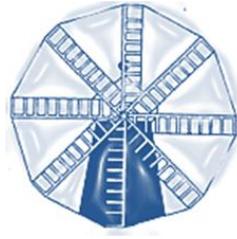


## HECKINGTON PARISH COUNCIL



### Minutes of the Heckington Parish Council meeting held Monday 12 January 2026 at 7.30pm in the Parish Council Chambers, St Andrews Street, Heckington

#### 1. Chair's Welcome

The Chair, Councillor Spencer (hereafter referred to as the Chair) delivered the usual health and safety announcements and asked those present to silence their mobile devices. He reminded the meeting that recording is in progress.

The Chair expressed his thanks to Mr Grigg who has offered to fund a replacement tree on Godson Green in memory of former Councillor, the late Alun Israel.

The Chair reminded the meeting that there is a Councillor vacancy to be filled by co-option and he asked for expressions of interest to be directed to the Clerk at [clerk@heckingtonparishcouncil.gov.uk](mailto:clerk@heckingtonparishcouncil.gov.uk).

He informed the meeting at all waste bins accept throughout the Village accept dog foul.

He went on to say that the Parish Council has received a number of complaints; a member of the public has taken it upon themselves to cut back some shrubs at the end of Lime Tree Walk. Members of the public are asked not to take it upon themselves to do this but to report via the appropriate channels.

He issued a reminder that the Village Green Car Park is designed for short stay parking.

He stated that North Kesteven District Council (hereafter referred to as NK) have started to deliver the food caddies. The first collections will be on 31 March 2026. Further details can be obtained from <https://www.n-kesteven.gov.uk/bins-waste-recycling/information-about-waste-service/food-waste-recycling>.

Councillor Wright added her thanks to everyone who attended the coffee morning on 24 January 2026 and to Heidi, the Clerk for making the Queen of Puddings which was described as 'well yummy' and delicious.

#### 2. Public Forum:

There were seven members of the public present and County Councillor East. District Councillors Collard and Tarry submitted their apologies.

Mrs Sue Tucker asked for her name to be recorded and for her questions and comments to be recorded verbatim.

Mrs Tucker asked, *'In the precept meeting, it shows £20k going to the Pavilion, can you tell me why that is?'* The Chair explained that the CIO has not yet been formed; it will take the organisation some time to organise the necessary fundraising and this is designed to be a stop gap. Mrs Tucker asked, *'So this is seed funding then?'* The Chair confirmed this to be the case. Mrs Tucker said, *'Anyone who knows me, knows that I don't like giving out money to anyone – if you are going to do seed funding are you doing that as a loan, are they going to have to pay it back over 5-10 years-?'* The Chair explained that this has not yet been decided. Mrs Tucker said *'I would like you to remember that over the last two financial years, you have given away to the Pavilion, just short of £100k, so to give them another £20k on top of that with no pay back, seems like you are*

*going down the Village Hall route, of giving them £60k with no pay back and that to me is wrong'. The Chair explained that without the CIO there would have been a far larger budget for the Pavilion in 2026/27 and the Pavilion is the Parish Council's asset whereas the Village Hall is not. Mrs Tucker added, '-then you should have talked about whether it was worth it'. Councillor Davison added that although it appears in the budget, the Parish Council are not obliged to spend it. Mrs Tucker said, 'I totally understand that but - if it does go ahead then you as a Council – should think about trying to recoup that for the Village'.*

Mrs Tucker asked a second question, *'Rumour has it that two Councillors have resigned, why has the second vacancy not been advertised'.* The Chair confirmed that only one resignation has been received in writing; a resignation must be submitted in writing to be accepted. Mrs Tucker asked, *'Is he still covered by Parish Council rules?'* The Clerk said that the resignations were tendered at the November meeting of the Parish Council. She explained that Councillor Thorpe, who has only submitted his resignation verbally, will continue to receive the summons to attend a meeting via the agenda and copies of the minutes. Mrs Tucker asked, *'Will he received closed session minutes'.* The Clerk explained that there are no separate closed session minutes. Mrs Tucker said, *'and that has to go for six months'.* The Clerk confirmed that the seat will not be declared vacant until the passing of either six months or six consecutive meetings (under Section 85 of the Local Government Act 1972). The Clerk confirmed that numerous requests for a written resignation have been made via email, text, voicemail and in person.

