

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

Dear Sir/Madam

You are summoned to attend the Cemetery Committee Meeting of Heckington Parish Council to be held in the **Parish Council Chambers, St Andrews Street, Heckington on Thursday 4 September 2025 at 7.00pm**

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 August 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. To elect a Chair**

**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. Minutes**

To accept the Clerk's notes of the meeting dated 14 July 2025 as a true and accurate record of that meeting.

**7. General Matters**

- a) To resolve to approve the burial ground policy.
- b) To receive an update from the Chair in relation to Project Forget me Knot.

**8. Health and Safety**

- a) To receive an update from the Clerk in relation to the latest round of memorial inspections.
- b) To note that a complaint from a member of the public in relation to wheelchair access to the cemetery across the public highway is being dealt with by Councillor East and Rowan Smith, Local Highways Manager, West.

**9. Finance**

- a) To review income and expenditure for 2025/26 against the budget and ring-fenced income.

- b) To discuss current and future budgetary requirements with a view to making recommendations to the Parish Council.

**11. Date and time of the next meeting/s**

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

**13. Closed Session**

- i) To discuss a complaint received in relation to encroachment onto a neighbouring grave.