

HECKINGTON PARISH COUNCIL



Minutes of the Meeting of Heckington Parish Council on Monday 30 June 2025 at 7.30pm in the Heckington Parish Council Chambers, St Andrews Street, Heckington

1. Chair's Welcome (25/051)

The Chair, Councillor Spencer (hereafter referred to as the Chair) welcomed members of the public and Councillors to the meeting. He delivered the usual health and safety announcements and asked members of the public to silence their mobile devices.

The Chair expressed his thanks to Georgia Innes, Steve Wright and Leroy Tucker, Councillors Gower and Garlick and the Clerk for their voluntary services at the cemetery.

The Chair stated that there is a rise in antisocial behaviour outside the Parish Council Chambers. A group of young people have been riding up and down the accessible ramp on their bicycles and scooters and climbing on the wall near the outside toilets.

Action: Clerk to add to the July agenda the purchase of additional CCTV cameras.

The Chair informed the meeting that there has been an increase in the number of littered 'laughing gas' cannister. These were most recently found on Howell Road. This has been reported to the team at North Kesteven District Council.

The Parish Council will be hosting First Aid and CPR/AED courses at the Parish Council Chambers in the near future. This will be advertised on Facebook.

The Chair asked the County Councillor if he could liaise with the Area Highways Team at Lincolnshire County Council in relation to a FixMyStreet report (reference 2844970). The report indicates that there is a blocked gully on St Andrews Street but works have not been ordered at this time. Councillor Atkinson also reported blocked drains on the Heckington side of the railway crossing (4ft from the crossing gate) and another 20 yards from the Old Railway pub. He said he had been reporting issues with these drains for at least the last 10 years.

The Chair expressed his thanks to Heckington Cubs and Trees for Heckington for tidying around the trees on the arboretum on 2 June 2025.

There is also a request for help from Trees for Heckington; if anyone is available to assist with watering the trees at the arboretum it would be greatly appreciated.

The Clerk informed the meeting that training has been set up for the Community Speed Watch scheme. This will take place on 30 July 2024 at 5.30pm in the Parish Council Chambers. If anyone would like to volunteer, please contact the Clerk.

The Chair concluded his opening remarks by confirming that the sale of Star Fen has been completed today; the Parish Council will issue a statement once funds have cleared.

2. Public Forum (25/052)

A member of the public said that he has been attending Parish Council meetings in Heckington for the last two decades but sometimes leaves the meetings confused when some Councillors see fit to abstain from the voting process when they should be representing the views of the people of Heckington. The Chair explained that Councillors have a right to vote as they see fit. The member of the public said that he does not see abstaining, as voting.

Action: Clerk to formulate a response for the July meeting of the Parish Council.

A member of the public stated that he was confused; he said he had leased Star Fen last year but had not received an invoice until today. He asked why the Parish Council had referred to this as a 'bad debt'. He confirmed he had received a 'letter' detailing the amount owed and subsequently, a final notice. He said his Accountant had received an 'invoice' today and the outstanding sum had been paid. The Clerk said that she had sent out three invoices, the original, a reminder and a final notice, the latter being delivered by special delivery. The Clerk stated that the Parish Council does not have an invoicing system but each invoice stated the date, a description and the amount owed. The Clerk asked the member of the public to refrain from disputing whether or not he had indeed received an invoice and asked him why it had taken 7-months to request an invoice number. The Chair asked whether he thought it was fair to expect the Parish Council to continue to wait for the funds. The member of the public referred to previous alleged name calling but the Chair closed down the conversation thanking the member of the public for payment. The member of the public left the meeting.

3. Councillors present (25/053)

Councillor Spencer, Chair
Councillor Atkinson
Councillor Davison
Councillor Gower
Councillor O'Connor
Councillor Stanley
Councillor Thorpe
Councillor Tucker

4. Apologies (25/054)

Apologies were received from Councillor Garlick and Wright. The reasons for her absence were noted and accepted.

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 (25/055)

None

6. Minutes (25/056)

- a) Councillor Tucker proposed that the minutes of the Annual Parish Council meeting held on Monday 19 May 2025 are accepted as a true and accurate record of that meeting. The proposal was seconded by Councillor O'Connor and the motion was passed by resolution of the Council. Councillors Stanley and Thorpe abstained from the vote as they were not present at the meeting in question.

7. Report from the County and District Councillors (25/057)

County Councillor East introduced himself to the meeting as the newly elected County Councillor.

He informed the meeting that the National Grid has launched a second round of consultations on their proposed Grimsby to Walpole pylon scheme across the County. The stance of Lincolnshire County Council is that this should be below ground.

He stated that Lincolnshire County Council have withdrawn from the Lincolnshire nuclear waste plan.

He went on to say that he had been approached by residents about the provision of pedestrian crossings in the village.

Councillor Atkinson asked if there was any movement on the solar farm. Councillor East said that these projects are supported by the Government as National Infrastructure. He went on to speak about concern over the battery storage sites for storage of the energy.

District Councillor Tarry informed the meeting about the reorganisation of local government that will replace all two-tier County and District Councils with new Unitary Authorities. North Kesteven District Council have a dedicated webpage called Devolution and Local Government Reorganisation. The District Council will submit a proposal to be considered by Government.

