

**NOTICE OF A MEETING OF HECKINGTON PARISH COUNCIL
PARISH COUNCIL MEETING**

Dear Sir/Madam

You are summoned to attend the meeting of Heckington Parish Council to be held in the **Parish Council Chambers, St Andrews Street, Heckington on Monday 28 July 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 July 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)

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

6. Report from the County and District Councillors

7. Minutes

- a) To resolve to approve the minutes of the Parish Council meeting held on Monday 30 June 2025 as a true and accurate record of that meeting.
- b) To resolve to approve the minutes of the Extraordinary Meeting of the Parish Council held on Monday 14 July 2025 as a true and accurate record of that meeting.

8. General

- a) To resolve to approve the Parish Council Privacy Statement.
- b) To note the outcome of the property valuations by Cardinus Risk Management
 - Parish Council Chambers £715,105.00 (£560,764.00)
 - Chapel/Workshop £303,450.00 (£409,504.00)
 - Pavilion £1,435,665.00 (£926,748.00)
- b) To review quotes for the renewal of insurance:
 - Hiscox (current provider) £6,468.02
 - Ansvar Insurance £4,373.12
 - Zurich £3,862.78
 - Clear Council's Direct (quote pending)

- c) **Playground Inspections**
 - i) To receive an update from the Clerk in routine and operational inspections.
 - ii) To resolve to approve £80.00 per site for the annual inspections by RoSPA.
 - iii) To review the quote from Playdale to repair the swing at Mayflower Park.
- d) To note that the Lincolnshire Resilience Forum will be delivering a presentation about Community Emergency Planning at the Parish Council Chambers on 8 August 2025 at 7.30pm.
- e) To ratify the appointment of The Pet Friendly Cleaner to clean the Parish Council Chambers on a weekly basis starting at 3 hours per week, reducing to 2 hours per week at £18.00 per hour.
 - i) Public toilet, daily maintenance.

9. Health & Safety

- a) To note a request from a member of public to create a one-way system through the Village Green car park.
- b) To review the amended quotes from Urisk.
 - Pavilion £4,053.72 (was £9,222.12)
 - Allotments £425.04 (was £491.04)
 - Workshop £514.80 (no change)
 - Chambers £1961.52 (was £4262.28)

10. Committees

a) Finance Committee

- i) To receive a report from the Chair of the Finance Committee further to the Committee meeting on Monday 21 July 2025 and to ratify the following:
 - The installation of six emergency lights and a motion detection strip in the library/office corridor at a cost of £494.00 by Fentec Electrical Services.
 - Purchase of signage and site plans from Arion at a cost of 324.80 for the Chambers.
- ii) To receive a recommendation in relation to a Walk and Talk Survey by Accessable to advice on how to improve accessibility at the Parish Council Chambers and Pavilion. To note there is a sum of £11,884.28 held by LCC for Community Hub Capital Projects.

b) Cemetery Committee

- i) To receive a report from the Chair of the Cemetery Committee further to the meeting on 14 July 2025 and to ratify the following:
 - The purchase of an additional CCTV unit for the Workshop foyer at a cost of £81.00 plus data fees.
 - The purchase of an emergency services padlock and keys at a cost of £18.30 plus VAT.
 - Memorial repairs at a cost of £960.00.
 - Hire of a stump grinder at a cost of £200 plus VAT.
- ii) To review a quote from Arion for the workshop (per the FRA).
- iii) To discuss the propriety of geocaching in the cemetery and to resolve to rescind any approval that may have been granted previously.

c) Pavilion Committee

The Pavilion Committee meeting was deferred pending receipt of quotations for priority work in 2025/26.

- i) To ratify a decision to appoint SKU Electrical to repair armoured cabling at a cost of £582.00.
- ii) To receive an update in relation to the Structural Engineer's report dated 4 July
- iii) To note the cost of the installation of a socket for the cricket scoreboard by SKU electrical at a cost of £275.00. The Parish Council will be reimbursed for costs by the cricket club.

- iv) To ratify the cost of electrical work to allow for the conversion of the dance studio into two changing rooms at a cost of £1816.00 plus VAT.
- v) To receive an update from the Clerk in relation to removal of the gas meter.

d) Staffing Committee

- i) To receive an update from the Clerk in relation to the cost of two portable handheld radios for the Clerk and Caretaker at a cost of £679.90 plus VAT.
- ii) Training Update (RPII Operational Playground Inspector and First Aid at Work, Level 3 Award).
- iii) To resolve to approve fire Warden Training with Arion, £75.00 plus VAT.