A member of the public asked if the Parish Council can install a sign on the Village Green to inform the public that it is designated for short stay parking only.

### **3. Councillors present**

Councillor Spencer, Chair  
Councillor Atkinson  
Councillor Cocks  
Councillor Davison  
Councillor Garlick, Vice Chair  
Councillor Gower  
Councillor Malone  
Councillor O'Connor  
Councillor Thorpe  
Councillor Wright

### **4. Apologies**

Councillor Thorpe is not present and his absence is not accepted as apologies have not been received.

### **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**

None.

### **6. Report from the County and District Councillors**

Councillor East wished those in attendance a Happy New Year. He briefly spoke about the restructuring within Lincolnshire County Council and referred the meeting to the 'Lets Talk about Lincolnshire Website'.

Councillor East reported that there has been a request from a member of the public for a pedestrian crossing at the pinch point on the High Street near to the Co-op. He said that there was a site survey on 10 November 2025 looking at a variety of assessment criteria from road width to volume of traffic and number of pedestrians but based on the very low pedestrian numbers recorded, it does not meet the threshold required to progress to a full assessment.

Councillor Atkinson asked about outstanding repairs to potholes on Station Road and Howell Road. Councillor East announced his appointment as the Executive for Highways. He went on to speak about the issues arising from pothole repairs, major road resurfacing and the neglect to Lincolnshire's Highways infrastructure over the last 10-20 years. He promoted reporting via FixMyStreet.

Councillor Wright thanked Highways for the resurfacing of the pavement along Boston Road which had made a huge impact to residents.

## 7. Minutes

- a) **Councillor Davison proposed that the minutes from the Parish Council meetings held on Monday 24 November 2025 are accepted as a true and accurate record of that meeting. The proposal was seconded by Councillor Gower and the motion was passed unanimously by resolution of the Council.**
- b) **Councillor Davison proposed that the minutes from the Parish Council meetings held on Monday 12 January 2026 are accepted as a true and accurate record of that meeting. The proposal was seconded by Councillor Gower and the motion was passed by resolution of the Council. Councillor Garlick abstained from the vote as he was not present at that meeting.**

## 8. General

- a) Policies for adoption or re-adoption further to amendment.
- **Standing Orders**  
The Clerk informed members that there are a number of blanks within the document that need to be agreed upon before a resolution can be passed. Councillor Davison being the only Councillor to have submitted any comments. The Clerk reminded members that the document was submitted well in advance of the meeting allowing sufficient time for members to review and comment upon the document. The Chair proposed that adoption of Standing Order is deferred. The proposal was seconded by Councillor Malone and the motion was passed unanimously by resolution of the Council.  
Action: Clerk to add to the agenda for the February meeting of the Parish Council.
  - **Investment Strategy**  
**Councillor Davison proposed that £85k is inserted into the Investment Strategy document to read: *Investments will be balanced over more than one provider or more than one portfolio (where appropriate) in order to minimise risk of financial loss. No more than £85k will be invested with any single institution.* The proposal was seconded by the Chair and the motion was passed unanimously by resolution of the Council.**  
  
**Councillor Garlick proposed that the polices listed below are adopted by the Parish Council. The proposal was seconded by Councillor Cocks and the motion was passed unanimously by resolution of the Council.**
    - Review of asset register
    - IT policy
    - Financial Regulations
    - Review of risk register
    - Expenses Policy – Staff
    - Expenses Policy – CouncillorsClerk to add the new policies to the website.
- b) Retrieval of Parish Council documents from Sils & Betteridge  
**Councillor Spencer proposed that the decision to retrieve deed packets and plans from Sils and Betteridge, held on behalf of the Parish Council, is ratified. The proposal was seconded by Councillor Cocks and the motion was passed a by resolution of the Council.**
- c) Future Christmas Tree Provision  
**Councillor Garlick proposed that the Parish Council take on an allotment plot for the purposes of harvesting Christmas Trees for the future. The proposal was seconded by Councillor Wright and the motion was passed unanimously by resolution of the Council.**  
Action: Clerk to schedule a site visit with the locum caretaker to formulate an action plan to bring back to the Parish Council.