Councillor Tarry said that nominations are now open for the NK Community Champion Award for 2025, more details can be found on NK's website. She asked for people to nominate a volunteer in the community.

Councillor Tarry informed the meeting that the annual electoral canvas is due to commence in July 2025. She stated that all households will receive an email or a form to complete.

Councillor Collard reminded the meeting that the 'Relevant Representations' deadline to register interest for the Beacon Fen Solar Project is 2 July 2025.

Councillor Collard said that NK are offering a grant of £500 for any local community group holding activities of benefit for residents, to commemorate the end of the Pacific War. The activities should be planned to be held one week either side of VJ day which is 15 August 2025. More information can be found on the NK website.

Councillor Collard spoke about the weekly food collections which will be rolled out in 2026. This is a Government mandate and as such is a legal directive to the District Council.

Councillor Tarry added that Environmental Health had sought legal advice in relation to issues with the Roasting Company. She will continue to provide updates as and when they are received.

The County and District Councillors left the meeting.

8. General Matters (25/058)

- a) Adoption of policies
The Chair proposed that the CCTV policy and the Record Retention Policy are adopted. The proposal was seconded by Councillor Gower and the motion was passed unanimously by resolution of the Council.
- b) Councillor Vacancy
The deadline for receipt of nominations for the by-election is Friday 11 July 2025. A new date has been set for the election; 7 August 2025 (if contested).
- c) Dog waste bins
The Clerk informed the meeting that further to her meeting with Jacqui Duffy, the Environment Officer at NK, an application has been submitted to LCC for the placement of a dog waste bin on Eastgate. Cameron Street did not meet the criteria for provision.
- d) Outside toilet at the Chamber
The Chair suggested that once a cleaner has been engaged, this could be added to the list of responsibilities.

- e) Remembrance Purchases, Section 137
Councillor O'Connor proposed the purchase of three wreaths at a cost of £19.99 per wreath and 20 lamp post poppies at a cost of £95 for Remembrance 2025 (*Section 137*). The proposal was seconded by Councillor Atkinson and the motion was passed unanimously by resolution of the Council. Members noted that *the road closure application has been submitted to LCC for the event*.
- f) Generator
The Clerk explained that the generator should have an annual service and electrical inspection at a cost of £429.72 plus VAT from Specialised Services Ltd and £80.00 from Fentec respectively.

Councillor Tucker said that the generator has not been tested to ensure it provides an electricity supply to the Village Hall; she queried whether the generator is required. Councillor Stanley added that it had never been used. Councillor Davison raised the topic of the Community Resilience Plan and it was agreed to defer this item pending consultation with the Lincolnshire Resilience Forum in relation to the development of a village-wide emergency plan.
Action: Clerk to set up a meeting with the Lincolnshire Resilience Forum in September 2025. The generator will be tested.
- g) 'Happy to Chat' sign on the Village Green bench
Councillor Tucker informed the meeting that a member of the public had asked for the 'happy to chat' sign on the village green bench to be removed. The removal was proposed by the Chair, seconded by Councillor Stanley and the motion was passed unanimously by resolution of the council.
- h) Burton Road hedge
The Chair informed the meeting that permission has been granted to cut back the hedge to ensure clear passage for pedestrians, on the understanding that nesting birds are not to be disturbed (email from Lindsay Shaw dated 12 June 2025, Highways Officer at LCC). This was completed by our contractor last week.
- i) Speed Indicator Device (extended warranty)
The Chair proposed the purchase of extended warranty for the second Speed Indicator Device at a cost of £196.00 plus VAT (model S-00-418-401 22/18-0053). The proposal was seconded by Councillor Tucker and the motion was passed unanimously by resolution of the Council.
- j) Burton Road Green tree planting
The Chair informed the meeting that he met with Heckington in Bloom and Mr and Mrs Hill and after robust discussion a scheme was agreed. Planting will be supervised by the Parish Council in the Autumn.
- k) Valuations for Parish Council premises
Councillor Tucker proposed the ratification of expenditure for the valuation of the Parish Council Chambers, Pavilion and Workshop/Chapel at a cost of £150.00 per site for insurance purposes. The proposal was seconded by Councillor Stanley and the and the motion was passed unanimously by resolution of the Council.
- l) Cathedral Hygiene
The Chair proposed that three sanitary bins are provided for the Parish Council Chambers on contract with Cathedral Hygiene. The proposal was seconded by Councillor O'Connor and the motion was passed unanimously by resolution of the Council.

m) Teams polls

The Chair explained that in between Parish Council meetings, voting relating to items of expenditure takes place via a Teams poll which is then ratified at the next Parish Council meeting. The Clerk explained that the polls are printed and attached to the associated invoices.

n) Allegation of carrying out Parish Council business on licensed premises

The Clerk explained that she had asked the Chair for permission to make a statement to the Parish Council. She said she did not want to air this in public but informal grievance proceedings had failed. The following in italics is verbatim.

Councillors cannot go around making false allegations and not expect there to be any recourse.

I have been a Clerk for 13-years. I was recruited by the Lincolnshire Association of Local Councils to work as their locum Clerk which is an honour, and they are still my employer despite not having any time to do any locum work for them. I am known within the Clerking community as long-standing Clerk with honesty, integrity and professionalism.

