator (plus re-sale of old generator) to be stored at the Village Hall as part of the Heckington Emergency Plan project. Quote obtained from specialist supplier was £8,500.00. Email response 6 x for, 5 non response – majority. Subsequent quote reduced to £8,000.00 – **Proposed by Cllr Mr T Atkinson, seconded by Cllr Mrs S Tucker – vote results unanimous. Resolved – to approve purchase as above**
- To report the completion of the limited assurance review by the external auditors for the financial year 2019/2020 (previously notified to Councillors and displayed on Website and HPC noticeboard). **The Chairman reported the completion as above**
- To ratify the following expenditure as agreed electronically (6 x for - majority)–

- i. £897.00 – To remove, refurbish and refit emergency staircase and finish in suitable black gloss paint – Pavilion
- ii. £485.00 – To locate area of a collapsed drain at the rear of the property. Excavate and repair with new pipe work refill and leave suitable surface – Pavilion
- iii. £97.00 – to repair and replace damaged drain access and lids x 2 - Pavilion

**Formally ratified by proposal by Cllr Mr M Jones, seconded by Cllr Mr A Garlick – vote results unanimous**

**Resolved – to formally ratify details above**

**8. Receive a report from the Police representative – confirmation of the transfer of PCSO Patrick Welby-Everard.**

The Chairman confirmed that PCSO Welby-Everard was a great loss to the Parish due to his knowledge and experience of the area. PCSO Nic Woolerton is known in the area and will be the lead contact for future police issues.

**9. Receive a report from the County and District Councillors.**

The DCllrs were not able to attend the meeting, but had previously confirmed that there were no new updates in respect of the vermin infestation.

In the County Councillors absence, the Chairman moved to bring item 14 forward. She confirmed that an email from Cllr Mr B Young advised that the decision had been taken by LCC to demolish the toilet facilities at Carter Plot layby, due to continuing issues with security and maintenance. The Chairman provided a historical background of the site and the problems encountered when it was the responsibility of HPC. It was generally commented that the closure of facilities will be an unfortunate but necessary loss to road users.

**10. Receive a report from the Clerk**

- i. The Clerk informed that an additional planning application had been received since the publishing of the agenda – 20/1514/FUL – Proposed erection of 1no. bungalow including parking spaces for the existing bungalow at 21 Eastgate – Land to the rear of 21 Eastgate, Heckington, Sleaford, Lincolnshire, NG34 9RB – **Cllr Mr T Atkinson declared a non-pecuniary interest in this matter.**
- ii. The Clerk reported that notification had been received from the Council's bank, that banking charges were due to be increased.

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

No resolutions may be passed under this item.

Cllr Mr R Higgs reported that contrary to rumours heard, the Heckington Area Voluntary Car Service IS still operating at the current time. Due to the Covid-19 situation, numbers are down by about one third, but the visits to Louth specifically had increased.

**12. Planning Matters.**

**(1) Previous Applications to be ratified**

- a. 20/1497/HOUS – erection of a single storey rear extension and detached garage – 9 New Street, Heckington, Sleaford, Lincolnshire, NG34 9JL
- b. 20/0945/FUL – Amended plans/Additional information – Demolition of existing buildings and erection of 17 dwellings with associated garages – Land off Burton Road, Heckington – revisions

to scheme including the addition of 2 further dwellings and house types

**(2) Applications approved**

- a. 20/1075/HOUS – demolition of existing garage and covered porch and erection of a single storey front and rear extension with high raised decking and level access ramp to main entrance to allow a fully wheelchair accessible home – 56 Sleaford Road, Heckington, Sleaford
- b. 20/0741/FUL – Erection of 33 affordable houses along with associated infrastructure – Land East of Welchman Way, Heckington
- c. 20/1149/HOUS – Part demolition to side of property and erection of an extension and garage conversion to existing bungalow – 9 Churchhill Way, Heckington, Sleaford

**(3) Applications rejected**

- a. None received

**(4) Applications withdrawn**

- a. None received

**(5) Prior Notifications received (Information only - no action required from HPC)**

- a. 20/1433/PNH – single storey rear extension from the original rear wall of the garage, eaves height of 2.25m and maximum height of 3.50m – 3 Laxton close, Heckington, Sleaford

Council comments already submitted via the Clerk for submission to NKDC planning portal where necessary.

