

HECKINGTON PARISH COUNCIL



Minutes of the Heckington Parish Council meeting held Monday 29 June 2026 at 7.30pm in the Parish Council Chambers, St Andrews Street, Heckington

1. Chair's Opening Remarks (26/036)

The Chair welcomed those present to the meeting and issued the usual health and safety announcements and asked those present to silence their mobile devices.

The Chair reported that there is vacancy arising further to the resignation of Councillor O'Connor to be filled by co-option at the July meeting of the Parish Council. There may be a second co-option at that meeting for the vacancy arising from Councillor Thorpe's disqualification which will be addressed later in the meeting.

She reported that National Grid will be carrying out some tree works on the Burton Road Green due to interference with the overhead power lines. There are no details as to when this will be carried out as but members of the public are asked to follow our Facebook page for any updates. These will also be cross posted to the Heckington Facebook page.

She stated that the Parish Council has received a number of complaints from members of the public living in Heckington and Great Hall about the Cadent Gas works leading to the extended road closure of Station Road. The Clerk has been liaising with Cadent Gas and Highways for regular updates and responding to enquiries. This should be finalised this week.

National Grid have completed their works on the Village Green.

2. Public Forum (26/037)

There were three members of the public present.

A member of the public spoke about difficulty exiting Bramley Close onto Sleaford Road. Councillor Spencer stated that this has been raised with Lincolnshire County Council Highways previously but it is felt that options are limited due to the double yellow lines on the opposite side of the carriageway. m

Action: Clerk to add to the list of items to raise at the Village Walkabout.

3. Councillors present (26/038)

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

4. Apologies

- a) Members noted the disqualification of Councillor Thorpe due to a failure to submit apologies or attend a Parish Council meeting since 29 November 2025.

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 Tarry spoke briefly about the NK Annual Community Champion Awards. There are 11 categories - nominations close on 14 September 2026. For further information visit the website at www.nkawards.org/.

This week is National Anti-Social Behaviour Awareness Week. If anyone is experiencing ASB in North Kesteven please contact the Council via ASB@n-kesteven.gov.uk or telephone 01539 414155 and ask for the Anti-Social Behaviour Team. More information can be found at www.n-kesteven.gov.uk/community-safety/anti-social-behaviour/what-anti-social-behaviour.

Councillor Collard spoke briefly about Drone Training to be carried out by NKDC officers to support investigations, assist with enforcement and subsequent prosecutions.

Action: Clerk to post any relevant information to the Parish Council Facebook page.

Councillor Spencer expressed his concerns over the search facility on the NK website. He said he would report his concerns at the NK Towns and Parishes Forum on 30 June 2026.

Councillor East reported that drones have been used for some time by Lincolnshire County Council. He is aware of the issues with Cadent Gas on Station Road. He reported that the proposed waiting restrictions for Church Street has been signed off (implementation July 2026).

7. Minutes

- a) **Councillor Spencer proposed that the Clerk's notes of the meeting dated Monday 18 May 2026 are accepted as a true and accurate record of that meeting. The proposal was seconded by Councillor Sexton and the motion was passed unanimously by resolution of the Council.**

- b) **The Chair proposed that the April minutes reference 26/008 m) are amended to remove 'Lime Tree Walk'. The proposal was seconded by Councillor Garlick and the motion was passed unanimously by resolution of the Council.**

Action: Chair to sign the May minutes and amend the April minutes initialling the amendment.

8. General

- a) **East Heckington Service Provision**

- **Dog Waste Bin**

The Clerk stated that she had conducted a site visit with the Environment Officer Jacqui Duffy from NK. LCC have approved an 'asset in the highway' application should the Parish Council decide to install a dog waste bin in East Heckington.

The Chair proposed expenditure to the value of £278.82 exclusive of VAT for the purchase of a dog waste bin. The proposal was seconded by Councillor Cocks and the motion was passed unanimously by resolution of the Council.

Action: Clerk to place the order.

- **Grass cutting (village-wide)**

The Clerk informed the meeting that Mr Smith, the Head of Highways West had indicated that these areas might be added to the grass cutting agreement between LCC and the Parish Council. Enquiries are ongoing.

- **Defibrillator, East Heckington**

The Clerk said she had made enquiries with SHOCK Sleaford about the provision of a defibrillator in East Heckington but it falls out of their catchment area. There are other funding sources if the Parish Council would like to pursue this.