False allegations damage reputations and I simply will not have this for your sport.

Two councillors made representation to the Chair about my conduct, namely 'carrying out council business on licenses premises'.

I have been in touch with my Union representative at the ALCC and their response was, and I quote, 'this is complete nonsense'. They have advised that I ask where in my job description it states that I cannot speak to members of the public while not on duty and in particular, while outside licensed premises.

You will not find this!!

People often criticise in others what they lack in themselves and I think that is the case here.

As for queries as to why I might be in a pub. This is quite frankly none of your business but I would have been more than happy to explain this fully to those councillors making the allegations had they bothered to turn up to the informal grievance proceedings that I had requested.

All I will say is please remember as a Councillor you must adhere to the Code of Conduct and the Nolan Principles. The seven principles of public life are honesty, accountability, integrity, selflessness, openness, objectivity and leadership. Please also remember you have a duty as an employer.

To explain to those of you puzzled by this, the only interaction I had with the member of the public outside the Nags Head on the evening of Monday 19 May 2025 was to explain that I am creating a database of living relatives of those buried at the cemetery. The member of the public freely gave his contact details to me.

I also want to address that fact that when I entered the Nag's Head on that evening, one Councillor, present at the pub at that time, had been speaking about me with members of the public. I was on my own time and do not appreciate being identified as the Clerk in such situations. Do not do this again.

I have worked hard for this Parish Council since first stepping foot through the door last July, often at great personal sacrifice.

That is all I have to say on the matter now until formal grievance proceedings commence.

Councillor Stanley stated that there was no complaint by either himself or Councillor Thorpe; his intention was to raise awareness, as he had been aggressively verbally abused by a member of the public about this, hence his meeting with the Chair. The Chair said that he had been asked specifically what action he was going to take, hence the reason the Clerk raised the informal grievance proceeding to address the false allegation.

Councillor Davison explained that the only thing you cannot do on licensed premises which the Clerk is fully aware of, is to hold a public meeting. Councillor Thorpe confirmed that he was present; he said he had received angry complaints from members of the public. The Clerk said that members of the public with complaints should be directed to the Clerk.

A member of the public said she thought proceedings were akin to a 'playground'. Councillor Davison replied and the Chair informed him that his response was out of order. The member of the public said that this is the second time she has been insulted by Councillor Davison.

Councillor Tucker added that she will not speak about Mr Tucker's involvement in this matter as this is in the hands of her solicitor. She added that Councillor Stanley was not present but his report to the Chair gives the impression that he was present. Councillor Thorpe said that there was a Parish Councillor present from another parish who referred to it as an 'abomination'. Councillor Davison added that he clearly doesn't know the rules either regarding licensed premises. Councillor Tucker queried why they had advised a member of the public to go to the Monitoring Officer about Mr Tucker who is not a Councillor. He explained that he had advised the member of the public go to the Monitoring Officer for a complaint about a Councillor and the Parish Council for a complaint about the Clerk. The Clerk asked Councillors Stanley and Thorpe to come to her directly in the future if they have an issue with the Clerk's professionalism. Councillor Stanley asked why he and Councillor Thorpe had been banned from entering the office. Councillor O'Connor as Chair of the Staffing Committee, explained that this action was taken to protect the employee. Councillor Thorpe said that the Staffing Committee should be abolished.

o) Councillor behaviour

Councillor Tucker said that she has noticed that since being elected as a Councillors, Councillors Stanley and Thorpe appear to have an issue with her and she cannot understand the reason for this. She said she has not done anything to either of them, to warrant how she feels they behave towards her and she provided an example to support her claim. She said their comments to the Chair at the above-mentioned informal meeting were shocking; she stated that she has reported both Councillors to the Monitoring Officer. She has reported Councillor Stanley on eight counts of councillor conduct including the disclosure of personal data to third parties. Councillor Stanley said that he has no issue with Councillor Tucker. There was further discussion about the poll voting. Councillor Thorpe said he has no issue with Councillor Tucker but prior to becoming a Parish Councillor, she had asked him to resign from his role four times. Councillor Tucker said she did and she had never denied this.

9. Health & Safety (25/059)

a) Trees

i) Walnut Tree, Hall Close

The Chair proposed the ratification of a decision to fell the Walnut Tree, Hall Close at a cost of £800 plus £175.00 for the stump grinding subject to approval from the Tree Officer at NK as this tree is covered by a TPO. The proposal was seconded by Councillor Stanley and the motion was passed unanimously by resolution of the Council.

ii) Horse Chestnut Tree, Cemetery

Councillor Tucker proposed the ratification of a decision to fell a horse chestnut tree at the cemetery at a cost of £1100.00 plus £175.00 for the stump grinding. The tree is reported to be diseased and deemed to be structurally unsound by a qualified arborist. The proposal was

seconded by Councillor O'Connor and the motion was passed unanimously by resolution of the Council. It was noted that work is due to commence on Wednesday 2 July.

