HECKINGTON PARISH COUNCIL

Minutes of a meeting of Heckington Parish Council held in Heckington Village Hall, High Street, Heckington on Monday 25th April 2022 commencing at 1930hrs

Attendance:

Chairman - P/Cllr Mrs J Palmer

Parish Councillors – Mr T Atkinson, Mrs M Cooke, Mr R Higgs, Mr M Jones, Mr M West, Mr R Woods

County Councillor – Mr A Key

District Councillors – Mr S Ogden, Mrs S Tarry

Minute Taker - Clerk, Ms J Hudson

Police Representative – None present

Press Representative – None present

Members of the Public – 4

1. Chairman's welcome and opening remarks

- 1.1 The Chairman welcomed everyone to the meeting and went through Health & Safety, fire procedures etc
- 1.2 She reported that the Annual Parish meeting was very successful particularly with the guest speakers.
- 1.3 She praised and thanked the volunteers of Heckington Best Kept Blooming Village, who have been improving the village road signs.
- 1.4 She updated meeting with the Village Jubilee event (5th June), confirming that a live music band had been secured, along with an icecream van, homemade burger van and a singer for the Village Hall.
- 2. To receive written applications for the office of Parish Councillor and to Co-opt a candidate to fill the existing vacancy in line with the Council's Co-option Policy.
- 2.1 The Clerk reported that there had only been one application, Mr David Long, who was invited by the Chairman to give a brief presentation.
- 2.2 There being no other applications and with no objections, the position left by Mr R Doughty was duly filled by Mr David Long, who made his Declaration of Acceptance of Office and took his seat on the Council.
- 3. To receive apologies for absence
- 3.1 Apologies had been received from P/Councillor Mr A Garlick.
- 4. To receive a declaration of interest in accordance with the Localism Act 2011
- 4.1 None Received
- 5. To consider any requests for dispensation received at or before the start of the meeting
- 5.1 None received
- 6. Minutes of the Parish Council Meeting held on Monday 28th March 2022
- 6.i Minutes to be approved and signed
- 6.i.1 Proposed by P/Cllr Mr M West, seconded by P/Cllr Mr R Higgs voted unanimously that the minutes be signed.
- 6.ii Matters arising
- 6.ii.1 An allotment meeting had been held on 20th April, and a working party was being formed to clear a particular plot of rubbish size of skip to be decided and passed to Clerk for order
- 6.ii.2 The next allotment meeting was scheduled for 18th May at 7pm

7. **Public Participation**

- 7.1 Volunteer organiser of Best Kept Blooming Village presented the group's new initiative -'Bee involved' - residents can purchase a picture of a BEE to display in their windows.
- 7.2 She also enquired about maintenance of some of the road signs that are high up on house walls. The Chairman agreed to speak with the caretaker. (Subsequently that week, it was considered not possible to remove some of the signs safely.)
- 7.3 A resident queried the closed session item 'to discuss staff salaries' and the Chairman confirmed that the discussion was to be with regard to a procedural and administration matter.

