

## HECKINGTON PARISH COUNCIL



### **Minutes of the Heckington Parish Council meeting held Monday 26 January 2026 at 7.30pm in the Parish Council Chambers, St Andrews Street, Heckington**

#### **1. Chair's Welcome (25/190)**

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 unless required for hearing purposes. He reminded the meeting that recording is in progress.

The Chair reminded the meeting that there is a Councillor vacancy; there have been no applications to date. He spoke briefly about Local Government Reorganisation. He reported that the Emergency Planning Group have submitted the first draft of the plan to the Lincolnshire Resilience Forum.

#### **2. Co-option (25/191)**

Item to be deferred to the March meeting.

#### **3. Public Forum (25/192)**

There were three members of the public present and the two District Councillors, Councillor Collard and Tarry. County Councillor East submitted his apologies. No comments.

#### **4. Councillors present (25/193)**

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

#### **5. Apologies (25/194)**

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

#### **6. 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 (25/195)**

None.

#### **7. Report from the County and District Councillors (25/196)**

Councillor Tarry referred to the News NK publication which is delivered to each household in North Kesteven. She spoke briefly about Local Government Reorganisation; Central Government have launched a consultation and she encouraged people to submit their views. Details can be found on the NK website at <https://www.n-kesteven.gov.uk>. She went on to talk about the proposed increases to Council Tax; the District Council have proposed an increase of 2.96% which would see an increase for a Band D household from £194.40 to £200.16; this is yet to be voted upon.

Councillor Collard reminded the meeting that the green waste caddy collections will commence on Monday 30 March 2026 with the black bin.

#### 8. Minutes (25/197)

- a) **The Chair proposed that the minutes from the Parish Council meetings held on Monday 26 January 2026 are accepted as a true and accurate record of that meeting. The proposal was seconded by Councillor Cocks and the motion was passed unanimously by resolution of the Council.**

#### 9. General (25/198)

- a) Policies for adoption or re-adoption further to amendment.  
**The Chair proposed that Standing Orders as amended is adopted. The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the Council.**
- Standing Orders (as amended)

**The Chair proposed that the updated risk register is adopted. The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the Council.**

- Risk Register (this has been amended since approval at the January meeting of the Parish Council).

**The Chair proposed that the Record Retention Policy is adopted. The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the Council.**

- Record Retention Policy

**Action: Clerk to publish the new or amended policies to the website.**

- b) Community Noticeboard  
**The Chair proposed that the community noticeboard is not progressed. The proposal was seconded by Councillor Wright and the motion was passed unanimously by resolution of the Council.**

- c) Application to the Local Government Award Scheme (Bronze)  
The Clerk suggested that the Parish Council has made so much progress in the last 18-months that it is worth considering some form of recognition and suggested an application to the Local Government Award Scheme (Bronze) at a cost of £130.00. The next round of applications are May and September 2026.

**The Chair proposed that the Parish Council submit an application to the Local Government Award Scheme (Bronze) in September 2026. The proposal was seconded by Councillor Wright and the motion was passed unanimously by resolution of the Council.**

**Action: Clerk to progress the application and ensure that all criteria are met.**

- d) War Memorial – Valuation  
**Councillor Gower proposed expenditure to the value of £180.00 for a current valuation of the War Memorial which was last valued in February 2023 (for insurance purposes). The proposal was seconded by Councillor Cocks and the motion was passed unanimously by resolution of the Council.**

**Action: Clerk to schedule the valuation for April 2026.**

- e) Eclipse PC Repair Contract  
Members noted that Eclipse PC Repair will not be able to provide service from 5 April 2026.

- f) Dog Waste Bag Provision  
**Councillor Wright proposed a trial of the provision of dog waste bag dispensers due to an increase in dog fouling in the village. She has a prototype that she would like to install at the Village Green. The Clerk offered to supply the dog waste bags for the period of the trial. The Chair expressed concerns about siting on at each waste bin location. The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the Council.**