- b) Defibrillator
 - i) Member noted that the Village Green defibrillator is going to be supported by the Bee's Knees; the annual maintenance package is £135.00 plus VAT.
 - ii) The Clerk informed the meeting that a support package is not available for the defibrillator at the pavilion. The Community Heartbeat Trust have indicated that spares for this model have tripled in price due to the age of the device and they are unable to offer a support package. Mr Warrilow and Ms Ogden have agreed to sponsor replacement pads as required.
Agenda: Clerk to add to the budget list for 2026/27. Councillor Tucker to assess defibrillator provision in the village.
- c) Lone Working
 - i) Hire of Radios
 The Chair proposed the ratification a decision to extend the hire of the radios through to 4 July 2025 at a cost of £72.00 inclusive of VAT plus an extension of a further four weeks. The Finance Committee will review costings ahead of the July meeting. The proposal was seconded by Councillor Tucker and the motion was passed unanimously by resolution of the Council.
Action: Clerk to follow up with the sales team at NRB Roadphone.

10. Committees (25/060)

- a) Finance Committee
 - i) Report from the Chair of the Finance Committee, Councillor Tucker further to Committee meetings on 29 May 2025 and 16 June 2025.

Councillor Tucker reported that the Finance Committee met on 29 May 2025 when she was re-elected as Chair and they met again on 16 June 2025. She stated that the final Internal Audit report had been reviewed the Finance Committee; the Committee is satisfied with the outcome. There is an action plan in place to ensure any outstanding policies and procedures are implemented in due course.

She reported that two members of the Finance Committee continue to carry out finance checks on a monthly basis, comparing invoices against payment slips, the cashbook, bank statements and bank reconciliation and this is working well. She said that this has never been done by this Parish Council and it is an example of good financial governance.

She went on to say that the Finance Committee have worked through the Fire Risk Assessment for the Parish Council Chambers and significant progress has been made to minimise risk by fire.

Councillors Spencer and Wright have also been working on a routine building maintenance report for the Chambers which will be discussed at the next Finance Committee meeting.

The Committee is also looking at accessibility of the Parish Council Chambers.

The Finance Committee would like to make several recommendations to Council and these are on the agenda for review.

- ii) Legionella Risk Assessments
 The Finance Committee would like to recommend to Council that the cost of remedial works arising further to the Legionella risk assessments for all sites are spread over several financial years. Councillor Tucker proposed that the Parish Council do the minimum required and forward budget for 2026/27 for the remedial works. The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the Council.

Action: Clerk to liaise with Urisk to order the log book, schematics and routine cleaning. A separate quote will be required for the remedial work which will be included in the budget for 2026/27.

- iii) Councillor Tucker proposed that the following decisions with the exception of the final bullet point, which must be moved to closed session, are ratified:
- To create a new budget head for the Workshop (*minute reference FC/017, May 2025*).
 - Not to proceed with dual authorisation for online banking.
 - To approve £100 plus VAT for services from Arion to provide a Fire Risk Assessment document, a Fire Safety Policy, a Fire Emergency Plan, plans of the building defining escape routes and fire equipment, facilities and warning equipment, detailed signage, fire induction training for staff, contractor control information and reporting forms.
 - To approve £442.50 for the provision of fire extinguishers.
 - To approve the installation of CCTV in the Chamber's kitchen foyer.
 - To install six new emergency lights, replace two sockets and install a motion detection strip light in the office corridor at a cost of £494.00.
- To accept the draft statement to be released after the sale of Star Fen. This might need to go to closed session.

The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the Council.

- iv) **Future financial structure for the Pavilion and Playing Fields**
Councillor Davison suggested that a working group of the Finance Committee comprised of Councillor Davison, Tucker and Wright, is mandated to draw up a series of options regarding future financial structures for the Pavilion and Playing Fields with a view to reporting back to Council with a preferred model and alternatives to be considered for the 2026/27 budget. The proposal was put forward by Councillor Tucker, seconded by Councillor Davison and the motion was passed by resolution of the Council. Councillors Stanley and Thorpe voted against the motion.
- v) **GDPR complaint signing in book at the Parish Council Chambers**
Councillor Tucker proposed the implementation of a signing in book for the office and for hire of the upstairs meeting rooms with the exception of the library. The proposal was seconded by the Chair and the motion was passed by resolution of the council. Councillor Davison voted against the motion.
- vi) **JPAG 2025 – Assertion 10 of the AGAR 2025/26 (digital and data compliance)**
i) Councillor Tucker proposed the ratification of expenditure for data protection training with Breakthrough Communities at a cost of £495.00 and for all Councillors to have a dedicated gov.uk email address. The proposal was seconded by the Chair and the motion was passed unanimously by resolution of the Council.

b) Cemetery Committee

- i) Report from the Chair of the Cemetery Committee further to the inaugural meeting on 2 June 2025 and to resolve to approve the adoption of Project Forget Me Knot.

The Chair, Councillor Tucker reported that the Cemetery Committee had its inaugural meeting on 2 June 2025. She explained that there are lots of improvements to be made and the work has already begun. She expressed her thanks to Wright's Garden Services, the Bee's Knees and Mr Tucker for their voluntary services during the Caretaker's annual leave to maintain the grass.

She went on to say that the Cemetery Committee has adopted Terms of Reference and a grave digging policy; these policies must be ratified by Council. She said the Committee has a vision for 'Project Forget Me Knot' which includes general improvements across the site with the planting of flowers and a new area for a garden of remembrance. The improvements are designed to make the cemetery more welcoming. She stated the sale of several plots for the burial of ashes specifically had fallen through recently, the explanation being given was the neglect of the surrounding area. She explained that memorial inspections are on-going, quote for repairs are pending and where possible costs will be passed on to living relatives with their consent. The Committee is running a campaign asking members of the public to contact the Clerk to provide their contact details as a living relative for loved ones buried in the cemetery.