- d) No Mow May and Let it Bloom June (Arboretum, Godson Green and Laxton Close).  
**The Chair proposed that the Parish Council proceed with No Mow May and Let it Bloom June on areas of the Arboretum, Godson Green and Laxton Close. This will be monitored upon advice from the Caretaker. The proposal was seconded by Councillor Garlick and the motion was passed unanimously by resolution of the Council.**
- e) Grit bin on Howell Road  
**Councillor Malone proposed siting the grit bin in proposed location two. The proposal was seconded by Councillor Garlick and the motion was passed by resolution of the Council.**  
Action: Clerk to liaise with LCC Highways.
- f) Ratifications  
**The Chair proposed at the following decisions are ratified by the Parish Council. The proposal was seconded by Councillor Garlick and the motion was passed unanimously by resolution of the Council.**
- i) The purchase of a tarpaulin for the Lfor Williams trailer at a cost of £199.99 inclusive of VAT.
  - ii) £250 using Clerk's emergency spending powers for additional expenditure for electrical safety for the Christmas light switch on.
  - iii) £250.00 for electrical safety for the Christmas light switch on.
  - iv) The purchase of a leaf blower bag at a cost of £26.25 plus VAT.
  - v) the purchase of dog waste signs for the Mayflower Park at a cost of £18.55 plus VAT.
  - vi) The purchase of COSHH signage for the Workshop for compliance with the FRA at a cost of £8.55 plus VAT.
  - viii) To proceed with Octopus Energy for the Chambers and Workshop despite changes to standing charges and unit prices since the initial quote.
  - ix) To send a reminder letter to the tenants at the Pavilion about their status as tenants at will given their failure to sign the lease to date.
  - x) To proceed with the annual asbestos resurvey for the Pavilion due 22 January by Bradley Environmental at a cost of £327.00 excluding VAT.
  - xi) To allow SHOCK Sleaford to take over the management of the defibrillators at the Pavilion and Village Green (to note that donations will be returned accordingly).
  - xii) The sale of the Nilfisk mower at a price of £12,000.00 plus VAT.
  - xiii) The purchase of diesel cure (yet to be sourced and priced) to protect the fuel stored in the diesel tank.

## 9. Committees

The Committees have not met since the last meeting of the Parish Council.

- a) Pavilion Committee
- i) The Chair provided a brief update in relation to the transfer of the Pavilion to the CIO. He explained that Mr Whitton has submitted the relevant documentation to the Charity Commission and their decision is pending. Work is going on in the background on the assumption that the application will be successful including the creation of a website and email accounts. The CIO plans to hold a public meeting later in the year to engage the community.
  - ii) **The Chair proposed that the dissolution of the Pavilion Committee is deferred pending transfer of the Pavilion to the CIO. The proposal was seconded by Councillor Wright and the motion was passed unanimously by resolution of the Council.**
  - iii) Members reviewed a request for access from the Manor to the Pavilion hard standing. A letter has been drafted further to legal advice stating that the Parish Council do not grant a permanent right of way, the access rights may be revoked at any time and the owners of Heckington Manor do not claim such right. **Councillor Davison proposed that this is granted pending legal advice from Chattertons. The proposal was seconded by the Chair and the**

**motion was passed by resolution of the Council with three votes against.** Members have asked that Mr Pinchbeck meet any legal costs arising.