8. **Financial Matters**

i. to approve payments as listed separately

See next page - remains of this page are deliberately blank -

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Account moveme	ent to 25 Apr	il since last Ratification (Mar 2022) at Agenda item 7.1		
Date	Reference	Description	Debit	Credit
01-Apr-22		NKDC - Precept	2 65.0	52740.00
04-Apr-22		Insurance - Vehicles (+ Tax)	1222.50	
04-Apr-22		Maintenance - Playing Fields resident refund - barrier		20.00
05-Apr-22		Office Supplies coffee	3.95	
05-Apr-22		Donaldsons DIY	49.95	
05-Apr-22		Maintenance - Chambers - mirror/laminator ARGOS	49.99	
05-Apr-22		Jubilee Celebrations - deposit bouncy castle	20.00	
		Maintenance - Village - black sluice	74.72	
06-Apr-22		Public Works Loan Board	3835.66	
07-Apr-22		Maintenance - Playing Fields Fine Turf report	420.00	
07-Apr-22		Rent - Allotments - huckle		36.28
08-Apr-22		Bank Charges	7.85	
10-Apr-22		Pension Contributions	204.52	
		Office Supplies refreshments for parish meeting	15.54	
11-Apr-22		Bank Interest	23.31	1.75
14-Apr-22		Maintenance - Village - displaypro - signage	96.59	1.75
14-Apr-22		Rates - Chambers	499.00	
14-Apr-22		Cemetery Income Severs	455.00	252.00
19-Apr-22		Chairmans Allowance	60.00	252.00
19-Apr-22		Maintenance - Digital	20.00	
19-Apr-22		Transfer to Lloyds - Instant Account	10000.00	
19-Apr-22		Transfer from Lloyds - Deposit Account	10000.00	10000.00
19-Apr-22		Rent - Allotments		36.28
19-Apr-22		Phone	95.23	30.20
20-Apr-22		Electricity - Chambers	1599.86	
·		Inspections/Maint - Play Areas 2021	166.80	
21-Apr-22		Water - Cemetery	18.38	
21-Apr-22			10.50	F.C.C 2.1
22-Apr-22		CIL Receipts and Expenditure Water - Allotments	F1 01	566.21
22-Apr-22			51.81	
25-Apr-22		Jubilee Celebrations - deposit band	100.00	F467.00
25-Apr-22		Lincs County Council - community hub		5167.00
25-Apr-22		Cemetery Income	250.00	294.00
·		Donations LEBBS	250.00	
06-Apr-22		Donations HAVCS	1000.00	
06-Apr-22		Donations LIVES	750.00	
21-Apr-22	14-Jan-12	Jubilee Celebrations - mugs communicorp	1657.92	
		Salaries	2518.88	
		totals	24,789.15	69,113.52
Parish Council 2				
Balances Apr-22				
Account	Start Bal.	Apr-22		
1 Lloyds - Instan	12,931.47	14,725.40		
2 Lloyds - Depos		212,074.63		
3 Petty Cash Acc		102.55		
Total	182,386.39	226,902.58		