Action: Clerk and Councillor Spencer to make enquiries with the Shell Garage regarding the siting of the defibrillator and funding sources.

- **Churchyard**

The Clerk confirmed that the Parochial Church Council are responsible for the churchyard in East Heckington. Members

Action: Clerk to liaise with the PCC to make further enquiries regarding responsibility, liabilities and the grass-cutting.

- **War Memorial**

The Clerk reported that enquiries are on-going as to who is responsible for the War Memorial in East Heckington. It does not form part of the Parish Council asset register.

- **Noticeboard**

The Chair proposed that the quote for a new noticeboard from Greenbarnes of £1,697.62 inclusive of VAT is approved. The proposal was seconded by Councillor Davison, and the motion was passed unanimously by resolution of the Council.

Action: Clerk to place the order.

b) **Dog waste bag dispenser provision**

Councillor Davison proposed the purchase of four dog waste bag dispensers. The proposal was seconded by Councillor Sexton. The motion was not carried (there were four votes in favour and five votes against the motion).

c) **Donation of two sycamore saplings**

The Chair reported that the Parish Council has been offered two Sycamore saplings. After some discussion it was agreed that there might be capacity at the Pavilion.

Action: Clerk to put the member of the public in touch with the CEO of the CIO.

d) **Op Courage, Parish Council Chambers**

Councillor Spencer proposed that OpCourage are given permission to use the Parish Council Chambers in the future as and when required, subject to other bookings and with the approval of the Clerk. The proposal was seconded by Councillor Garlick, and the motion was and the motion was passed unanimously by resolution of the Council.

Action: Clerk to liaise with OpCourage.

e) **Village Green Fair Fees, Heckington Show**

The Chair proposed that the fair rent is increased by 5% from the 2025/26 figure of £300.00 to £315.00. Councillor Atkinson proposed a raise of £20.00 taking the figure to £320.00. Councillor Wright withdrew her proposal. The proposal was seconded by Councillor Spencer, and the motion was passed by resolution of the council. Councillor Cocks voted against the motion; he thought £315.00 was more reasonable.

Action: Clerk to liaise with Mr Taylor.

f) **Dog waste bin provision on Burton Road**

Councillor Garlick proposed the purchase and installation of a dog waste bin on the 90-degree bend on Burton Road at a cost of £287.82 exclusive of VAT. The Clerk confirmed that the landowner, Mr and Mrs Priestley have provided their consent, confirmed in an email from them dated 12 June 2026. The proposal was seconded by Councillor Spencer, and the motion was passed unanimously by resolution of the Council.

Action: Clerk to place the order

- g) Ratifications:
The Chair proposed that the following are ratified
The proposal was seconded by Sexton
And the motion was passed unanimous by resolution of the Council.

Detail	NET	VAT	GROSS
Mower spares, Chris Sellars Groundcare Ltd	291.28	58.27	349.55
Dog waste bags, Glasdon	629.52	125.90	629.52
National Grid, Burton Road Green – reduction of vegetation due to interference with overhead cables.			

9. Committees

The Staffing Committee is the only Committee that has met since the last meeting of the Parish Council.

a) Staffing Committee

- i) Report from the Chair of the Staffing Committee
Councillor Gower informed the meeting that the newly formed Committee met on 1 June 2026. She stated that a more detailed update may be provided in closed session. She noted that Councillor Davison has raised some concerns about the operation of the Staffing Committee. The Clerk and Councillor Gower have addressed the enquiries with LALC. The Staffing Committee have not agreed any policies out with a meeting of the full Parish Council. She acknowledged that the audit trail could be improved and as a result she is going to propose a bi-monthly staffing committee meeting henceforth.

- ii) Staffing Committee Terms of Reference
The Clerk informed the meeting that her recommendations to the Parish Council based on enquiries with fellow Clerks and LALC is that all policies including staffing policies need to be approved by the Parish Council not just the respective Committees. The Staffing Committee Terms of Reference need to be amended to remove ambiguity. She stated that all Parish Council policies were re-adopted by the Parish Council at the May Annual Parish Council meeting. She said that if any of the Councillors had any issues with the policies it should have been raised in May. The Clerk said that as far as she is concerned, the Staffing Committee have operated in accordance with proper practices.
Action: Amend Terms of Reference, create a recruitment policy for review by the Staffing Committee with a view to the Committee making recommendations to the July meeting of the Parish Council.

