

NOTICE OF A MEETING OF HECKINGTON PARISH COUNCIL

Dear Sir/Madam

You are summoned to attend the Heckington Parish Council meeting to be held in the **Parish Council Chambers, St Andrews Street, Heckington on Monday 28 April 2025 at 7.30pm.**

Members of the Press and Public are invited to attend. All members of the Parish Council are summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting, as set out hereunder.

Signed: Heidi Wilson, Clerk & RFO

Dated: 23 April 2025

AGENDA

The Parish Council may pass a resolution on any agenda item, even if the agenda does not specifically state 'to resolve to approve'. This wording 'to resolve to approve' in certain circumstances could be interpreted as predetermination. The parish council have received advice from LALC in relation to this matter.

1. Chair's Welcome (Safety Announcements)

- a) To resolve to approve a public statement in response to claims that the Parish Council is corrupt and in receipt of 'back-handers', comments made in recent days on social media.

- 2. Public Forum:** Fifteen minutes will be set aside for Members of the Public to ask questions or make short statements to the Council. The Council may choose not to answer any question; a response may instead be given in writing. Matters raised may be added to an agenda for a future meeting. Members of the public are welcome to stay for the Parish Council meeting after the public session but **are not** permitted to speak during the meeting. If you would like to make comment during the meeting, please raise your hand if you are able to do so.

3. Councillors present

4. Apologies

Apologies for absence and reasons given.

5. To receive any reports of member's interest, pecuniary or otherwise in relation to the agenda and any dispensations in accordance with the Localism Act 2011

- a) To receive updated DPI forms from all Councillors.

6. Minutes *(Please note that Committees will approve their own minutes at their next committee meeting)*

- a) To resolve to approve the minutes of the Parish Council meeting held on Monday 31 March 2025 and Monday 7 April 2025 as a true and accurate record of those meetings.
b) To note an amendment to the January precept minutes dated 13 March in relation to agenda item 10. Finance c.

Turtle Defibrillator Cabinets	Replacement transformer for defibrillator cabinet at the Pavilion	78.98 81.98	16.40	98.38
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7. Report from the County and District Councillors

8. General Matters

- a) To resolve to approve the recording of votes (for/against/abstentions) for all public meetings.
b) Policies for review and/or adoption
 - Risk Register
 - NALC Model financial Regulations and Standing Orders

- Data Protection Policy
 - Pavilion Committee Terms of Reference
- c) To receive a proposal from the Chair in relation to the planting of a variety of sponsored tree specimens on the Burton Road Green further to a request from Heckington in Bloom to include one cherry, one oak and three silver birch further to a site meeting with arborists from Terra Firma.
 - d) To review a request from Heckington in Bloom for the Parish Council to sponsor a tree specimen for the Burton Road Green at a cost of £200.00 for planting in the Autumn (Oak or Horse Chestnut).
 - e) To receive an update from Councillor Tucker in relation to defibrillator sponsorship.
 - f) To receive a recommendation from the Finance Committee in relation to a mutually agreeable rent figure for the Village Green fair during Heckington Show Weekend further to negotiation with Mr Taylor.
 - g) To note the correspondence from Sills and Betteridge dated 9 April 2025 in relation to the lease of land at Churchill Way/Church Street Heckington.
 - h) To review the quotes for the purchase of a fire-proof safe and to agree whether or not to proceed with the purchase in the current financial year given budgetary constraints.
 - i) To review the offer of extended warranty on the ElanCity Speed Indicator Device (solar version, serial number S-00-418-401#22/18-0053) at a cost of £199.00 plus VAT.

9. Health & Safety

- a) To review a quote for the removal of COSHH materials from the workshop by a registered waste supplier.
- b) To review quotes for replacement flooring for the workshop.
- c) To discuss emissions from the Roasting Company (Community Protection Notice dated August 2020).
- d) To receive an update from Councillor Davison in relation to playpark repairs (bridge and swing at £621.67).