She said that the Cemetery Committee would like to propose that costs associated with the workshop come from a different budget head. She explained that improvements had been made to the workshop not only to minimise risks identified in the Fire Risk Assessment but new flooring and equipment has been provided to meet the requirements of Health and Safety law.

- ii) Appointment of Councillor Davison to the Cemetery Committee.
Councillor Tucker proposed that Councillor Davison is appointed to the Cemetery Committee to assist with finances. The proposal was seconded by Councillor O'Connor and the motion was passed unanimously by resolution of the Council.
- iii) Policy Adoption
The Terms of Reference and grave-digging policy were deferred to the July meeting of the Parish Council as they had not been circulated ahead of the meeting for review.
Action: Clerk to circulate the policies and add to the July agenda for the Parish Council.
- iv) Purchase of a new ride-on mower and trailer
Councillor Tucker proposed ratification of a decision to purchase a new ride on mower and trailer up to a cost of £4,000.00 exclusive of VAT. The proposal was seconded by Councillor O'Connor and the motion was passed unanimously by resolution of the Council.
Action: Clerk and locum Caretaker to review models and effect purchase.
- v) Replacement taps and watering cans
Councillor Tucker proposed that the tap and the watering cans at the cemetery are replaced at a cost of £40.00 and £60.00 respectively. The tap is unsuitable for those with accessibility requirements and the watering cans are too heavy. Councillor Tucker informed the meeting of an encounter with a member of the public who bought her own bottled water to the cemetery as the watering cans are unmanageable. The proposal was seconded by the Chair and the motion was passed unanimously by resolution of the Council.
Action: Clerk to liaise with the locum Caretaker.
- vi) Ring-fencing of cemetery income
Councillor Tucker proposed that the cemetery income from burials and memorials is ring-fenced to boost the cemetery budget. The proposal was seconded by councillor Davison and the motion was passed unanimously by resolution of the Council.
- vii) Administration charge for the sale of Exclusive Rights of Burial and Memorials.
Councillor Tucker proposed the addition of a £25.00 administration fee for the sale of Exclusive Right of Burial and Memorials. The proposal was seconded by Councillor O'Connor and the motion was passed unanimously by resolution of the Council

- viii) **Topsoil**
Councillor Tucker proposed the ratification of a quote for the delivery of 50 tonnes of topsoil to the allotments by Smiths Civils and Engineering at a cost of £450.00 for use at the cemetery. The proposal was seconded by Councillor O'Connor and the motion was passed unanimously by resolution of the Council.
- ix) **Digger Hire**
Councillor Tucker proposed the approval of expenditure of £130.00 plus VAT for the hire of a digger plus 60 ppm (pence per mile) for delivery to remove the soil mound at the cemetery. The cost of this will be *shared with the allotment budget head as the digger will be used for dyke clearance*.
The proposal was seconded by Councillor Stanley and the motion was passed unanimously by resolution of the Council.
- x) **CCTV**
Councillor Tucker proposed the ratification of a decision to purchase CCTV for the cemetery at a cost of £159.99 plus data plan at £179.80 per annum to protect the high value assets at the cemetery. The proposal was seconded by the Chair and the motion was passed unanimously by resolution of the Council.

The Chair asked whether there had been any development on the padlock for access by emergency services.

Action: Clerk to add to the July agenda for the Parish Council.

c) Allotment Management Committee

- i) Update from Councillors Davison and O'Connor further to the AMC meeting on Monday 23 June 2025.

Councillor Davison added his thanks to the Chair of the Allotment Association for his voluntary services at the allotments. He stated that the PC through the caretaker are responsible for maintenance of communal areas. Mr Wright added that the Allotment Association had agreed to two composting sites; one for the allotments and one for the Parish Council. He said there was also some discussion about finding a balance in terms of the right amount of deposit to charge allotment holders; this will be agreed by the Allotment Association. Councillor O'Connor said that it was a positive meeting. Plots are tidier with a few exceptions but this is being dealt with accordingly.

d) Pavilion Committee

- i) Update from the Chair, Councillor Wright further to the Pavilion Committee meeting on 2 June 2025 and the informal meeting on 8 June 2025 to agree a priority list for the 2025/26 financial year and beyond.

The Chair provided the meeting with an update in the absence of Councillor Wright. Councillor Wright was re-elected as Chair for the Pavilion Committee. The Committee have reviewed the Fire Risk Assessment and the Clerk met with a representative from Arion to discuss the report in more detail. A written report is pending from Arion. This will be reviewed at the next meeting of the Pavilion Committee. The Committee have reviewed current expenditure to date and agreed a priorities list for 2025/26 and the Clerk is in the process of obtaining quotes for all this work, which will be reviewed a one.

- ii) **S106 Funding**
The Chair informed the meeting that he, Councillor Tucker and the Clerk met with representatives from NK. The S106 funding held by NK can only be used to create a new

playing/sports surface and they have suggested a MUGA on the site of the old playground. The Clerk has reached out to Smiths Construction for designs and quotes. These are pending.