- g) Fineturf Agreement  
The Clerk informed the meeting that Year 3 will be skipped rather than rescheduled.
- h) Guest speaker for the Annual Parish Meeting  
**Action: Clerk to extend an invite to the local MP & Lincolnshire Police.**
- i) Ratifications  
**The Chair proposed that the following resolutions are ratified. The proposal was seconded by Councillor Gower and the motion was passed unanimously by resolution of the Council.**
  - i) To allow OpCourage use of the Chambers facilities to carry out their consultations with veterans free of charge.
  - ii) To purchase an additional plan from UK Planning Maps for the MUGA application.
  - iii) To purchase four storage containers for the Christmas lights from B&Q at a cost of £72.00.
  - iv) To proceed with the emergency light drain/fire alarm test at the Pavilion carried out by Arion.
  - v) To delegate powers to the Clerk under Section 101 of the Local Government Act 1972 to liaise with Chatterton's Solicitors on behalf of the Parish Council, based on consultation with Councillors, in relation to the lease between the CIO and the Parish Council.
  - vi) To resolve to approve subscription to OS Maps at a cost of £34.99 per annum.
  - vii) To resolve to approve the purchase of lever arch files at a cost of £19.98.
  - viii) To resolve to approve the cost of whiteboards at a cost of £27.08
  - ix) To resolve to approve the appointment of Mr Wright to the role of Caretaker.

The Clerk expressed her thanks to Councillor for allowing OpCourage to use the Parish Council Chambers; a service to assist our veterans.

## 10. Health & Safety (25/199)

- a) To note that the following inspections have been carried out:
  - i) Parish Council Chambers  
The Chair informed the meeting that the emergency light drain and fire alarm inspections were carried out; all in working order and the Fire Risk Assessment is pending.  
The Chair said that some consideration must be given to replacing the fire alarm system with commercial rather than domestic equipment (in the new financial year).  
**Action: Clerk to send details about the difference between domestic and commercial systems to Councillors.**
  - ii) The FRA for the Workshop & Chapel  
The Clerk informed the meeting that the Fire Risk Assessment is pending.
  - iii) The Emergency Light Drain and Fire Alarm Service for the Pavilion  
The Clerk informed the meeting that this took place on 16 February 2026. All reports are pending.
- b) Evac Chair  
The Clerk informed the meeting that the Evacuation Chair is not suitable for use on stairs. She said she has booked a complimentary assessment with Evac Chair who will advise whether an alternative model is suitable given the gradient of the staircase or whether other solutions are more appropriate.

## 11. Committees (25/200)

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

- a) **Allotment Management Committee**
  - i) An update from Councillors O'Connor further to the Allotment Management Committee meeting on 5 February 2026.

Councillor O'Connor reported that Allotment Association would like to continue to work with the Parish Council until April 2027 when they would like to become self-sufficient. The proposal is that the Allotment Management Committee will be dissolved but the Parish Council will assist with the administration of finances for another 12 months. From April 2027 the Parish Council will need to have a formal lease in place with the Allotment Association. Historically, the Parish Council have always received and issued refunds for key and plot deposits but the Clerk has suggested that any deposits should be transferred to the AMC account to separate responsibilities ready for April 2027. She stated that taps have been repaired and a defibrillator has been installed.

- ii) Future Christmas Tree Provision  
Item skipped.  
**Action: Clerk to add to the March agenda.**

*Councillor Malone joined the meeting at 8.05pm.*

b) **Pavilion**

- i) CIO  
The Chair informed the meeting that the CIO are currently awaiting confirmation from the Charity Commission and based on current workload and processing time it may take another 4-10 weeks. The website has been created and will go live once registration is confirmed. The bank account applications are complete and ready to activate upon receipt of the CIO registration number. A proposed lease has been drafted and is being negotiated. The Chair and Councillor Davison will meet with Mark Whitton on Thursday 26 February 2026 to discuss Heads of Terms.
- ii) CIO Lease  
**The Chair proposed the delegation of powers to himself and Councillor Davison to negotiate the Heads of Terms for the lease agreement with Mr Whitton. The proposal was seconded by Councillor Gower and the motion was passed unanimously by resolution of the Council.**
- ii) Manor Gate, Pavilion  
The Clerk informed the meeting that the advice from Chatterton's solicitors dated 3 February 2026 in relation to the request to install a gate between the Manor and the Pavilion hardstanding is to insist upon the creation of a formal lease at a cost of between £750-950. The Clerk said that this has been communicated to Mr Pinchbeck but a response is awaited.

**12. Planning Matters (25/201)**

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

<b>Application</b>	<b>26/0039/FUL</b>
<b>Location</b>	Brickyard Farm and Fisheries, Star Fen Drove, Heckington
<b>Proposal</b>	Application for temporary use of a log cabin for residential use (retrospective).
<b>Comments:</b>	None
<b>Application</b>	<b>26/0115/TCA</b>
<b>Location</b>	41 Cameron Street, Heckington
<b>Proposal</b>	Fell T1 Lilac
<b>Comments</b>	None
<b>Application</b>	<b>25/1286/FUL</b>
<b>Location</b>	Heckington Pavilion and Playing Fields
<b>Proposal</b>	Installation of a MUGA at the Pavilion and Playing Fields, Howell Road, Heckington
<b>Comments</b>	None

- b) Members noted the following decisions received and those awaiting decision since the Parish Council meeting on 26 January 2026.

