

NOTICE OF A MEETING OF HECKINGTON PARISH COUNCIL

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 13 November 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: 9 November 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

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 during the meeting, please raise your hand if you are able to do so.

We would ask that any questions or comments relate directly to cemetery matters. Wider issues should be directed to members at the Parish Council meeting which takes place typically on the last Monday of every month.

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 4 September 2025 as a true and accurate record of that meeting.

7. General Matters

- a) To resolve to approve the appointment of Councillor Cocks to the Cemetery Committee as Councillor Davison has stepped down from the role.
- b) To resolve to approve the burial ground policy with a view to making a recommendation to the Parish Council to adopt the policy.
- c) To receive an update from the Clerk in relation to enquiries with the War Graves Commission further to comments made by a member of the public in the public forum on 4 September 2025.
- d) To receive updates in relation to Project Forget Me Knot; to acknowledge the kind donations received from members of the public and to understand the reasons for Project Forget Me Knot.

- i) To review quotes for additional Yew and stakes to infill the hedge bordering a neighbouring property further to complaints received from a member of the public.
- e) A review of cemetery security.

8. Health and Safety

- a) To receive an update from the Clerk in relation to the latest round of memorial inspections.
- b) To resolve to approve the location for the cemetery signage.
- c) To resolve to approve the removal of the tap at the cemetery gate as it poses a potential trip hazard.

9. Finance

- a) To review income and expenditure for 2025/26 against the budget.
- b) To review the latest draft of the budget document for 2026/27.

Budget Head	2024/25 Actual	2025/26 Budget	Current expenditure as of 4 September 2025	Predicted expenditure at year end	Proposed budget 2026/27
Water rates (quarterly)	217.63	150.00	46.98	150.00	155.00
Electricity (workshop)	1254.68	0.00	0.00	0.00	
General maintenance	146.42	3500.00	801.48	1500.00	3,500.00
Project Forget Me Knot	0.00	0.00	0.00	2000.00	7,500.00
Memorial Safety	0.00	3500.00	30.79	1000.00	7,500.00
Pest Control	890.00	500.00	550.00	550.00	600.00
Trees/Hedges	1407.00	3000.00	1450.00	2500.00	2500.00
Rates	576.35	625.00	720.43	720.43	750.00
Reserves for future projects (VAT refund Quarter 1) (Cemetery Income)	0.00	3000.00	3000.00	12,795.11	10,000.00
Reserves for cemetery development	0.00	0.00	0.00	0.00	0.00
Inspections/testing	0.00	0.00	0.00	0.00	0.00
TOTAL	4,492.08	14,275.00	6,599.68	21,215.54	32,505.00

10. Date and time of the next meeting/s

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

12. Closed Session

- i) To discuss the potential for future cemetery land (to be discussed in closed session to protect the privacy of the landowner) and to understand the Council's statutory obligations in relation to cemetery provision.