10. Committees

a) Finance Committee

- i) To receive an update from the Chair further to the Finance Committee meeting on 24 April 2025.

b) Allotment Management Committee

- i) To receive an update from Councillor O'Connor further to the AMC meeting on Monday 16 April 2025 including a proposal to transfer allotment rental income to the AMC account.
- ii) To receive an update from the Clerk in relation to findings pertaining to the status of the allotment field.
- iii) To discuss the status of the tenancy agreement for the allotment field given the recent death of the tenant.

c) Pavilion Committee

- i) To receive a report from the Clerk further to the Pavilion Committee meeting on 14 April 2025 in relation to the co-option of non-councillor members and voting and Terms of Reference.
- ii) To receive an update from the Chair further to the Pavilion Committee meeting on 14 April 2025.
- iii) To ratify an additional £2,500 for electrical work at the Pavilion.
- iv) To discuss the erection of a wall between the bar and kitchen area by the tenant without prior consent of the Parish Council.
- v) To resolve to ratify the tenancy agreement. To note that this has been reviewed by Chatterton's solicitors and has been sent to the tenant for signature.
- vi) To review the quote from Richard Wells dated 5 February 2025 reference garage works. Additional expenditure required to the value of £650.00 for the installation of a new internal 30-minute fire door, door frame, architraves and making good the floor junction between the internal corridor and former garage (£1750 already approved).
- vii) To review quotes for replacement windows at the Pavilion (if available).
- viii) To review the quotes for the creation of two changing rooms in the dance studio (to note the email from Nick Feltham dated 16 April 2025 in relation to S106 funding).
- ix) To review quotes for the loft plumbing works.
- x) To review the grant process to apply for funding for Pavilion projects.
- xi) To discuss the S106 funding.

11. Highways

Members of the public are encouraged to report any new faults or existing defects at www.lincolnshire.gov.uk/faultreporting or email, cschighways@lincolnshire.gov.uk or via FixMyStreet.

Details of any upcoming temporary traffic restrictions can be found on the Parish Council's Facebook page.

- a) To receive an update from Councillor Tucker in relation to footpath resurfacing on Boston Road, Heckington further to a number of complaints from members of the public.

12. Planning Matters

- a) Members to note the new or amended planning matters or those showing as registered since the meeting on 31 March 2025.

Application	25/0351/PMA
Proposal	Installation of roof mounted solar PV to front elevation
Location	Building C Heckington Business Park Station Road
Application	25/0165/OUT AMENDED
Proposal	Application for outline planning permission with some matters reserved (access to be considered) for the erection of 47 dwellings. AMENDED – Additional and amended documents/plans consist of revised transport statement, site access junction levels plan, proposed site access arrangement and agents response.
Location	Land to the south of Sleaford Road, Heckington
Application	25/0259/LBC (25/0425/HOUS)
Proposal	Retrospective installation of electric vehicle charging point box on west elevation
Location	83 Church Street, Heckington

- b) Members to note the following decisions received since the last meeting on 31 March 2025.

Application	25/0137/HOUS
Proposal	First floor extension
Location	6 Howell Road, Heckington, NG34 9RX
Status	APPROVED – 31 MARCH 2025

- c) Members to note the decisions on the following planning applications are still awaiting decision.

Application	25/0015/PMA
Proposal	Change of use from Commercial, Business and Service (Use Class E) to a dwelling (Use Class C3), Prior Approval Development
Location	Garwick Farm, Boston Road, Heckington
Application	25/0297/HOUS
Proposal	Proposed erection of first floor side extension
Location	11 Pocklington Way, Heckington
Application	25/0280/FTPETH
Proposal	Section 119 of the Highways Act 1980 - Diversion of footpath
Location	No 9 Land off Burton Road, Heckington
Application	25/0162/HOUS
Proposal	Application to vary condition 7 (approved plans) attached to planning permission 23/1313/HOUS – Erection of two storey side and rear extension, single storey rear extension and renovation of outbuildings and garden store (revised description and plans) – installation of log burner and associated flue to outbuilding.
Location	61 High Street, Heckington, NG34 9QU
Application	24/1383/FUL

Proposal	Extension of hard standing to perimeter of existing farm building including extending associated farm track (retrospective) along with the erection of a new farm shed.
Location	Land off Side Bar Lane, Heckington
Application	25/0013/PMA
Proposal	Change of use from commercial, business and service to two dwellings
Location	Garwick Farm, Boston Road, Heckington

13. Finance – YEAR END

- a) To note the bank balances as of 31 March 2025

Current Account	3608.88
Bank Account S106	28,458.34
Bank Account Deposit	49,149.24
Petty Cash	0.00
TOTAL	81,216.46

- b) To note that no income was received between 24 and 31 March 2025.
c) To note the following expenditure items paid ahead of the financial year end on 31 March 2025.