11. Planning Matters

- a) Members to note the new or amended planning matters or those showing as registered between 19 June 2025 and 22 July 2025.

Application	25/0617/LBC
Proposal	Demolition of outbuilding to the rear of the property and erection of a wooden fence and wooden gate between the garage and dwelling, to the rear driveway
Location	13 Church Street, Heckington
Application	25/0723/HOUS
Proposal	Demolition of brick wall and wooden gate between the garage and house on rear driveway. Demolition of outbuilding to the rear of the property.
Location	13 Church Street, Heckington
Application	25/0737/TPO
Proposal	Fell and replace with three smaller trees specimens
Location	Land adjacent to 1 Hall Close, Heckington
Application	25/0706/VARCON
Proposal	Application to vary condition 5 (hours of delivery) of planning permission 14/1200/FUL – Installation of external cold room and freezer store – change of hours deliveries are permitted
Location	11 Cameron Street, Heckington
Application	25/0727/HOUS
Proposal	Replace existing wood framed windows and facias with white UPVC, replace existing front door with anthracite grey composite door and back doors with white glazed UPVC and replace existing guttering and downpipes in black.
Location	3 Latimer Gardens, Heckington
Application	25/0828/TPO
Proposal	Ash T1 (TPO protected ref: N356) – Crown lift to approximately 4m to separate the crown from the adjacent Yew crown to prevent damage and disease. Remove downward bias branches no more than 50mm diameter and 3m in length.
Location	9 Bramley Close, Heckington
Application	25/0768/HOUS
Proposal	Erection of wooden garden building for combined storage use
Location	7 Banks Lane, Heckington
Application	25/0778/TPO
Proposal	T8 – Evergreen Oak – Reduce crown by at least 1.5 metres on the east aspect (overhanging the property) and 2 metres on the west aspect to balance the tree. 1m reduction in height. Remove all deadwood. T9 – Yew – Reduce crown by 1 metre on the south aspect and likewise balance this tree. 1m reduction in height.
Location	85 Church Street, Heckington

- b) Members to note the following decisions received since the last meeting on 30 June 2025.

Application	25/0489/HOUS
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Proposal	Proposed single storey extensions to the front of the property including external cladding at first floor level to front elevation.
Location	25 Wellington Close, Heckington, NG34 9GZ

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

Application	25/0280/FTPATH
Proposal	Section 119 of the Highways Act 1980 - Diversion of footpath
Location	No 9 Land off Burton Road, Heckington
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	25/0165/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.
Application	25/0485/FUL
Proposal	Retrospective application for siting an InPost Parcel Locker
Location	Four Winds Service Station, Boston Road, East Heckington
Application	25/0482
Proposal	Application for prior notification of proposed development by telecommunications code systems operators 20m High Valmont climbable Monopole on 5.2 x 5.2 x 1.4m deep concrete base with Config 1 Circular Headframe for 6 No. Antenna Apertures at 60/180/400 and 4No. 600 Dishes. RRU's BOBS and Active Routers to be fixed to headframe below antennas and associated ancillary works.
Location	Small Business Park, Station Road, Heckington

12. FINANCE

a) To note the bank balances as 22 July 2025

Current Account	7412.76
Bank Account S106	28,538.38
Bank Account Deposit	122,358.20
AMC Account	3,470.41
TOTAL	161,779.75

b) To note the income received between 17 June 2025 and 22 July 2025

ACCOUNT	DESCRIPTION	AMOUNT
S106	Interest JULY 2025	16.41
Deposit	Interest JULY 2025	42.26
	Refund Chattertons (Duplicate)	2156.40
	Star Fen	85,493.60
Current	William Kent Memorial WOULDs	90.00
	Allotment Rent and Deposits PHILLIPS	108.00
	Star Fen Lease Rent	870.00
	Allotment Rent and Deposits SMITH	36.50
	Purchase of EROB TOMLINSON	132.00
	John Severs Funeral Directors TOMLINSON	126.00

AMC	None	
TOTAL	As of 22 July 2025 date of bank reconciliation	89,071.17

- c) To resolve to approve the expenditure, including expenditure to be ratified, from 30 June 2025 to 22 July 2025. The following is an extract from the cashbook and has been edited for confidentiality.