Councillor Davison said his concern is that the Committee has not adhered to Terms of Reference. He said there is a difference between setting a policy and actioning a policy. He said that if there is not a policy in place then one must be implemented. The Clerk added that she would recommend the creation and adoption of a recruitment policy.

Councillor Davison said that a 'policy' was put together and Councillor O'Connor reported the details of this back to the Parish Council. Councillor Gower clarified that this was a system, not policy. Councillor Davison said that it is his opinion that this is policy. He concluded by saying that he is happy that his concerns have been recognised. He has a separate concern about Assertion 3 of the AGAR to be discussed under agenda item 12.

- iii) Changes to HMRC approved mileage rate
The Chair proposed that the new mileage rate of 55 pence per mile is accepted. The proposal was seconded by Councillor Garlick, and the motion was passed unanimously by resolution of the Council.

10. Health & Safety

- a) **The Chair proposed that fire extinguisher servicing is carried out by Arion at a cost of £67.50 on 1 July 2026. The proposal was seconded by Councillor Garlick, and the motion was passed unanimously by resolution of the Council.**
- b) Members noted that routine annual PAT Testing was carried out at the Chambers on 18 May 2026.
- c) Members noted that the Fentec have also carried out the generator service on the same date with a follow up to troubleshoot issues arising.
- d) Members noted the requirement to submit a TPO request for a crown lift to the Lime Trees on the Village Green.
Action: Clerk to submit a TPO request. Clerk to make enquiries regarding the trees along Church Street with NK or LCC.
- e) Reduction of Lime Tree, Miller's Way
The Clerk reported that the tree has been examined by Terra Firma who have recommended significant reduction which could cost up to £1,500.00. The Clerk is waiting to speak to Network Rail's Asset Protection Team to schedule a site visit to gain their support.
Action: Clerk to schedule a site visit and submit a TPO request.
- f) **Councillor Davison proposed that Urisk are appointed to complete essential works at the Parish Council Chambers at a cost of £2,082.96 in order to ensure compliance with health and safety legislation relating to legionella. The proposal was seconded by Councillor Garlick, and the motion was passed by resolution of the Council. Councillor Atkinson voted against the motion.**
- g) **The Chair proposed that Urisk are NOT appointed to carry out work at the allotments as there is no drinking water on site. The proposal was seconded by Councillor Davison, and the motion was passed unanimously by resolution of the Council.**
- h) **Councillor Davison proposed that the Parish Council DO NOT proceed with the Service Level Agreements from Urisk for monitoring and inspection services. The proposal was seconded by Councillor Sexton, and the motion was passed unanimously by resolution of the Council. The Clerk recommended annual legionella testing as a minimum.**
- i) Members noted that annual playground inspection by RoSPA has been booked for August 2026. **The Chair proposed expenditure for the service at a cost of ££83.00 plus VAT. The proposal was seconded by Councillor Cocks, and the motion was passed unanimous by resolution of the Council.**

11. Planning Matters

- a) Members noted the new/amended or registered planning applications including proposed works on trees subject to TPOs, awaiting decision.

Application	26/0553/HOUS
Location	49 Kyme Road, Heckington
Proposal	Erection of single storey side and rear extension
Comments	None
Decision	Awaited
Application	26/0700/TPO
Location	2 Latimer Gardens, Heckington
Proposal	Proposed works to trees subject to a TPO to include T1 Holly, T2 conifer, T3 Holly, T4 Holly (reductions by 20-30%)
Comments	None
Decision	Awaited

Application	26/0630/FUL
Location	Birch Cottage, Kyme Road, Heckington Fen
Proposal	Demolition of existing dwelling and erection of a one and half storey replacement dwelling (custom self-build) and creation of new access
Comments	Pending
Decision	Awaited

- b) Members noted the following planning matters awaiting decision or where a decision has been received since the Parish Council meeting on 18 May 2026 to 22 June 2026.