Lloyds Bank	Service Charges	8.50	0.00	8.50
Donaldsons DIY	Invoice 22	17.59	3.52	21.11
Lyca Mobile	March 2025	5.00	0.00	5.00

- d) To resolve to approve the Year end bank reconciliation (to be signed and dated by the Chair and RFO).
e) To resolve to approve the year end accounts (cashbook to be signed and dated by the Chair and RFO).
The cashbook is the definitive list of all income and expenditure and an edited version can be found on the Parish Council website.
f) To note the amount of claim for VAT 126 for the financial year 2024/25.
g) To receive any updates in relation to the insurance renewal, 1 August 2025.
h) To receive an update in relation to PKF Littlejohn's determination in response to objections to the 2023/24 AGAR. To note the fee for their services will be £7,047.60.
i) To note the date for the internal audit.

14. FINANCE – NEW FINANCIAL YEAR

- a) To note the current bank balances as of 24 March 2025.

Current Account	9403.27
Bank Account S106	31098.34
Bank Account Deposit	49149.24
Petty Cash	0.00
TOTAL	89,650.85

- b) To note the income received from 1 to 18 April 2025.

ACCOUNT	DESCRIPTION	AMOUNT
S106	Interest (9 April 2025)	24.48
Deposit	Precept (1 April 2025)	55,373.00
	Interest (9 April 2025)	51.31
Current	JE Severs Funeral Directors (Interment of Ashes)	126.00
AMC	New account	0.00
TOTAL	As of 18 April 2025 date of bank reconciliation	55,574.79

- c) To resolve to approve the expenditure, including expenditure to be ratified, from 1 April 2025. The following is an extract from the cashbook.

Company Name	Description	Budget Head	NET	VAT	GROSS
NEST	Pension Contribution Clerk, 2 April 2025	Salaries			
Andrew Ward	Salaries (Week 52)	Salaries			
Fentec	EICR Chambers	Chambers	530.00	0.00	530.00
LALC	Annual Subscription	General	785.08	0.00	785.08
LALC	Annual Training Subscription	General	175.00	35.00	210.00
Pestforce	Rodent Control	Allotments	684.00	0.00	684.00
NKDC	Rates	Chambers	0.00	0.00	0.00
NKDC	Rates - Village Green	Maintenance	536.43	0.00	536.43
NKDC	Rates - Cemetery	Cemetery	720.43	0.00	720.43
SKU Electrical	3 Phase Supply & Loft Cabling (Deposit)	Pavilion	2000.00	0.00	2000.00
NEST	Pension Contribution, Caretaker, 7 April 2025	Salaries			
Euromec Contracts Ltd	Service and Repair	Maintenance	367.50	73.50	441.00
Arion	Fire Risk Assessment	Pavilion	450.00	90.00	540.00
URisk	Legionella testing and Risk Assessment	Chambers	270.00	54.00	324.00
URisk	Legionella testing and Risk Assessment	Pavilion	360.00	72.00	432.00
URisk	Legionella testing and Risk Assessment	Allotments	270.00	54.00	324.00
URisk	Legionella testing and Risk Assessment	Cemetery	270.00	54.00	324.00
Timpson Ltd	Key Cutting (Reimbursement to Clerk)	Chambers	52.00	13.00	65.00
Paul Massingham	Forceshift Skip Hire Reimbursement	Pavilion	215.00	43.00	258.00
Royal Mail	Reimbursement to Councillor Tucker	General	8.35	0.00	8.35
Richard Wells	Replacement lead flashing/roof tiles	Pavilion	2182.00	0.00	2182.00
Amazon	Stationery and Supplies, Reimbursement to the Clerk	Gen/Cham	54.60	10.93	65.53
Amazon	Asbestos Warning Stickers, Reimbursement to the Clerk	Pavilion	7.91	1.58	9.49
Amazon	H&S, Reimbursement to the Clerk	Chambers	63.26	12.67	75.93
Scouts	Grant Funding, Miscellaneous Provisions Act 1976	Grants	685.00	0.00	685.00
Quantum Electrical	EICR Remedial Workshop/Chapel	Cemetery	540.00	108.00	648.00
RBL	3x Poppy Wreaths VE/VJ Day SECTION 137	Grants	50.98	0.00	50.98
ICCM	Annual Subscription	General	145.00	29.00	174.00