<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>Decision</b>	Awaited
<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>Decision</b>	Awaited
<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 High Street, Heckington
<b>Decision</b>	Awaited

- c) Planning enforcement case 25/0931/LBC (Heckington Hall, Eastgate - Part removal and reconstruction of a Grade II listed boundary wall; all works to be completed by 20 September 2026.
- d) Members noted the email from CEP telecoms dated 3 February in relation to their proposed communications installation for Anglian Water on Burton Road. Comments have been submitted regarding the aesthetics of the installation as well as the requirement to consult with those affected.

### 13. FINANCE (25/202)

- a) Members noted the bank balances as of 13 February 2026.

Current Account	13,765.03
Bank Account S106	28,642.52
Bank Account Deposit	44,161.44
AMC Account	4,110.92
<b>TOTAL</b>	<b>90,679.91</b>

- b) Members noted the income received between 14 January 2026 and 13 February 2026.

<b>Account</b>	<b>Description</b>	<b>Amount</b>
Current	Memorial Permit CASH	152.50
	Sale of Nilfisk	14,400.00
	Memorial Permit LIVERSIDGE	100.00
	Refund for amendment to fleet insurance	109.32
	Refund for road tax (Nilfisk)	17.50
	Christmas Donations	176.60
AMC	Allotment Rent	23.50
	AA Insurance Contribution	5.00
	Key Deposit	15.00
	Late Payment Fine	15.00
S106	Interest (February)	12.94
Deposit	Interest (February)	22.34

- c) **The Chair proposed that the following expenditure, including expenditure to be ratified, from 14 January 2026 to 13 February 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.

Company	Description	NET	VAT	GROSS
Shell Service Station	Petrol, Cemetery	25.03	5.01	30.04
Glasdon	Bin Liners	167.94	33.58	201.52
Bradley Environmental	Annual Asbestos Resurvey	297.00	59.40	356.40
Lloyds Bank	Service Charges to 9 December 2025 (AMC)	8.50	0.00	8.50
Wave/Anghian Water	Water Supply to Cemetery to 5 January 2026	23.53	0.00	23.53
MKM	3 - 25kg bags de-icing salt	18.24	3.65	21.89
Caladine Lifts Limited	Lift Service (6-monthly)	95.00	19.00	114.00
ESPO	Printer Paper	79.90	15.98	95.88
Wright's Garden Services	Locum Caretaking Services to 16 Jan 2026	510.00	0.00	510.00
BT	Broadband Supply	30.95	6.19	37.14
Amazon	Slime 2 in 1 (Caretaker Supplies)	17.00	3.40	20.40
Amazon	SBK Stump Killer (Caretaker Supplies - Cemetery)	18.70	3.74	22.44
Lyca Mobile	Caretaker Mobile Contract (Nov-Jan)	30.00	0.00	30.00
Lyca Mobile	Clerk Mobile Contract (Nov-Jan)	15.00	0.00	15.00
Wright's Garden Services	Locum Caretaking Services to 23 January 2026	510.00	0.00	510.00
Eclipse PC Repair	Antivirus protection (desktop) and VPN (laptop)	100.00	0.00	100.00
Ben Burgess Swineshead	Polaris Repairs	3497.40	687.29	4184.69
Nic Marshall Blacksmith	Allotment Water Tank and lock repairs	440.00	88.00	528.00
Nic Marshall Blacksmith	Cemetery Lock repairs	283.60	56.72	340.32
Cockapoo & Co Ltd	Cleaning (Chambers) 6 Jan to 26 Jan 2026	160.00	0.00	160.00
Glasdon Ltd	Bin Liners	265.61	53.12	318.73
Grassland Nurseries	12 Beech Trees (Cemetery Forget Me Knot)	2240.00	448.00	2688.00
Wave/Anghian Water	Water Supply to Allotments to 5 January 2026	53.82	0.00	53.82
Allotment Association	Insurances	15.00	0.00	15.00
Elancity UK	Year 2 of 3, Extended Warranty	199.00	39.80	238.80
Terra Firma & Beyond	Tree Surgeon Services - Scots Pines - Cemetery	495.00	0.00	495.00
Donaldsons DIY	Miscellaneous Hardware (Caretaker Supplies)	2.52	0.50	3.02
B&Q	Storage Boxes (Christmas Lights)	60.00	12.00	72.00
Wright's Garden Services	Locum Caretaking to 29 January 2026	510.00	0.00	510.00
UK Planning Maps	Plan for MUGA (2ns request from NK Planning)	17.50	3.50	21.00
RAM Tracking	Monthly Subscription (Vehicle Tracking)	48.00	9.60	57.60
Cathedral Leasing Limited	Supply of hygiene services	42.00	8.40	50.40
Wright's Garden Services	Locum Caretaking to 9 February 2026	510.00	0.00	510.00
JRS Industrial Supplies	High Vis workwear (Caretaker)	139.43	27.89	167.32
Arion	Emergency Light & Fire Alarm Testing (Chambers)	284.00	56.80	340.80
Wright's Garden Services	Allotment Hedge	750.00	0.00	750.00
Forceshift Skip Hire	Skip Hire (AMC Account)	262.50	52.50	315.00