- iii) Cricket Scoreboard
The Chair proposed that the Cricket Club are given permission to site their scoreboard on the Pavilion wall at their own expense. The proposal was seconded by Councillor Tucker and the motion was passed unanimously
- iv) Siting of a new container
Councillor Stanley proposed that the siting of a new container for the cricket club beside the Pavilion building (2.6m in height, situated 2m from the boundary). The proposal was seconded by Councillor Thorpe and the motion was passed unanimously by resolution of the Council.
- v) Replacement Window
The Chair proposed that the expenditure of £680.00 is ratified for the replacement of a further window in the changing rooms. The proposal was seconded by Councillor Stanley and the motion was passed unanimously by resolution of the Council.
- vi) Removal of existing window frame
The Chair proposed the removal an existing window frame and to brick it up the opening with matching bricks (behind the current uPVC cladding to one of the outdoor changing rooms) at a cost of £350.00. The proposal was seconded by Councillor Stanley and the motion was passed unanimously by resolution of the Council.
- viii) Repair of voids
The Chair proposed that expenditure up to £400.00 is approved for the repair of voids further to recent electrical work. The proposal was seconded by Councillor Stanley and the motion was passed unanimously by resolution of the Council.
- ix) Loft clearance
The Chair proposed that expenditure is ratified for the clearance of the loft ahead of insulation work at a cost of £220.00 per day. The proposal was seconded by Councillor Stanley and the motion was passed unanimously by resolution of the Council.
- x) Skip Hire
The Chair proposed the hire of a skip at £262.50 plus VAT (*noting there may be additional fees if there is more than 500kg of unrecyclable waste*). The proposal was seconded by Councillor Stanley and the motion was passed unanimously by resolution of the Council.

11. Highways (25/061)

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 and website.

12. Planning Matters (25/062)

- a) Members noted the new or amended planning matters or those showing as registered between 19 May 2025 and 19 June 2025.
None.
- b) Members noted the following decisions received since the last meeting on 19 May 2025.

Application	25/0351/PMA
Proposal	Installation of roof mounted solar PV to front elevation
Location	Building C Heckington Business Park Station Road
Decision	Decided – Prior approval not required.
Application	25/0259/0425/LBC (25/0425/HOUS)
Proposal	Retrospective installation of electric vehicle charging point box on west elevation
Location	83 Church Street, Heckington
Decision	Decided – Approved, Thursday 22 May 2025
Application	25/0013/PMA
Proposal	Change of use from commercial, business and service to two dwellings
Location	Garwick Farm, Boston Road, Heckington
Decision	Decided – Approved January 2025
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
Decision	Decided – Approved 6 June 2025
Application	25/0554/TCA
Proposal	T1 – Cedar – Reduce by approximately 50% (level with adjacent chimney stack) and shape lower canopy. The side will be target pruned to no more than 1.5m and 75mm diameter branches.
Location	27 Eastgate, Heckington, NG34 9RB
Decision	TPO Not Served
Application	25/0488/VARCON
Proposal	Application to vary Condition 3 (approved plans) to increase garage length by 1018mm attached to planning permission 24/1489/HOUS – Erection of single storey extensions to house and garage.
Location	32 Oak Way, Heckington, NG34 9FG
Decision	Decided – Approved 23 June 2025

- c) Members noted 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
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 6No. 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
Application	25/0489/HOUS
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

13. FINANCE (25/063)

- a) Members noted the bank balances as 17 June 2025.

Current Account	8,373.43
Bank Account S106	28,521.97
Bank Account Deposit	49,665.94
AMC Account	3,487.41
TOTAL	90,048.75

- b) Members noted the income received between 6 May and 17 June 2025.

ACCOUNT	DESCRIPTION	AMOUNT
S106	Interest MAY 2025	20.17
	Interest JUNE 2025	18.98
Deposit	Interest JUNE 2025	52.45
	Interest JUNE 2025	39.94
Current	Allotment Rental Income Roberts	25.00
	Allotment deposit Roberts	11.50
	Coffee Morning Contributions	20.42
	Wayleave Payment	170.00
	Community Hub Grant	5167.00
	Library Fines	60.00
	Allotment Rental Income Priestley	22.50
	Kents Memorial Masons Bannister	90.00
	Allotment Deposits	30.00
	Purchase of Exclusive Right of Burial Banks	294.00
	JE Severs Internment Fees Banks	222.00
	Allotment rental income Harris	43.00
	Allotment deposit Harris	65.00
	Allotment rental income Wright/Priestley	23.00
	Refund Training	50.00
AMC	None	Nil
TOTAL	As of 17 June 2025 date of bank reconciliation	6374.96

- c) Councillor Tucker proposed the approval of the expenditure, including expenditure to be ratified, from 6 May 2025 to 30 June 2025. The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the Council.

The following is an extract from the cashbook and has been edited for confidentiality.