Action: Clerk to liaise with Mr Pinchbeck and Chatterton's Solicitors.

b) Cemetery Committee

i) The Chair, Councillor Gower provided a brief update; the Clerk is making enquiries with memorial masons to move forward with repairs in the cemetery. She stated that Highways are going to look into installing a crossing but this will be on a future scheme due to costs associated with the project. **Councillor Gower proposed that the Cemetery Committee's decision to purchase the 12 pleased Beech at a cost of £2668.00 plus VAT is ratified. The proposal was seconded by Councillor O'Connor and the motion was passed unanimously by resolution of the Council.** The Clerk reminded members that £200.00 had been donated by Molan's and £200.00 by the Railway Museum. She also expressed her thanks to Mr Hazelwood for carrying out repairs to the adjacent fencing

Action: Clerk to purchase the trees and arrange a delivery date.

iii) Members noted the email from Rowan Smith dated 8 January 2026 in relation to the siting of a crossing point to the East of the Cemetery requiring the removal of vegetation to allow for a clear line of sight to the East of the Cemetery. *Email circulated 8 January 2026.*

c) Staffing Committee

The Chair, Councillor O'Connor provided a brief update; Interviews for the role of Caretaker will be held on Saturday 7 February 2026. The Staffing Committee have put together the interview questions and these will be put to all candidates so that everyone has the same opportunity. Councillors Gower and Wright will conduct the interview and Councillor O'Connor will make notes. The successful candidate will be awarded a contract based on the minimum level of benefits for annual leave and sickness unless they have existing and continuous service with local government. The successful candidate will have a full induction programme with particular attention given to policies and procedures as well as a clear understanding of who and what the reporting lines are. Salary will be paid on a monthly basis.

## 10. Planning Matters

a) Members noted the new/amended or registered planning applications awaiting decision.

<b>Application</b>	<b>25/1577</b>
<b>Location</b>	16 High Street, Heckington
<b>Proposal</b>	Erection of detached building to provide a wellbeing clinic
<b>Application</b>	<b>25/0728/FUL</b>
<b>Location</b>	Garwick Farm, Boston Road, Heckington
<b>Proposal</b>	Change of use of agricultural land to light industrial use in association with current use of the site, and erection of a new boundary treatment to western side of site (retrospective).
<b>Application</b>	<b>25/1109/FUL</b>
<b>Proposal</b>	Change of use from agricultural grass land to form a Motocross Track (for personal use only) (retrospective)
<b>Location</b>	Garwick Farm, Boston Road, Heckington
<b>Application</b>	<b>25/0774/HOUS</b>
<b>Proposal</b>	Alterations to roof, replacement windows, proposed insertion of a new side door and replacement gate and render.
<b>Location</b>	95-97 Hight Street, Heckington

b) Members noted the following decisions received since the Parish Council meeting on 24 November 2025.

<b>Application</b>	<b>25/1352/TPO</b>
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<b>Proposal</b>	Walnut – Removal of deadwood, reduction of the west canopy to clear the adjacent dwelling and crown lift of lower canopy to 2m
<b>Location</b>	Land outside Walnut Lodge, 3 Hall Close
<b>Decision</b>	Validated
<b>Application</b>	<b>25/0165/OUT AMENDED</b>
<b>Proposal</b>	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.
<b>Location</b>	Land to the South of Sleaford Road, Heckington
<b>Decision</b>	Approved
<b>Application</b>	<b>25/1061/HOUS</b>
<b>Location</b>	The Barn, Littleworth Drove, Heckington Fen
<b>Proposal</b>	Installation of an off-grid energy system including solar panels, battery storage and associated infrastructure for sustainable self-sufficiency.
<b>Decision</b>	Approved, 19 November 2025
<b>Application</b>	<b>25/0930(31)/LBC</b>
<b>Proposal</b>	Part removal and reconstruction of a Grade II listed boundary wall.
<b>Location</b>	Heckington Hall, Eastgate, Heckington
<b>Decision</b>	Approved, 7 January 2025
<b>Application</b>	<b>25/1454/TCA</b>
<b>Location</b>	4 Station Road, Heckington
<b>Proposal</b>	Leylandii – To remove overhanging branches from neighbouring property.
<b>Decision</b>	TPO not served.
<b>Application</b>	<b>25/0280/FTP PATH</b>
<b>Proposal</b>	Section 119 of the Highways Act 1980 - Diversion of footpath
<b>Location</b>	No 9 Land off Burton Road, Heckington
<b>Decision</b>	Prior approval not required, 5 November 2025

## 11. FINANCE

- a) Members noted the bank balances as of 14 January 2026.