- d) **Bank reconciliation dated 13 February 2026**  
**Councillor Wright proposed that the bank reconciliation is accepted. The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the Council.**

- e) Bank Mandate, Unity Bank  
The Clerk informed the meeting that Councillors Davison, Garlick, O'Connor, Spencer and Wright are listed as signatories for the Unity Bank. The application has now been completed and submitted.  
**The Chair proposed that the bank mandate is accepted. The proposal was seconded by Councillor Cocks and the motion was passed unanimously by resolution of the Council.**
- f) Section 137  
Members noted that the Section 137 figure for 2026/27 at £11.60 per elector.
- g) Bank Transfers  
**The Chair proposed that the following transfers are accepted. The proposal was seconded by Councillor Davison and the motion was passed unanimously by resolution of the Council.**

Date	Amount
23 January 2026	10,000.00 (Deposit to PC)
29 January 2026	28.50 (PC to AMC)

#### 14. Correspondence (25/203)

None

#### 15. Date and time of the next meeting/s (25/204)

##### Committees

Finance Committee Meeting, 9 March 2026

Allotment Management Committee Meeting, TBC

Staffing Committee Meeting – TBC

Cemetery Committee Meeting, Thursday 26 February 2026 at 7.30pm

Pavilion Committee Meeting – TBC

##### Parish Council

Monday 23 March 2026

Monday 27 April 2026

Monday 18 May 2026

Monday 29 June 2026

Monday 27 July 2026

August TBC

Monday 28 September 2026

Monday 26 October 2026

Monday 30 November 2026

##### Annual Parish Meeting

May – 28 May 2026 (depending on the availability of the guest speaker)

#### 16. Questions from the public (25/205)

A member of the public suggested that our local MP is invited to the meeting.

The Chair closed the meeting at 8.13pm and proposed that the meeting is moved into closed session in accordance with the Public Bodies Act 1960. The proposal was seconded by the Councillor Malone and the motion was passed unanimously by resolution of the Council.

#### 17. Closed Session (25/206)

- a) Employment Matters – Parish Council employee, Mr Bradbury  
The Clerk informed the meeting that Mr Bradbury has submitted his resignation today. The land previously maintained by him will now be maintained by the Parish Council Caretaker. The Clerk

explained that she has asked NK's tree officer, Mr Clay to inspect the Lime Tree which is reported to be diseased. The Parish Council's tree surgeon, Terra Firma and Beyond have confirmed that the tree as a 'helical crack'. Members discussed the history of the land.

- b) An update from the Chair of the Committee in relation to the interview process for the role of Caretaker and to review the scoring process leading to the recommendation for appointment. Councillor O'Connor stated the four candidates were interviewed on Saturday 7 February 2026. They were asked a series of set questions which were marked using a scoring matrix. There was a clear winner and that was Mr Steve Wright. He will start his employment proper with the Parish Council on Monday 2 March on the SCP point as agreed. His contract has been prepared and he will be provided with the portfolio of employment policies. His employment comes with the minimum level of benefits as he has no previous government employment. Councillor Wright added that there was a second candidate who also scored very highly. Councillor O'Connor added that should be there the occasion to appoint a second caretaker, he should be considered for the role.
- c) Salary for the role of Caretaker (*ratification*)  
**Councillor O'Connor proposed the Caretaker's salary award which has been redacted for confidentiality. The proposal was seconded by Councillor Wright and the motion was passed unanimously by resolution of the Council.**
- d) Comments from the Clerk relating to employment matters arising from the closed session of the January Parish Council meeting.  
The Clerk issued a statement which she asked to remain strictly private and confidential in relation to the Terms and Conditions of her employment. The Clerk asked for any comments arising to be communicate via the Staffing Committee.

The Chair closed the meeting at 8.32pm.