Company	Description	NET	VAT	GROSS
NEST	Pension Contribution, Caretaker, 7 May 2025			
Kompan	Replacement parts for the Pavilion Play Area	518.06	103.61	621.67
Xega	CCTV Cameras	169.99	0.00	169.99
Andrew Ward	Salary (Week 6 -15 May 2025)			
Smith Construction	Astroturf Cricket Pitch	8400.00	1680.00	10080.00
NEST	Pension Contribution, Caretaker, 13 May 2025			
Anita Huckle	Reimbursement of allotment key deposit	15.00	0.00	15.00
Chattertons	Payment for disbursements	50.00	0.00	50.00
Lloyds Bank	Service Charges, May	11.50	0.00	11.50
First Aid.co.uk	First Aid Supplies	64.80	12.96	77.76
NEST	Pension Contribution, Caretaker, 20 May 2025			
Andrew Ward	Salary (Week 7 -21 May 2025)			
EDF	Electricity from 1 April to 30 April 2025	117.47	5.87	123.34
EDF	Electricity from 1 April to 30 April 2025	271.75	13.59	285.34
Village Hall	Hire of Hall for APM	30.00	0.00	30.00
Arion	Fire Risk Assessment	350.00	70.00	420.00
ICCM	EROB Training Clerk	150.00	30.00	180.00
Amazon	Stakes for cordoning unsafe memorials	30.79	6.16	36.95
BT	Broadband Supply (May)	30.95	6.19	37.14
LALC	Website Management Service 10 hours	180.00	36.00	216.00
Heidi Wilson	Reimbursement for refreshments for APM	51.20	0.00	51.20
Heidi Wilson	Reimbursement for coffee morning	23.65	0.00	23.65
SRP Hire Solutions	Portaloo Hire (May)	100.00	20.00	120.00
Heidi Wilson	Salary May			
ICCM	Annual Subscription	105.00	0.00	105.00
Fentec	EICR Heckington Village Green	100.00	0.00	100.00
Fentec	PAT Testing, Chambers	80.00	0.00	80.00
SSP Direct	Data Protection Compliant Visitor Book	82.50	16.50	99.00
NEST	Pension Contribution, Clerk, 28 May 2025			
SKU Electrical	Completion of electrical work	2716.67	543.33	3260.00
Andrew Ward	Salary (Week 8 - 29 May 2025)			
Kyme Heating	Rectify dead legs, supply and fit copper pipework, relocate radiator	2500.00	0.00	2500.00
Roadphone NRB	Extension of hire of radios to 4 July	60.00	12.00	72.00
Donaldsons DIY	Caretaker Supplies	19.93	3.99	23.92
Richard Wells	Conversion of garage to store	2400.00	0.00	2400.00
WCF Chandlers	Diesel 500 litres	555.75	111.15	666.90
Andrew Ward	Salary (Week 9 - 5 June 2025)			
Andrew Ward	Salary (Week 10 - 12 June 2025)			
Starkye First Aid	First Aid Course for Clerk and Caretaker	100.00	0.00	100.00
UBOX	Data for CCTV Cameras	179.80	*0.00	179.80
Andrew Ward	Salary (Week 11 - 19 June 2025)			
NEST	Caretaker Pension Contribution			
Moonpig	Condolence Cards	21.65	0.00	21.65

<i>Euromec Contracts</i>	<i>Repairs (cooling fan)</i>	<i>871.75</i>	<i>174.35</i>	<i>1046.10</i>
Lloyds Bank	Service Charges, June	8.50	0.00	8.50
BT	Broadband Supply	30.95	6.19	37.14
EDF	Electricity supply from 2 May to 1 June 2025	161.15	8.06	169.21
EDF	Electricity supply from 2 May to 1 June 2025	20.61	1.03	21.64
Amazon	Literature Stand (tray)	7.47	1.50	8.97
<i>Amazon</i>	<i>Draper drip Tray</i>	<i>19.99</i>	<i>4.00</i>	<i>23.99</i>
Screwfix	PVA Waterproof sealant	29.74	5.95	35.69
Andrew Ward	Salary (Week 12 - 26 June 2025)			
Heidi Wilson	Salary (June)			
First Aid.co.uk	First Aid Supplies	21.75	4.35	26.10
First Aid.co.uk	First Aid Supplies	24.15	4.83	28.98
	Bank reconciliation to 17 June 2025	69937.01	7367.11	77304.12

These items of expenditure have been added since the bank reconciliation and will feature as part of the July bank reconciliation.

Xega Ltd	CCTV Cemetery	159.99	*0.00	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	54.99	11.00	65.99
Wrights Garden Services	Contracting hours during w/c16.6.25	208.00	0.00	208.00

- d) The Chair proposed that the bank reconciliation for June 2025 is accepted. The proposal was seconded by Councillor Tucker and the motion was passed unanimously by resolution of the Council.
- e) Councillor Tucker proposed the transfers of £5,000 from the deposit account to the current account on 27 May 2025 and £10,000 on 2 June 2025 and £5,000 on 23 June 2025 are ratified. The proposal was seconded by the Chair and the motion was passed unanimously by resolution of the Council.
- f) Members noted that the 2024/25 AGAR has been submitted to the External Auditor in line with intermediate audit requirements and the Parish Council is compliant with the Transparency Code.
- g) The Clerk informed the meeting that the addition of signatories has been progressed.
- h) The Clerk informed Councillors that the key people forms must be completed.
- i) Budget review, first quarter

In terms of income, the Parish Council has received 10% more than budgeted to date.