Application	26/0441/FUL
Location	1 High Street, Heckington
Proposal	Proposed photovoltaic array to existing pitched roof
Comments	None
Decision	Registered - Not available
Application	25/0728/FUL
Location	Garwick Farm, Boston Road, Heckington
Proposal	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).
Comments	None
Decision	Registered – not available

12. Finance

- a) Members noted the bank balances as of 24 June 2026

Current Account (Lloyds)	11,890.87	
Current Account (Unity)	50.00	
S106 (Lloyds)	45,500.42	
Deposit Account (Lloyds)	48,047.95	
Deposit Account (Unity)	85,000.00	
AMC Account (Lloyds)	6,474.95	
TOTAL	196,964.19	

- b) Members to note the income received between 11 May and 24 June 2026

Account	Description	Amount
Current (Lloyds)	EDF Refund	33.25
	Burial Fees (Edison)	206.00
	Hiscox Insurance (Pavilion Railings)	200.00
	EROB (Douglas)	180.00
	National Grid Wayleave	170.00
AMC (Lloyds)	Rents/Deposits (Giles/Davies/Hancock)	680.00
S106 (Lloyds)	Interest JUNE	18.07
Deposit (Lloyds)	Interest JUNE	54.09
Current (Unity)		
Deposit (Unity)		

- c) **Councillor Davison proposed that the expenditure, including expenditure to be ratified, from 11 May to 24 June 2026 is approved. The proposal was seconded by Councillor Garlick, and the motion was passed unanimously by resolution of the Council. The following is an extract from the cashbook edited for confidentiality.**

Company	Description	NET	VAT	GROSS
Shell De Rhodes	Petrol	25.96	5.19	31.15
Set in Stone Memorials	Memorial repairs (day 3)	1146.00	229.20	1375.20
LALC	Website Management Service (Final)	60.00	12.00	72.00
Amazon	Forget Me Knot Seeds (Cemetery)	8.32	1.67	9.99
BT	Broadband Supply (Chambers)	33.95	6.79	40.74
Parkway Parking	Clerk's Training Day Parking Fee	9.50	0.00	9.50
Lyca Mobile	Caretaker Mobile (April)	10.00	0.00	10.00
Lyca Mobile	Clerk's Mobile (April)	5.00	0.00	5.00
Lyca Mobile	Caretaker Mobile (May)	10.00	0.00	10.00
Lyca Mobile	Clerk's Mobile (May)	5.00	0.00	5.00
Morrisons	Cleaning Supplies (Caretaker Workshop)	2.64	0.66	3.30
SRP Solutions	Portaloo Hire to 20 May 2026	114.00	22.80	136.80
Amazon	Signage (bins)	2.91	0.58	3.49
Amazon	Signage (bins)	5.82	1.17	6.99
Tesco	Sunscreen (Caretaker)	5.52	1.38	6.90
Shell De Rhodes	Petrol	26.58	6.65	33.23
Marks and Spencer	AMC Refreshments	31.40	7.85	39.25
Lloyds Bank	Service Fees AMC	4.25	0.00	4.25
Brauncewell Quarries	Limestone (Road resurfacing) AMC	283.18	56.64	339.82
Amazon	Laptop AMC	207.42	41.48	248.90
Amazon	Mouse AMC	9.74	1.95	11.69
Brauncewell Quarries	Limestone (Road resurfacing) AMC	279.34	55.87	335.21
Brauncewell Quarries	Limestone (Road resurfacing) AMC	283.78	56.76	340.54
SRP Solutions	Portaloo Hire through to 17 June 2026	114.00	22.80	136.80
Set in Stone Memorials	Memorial Repairs	1151.00	230.20	1381.20
The Pet Friendly Cleaner	Cleaning from 6 May through to 27 May 2026	200.00	0.00	200.00
Ram Tracking	Vehicle tracking contract	48.00	9.60	57.60
Richard Wells Plastering	External works at the Workshop & Chapel	2900.00	0.00	2900.00
Cathedral Leasing Limited	Supply of hygiene services (Chambers)	42.00	8.40	50.40
B&Q	Sand for repairs to pathway	9.37	1.88	11.25
Amazon	Heavy duty weed control membrane for Village Green	33.32	6.67	39.99
Amazon	Westland Gro More (Cemetery)	13.31	2.66	15.97
Amazon	Arborist Rope	39.79	7.96	47.75
Vodaland	Geocell erosion grid, stakes, anchors (Village Green)	158.31	31.65	189.96
Octopus Energy	Electricity Supply (Chambers) from 1 - 31 May 2026	45.81	2.29	48.10
Octopus Energy	Electricity Supply (Workshop) from 1 - 31 May 2026	157.56	7.88	165.44
Glasdon	Dog waste bags	629.52	0.00	629.52
Ben Burgess Swineshead	Repair to fuse in the Polaris	62.00	12.40	74.40
Chris Sellars Groundcare	Spare for the mower	291.28	58.27	349.55
Shell De Rhodes	Petrol	28.15	5.63	33.78
Glasdon	Dog waste bags	0.00	125.90	125.90
Lloyds Bank	Service Charges	4.25	0.00	4.25
Set in Stone Memorials	Memorial Repairs	1359.00	271.80	1630.80
BT	Broadband Supply (Chambers)	33.95	6.79	40.74
The Pet Friendly Cleaner	Cleaning from 6 May through to 27 May 2026	200.00	0.00	200.00
Norton	AntiVirus Software for AA Laptop AMC	20.82	4.17	24.99