Company	Description	NET	VAT	GROSS
Lloyds Bank	Banking Fees Allotments	8.50	0.00	8.50
Xega Ltd	CCTV Cemetery	128.00	31.99	159.99
Post Office Ltd	Postage for contracts for Star Fen	5.05	0.00	5.05
SRP Hire Solutions	Portaloo Hire (May- June)	100.00	20.00	120.00
JJ Contracts	Window Cleaning, June 2025	25.00	0.00	25.00
Forceshift Skip Hire	8-yard cu skip for Pavilion loft works	262.50	52.50	315.00
Amazon (Lilang Ltd)	Jerry can x2	33.32	6.67	39.99
Amazon (Reactive Brands Ltd)	Diesel/petrol can signage	6.32	1.26	7.58
Amazon	Fan for mower	24.98	5.00	29.98
Amazon (PBINK Shop)	Stihl Strimmer wire	31.44	6.29	37.73
Halfords	Battery Workshop	54.99	11.00	65.99
Wrights Garden Services	Contracting hours during w/c16.6.25	208.00	0.00	208.00
Amazon	Spade 1	13.32	2.67	15.99
Amazon	Storage Organiser 1	6.21	1.24	7.45
Amazon	Lawn Rake	8.32	1.67	9.99
Amazon	Garden Rake	9.96	1.99	11.95
Amazon	Ratchet Straps	14.16	2.83	16.99
Amazon	Key Tags, Bungee Cord and Fridge	119.97	24.00	143.97
Amazon	Spade 2	18.77	3.76	22.53
Amazon	Storage Organiser 2	6.21	1.24	7.45
NEST	Caretaker Pension Contribution			
NEST	Pension Contribution Clerk, 1 July 2025			
Roadphone NRB	Hire of Radios	40.00	8.00	48.00
Donaldsons DIY	Caretaker Supplies (brush, tape, gloves)	16.21	3.24	19.45
Wrights Garden Services	Contracting hours w/c23.6.25 plus mileage	411.65	0.00	411.65
Tesco	Toilet Paper	8.25	0.00	8.25
Screwfix	Caretaker Supplies (Jeyes Fluid and Varnish)	53.81	10.77	64.58
A Braybrook	Workbench (Workshop)	160.00	0.00	160.00
Screwfix	Caretaker Supplies (storage solutions)	14.16	2.83	16.99
ICO	Annual Payment	47.00	0.00	47.00
Amazon, Rottner Security	Key Safe for the Chambers	60.67	12.13	72.80
Amazon, Rottner Security	Key Safe for the Workshop	60.67	12.13	72.80
Amazon	Tool Storage Unit	116.62	23.33	139.95
Amazon	Socket/Wrench Set	46.66	9.33	55.99
Amazon, TSS Ltd	Door handle for the Pavilion	9.99	2.00	11.99
Amazon, Bilginata Ltd	Dog Waste bin signage	6.66	1.33	7.99
Amazon	SD Card for Cemetery CCTV	4.99	1.00	5.99
Amazon	CCTV Signage Cemetery	3.07	0.62	3.69
Euromec Contracts Ltd	Provision of 2 air filters for the mower	48.43	9.69	58.12
Andrew Ward	Salary (Week 13 - 3 July 2025)			
Chattertons	Sale of Star Fen (fees) REFUNDED DUPLICATED	1778.40	354.00	2132.40
NEST	Pension Contribution Caretaker, 4 July 2025			
Wrights Garden Services	Removal of storage from cemetery	60.00	0.00	60.00
Arion Ltd	Fire Safety Management & H&S	571.50	114.30	685.80
Wrights Garden Services	Caretaking duties, July 1	364.76	0.00	364.76
Richard Wells Plastering	Loft insulation plus 3 days	3153.84	0.00	3153.84