In terms of expenditure the staffing budget head is at 25%, the general expenditure budget head is at 31% which is slightly over where we would want to see it at the end of the first quarter but this is due to the fees associated with the External Auditors review of the AGAR for 2023/24. The budget head for the Caretaker and Village Maintenance is at 21%, the budget head for Section 137 is at 24%, the Events budget head is at 1%, the Cemetery budget head is at 12%, the allotment budget head is at 37% but there are head of expenditure that need to be moved to a separate budget head and pest control and tree and hedge maintenance fall to the Parish Council to maintain. Given this, the budget head is only at 16%. The Pavilion is at 34%, again this is above where we would like to see it at this time of year. A spending cap has been agreed by the Pavilion Committee, to be ratified by full Council at 80%. This leaves £27,575 left in the budget for the remainder of the financial year. The playground budget head is at 13% and the Chambers is at 15%. The Workshop is a newly created budget head with funds being drawn from other budget heads and this is at 68%. As an overview, the Parish Council expenditure is 30% spent against the annual budget.

j) VAT Reclaim, first quarter

The Chair confirmed that the VAT reclaim for the first quarter is £7,367.11 (this is confirmed against the cashbook and bank reconciliation).

k) Parish Council debit card.

Councillor Tucker informed the meeting that the Clerk pays for items with her own funds and subsequently reclaims the money back from the Parish Council but there is now enough governance in place to negate the need for this. She is a responsible RFO. Councillor Tucker proposed the Parish Council apply for a debit card. The proposal was seconded by Councillor O'Connor and the motion was passed unanimously by resolution of the Council.

14. Correspondence (25/064)

Members noted the following items of correspondence:

- a) Email dated 22 May 2025, Beacon Fen Energy Limited in relation to the deadline of 2 July 2025 for providing representation to the Planning Inspectorate.
- b) Email from Lesley Gibson dated 22 May 2025, Community Entertainment/Live & Local.
- c) Press release from Karl Stinchcombe, Cadent Gas dated 4 June 2025 in relation to closure of Station Road.
Note that further to work on Sleaford Road they have confirmed that they will return to re-instate the verges to a satisfactory condition per their email dated 10 June 2025.
- d) Email from Councillor Marianne Overton MBE dated 13 June 2025 in relation, Battery Storage Units in Navenby and Coleby.
- e) Email from National Grid dated 11 June 2025 in relation to the consultation for the proposed Grimsby to Walpole project.
- f) Email from the Corporate and Civic Support Team at NK dated 16 June 2025, Licensing Act 2003 Consultation.

15. Date and time of the next meeting/s (25/065)

Events Meeting TBC

Finance Committee Meeting, Monday 21 July 2025 at 7.30pm

Allotment Management Committee Meeting, 1 September 2025 at 7pm

Staffing Committee Meeting TBC

Cemetery Committee Meeting, 14 July 2025

Pavilion Committee Meeting, 7 July 2025

Monday 28 July 2025

Monday 18 August 2025

Monday 29 September 2025

Monday 27 October 2025

Monday 24 November 2025

16. Questions from the public (25/066)

A member of the public said thank you to the Parish Council; the all-weather pitch work commenced today. A member of the public said he would like to thank Councillor Tucker and her Committee for the work they are doing at the cemetery.

At 9.17pm the Chair moved the meeting into closed session to deal with the items listed on the agenda for discussion in accordance with the (Admissions to Meetings) Act 1960. The proposal was seconded by Councillor Tucker and the motion was passed unanimously by resolution of the Council.

17. Closed session (25/067)

a) Star Fen

The Clerk informed the meeting that the sale of Star Fen had completed today. The amount due after fees is £85,493.60. Fees include conveyancing charges at £2,132.40, Estate Agent fees at £1,800.00, a bank transfer fee of £24.00 and £100 allowance for the indemnity policy. Councillor Tucker proposed that the draft statement is published. The proposal was seconded by the Chair and the motion was passed unanimously by resolution of the Council.

Action: Clerk to publish the statement to Facebook, the website and the newsletter.

b) Debt collection for the tender to cut Star Fen in 2024

The Clerk confirmed that the invoice for £870.00 had been paid.

c) Pavilion tenancy agreement

The Chair suggested a complaint to the law society in relation to the relationship with Chattertons. The Chair proposed a halt on the tenancy agreement with Chattertons and suggested a move to another solicitor. The Chair proposed that the appointment of a new solicitor is agreed via Teams and ratified at the next meeting of the Parish Council. The proposal was seconded by Councillor Davison and the motion was passed by unanimously by resolution of the council.

d) Staffing committee report in relation to confidential staffing issues.

The Chair of the Staffing Committee reported that the Caretaker will be managed in accordance with the sickness absence policy. The Parish Council has appointed a Locum Caretaker in his absence.

Councillor Tucker proposed four vehicle trackers at a cost of £12 per month over a three-year period with RAM tracking with a £100 documentation fee. The proposal was seconded by Councillor Stanley and the motion was passed unanimously by resolution of the Council.

e) Cemetery Storage

Councillor Tucker proposed the ratification of a decision to spend £60.00 on the removal of an old storage facility at the cemetery. The proposal was seconded by the Chair and the motion was passed unanimously by resolution of the Council.

The Chair closed the meeting at 9.36pm.