Ubox	Data Package for CCTV unit AMC	179.80	0.00	179.80
Lloyds Bank	Service Charges AMC	4.25	0.00	4.25

- d) Bank Reconciliation dated 24 June 2026
This item must be deferred to the July meeting of the Parish Council as two members of the Finance Committee members have not verified the accounts.

- e) List of regular payments
The Chair proposed that the list of regular payments is accepted. The proposal was seconded by Councillor Spencer, and the motion was passed unanimously by resolution of the Council.

Heckington Parish Council
List of Regular Payments

1. Salaries, pension contributions (NEST) and payment to the HMRC.
2. North Kesteven District Council Non-Domestic Rates for the Village Green and Cemetery.
3. Black Sluice Internal Drainage Board (allotments)
4. BT Broadband
5. Lyca Mobile Telephone (monthly subscription)
6. DVLA
7. Insurances
8. Octopus Energy for electricity supply at the Chambers and Cemetery.
9. Lloyds Banking Fees
10. Wave Water Supply at the Chambers and Cemetery
11. Donaldsons
12. Lincolnshire Association of Local Councils for annual subscription and training.
13. Annual subscriptions.
14. Caladine Lifts Limited for twice yearly LOLER inspections and services.
15. Simon Moss Payroll Services
16. Fineturf (7-year agreement)
17. Wilson Alarm Systems for the annual contract for the intruder alarm system at the cemetery.
18. Arion Training and Development for emergency light testing, fire alarm testing and fire extinguisher servicing at the chamber, cemetery and pavilion as required.
19. Section 137 payments to the Royal British Legion.
20. Electrician fees for annual statutory testing including PAT testing.
21. Worknest (annual) per agreed contract.
22. Cleaning contract for the Parish Council Chambers (monthly subscription)
23. Window Cleaning (monthly subscription)
24. Cathedral Hygiene (monthly subscription)
25. SRP Portaloo Hire (monthly subscription)
26. RAM Tracking (monthly subscription)
27. Website management
28. Annual payment to the ICO

- f) Direct debits and standing orders.
Councillor Cocks proposed that the list of direct debits is accepted. The proposal was seconded by the Chair and the motion was passed unanimous by resolution of the Council.

Heckington Parish Council
List of Direct Debits and Standing Orders (Lloyds Account)

Direct Debits

NEST – Pension payment for the Clerk (monthly) and Caretaker (weekly)	March
Anglian Water – Cemetery	Quarterly
Anglian Water – Allotments	Quarterly
BT Group – Broadband	Monthly
HMRC	Quarterly
Octopus – Chambers	Monthly
Octopus – Cemetery	Monthly
ICO – Information Commissioners Office	Annually
Nest (pension payments for the Clerk and Caretaker)	Monthly
RAM Tracking	Monthly
Cathedral Hygiene	Monthly
Window Cleaning Services	Monthly

Members noted that there are no standing orders set up on the Lloyds Bank Account.

Members noted that there are no direct debits or standing orders set up on the Unity Bank Account.

g) Insurance Renewal, 1 August 2026

The Chair proposed that this item is deferred to the July meeting of the Parish Council pending two further quotes. The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the Council.

- Hiscox (current provider) - Pending
- Clear Councils - Pending
- Cas Insurance Services (Ansvar) £4,838.77 plus commission for a one year term or £4,604.04 for a three-year term fixed.

h) **Councillor Spencer proposed that the following transfers are ratified. The proposal was seconded by Councillor Gower and the motion was passed unanimously by resolution of the Council.**

Date	Amount	
30 May 2026	50.00	Transfer from Lloyds Savings Account to Unity Current Account
30 May 2026	85,000.00	Transfer from Lloyds Savings Account to Current Account to facilitate transfer to Unity Deposit Account
1 June 2026	85,000.00	Transfer from Lloyds Current Account to Unity Deposit Account
9 June 2026	5,000.00	Transfer from Lloyds Savings Account to Lloyds Current Account
24 June 2026	5,000.00	Transfer from Lloyds Savings Account to Lloyds Current Account

i) Members noted the review and amendment to the bank mandates further to the resignation of Councillor O'Connor:

Lloyds signatories include Councillors Davison, Garlick, Spencer, Wright, Gower and Atkinson.

