

## **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 Thursday 6 November 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: 1 November 2025.

### **AGENDA**

- 1. Chair's Welcome (Safety Announcements)**
- 2. Public Forum**
- 3. Councillors/members present**
- 4. Apologies**
- 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 1 September 2025 as a true and accurate record of that meeting.
- 7. General Matters**
  - a) To resolve to approve the appointment of Councillor Gower to the Allotment Management Committee.
  - b) To receive a report from the Clerk in relation to any outstanding payments or tenancy agreements due 31 October 2025. To note there will be a late payment/submission fee of £5.00.
  - c) Communal shed (general notices and first aid box)
  - d) Behaviour and complaints (including access to plots).
  - e) Pest control.
  - f) Poultry – latest updates from DEFRA.
  - g) To review allotment rents for the next rental period further to discussion by the Allotment Association.
  - h) To receive an update from the Chair in relation to the creating of additional plots A19-20 and to discuss B side usage.
    - i) To ratify expenditure for the purchase of fence posts to mark out the new plots at a cost of £76.50.
  - i) To discuss water conservation to manage water usage.
    - ii) To resolve to approve expenditure for water supply to the new allotment plots.
    - iii) To resolve to approve expenditure for insulation for all water pipes to prevent damage over Winter.
  - j) To discuss the need for an additional CCTV unit.
  - k) To discuss use of the mulch pit and its location.
  - l) To receive any updates from the Chair in relation to the allotment inspection on 31 October 2025.
  - m) To discuss the hire of machinery and to review quotes for the reinstatement and creation of the road.
  - n) To receive updates from the Allotment Association in relation to working parties and events.
  - o) To note the date of works to the front hedge.

## 8. Finance (Allotment Management Committee)

- a) To note the current bank balance as of 29 October 2025.

|             |          |
|-------------|----------|
| AMC Account | 4,353.53 |
|-------------|----------|

- b) To review income from the opening of the AMC account between 26 August and 29 October 2025.

|                                  |         |
|----------------------------------|---------|
| Rental Income including deposits | 1384.00 |
| AA Insurance                     | 209.00  |
| TOTAL                            | 1593.00 |

- c) To review expenditure between 26 August and 29 October 2025.

| Detail                             | NET           | VAT          | GROSS         |
|------------------------------------|---------------|--------------|---------------|
| Lloyds Service Charges (September) | 8.50          | 0.00         | 8.50          |
| Screwfix (taps)                    | 244.96        | 48.99        | 293.95        |
| Lloyds Service Charges (October)   | 8.50          | 0.00         | 8.50          |
| Waver (Quarter 2)                  | 679.43        | 0.00         | 679.43        |
| <b>TOTALS</b>                      | <b>941.39</b> | <b>48.99</b> | <b>990.38</b> |

- 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 receive an update in relation to the renewal of tenancy agreements further to a hearing held by the Parish Council on Tuesday 23 September 2025.

*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.*