Cash Book Balance as at end March 22	12 021 47			
Account 1 Account 2	12,931.47 169,332.88			
Petty Cash	109,332.88			
TOTAL	182,386.39			
TOTAL	102,300.33	l .		
Class	Set Budget	2021-2022 actual	Current	Notes -
Class	for 2021-2022	expenditure	Budget Balance	Notes -
CI CIL Receipts and Expenditure		5,608.77	balance	income for year £1289.25
A1 Audit	650.00	536.85	113.15	meonic tor year E1203.23
B1 Bank Charges	250.00	139.65	110.35	
C1 Capital Equipment		247.73		income for year £463.09 sale of genny
C2 Chairmans Allowance	720.00	720.00	-	
C3 Christmas Decorations	2,000.00	1,168.97	831.03	
C4 Council Expenditure - Memorials etc	1,000.00		1,000.00	
C5 Councillor Expenses	150.00	79.89	70.11	
D1 Defibrillator	500.00	105.60	394.40	
D2 Donaldsons DIY	1,000.00	347.54	652.46	
D3 Donations	2,100.00	2,282.00	- 182.00	£228 additional donation to HLR
E1 Election Expenses	250.00	-	10,250.00	
E2 Electricity - Cemetery	1,000.00	654.64	345.36	
E3 Electricity - Chambers	3,000.00	2,245.71	754.29	
F1 Fuel H1 Highways Verge Maintenance	1,000.00	812.85	187.15 1,000.00	
H1 Highways verge Maintenance H2 Hire of Rooms	300.00	180.00	1,000.00	
I1 Inspections/Maint - Fire Safety	500.00	494.61	5.39	
12 Inspections/Maint - Lift	1,000.00	734.01	1,000.00	
13 Inspections/Maint - Ent	400.00	57.98		Invoice received April £ 166.80
14 Inspections/Maint - SID	300.00	346.01	- 46.01	£319.87 for service, 26.14 new carry bag for CSW
IS Insurance - Public Liability	2,750.00	2,259.72	490.28	
I6 Insurance - Vehicles (+ Tax)	1,750.00	1,281.70	468.30	
L1 Legal Fees	1,000.00	1,074.00	- 74.00	
M1 Maintenance - Allotments	2,000.00	1,463.37	536.63	
M2 Maintenance - CCTV	130.00		130.00	
M3 Maintenance - Cemetery	1,000.00	2,686.48	- 1,686.48	
M4 Maintenance - Chambers	1,500.00	4,787.24	- 3,287.24	
M5 Maintenance - Nilfisk Machine	1,500.00	2,729.20		£1309.24 Fuel leak emergency repairs
M6 Maintenance - Playing Fields	1,000.00	4,764.46	- 3,764.46	
M7 Maintenance - Polaris	500.00	5,080.32	- 4,580.32	£3840.00 Battery conversion
M8 Maintenance - Supplies	500.00	546.82	- 46.82	£105.77 New Carb for hand driven mower £1780.24 New Noticeboard, £1474.50 new dog bins,
M9 Maintenance - Village	1,500.00	7,733.88	- 6,233.88	£2362.54 New SID, £314.82 damage to door by strimmer
MI Miscellaneous	250.00	416.83	- 166.83	£216.00 LALC Website maint, £200.83 Letterre church
N1 NIC and PAYE	10,000.00	6,996.72	3,003.28	£416.00 new accounting software 21/22, £349.89 new
O1 Office Supplies	1,500.00	2,739.08	- 1,239.08	printer, £561.60 new accounting software 22/23
P1 Parish Hospitality	500.00		500.00	
P2 Pension Contributions	3,000.00	2,445.08	554.92	
P3 Pest and Weed Control	1,500.00	1,170.48	329.52	
P4 Phone	2,000.00	1,142.89	857.11	
P5 Play Area Project - Reserves	0.400.00	7.674.33	734.68	
P9 Public Works Loan R1 Rates - Cemetery	8,406.00 750.00	7,671.32 499.00	734.68 251.00	
R2 Rates - Chambers	730.00	499.00	251.00	
R3 Rates - Village Green	750.00	499.00	251.00	
S1 Salaries	38,000.00	31,161.89	6,838.11	
S2 Staff Clothing	500.00	328.03	171.97	
S3 Staff Training	800.00	0_0.00	800.00	
S4 Staff Travel	125.00		125.00	
S4 Staff Travel S5 Subscriptions	125.00 300.00	179.00		
		179.00 3,876.78	125.00	
S5 Subscriptions	300.00		125.00 121.00	
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments	300.00 5,000.00 ~ 600.00	3,876.78 345.59	125.00 121.00 1,123.22 254.41	
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery	300.00 5,000.00 ~ 600.00 200.00	3,876.78	125.00 121.00 1,123.22 254.41 169.32	
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments	300.00 5,000.00 ~ 600.00	3,876.78 345.59	125.00 121.00 1,123.22 254.41	
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations	300.00 5,000.00 ~ 600.00 200.00	3,876.78 345.59	125.00 121.00 1,123.22 254.41 169.32	
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance	300.00 5,000.00 ~ 600.00 200.00 400.00	3,876.78 345.59 30.68	125.00 121.00 1,123.22 254.41 169.32	
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total	300.00 5,000.00 ~ 600.00 200.00 400.00	3,876.78 345.59 30.68 109,938.36	125.00 121.00 1,123.22 254.41 169.32	
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08	125.00 121.00 1,123.22 254.41 169.32	Vilage Hall ceiling, emergency drains, electrics at Pavili
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total	300.00 5,000.00 ~ 600.00 200.00 400.00	3,876.78 345.59 30.68 109,938.36	125.00 121.00 1,123.22 254.41 169.32	Vilage Hall ceiling, emergency drains, electrics at Pavili
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08	125.00 121.00 1,123.22 254.41 169.32	Vilage Hall ceiling, emergency drains, electrics at Pavil
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08	125.00 121.00 1,123.22 254.41 169.32	Vilage Hall ceiling, emergency drains, electrics at Pavil
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S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves Grand total Other Income	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08 130,548.44	125.00 121.00 1,123.22 254.41 169.32 400.00	Comments
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves Grand total Other Income Q1 Rent - Allotments	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08 130,548.44 Actual 2174.03	125.00 121.00 1,123.22 254.41 169.32 400.00	Comments
