HECKINGTON PARISH COUNCIL

Minutes of the Heckington Parish Council Events Working Group meeting held Tuesday 5 October 2026 at 6.00pm in the Parish Council Chambers, St Andrews Street, Heckington

1. **The appointment of a Chair**
   Councillor Gower proposed that Councillor Wright stand as Chair for the purposes of the meeting. The proposal was seconded by Councillor Sexton and the motion was passed unanimously by resolution of the Committee.

2. **Public Forum**
   There was one member of the public present. She said the Events Committee needs to improve upon the Christmas Light Switch On which was said was 'epic' in 2025 and she asked whether the sound system could be checked for the Remembrance Event. It was noted that there will be an official musician at the event on 8 November 2026. The issues in 2025 were caused by a Bluetooth connection failure.

3. **Councillors present**
   Councillor Gower
   Councillor Sexton
   Councillor Wright

4. **Apologies**
   None

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. **General Matters**
   a) Remembrance 2026
      - The Clerk informed the meeting that the hand-held radios have been ordered from Roadphone NRB. Thanks to Peter Franklin who provides these free of charge for the event. These will need to be collected from their headquarters in Bourne on Friday 6 November and returned on Monday 9 November 2026.
      - The Caretaker are Clerk will be responsible for the siting of road closure notices two weeks prior to the event and on the morning of the event.
      - The Clerk has posted a notice to Facebook to ask for volunteers to man the road closures. There are five volunteers at present but another five are required.
      - Kate Sydney has confirmed that she will attend to play the Last Post but has asked for a donation to the Royal British Legion (Section 137)
      - The Clerk has a meeting with Charles Pinchbeck to go through the Order of Service.
      - The wreaths and crosses have ordered and received.
      - The Clerk will ensure the sound system is checked ahead of the event.
      - A list of organisations laying wreaths needs to be collated.

Action:

1. **Clerk to ensure there are ample copies of the Order of Service.**
2. **Clerk to locate the War Graves.**
3. **Clerk to collate a list of those organisations wanting to lay a wreath on the day of the service.**
4. **Clerk to make enquiries about the attendance of a Priest at the service on behalf of St Andrew's Church.**
5. **Clerk to collate a list of organisations wanting to lay a wreath at the event.**
6. **Councillor Sexton will liaise with the school and sports clubs.**

b) Christmas 2026

- The Clerk informed the meeting that the Christmas Tree has been ordered and will be delivered and installed by Asgarby Estates. The tree will be decorated by the Clerk and Caretaker.
- The new Christmas tree lights have been ordered and a request for donations has been sent out via Facebook.
- The Clerk has asked Fentec Electrical to carry out the PAT testing and do the electrical safety installation check on the day of the Christmas Light Switch On.
- The Committee will need to reach out to the food vendors to confirm their attendance and obtain their public liability insurance documents as well as food safety certification. Gourmazin have informed the Clerk that they will be unable to attend this year (Green's Treats, The Wriggly Tin, Felicity Sayers Facepainting and Flippin Crepes).
- Take Note Choir have confirmed their attendance.
- Santa Claus has confirmed his attendance.
- Giorgia and Sharon have confirmed that they will take the lead on decorating the grotto. Councillor Gower has confirmed that she has managed to secure two large red chairs for the grotto free of charge.
- Members discussed the purchase of a giant bauble for 2027 purchased with the assistance of donations and fundraising.
- Glow sticks and selection boxes to be purchased from Booker.
- The road closure of Church Street for the duration of the event has been applied for to ensure pedestrian safety.
- Santa Clause will arrive by tractor and trailer again this year.
- Christmas tree provision for East Heckington with solar lights.
- The colouring competition will run again this year.
- The memorial tree will be sited again this year.
- Vendors to be asked to provide a donation to the Parish Council.
- The Parish Council will have a hot drink/hot chocolate stand to raise additional funds for this and future events.
- Members discussed hosting a Christmas market in 2027 over a weekend (not the same day as the Christmas Light Switch On). Members noted that a road closure application would be required.
- Members discussed a Christmas Light Trail for 2027.
- Members discussed encouraging all local businesses to decorate their window fronts.

Members discussed how to improve upon the event from 2025 including the inclusion of Great Hale and Heckington Players.

Action:

1. **Councillor Sexton to make enquiries with local retailers - burgers and pizza.**
2. **Clerk to add to the October agenda expenditure approvals for the Christmas Light event.**
3. **Caretaker to liaise with Ben Burgess regarding a tractor for the event at no cost.**
4. **Clerk to speak to Kai Bailey from the Heckington Players to see whether they will attend in festive costume.**

5. **Clerk to liaise with LCC Highways in relation to the siting of a Christmas tree next to the noticeboard in East Heckington.**
6. **Clerk to add to the October agenda of the Parish Council the ring fencing of all monies raised as part of the Christmas light switch on.**
7. **Clerk to look at the costings for a gazebo for Santa's grotto.**
8. **Clerk to make enquiries in relation to having reindeer available to visit on the Village Green.**
9. **Clerk to look at costings for a large frame for a holly wreath for the cemetery gates.**

c) Funding and Fundraising

- Members discussed fundraising including asking for donations at coffee mornings for coffee and cakes.
- Councillor Sexton and the Clerk expressed an interest in doing a sponsored skydive.

d) Future events for consideration

- Members discussed having a local Scarecrow Competition on or around the weekend of 3 July 2027 (also with a view to raising money for events).
- Members discussed having a Parish Council stand at Councillor Sexton's fundraising day for the British Heart Foundation which is scheduled to take place on 3 July 2027.
- Easter event.
- 40's Day on the Green/ (music band) or local talent or bingo to engage with the older generations in the village.
- Food and drink festival on the Village Green.
- Community information events (Doctors, Age Concern, Police)
- Youth Fun Day (per Ruskington Parish Council with climbing walls, gaming buses).

Members agreed that the events need to be easy to organise and manage. Councillor Gower suggested joining forces with other community organisations to provide events.

Action: Clerk to liaise with County Councillor East and Ruskington Parish Council for further details about their Youth Fun Day.

e) Budget 2026/27

The Clerk explained that the current budget for events is £500.00 and Section 137 which funds some events including Remembrance and Christmas is set at £6,000.00. Members discussed the template budget proposals for 2026/27.

Councillor Wright proposed that the Section 137 budget head is increased to £7,500.00 and events is also increased to £7,500.00. The proposal was seconded by Councillor Sexton and the motion was passed unanimously by resolution of the working group with a view to making recommendations to the Parish Council.

The Committee hopes that future fundraising events will ease the burden on the precept after 2027/28.

7. Date and time of the next meeting/s

To be confirmed.

Saturday 7 November 2026 – Coffee morning.
Councillor Sexton to check availability for an evening event.

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

None