B&B Plant	Antifreeze Mower	18.02	3.60	21.62
B&B Plant	Hydraulic Oil	85.00	17.00	102.00
Cardinus	Survey of Parish Council Chambers	150.00	30.00	180.00
Cardinus	Survey of Pavilion Building	150.00	30.00	180.00
Cardinus	Survey of Chapel and Workshop	150.00	30.00	180.00
Screwfix	Door locks for Pavilion changing rooms	54.52	0.00	54.52
Andrew Ward	Salary (Week 14 - 10 July 2025)			
LALC	Website Management Service 20 hours	360.00	72.00	432.00
Lloyds Bank	Service Charges, July	9.80	0.00	9.80
Xega	Data package for cemetery CCTV units	179.80	0.00	179.80
NK Building Control	Survey	283.50	0.00	283.50
Amazon	Watering Can 1	11.32	2.27	13.59
Amazon	Watering Can 2	12.03	2.41	14.44
Boston Seeds Ltd	Grass Seed Cemetery	60.99	0.00	60.99
Boston Seeds Ltd	Grass Seed Village	60.99	0.00	60.99
Amazon	White Board, Workshop	22.49	4.50	26.99
Zenon Traders Ltd	SBK Stump Killer	22.99	0.00	22.99
Xega	CCTV Camera 3 Workshop	81.00	0.00	81.00
NEST	Pension Contribution - Caretaker (14 July)			
Community Heartbeat Trust	Annual Subscription - Maintenance package	135.00	27.00	162.00
Caladine Lifts	LOLER	120.00	24.00	144.00
Wrights Garden Services	Caretaking duties, 7-12 July	373.75	0.00	373.75
Ironmongery Direct	Emergency Services Padlock Cemetery	18.30	3.66	21.96
Andrew Ward	Salary (Week 15 - 17 July 2025)			
EDF	Electricity supply to Workshop 3-30 June	36.55	1.83	38.38
EDF	Electricity supply to Chambers 2-30 June	123.03	6.15	129.18
Wave	Water supply - cemetery from 6 April - 5 July	25.86	0.00	25.86
Wave	Water Supply - allotments from 6 April - 5 July	215.06	0.00	215.06
NEST	Pension Contribution - Caretaker (22 July 25)			
BT	Broadband Supply	30.95	6.19	37.14
Cathedral Hygiene	Sanitary Bin Provision	42.00	8.40	50.40
Lloyds	Banking Fees Allotments (July)	8.50	0.00	8.50
		82489.97	8374.93	90864.90

These items have been added since the bank reconciliation was completed and will feature as part of the August bank reconciliation.

Heidi Wilson	Reimbursement for hotel, 1 night	149.00	0.00	149.00
Terra Firma	Removal of Horse Chestnut, Cemetery	1100.00	0.00	1100.00
SRP	Portaloos Hire	100.00	20.00	120.00
SKU Electrical	Armoured Cable Repairs	485.00	97.00	582.00
Sleaford Window Co	Boarding and 1 set glazing	709.00	141.80	850.80
Andrew Ward	Salary (Week 16 - 24 July 2025)			
Heidi Wilson	Salary JULY			
HMRC	Quarter 1			
ROSPA Training	Operational Playground Inspection Course	845.00	116.00	961.00
Breakthrough Comms	Data Protection Training & Compliance Report	495.00	99.00	594.00
Pestforce	Wasp nest, Pavilion	95.00	0.00	95.00
Wrights Garden Services	Caretaking duties 14-20 July 2025	409.50	0.00	409.50
NKDC	Awaited	126.00	0.00	126.00
Boston and North Wash Training Group	PA1 and PA6, Caretaker	369.00	25.00	394.00
Euromec Contracts Ltd	Replacement blades (mower)	133.30	26.66	159.96

- d) To resolve to approve the bank reconciliation for July 2025.
- e) To ratify the transfer of £10,000 from the deposit account to the current account on 7 July 2025 and £10,000 on 22 July 2025.
- f) To receive recommendations from the RFO in relation to the 2025/26 budget further to the sale of Star Fen. To approve cuts and allocations to a number of budget heads.

13. Correspondence

To note the following items of correspondence:

- a) Email from Greater Lincolnshire for all dated 14 July 2025 in relation to events for Town and Parish Councils to hear more about the proposals on 28 July and 20 August 2025.

14. Date and time of the next meeting/s

Events Meeting TBC

Finance Committee Meeting, 15 September 2025 at 7.30pm

Allotment Management Committee Meeting, 1 September 2025 at 7.00pm

Staffing Committee Meeting TBC

Cemetery Committee Meeting, 4 September 2025 at 7.30pm

Pavilion Committee Meeting TBC *pending receipt of all quotations for priority works*

Monday 18 August 2025

Monday 29 September 2025

Monday 27 October 2025

Monday 24 November 2025

Monday 8 September 2025 – Presentation from Lincolnshire Resilience Forum ‘Community Emergency Planning’

15. Questions from the public (if the Chair permits)

16. Closed session

- a) To receive an update in relation to the window installation at the Pavilion.
- b) To note a complaint submitted by a member of the public in relation to the findings of the internal audit conducted by Stacey Knowles on behalf of LALC.

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.