

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 1 September 2025 at 8.30pm.**

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: 27 August 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)

- 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. Minutes

- a) To resolve to approve the minutes of the meeting held on 10 March, 16 April and 23 June 2025 as a true and accurate record of those meeting.

7. General Matters

- a) To discuss future use of the allotment field including fees for budgeting purposes.
- i) To discuss whether there is a need to extend the allotments.
 - ii) To discuss requests from tenants to keep bees at the allotments.
- a) To review allotment rents for the next rental period from October 2025.
- b) To resolve to approve a refundable £50.00 plot deposit for all new tenants regardless of plot size (the increase will help to cover the clean-up costs post vacation if allotments are left in an untidy state).
- c) To resolve to approve the tenancy agreement for 2025-2027 and to receive a recommendation from the Chair in relation to adding the tenant's annual insurance contribution to the AA, to the tenant's rental invoice.
- i) Training for the Chair of the Allotment Management Committee and Clerk for health and safety in terms of bee keeping at a cost of £275 per person for a two-day course with Staithe Farm Bee Keeping to include mileage and one night's accommodation.
- d) Poultry
- i) To review the costs of pressure plate feeders.
 - ii) To discuss plans to organise presentations from poultry experts to ensure that tenants have the required expertise to keep poultry.

- e) To discuss use of the mulch pit and its location.
- f) To note the date of the next allotment inspection.
- g) To receive an update from the Chair in relation to the costs associated with replacement water tanks versus refurbishment.
- h) To discuss plans for reinstatement of the roadway with a view to making a proposal to the Parish Council for the 2026/26 budget.
- i) To note that tenants with CCTV on their plots must display signage.
- j) To receive an update from the Clerk in relation to defibrillators.

8. Finance (Allotment Management Committee)

- a) To note the current bank balance as of 26 August 2025.

AMC Account	3,750.91
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- b) To review income from the opening of the AMC account between 13 June to 26 August 2025.

Rental Income	11.50
Rental Income	43.00
Rental Income	23.00
Rental Income	11.50
Heckington Show (Field Hire)	200.00

- c) To review expenditure between 13 June to 26 August 2025.

Detail	NET	VAT	GROSS
Lloyds Service Charge (June)	8.50	0.00	8.50
Lloyds Service Charge (July)	8.50	0.00	8.50
Lloyds Service Charges (August)	8.50	0.00	8.50

- d) To receive a budget update from the Clerk in relation to expenditure against the budget for Parish Council and Allotment Management Committee budgets.

9. Finance (Allotment Association)

- a) To receive an update from Mr Foard, Treasurer for the AA.

10. Date and time of the next meeting/s

- a) Allotment Association Meeting
- b) Allotment Committee Meeting

11. 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.