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 22 October 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: 16 October 2026

AGENDA

The Committee 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 Committee has 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.

   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 1 September 2026 as a true and accurate record of that meeting.

7. **General Matters**
   a) To receive an update from the Clerk in relation to outstanding actions further to the cemetery committee meeting on 1 September 2026.

   b) Project Forget Me Knot
      i) To receive a report in relation to the August 2026 report for Project Forget Me Knot detailed in minute reference CC/26/007, d) page 26 of the September minutes.
      ii) To receive a report from the Chair in relation to the memorial garden.
      iii) To receive a report from the Chair in relation to the composting area.
      iv) To resolve to approve the expenditure for 24 x2.5cm, 6ft stakes at a cost of £90.00 plus £18.00 VAT, timber back boards (1.5" by 3.5" price TBC max £30) and tree ties at a cost of £11.50 to secure the pleached trees.

v) To review the quote received for shoring equipment and a soil box.
vi) To resolve to approve the planting of roses on the graves of the fallen.
vii) To receive an update from the Clerk further her meeting with Wally Grice from Lincolnshire County Council in relation to funding available for tree planting in the cemetery.
viii) To review the quote for the pollarding of the cemetery trees on the frontage at a cost of £1400.00.

c) To note the decision of the Parish Council in relation to the ring-fencing all cemetery income for reserves.

d) To receive any updates from the Chair in relation to the Lincolnshire County Councillor Community Grant Funding for 2026/27 (Strategic Fund).

e) To receive an update from the Clerk further to enquiries with the Diocese in relation to consecrated ground within the cemetery further to advice from the ICCM.

f) Finance
i) To receive an update from the Clerk in relation to expenditure against the budget at the end of the second quarter (bank reconciliation) noting the income and expenditure to date.
ii) To receive a list of recommendations from the Chair in relation to the 2026/27 budget per the email circulated on 10 October 2026.
iv) To discuss the ring-fencing of the VAT refund on all cemetery expenditure to cemetery reserves.
v) To discuss the use of earmarked reserves for the Cemetery budget head titled 'Carry forward 2025/26' for the purchase of equipment necessary for grave digging as detailed above.
vi) To review the budget proposals for 2027/28 for consideration by the Parish Council.
vii) To discuss whether there is a need to recruit a part-time employee for maintenance of the cemetery.
viii) To note that Lincolnshire County Council do not provide grant funding for eco-burials per the email from Chris Miller, Head of Environment dated 17 September 2026.

9. Health and Safety
a) To receive an update from the Clerk in relation to memorial repairs.
b) To receive a report from the Clerk further to a meeting with Oliver Thompson from the ICCM in relation to memorial safety checks.

10. Date and time of the next meeting/s

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