Current Account	7,459.85
Bank Account S106	28,629.58
Bank Account Deposit	59,139.10
AMC Account	4,416.24
<b>TOTAL</b>	<b>99,644.77</b>

- b) Members noted the income received between 12 November 2025 and 14 January 2026.

Account	Description	Amount
Current	Refunds (Damaged Christmas lights)	10.09
	Refund defibrillator	310.00
	Molan UK (Project Forget Me Knot)	200.00
	Burial Fees	477.00
	EROB Fees	440.00
	Library Fines	80.00
AMC	Allotment rents	104.00
	Allotment Insurance Contributions	15.00
	Allotment Deposits	65.00
	Allotment Admin Fee	5.00
S106	Interest, December	13.63
	Interest, January	14.58
Deposit	Interest, December	40.90
	Interest, January	33.57

- c) **The Chair proposed that the expenditure account from 12 November 2025 through to 14 January 2026 is accepted. 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.

<b>Company</b>	<b>Description</b>	<b>NET</b>	<b>VAT</b>	<b>GROSS</b>
Lloyds Bank	Service Charges (10 Oct -9 Nov) AMC	8.50	0.00	8.50
Cathedral Leasing Limited	Supply of hygiene services	42.00	8.40	50.40
Wright's Garden Services	Locum Cover to 5 Dec 2025	514.50	0.00	514.50
Amazon	Dog Poo Sign (Mayflower Park)	11.64	2.34	13.98
Amazon	Dog Poo Sign (Mayflower Park)	6.91	1.38	8.29
Amazon	Motion sensor lights (COSHH Store)	19.78	3.96	23.74
Amazon	COSHH Signage (Workshop)	8.55	1.72	10.27
SRP Solutions	Portaloo Hire to 5 November 2025	100.00	20.00	120.00
Arion	Fire Risk Assessment, Pavilion	450.00	90.00	540.00
Chattertons Solicitors	Legal Fees (Pavilion Lease)	5112.00	1022.40	6134.40
Grasslands Nurseries	Yew Hedging (Cemetery)	224.14	44.81	268.95
Lloyds Bank	Service Charges 10 Oct - 9 Nov (PC)	8.50	0.00	8.50
Amazon	Stakes for Yew Hedging (Cemetery)	48.24	9.66	57.90
Wright's Garden Services	Reimbursement for Petrol (cemetery)	25.13	5.03	30.16
Heidi Wilson	Octopus Deposit for Workshop account	39.36	7.87	47.23
Wright's Garden Services	Reimbursement for petrol (cemetery)	41.88	8.37	50.25
Wright's Garden Services	Locum Cover to 14 December 2025	517.65	0.00	517.65
Wright's Garden Services	Locum Cover to 21 December 2025	510.00	0.00	510.00
Screwfix	Silicone for COSHH Signage	7.98	1.60	9.58
Shell	Petrol, Cemetery	38.74	7.75	46.49
Wheelcraft	Wheel (Mower)	28.00	5.60	33.60
Wheelcraft	Wheel (Mower)	28.00	5.60	33.60
Test4Less	Legionella Thermometer	102.00	20.40	122.40
EDF	Electricity supply to the cemetery 1-30 Nov 2025	35.85	1.79	37.64
EDF	Electricity supply to the chambers 1 Nov -1 Dec 25	596.67	119.33	716.00
Octopus Energy	Deposit (Chambers)	194.50	38.90	233.40
Ben Burgess Hire	Chipper Hire	180.00	36.00	216.00
BT	Broadband Supply	30.95	6.19	37.14
Terra Firma & Beyond	Crown Lift Walnut Tree, Hall Close	565.00	0.00	565.00
Wright's Garden Services	Locum to 28 December 2025	510.00	0.00	510.00
Wright's Garden Services	Locum Caretaking to 27 December 2025	515.30	0.00	515.30
Cockapoo & Co Ltd	Cleaning (Chambers 1-9 December)	80.00	0.00	80.00
RAM Tracking	Monthly Subscription (vehicle trackers)	48.00	9.60	57.60
Cathedral Leasing Limited	Supply of Hygiene Services	42.00	8.40	50.40
SRP Hire Solutions	Portaloo Hire to 31 December 2025	100.00	20.00	120.00
LALC	Website Management Services	180.00	36.00	216.00
Aswarby Estate	Christmas Tree plus delivery and installation	255.00	51.00	306.00
Worknest	Annual Subscription (Year 2 of 3)	2338.13	467.63	2805.76
LALC	Annual Subscription	801.82	0.00	801.82
LALC	Annual Training Scheme	222.00	0.00	222.00
Heckington Cricket Club	Refund Defibrillator	280.00	0.00	280.00
UK Planning Maps	Plan for MUGA application	13.00	2.60	15.60
NKDC	MUGA planning application fees	294.00	0.00	294.00
Mr Clark	Refund Defibrillator	30.00	0.00	30.00
Lloyds Bank	Service Charges PC (10 Nov to 9 Dec 2025)	10.50	0.00	10.50
Wright's Garden Services	Locum Services to 8 January 2025	521.80	0.00	521.80