Cartridge Save	2 Canon Black Ink Cartridges (Printer) Reimbursement to Clerk	General	107.87	21.57	129.44
Andrew Ward	Salary (Week 1 - 10 April 2025)	Salaries			
Heckington Cricket Club	Grant, Miscellaneous Provisions Act	Grants	1700.00	0.00	1700.00
Lloyds Bank	Monthly Banking Fees	General	9.94	0.00	9.94
NEST	Pension Contribution, Caretaker, 15 April 2025	Salaries			
DisplayPro Ltd	Sign - Cemetery Rules/Regs	Cemetery	250.00	50.00	300.00
DisplayPro Ltd	Signs x 6 dog poop	Pavilion	449.00	89.80	538.80
EDF	Electricity from 3 March to 31 March 2025	Chambers	364.22	18.21	382.43
EDF	Electricity from 3 March to 31 March 2025	Cemetery	114.38	5.72	120.10
Andrew Ward	Salary (Week 2 - 17 April 2025)	Salaries			
			16014.03	835.98	16850.01
Wave	Water supply to Cemetery from 6 Jan to 5 Apr	Cemetery	21.12	0.00	21.12
BT	Broadband (April 2025)	General	30.95	6.19	37.14
Wave	Water supply to Allotments from 6 Jan to 5 Apr	Allotments	83.02	0.00	83.02
forceshift Skip Hire	8 Yard Skip	Pavilion	245.83	49.17	295.00
Eclipse PC Repair	Annual Contract	General	600.00	0.00	600.00
Toolstation Ltd	Replacement tap and plumbing supplies	Allotments	7.23	1.45	8.68
Simon Moss & Co	Annual Payroll 2024/25	General	250.00	50.00	300.00
Espo	Copy Paper	General	46.28	13.18	59.46
Black Sluice Drainage	Rates	Allotments	106.77	0.00	106.77
Black Sluice Drainage	Rates	General	58.97	0.00	58.97
Glasdon	Dog waste bin liners	Caretaker	378.00	75.60	453.60
Screwfix	White Paint (Bollards)	Pavilion	5.16	1.03	6.19
Screwfix	White Paint (Bollards)	Pavilion	10.32	2.06	12.38
Baconbutte Workwear	PPE Caretaker	Caretaker	25.95	0.00	25.95
			1869.60	198.68	2068.28

- d) To ratify the transfer of £10,000 from the deposit account to the current account on 8 April 2025.
- e) To resolve to approve the bank reconciliation for April 2025.

15. Correspondence

- a) Email from Signs and Lines, LCC, replacement of a new tourism sign on the A17 at a cost of £205.51.
- b) To note the email from LCC dated 5 March 2025, EV charging points (2026).
- c) To note the email from Mr Head, NK Councillor dated 16 April 2025 in relation to giving a presentation to the Parish Council and members of the public about Climate and Environmental Change.
- d) To note the email from Lincolnshire Reservoir Project Team dated 9 April 2025, survey works update.
- e) To note a complaint about footpath lighting on Buggy Bells Lane (received in person on 16 April 2025).

16. Date and time of the next meeting/s

Staffing Committee Meeting, 26 June 2025 at 7pm

Pavilion Committee Meeting, Monday 14 April 2025 at 7.30pm

Allotment Management Committee Meeting, Wednesday 23 June 2025 at 7pm

Finance Committee Meeting, TBC

Monday 12 May 2025 ANNUAL PARISH MEETING, VILLAGE HALL, 8PM (GUEST SPEAKER)

Monday 19 May 2025

Monday 30 June 2025

Monday 28 July 2025

Monday 18 August 2025

Monday 29 September 2025

Monday 27 October 2025

Monday 24 November 2025

17. Questions from the public (time permitting at the discretion of the Chair).

18. Closed session

- a) To discuss any progress in relation to the sale of Star Fen.
- b) To discuss the overdue invoice for the tender to cut Star Fen in 2024.
- c) To discuss the lease on the allotment meadow.

If you require a more detailed version of the agenda, please contact the Clerk. If you would like to attend the Parish Council meeting and have accessibility requirements, please contact the Clerk ahead of time so that reasonable adjustments can be made.