Unity signatories include Councillors Davison, Garlick, Spencer and Wright.

- j) Members noted the following delegated spending powers per resolution, Terms of Reference and Financial Regulations.
- Caretaker, £50.00 per resolution at the April 2026 meeting of the Parish Council and Financial Regulations.
 - Clerk, £500.00 per Financial Regulations.
 - Cemetery Committee, Finance Committee (Chambers) and Staffing Committee up to the budgeted amount (no single item may exceed £5,000.00 per Financial Regulations).

- k) To discuss an amendment to Assertion 3 of the 2025/26 AGAR

Extract taken from the minutes of the Annual Parish Council meeting held on 18 May 2026:

1. *We have assured ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.*
Members agreed unanimously by a show of hands, to answer YES to this assertion.

Councillor Davison stated that this is not meant as a criticism of any member of the Staffing Committee.

He referred back to the recruitment of the Caretaker as discussed earlier in the meeting.

He said that it was in his opinion the Staffing Committee did create a 'policy' in relation to recruitment, the details of which were reported to the Parish Council by Councillor O'Connor (on 26 January 2026). He went on to say that this exceeded the Staffing Committee's Terms of Reference.

He said the Staffing Committee did not meet between 4 September 2025 and 1 June 2026. He said during that time the Committee did make decisions. He said that decisions and recommendations which were made to the Parish Council were formulated without any formal meeting or audit trail and without any opportunity for members of the public or other Councillors to know what was happening. He stated that his view therefore is that the response to assertion 3 should be 'no'.

Councillor Spencer said that assertion 3 includes –*'that could have had a significant financial effect'*–.

Councillor Davison said that the actions of the Staffing Committee could have had a significant financial effect on the Parish Council. If there had been a challenge to the process of the appointment of the Caretaker, the Parish Council might have been sued.

Councillor Gower stated that thorough notes were taken of the interview process.

Councillor Davison said that because there was no meeting, there was no opportunity to discuss an alternative process and there is no audit trail. He likened the actions of the Staffing Committee to those of Councillors involved in the purchase of Star Fen.

Councillor Spencer said he fundamentally disagrees with Councillor Davison's comments. He said that Councillor O'Connor brought the interview questions to the main Council for discussion. Councillor Davison stated that the process was not brought to the Parish Council as a proposal and there was no resolution. The Clerk asked why Councillor Davison did not object at that meeting. He said the reason he did not object to it is because he was not paying attention and he said it was not his job to pick these sorts of things up (the Clerk was not present in the closed session of the meeting on Monday 26 January 2026 and was not part of these discussions).

Councillor Spencer said that none of this would have lead to there being any issues that would have had a significant financial effect on the Parish Council. The Clerk added that the Parish Council's decision to ignore legal advice regarding the tenancy agreement could have had a greater impact on the Parish Council financially. Councillor Davison said he did not think that the tenancy agreement

was relevant to the discussion. The Clerk raised this at the May Annual Parish Council meeting but members resolved to respond 'yes' to the assertion.

Councillor Davison added that on 18 May 2026, the date of the Annual Parish Council meeting, he didn't realise that the Staffing Committee had not met in formal session since 4 September 2025, and that their advice to the Parish Council was not considered opinions or resolutions, it was merely chat in Teams. Councillor Gower reiterated that the Staffing Committee had not made any decisions and only met on two other occasions to discuss the content of the new attendance management policy which was then brought to the Parish Council to be resolved upon.

Councillor Davison reiterated that there are two issues; no Committee can make any decision outside of a formal meeting. Councillor Gower repeated that there were no decisions and that all councillors were given the opportunity in a Parish Council meeting to comment upon the attendance management policy and the recruitment process. Councillor Gower reminded Councillor Davison that he did comment upon the recruitment process because both he and Councillor Spencer disagreed with the process. Councillor Davison said that his point is that the Staffing Committee did not meet formally.