- d) Bank Reconciliation - 14 January 2026  
**Chair proposed that the bank reconciliation is accepted. The proposal was seconded by Councillor Garlick and the motion was passed unanimous by resolution of the Council.**

The Clerk confirmed that the accounts including statements, cashbook, invoices and bank reconciliation have been verified by the Chair and Councillor Garlick.

- e) Transfers  
**The Chair proposed that the transfers are ratified by the Parish Council. The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the Council.**

Date	Amount
1 December	5,000.00
5 December	10,000.00
16 December 2025	10,000.00
9 January 2026	5,000.00
14 January 2026	5,000.00

- f) Members noted a review by the RFO of the third quarter budget review.

The Staffing Budget Head is 2% over budget. This is due to the Caretaker's absence for 7-months and the need to pay locum fees for cover for the role.

The General budget head is 31% over budget. This is due to overspend in legal fees and external audit although other budget sub headings also show as overspent.

The Caretaker and Village Maintenance budget head is 12% over budget. The Parish Council has invested in new equipment for the Workshop including a mower and repair costs have been high for both the Nilfisk mower and the Polaris which recently failed it's MOT.

The Section 137 budget head is 26% over budget. Electrical safety at the Christmas light switch on called for new equipment as advised by Fentec.

The Events budget head is underspent with just 22% spent against the budget. **The Chair proposed that £300 is moved from the Events budget head to the Caretaker and Village Maintenance budget head. The proposal was seconded by Councillor Garlick and the motion was passed unanimously by resolution of the Council.**

Action: Clerk to amend the figures in the bank reconciliation.

This brings the Events budget head to 87% spent against the budget and Caretaker and Village Maintenance down to just 9% overspent.

The Cemetery budget head is under budget at 56% although the Cemetery Committee have just approved the purchase of an additional 12 trees for the cemetery to replace the laurel that has been removed as part of Project Forget Me Knot.

The Allotment budget head is within budget. This budget head will be reduced at the start of the new financial year as the AMC will pay directly for items that fall within their area of responsibility including water bills and general maintenance. The Parish Council is responsible for any routine testing including pest control, perimeter trees and hedges and dykes and drainage rates.

The Pavilion is 95% spent against the budget. There is some anticipated expenditure before year end to including the annual asbestos resurvey and emergency light drain and fire alarm testing but with the move to the CIO, it is anticipated that this will remain below budget.

The playground budget head is 42% spent against the budget. There are some minor repairs required here and there but this should remain within budget.

The Chambers budget head is 18% overspent against the budget.

The Workshop budget head is 89% spent against the budget. **The Chair proposed moving £500 from the Workshop budget head to the Chambers budget head. The proposal was seconded by Councillor Cocks and the motion was passed unanimously by resolution of the Council.** This brings the Chambers budget head to 12% spent against the budget and the Workshop budget head to 98%.

Action: Clerk to amend the figures in the bank reconciliation.

The Chair went on to say that the budget in its entirety is overspent by 5%. This Parish Council inherited a flawed system. Councillor Davison asked for it to be recorded in the minutes that the Clerk has done an extremely good job as RFO. He explained that the reserves have suffered due to some poor decisions made in the past. The Clerk added that it is important to acknowledge that as part of the budgetary process for 2026/27 the Parish Council have put in place measures to mitigate further harm to financial reserves including reserves for locum staff.