Therefore, a ratification ‘en bloc’ was proposed by Cllr Mrs J Palmer, seconded by Cllr Mr R Higgs

Vote results unanimous

**Resolved – to ratify above planning matters ‘en bloc’**

**13. To formally minute non financial decisions taken during lockdown –**

- i. **Millview Medical Surgery’s solicitor request to merge 3 parcels of land into one Land Registry entry – HPC agrees by majority, on the condition that the restrictive covenants which restrict building and use are also transferred and remain applicable to the area previously owned by HPC. (Email results 9 x for, 2 non-response)**
- ii. **To confirm updated situation in respect of Play parks at Mayflower and Playing Field – Risk assessment reviewed, and agreed by email (6 x for, 3 x against, 2 non responses) to remain closed until a review after 2<sup>nd</sup> Dec (Government review of lockdown restrictions), and to remain closed until remedial work to the roundabout at Mayflower and the replacement self closing gates at Playing Field is completed. Once both parameters are met, to reconsider the re-opening of the playparks with additional Covid-19 awareness signage, ensuring users do so at their own risk and no liability will fall to the Council.**

Proposed by Cllr Mrs J Palmer, seconded by Cllr Mr M West – vote results unanimous.

**Resolved – to formally approve ratification as above.**

Cllr Mrs S Tucker enquired as to the current situation with the remedial work to the Play Parks. She also requested it be noted that her view was that the play parks should be open (completed maintenance work permitting). Cllr Mr R Higgs confirmed that the new self closing gates would be fitted in the very near future and that following initial confusion (the Clerk gave apologies for this oversight), the roundabout parts had now been ordered.

The Clerk also reported out of interest, that the first known case of a Parish Council (Sywell) being

reported by a Member of the Public with concerns about it being open during lockdown restrictions, was being 'investigated' by the Health & Safety Executive. The Parish Council concerned had displayed numerous advisory notices which also advised users that the equipment was not routinely cleaned and that it would be used at their own risk. No final outcome is known at the present time of writing.

**14. To formally minute LCC decision to demolish toileting facilities at Carters Plot due to issues and problems with ongoing maintenance and security.**

This item had been brought forward by the Chairman and had previously been discussed at item 9.

**15. To discuss the Community Infrastructure Levy (CIL – (used to be called Section 106 monies)), and approve expenditure and reporting of same.**

The Clerk, having previously emailed Councillors details of the CIL monies received for the reporting year 2019/2020, advised that an expenditure report was required to be submitted by 31<sup>st</sup> December 2020 to NKDC for publication. The total amount received during the reporting year was £17,762.99 and can be allocated to be spent on a broad range of local infrastructure, as listed in the 'Guidance for Local Councils' paper by NKDC. It was suggested that the purchase cost of the generator could be allocated from these funds along with the replacement costs of the Mayflower roundabout. Subject to the Clerk checking other eligible spends, it was proposed by Cllr Mr M Jones and seconded by Cllr Mr T Atkinson that initially the cost of the generator be allocated to CIL monies.

It was also mentioned that the local tennis club may be looking to obtain external funding for a permanent move to the playing field area on Howell Road, with all weather hard courts and new flood lighting a possibility for the future benefit of residents.

**16. To discuss and agree replacement of council owned broken wooden fencing as boundary between Mayflower grassed area and residential property at 14 Barley Close.**

The requested quotes had not yet been received so item was passed over, although it was suggested that the fence be in keeping with that being replaced.

**17. To discuss NKDC tree strategy consultation as previously emailed to Councillors and as per NKDC website <https://www.n-kesteven.gov.uk/TreeStrategyConsultation>**

This item was discussed and it was resolved to submit the following comments on the survey –

- i. Consideration should be given to placement of trees in respect of grass cutting – we currently get many complaints of untidy grass cutting by outside contractors – more obstacles may lead to a poorer quality of cut.
- ii. Concerns of ownership of trees to be clear and precise – many trees within Heckington are not on Parish Council owned land, but their maintenance responsibility is sometimes hard to attribute.
- iii. HPC had already planted 40 additional trees on Godson Avenue, that the HPC policy is to replace any that do not survive or are felled for whatever reason, and that Trees for Heckington are an already established local group working with the Parish Council to increase the numbers of trees.
- iv. HPC should be invited to submit their views on locations chosen by NKDC

Cllr Mrs S Tucker agreed to be the Council rep in the event of required liaisons.

**18. To receive general correspondence.**

- (1) Letter from NKDC Tree Officer notifying the revocation of Tree Preservation Order N471, (66 Sleaford Road) as tree has been removed and there is no scope for replacement – information only
- (2) Lincolnshire Fieldpaths Association – Autumn/Winter newsletter – held in office for viewing

**All for information only**

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

No specific date was set, but the Clerk reminded the meeting that the January Precept meeting would be likely in the New Year.

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

Not required

**Final comments –**

Cllr Mr A Garlick confirmed that the new plaque in memory of Cllr Mr A Israel was now in situ by the tree on Mulberry Walk

Cllr Mrs S Tucker thanked the Council for the work to place the Key Workers recognition bench on Church Street.

The Chairman closed the meeting at 1945hrs

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_