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves Grand total Other Income Q1 Rent - Allotments Q2 Rent - Playing Fields Q3 Rent - Village Green Q4 Rent - Western Power	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08 130,548.44 Actual 2174.03 150.00 180.00 170.00	125.00 121.00 1,123.22 254.41 169.32 400.00 Forecast variable 150.00 0.00	Comments
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves Grand total Other Income Q1 Rent - Allotments Q2 Rent - Playing Fields Q3 Rent - Village Green Q4 Rent - Western Power Q5 HMRC (VAT return)	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08 130,548.44 Actual 2174.03 150.00 180.00 170.00 11,400.34	125.00 121.00 1,123.22 254.41 169.32 400.00 Forecast variable 150.00 0.00 0.00 variable	Comments
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves Grand total Other Income Q1 Rent - Allotments Q2 Rent - Playing Fields Q3 Rent - Village Green Q4 Rent - Western Power Q5 HMRC (VAT return) Q6 Other income - donations/library fines	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08 130,548.44 Actual 2174.03 150.00 180.00 11,400.34 1,223.93	125.00 121.00 1,123.22 254.41 169.32 400.00 Forecast variable 150.00 0.00 0.00 variable variable	Comments
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S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves Grand total Other Income Q1 Rent - Allotments Q2 Rent - Playing Fields Q3 Rent - Village Green Q4 Rent - Western Power Q5 HMRC (VAT return) Q6 Other income - donations/library fines Z1 Bank Interest Z2 Bus Shelter Cleaning Income Z3 Cemetery Income	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08 130,548.44 Actual 2174.03 150.00 180.00 170.00 11,400.34 1,223.93 18.85 3,792.08	125.00 121.00 1,123.22 254.41 169.32 400.00 Forecast variable 150.00 0.00 variable	Comments Service not currently provided to Ghale
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves Grand total Other Income Q1 Rent - Allotments Q2 Rent - Playing Fields Q3 Rent - Village Green Q4 Rent - Western Power Q5 HMRC (VAT return) Q6 Other income - donations/library fines Z1 Bank Interest Z2 Bus Shelter Cleaning Income Z3 Cemetery Income Z4 Grass Cutting Income	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08 130,548.44 Actual 2174.03 150.00 170.00 11,400.34 1,223.93 18.85 3,792.08 465.00	125.00 121.00 1,123.22 254.41 169.32 400.00 Forecast variable 150.00 0.00 variable variable variable variable variable 0.00 variable	Comments Service not currently provided to Ghale Includes £135 for 2022 season
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves Grand total Other Income Q1 Rent - Allotments Q2 Rent - Playing Fields Q3 Rent - Village Green Q4 Rent - Western Power Q5 HMRC (WAT return) Q6 Other income - donations/library fines Z1 Bank Interest Z2 Bus Shelter Cleaning Income Z3 Cemetery Income Z4 Grass Cutting Income Z5 Lincs County Council Library	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08 130,548.44 Actual 2174.03 150.00 170.00 11,400.34 1,223.93 18.85 3,792.08 465.00 5,167.00	125.00 121.00 1,123.22 254.41 169.32 400.00 Forecast variable 150.00 0.00 variable variable variable variable variable variable	Comments Service not currently provided to Ghale Includes £135 for 2022 season
S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves Grand total Other Income Q1 Rent - Allotments Q2 Rent - Playing Fields Q3 Rent - Village Green Q4 Rent - Western Power Q5 HMRC (VAT return) Q6 Other income - donations/library fines Z1 Bank Interest Z2 Bus Shelter Cleaning Income Z3 Cemetery Income Z4 Grass Cutting Income Z5 Lincs County Council Library Z6 NKDC - Grants (Litter pick)	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08 130,548.44 Actual 2174.03 150.00 170.00 11,400.34 1,223.93 18.85 3,792.08 465.00 5,167.00 1,305.84	125.00 121.00 1,123.22 254.41 169.32 400.00 Forecast variable 150.00 0.00 variable variable 0.00 variable 0.00 variable 0.00 0.00	Comments Service not currently provided to Ghale Includes £135 for 2022 season
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S5 Subscriptions T1 Tree Works V1 Village Green W1 Water - Allotments W2 Water - Cemetery W3 Water - Chambers New Code - Jubilee Celebrations New Code - digital Maintenance Total Reserves Grand total Other Income Q1 Rent - Allotments Q2 Rent - Playing Fields Q3 Rent - Village Green Q4 Rent - Western Power Q5 HMRC (VAT return) Q6 Other income - donations/library fines Z1 Bank Interest Z2 Bus Shelter Cleaning Income Z3 Cemetery Income Z4 Grass Cutting Income Z5 Lincs County Council Library Z6 NKDC - Grants (Litter pick)	300.00 5,000.00 ~ 600.00 200.00 400.00 106,831.00 65,058.54	3,876.78 345.59 30.68 109,938.36 20,610.08 130,548.44 Actual 2174.03 150.00 170.00 11,400.34 1,223.93 18.85 3,792.08 465.00 5,167.00 1,305.84	125.00 121.00 1,123.22 254.41 169.32 400.00 Forecast variable 150.00 0.00 0.00 variable variable variable 0.00 variable 0.00 variable 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.	Service not currently provided to Ghale Includes £135 for 2022 season