- h) Precept Request  
**The Chair proposed that precept request at £246,688.00 is ratified. The proposal was seconded by Councillor Wright and the motion was passed unanimously by resolution of the Council.**
- i) NK's Precept Calculator – Band D Household Calculation  
The Clerk explained that there has been no update from NK as to whether there will be any amendments to the precept calculator. In that case, the precept request per Band D household will be an increase of £102.64 which is a 121.56% increase. Councillor Davison emphasised that the precept request has not increased in line with inflation over the course of the last 10-years; this is catch up.
- j) A review of the effectiveness of internal controls per Regulation 6 of the Accounts and Audit Regulations 2015.  
**Councillor Davison proposed that this agenda item is deferred to the Finance Committee for full review who will then make recommendations to the Parish Council. The proposal was seconded by the Chair and the motion was passed unanimously by resolution of the Council.**
- k) Banking Correspondence  
Members noted the letter from Lloyds dated November 2025 to a reduction in charges for business banking from £8.50 to £4.25 per month.
- l) Bank Mandate  
Councillors reviewed the bank mandate for the Lloyds current account (signatories include Councillors Davison, Garlick, Spencer, Wright, Gower, Atkinson and Connor) and agreed that it is satisfactory. **The Chair proposed that the bank mandate is accepted. The proposal was seconded by Councillor Wright and the motion was passed unanimously by resolution of the Council.**
- m) Unity Bank application  
The Clerk said that she will now progress this application to ensure financial security in light of the size of the precept request.  
Action: Clerk to progress the application.

## 12. Correspondence

To note the following items of correspondence:

- a) Email from Tony Coleman, Fineturf dated 19 November 2025 in relation to Year 4 of the 7-year agreement. Advice given is to skip the works planned for year 4 due to the dry weather. Work planned included broadleaf weed spray, hand work the goal mouths and oversee the middle of the pitch at a cost of £3,888.00.  
Action: Clerk to ask whether Year 3 will be done in Year 4 – Will the contract move from 7 to 8 years?
- b) Email from Sally Ironmonger, Senior Legal Officer at LCC in relation to the Burton Road Footpath Diversion Order for part of Footpath No.9. No objections have been received.
- c) Email from a member of the public dated 13 November 2025 in relation to the condition of the Pavilion driveway. Mr Wright, locum caretaker stated that there is evidence of a dyke which is now filled in.

## 13. Date and time of the next meeting/s

### Committees

Finance Committee Meeting, TBC

Allotment Management Committee Meeting, Thursday 5 February 2026 at 7.30pm.

Staffing Committee Meeting – Not scheduled

Cemetery Committee Meeting, Thursday 26 February 2026 at 7.30pm

Pavilion Committee Meeting – Not scheduled

### Parish Council

Monday 23 February 2026

Monday 30 March 2026

Monday 27 April 2026

Monday 18 May 2026 (date changed due to Bank Holiday)

May APM to be confirmed

Monday 29 June 2026

Monday 27 July 2026

August TBC

Monday 28 September 2026

Monday 26 October 2026

Monday 30 November 2026

## 14. Questions from the public (if the Chair permits)

A member of the public asked whether the gates access to the Pavilion hardstanding would affect parking.

A member of the public expressed his concern about the clean up required after No Mow May and Let it Bloom June.

**AT 8.45pm, the Chair moved the meeting into closed session in accordance with the Public Bodies Act 1960. The proposal was seconded by the Councillor Garlick and the motion was passed unanimously by resolution of the Council.**

*The Clerk left the meeting.*

## 15. Closed Session

- a) Recommendations from the Staffing Committee further to the Clerk's appraisal on 19 January 2026.  
**Councillor O'Connor proposed that the Clerk is moved from SCP 32 to SCP 33. The proposal was seconded by Councillor Gower and the motion was passed unanimously by resolution of the Council.**  
Action: Clerk to liaise with Simon Moss Accountants, the Payroll Provider.

The Chair closed the meeting.