Councillor Spencer repeated '*significant financial effect*'. Councillor Davison said that if there is no decision tree or an audit trail, it is unlawful. He stated that the legislation says that unless you have a resolution at a meeting, you cannot make a decision. It is as simple as that, black and white. He said he didn't realise that a Staffing Committee meeting had not taken place and had he known, he would have raised this.

Councillor Wright asked Councillor Davison what decisions the Staffing Committee had made as she is on the Committee and is unaware of any decisions being made by the Staffing Committee.

Councillor Davison referred to sickness absence and to the recruitment process.

Councillor Gower reported that the sickness management of the former Caretaker had already been concluded.

Councillor Davison said that if you do not have a meeting there is no audit trail which opens the Parish Council up to being sued or for involvement of the auditor.

Councillor Davison proposed that the Parish Council change assertion 3 to 'no'. The motion was not seconded or carried.

15. Correspondence

- a) Members noted the email from NK Corporate and Civic Support Team dated 15 May 2026 in relation to changes to the Localism Act 2011 under the English Devolution and Community Empowerment Act 2026 regarding the publication of councillor's home address further to increasing concerns about safety.
- b) Members noted an email from a member of the public dated 15 June 2026 in relation to the erection of notices for the installation of telecommunications poles/equipment. *Circulated on 22 June 2026.*
- c) Members noted the email from LCC dated 16 June 2026 in relation to the Minerals and Waste Local Plan consultation between 15 June 2026 and 31 July 2026. *Circulated on 22 June 2026.*
- d) Members noted the email from a member of the public in relation to flooding of the Pavilion driveway in relation to school access. *Circulated on 22 June 2026.*
Action: Clerk to liaise with the CEO of the CIO and to respond to the member of the public.
- e) Members noted receipt of the North Kesteven District Council Newsletter, June 2026. *Circulated 22 June 2026.*
- f) Members noted an email from LALC dated 15 June 2026, LALC Annual Report. *Circulated on 22 June 2026.*
- g) Members noted the email from National Grid dated 8 June 2026 in relation to essential tree works at Burton Road Green.

- h) Members noted the email from Simon Jakeaway, Planning Enforcement Officer at North Kesteven District Council dated 13 May 2026 in relation to S215 Notice for 25/0931/LBC.

16. Date and time of the next meeting/s

Committees

Finance Committee Meeting – 13 July 2026 at 7.30pm.

Staffing Committee Meeting – TBC

Cemetery Committee Meeting TBC

Parish Council

Monday 27 July 2026

Monday 26 October 2026

Monday 30 November 2026

- a) August & September Meetings

The Chair proposed that the August meeting is cancelled and the September meeting is held on Monday 14 September 2026. The proposal was seconded by Councillor Sexton and the motion was passed unanimously by resolution of the council.

17. Questions from the public (if the Chair permits)

None

The Chair proposed that the meeting is moved into closed session at 8.46pm in accordance with the Public Bodies (Admissions to Meetings) Act 1960 to discuss the Pavilion lease. The proposal was seconded by Councillor Spencer and the motion was passed unanimously by resolution of the Council.

Councillor Sexton submitted his apologies for the July meeting.

Councillor Cocks and Garlick submitted their apologies for the September meeting

18. Closed Session

- a) To discuss the feedback from Chattertons in relation to the draft lease, to respond to questions raised and to suggest any necessary amendments as required.

Councillor Spencer proposed that the following items are addressed with Chattertons Solicitors and that the lease is subsequently sent directly to Mr Whitton. The proposal was seconded by Councillor Wright and the motion was passed unanimously by resolution of the Council.

15. Encroachments and preservation of rights – Councillor Spencer proposed that this is drafted into the lease. The CIO needs to ensure that third parties cannot gain rights to the property.

16. Contracting Out of the Landlord and Tenant Act 1954 – Chattertons to be directed to serve the Statutory Declaration.

13. What does Phillip want to add to this section? To be clarified.

20. Insurance – To add a review of the Parish Council's responsibility to cover the buildings insurance every 5-years.

REF? - Clarify what Chattertons suggest is needed in terms of the EPC and add this to the lease.

17 Prohibition of dealings – The Parish Council has no issue with the CIO choosing their own sub-tenant.

23 Whole building and land – This is to cover the entirety of the building, not just part of it and all land.

Ref? The rent is to be £1 for a period of 30 years with no review.

Councillor Spencer proposed that the Chair, Councillors Spencer and Davison sign the lease on behalf of the Parish Council. The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the council.

The Chair closed the meeting at 21.09pm.