

NOTICE OF A MEETING OF HECKINGTON PARISH COUNCIL

Dear Sir/Madam

You are summoned to attend the Heckington Allotment Management Committee Meeting to be held in the **Parish Council Chambers, St Andrews Street, Heckington on Monday 23 June 2025 at 7pm.**

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: 13 June 2025

AGENDA

The Committee 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) Health and Safety announcements.
- b) A review of the scarecrow competition.
- c) Avoidance of scammers.

- 2. Public Forum:** Fifteen minutes will be set aside for Members of the Public to ask questions or make short statements to the Committee. The Committee 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 Committee meeting after the public session but **are not** permitted to speak during the meeting. If you would like to make comment, please raise your hand if you are able to do so.

3. Councillors/members 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

6. General Matters

- a) To receive an update from the Chair in relation to allotment inspections (May 2025).
- b) To discuss the formation of working parties.
- c) To discuss the responsibilities of the Parish Council in relation to the maintenance of communal areas and vacant plots (weed spraying, maintaining hedges and vacant plots and other maintenance as required).
- d) To discuss whether to replace or refurbish the existing water tanks.
- e) To receive an update from the Chair in relation to pest control.
- f) To receive quotes from the Chair in relation to the reinstatement of the roadway.
- g) To discuss a plan for a community composting site.
- h) To note that CCTV cameras have been installed.

7. Finance (Allotment Management Committee)

- a) To note the current bank balance as of 13 June 2025.

AMC Account	3,487.41
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- b) To review income from the opening of the AMC account on 29 April 2025 to 13 June 2025.

Transfer of rental income	3,760.88
Transfer of field rental income 2023/24 and 2024/25	400.00

- c) To review expenditure since 29 April 2025 to 13 June 2025.

Detail	NET	VAT	GROSS
Replacement tap and plumbing supplies	7.23	1.45	8.68
Skip Hire	262.50	52.50	315.00
CCTV Cameras	169.99	0.00	169.99
CCTV annual data package	179.80	0.00	179.80

- d) To receive a budget update from the Clerk in relation to the status of finances versus the budget.
e) To receive a recommendation from the Chair in relation to adding the tenant's annual insurance contribution to the tenant's rental invoice.
f) To discuss an increase in allotment deposits to cover the clean-up costs post vacation if allotments are left in an untidy state.
i) To note a move from October to September to April to March for the tenancy agreement and rent.
j) To receive confirmation from the Clerk that the field rental income will form part of the allotment ring fenced income.

8. Finance (Allotment Association)

- a) To note the current bank balance as of 13 June 2025.
b) To note income received between 1 April 2025 and 13 June 2025.
c) To note expenditure between 1 April 2025 and 13 June 2025.

9. Date and time of the next meeting/s

- a) Allotment Association Meeting, 29 June 2025
b) Allotment Committee Meeting

10. Closed Session

- a) To discuss the renewal of tenancy agreements.

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.