25th April 2022

- The Chairman ran through the final actual v budget figures for 2021/2022 and specifically explained the overspends as highlighted. No other queries were raised and the explanations were accepted.
- 8.i.2 Proposed by P/Cllr Mr R Woods, seconded by P/Cllr Mr R Higgs
- 8.i.3 Vote results unanimous
- 8.i.4 Resolved to record the final financial year figures and explanations of actual v budget spends for 2021/2022 as detailed above.
- 8.ii. To consider using reserved funds for Playing Field upgrade in lieu of receipt of CIL money P/CIIr Mr R Higgs to update
- 8.ii.1 P Cllr Mr R Higgs reported that the application to use the CIL had been approved by NKDC although the money has not yet been released. A further request had been made to NKDC to release £51,000 of the £87,000 entitlement and once received the order would be placed for the yearly maintenance plan as approved by HPC at a previous meeting.
- 8.iii. To receive and accept email of price increase for computer maintenance Eclipse
- 8.iii.1 It was noted that this was the first ever increase that Eclipse had presented in 2 years; the cost of fuel has risen considerably and that an increase from £20 to £30 per month was good value for money for a reliable, efficient and important digital service.
- 8.iii.2 Proposed by P/Cllr Mr M Jones, seconded by P/Cllr Mrs M Cooke
- 8.iii.3 vote results unanimous
- 8.ii.3 Resolved to accept price increase from £20pm to £30pm as above.
- 9. To receive a report from the Police
- 9.1 No specific report submitted.
- 10. To receive a report from the County and District Councillors
- 10.1 C/Cllr Mr A Key promoted public involvement in the 'County Views Panel' and encouraged more residents to get involved. Details can be found on line.
- 10.1.1 C/Cllr Mr A Key reiterated the importance of reporting potholes etc on the 'Fix My Street' reporting system.
- 10.2 D/Cllr Mrs S Tarry stated that due to the upcoming elections the District Councillors were currently in a period of 'Purdah' in lieu of the elections due 26th May 2022.
- 10.2.2 She did report however, that the amount of £150.00 should be rebated to Council Tax payers (band A-D) by the end of April.
- 10.2.3 P/Cllr Mr R Higgs enquired as to the meaning of 'DMT', a term which had been used during some of his correspondence with NKDC regarding the CIL money. D/Cllr Mrs S Tarry suggested it might stand for 'Department Management Team', but said she would find out and confirm.
- 10.2.4 She also confirmed that she was hoping to highlight the service offered by Heckington Area Voluntary Car Service to other Parishes and asked for some contact details which P/Cllr M R Higgs will provide.

The County and District Cllrs left the meeting at 2005hrs

11. To receive a report from the Clerk

- 11.1 The Clerk confirmed that a letter of thanks had been received from LEBBS for the annual donation given by HPC.
- 11.2 She also confirmed the deadline for NKDC to receive an election request to fill the vacancy on HPC left by Mrs S Tucker was midnight tonight (25th April 2022).
- 12. To receive reports from Councillor's relating to their affiliation to local organisations.
- 12.1 None although it was noted that the allotment situation had already been covered earlier in the meeting.

13. Planning Matters

13.1 Applications to be ratified

- 22/0324/FUL conversion and extension of the existing barn to dwelling, upgrade of existing access and change of use of the land from agricultural to residential garden and curtilage (resubmission of 21/1330/FUL) – Barn South of Littleworth Drove and North of A17 Heckington Fen, Sleaford, NG34 9NA
- i. 22/0491/TCA T2 remove tree in driveway to rear of property 99 High Street, Heckington, Sleaford, Lincolnshire, NG34 9QU
- ii. 22/0402/HOUS Proposed porch & garage extension 36 Oak Way, Heckington, Sleaford, Lincolnshire, NG34 9FG

13.2 Applications approved

 i. 22/0166/HOUS – Erection of timber summerhouse – 101-103 High Street, Heckington, Sleaford

13.3 Applications refused

 i. 22/0172/FUL – Proposed new bungalow including parking spaces for the existing bungalow at 21 Eastgate (resubmission of 20/1514/FUL) – Land to the Rear of 21 Eastgate, Heckington, Sleaford

13.4 Applications withdrawn

None received

13.5 Prior notifications received (information only – no action required from HPC)

i. None received

13.6 Planning appeals

None received

14. To discuss replacement of notice board on Village Green

- The meeting was informed that many comments had been received from residents concerning the removal of the notice board on the Village Green, and P/Cllr Mrs J Palmer presented and proposed a current quote from the suppliers of the same noticeboard as at the Village Hall (Greenbarnes), totalling £1,888.36 (inc VAT).
- 14.2 Seconded by P/Cllr Mr M Jones
- 14.3 Vote results unanimous
- 14.4 Resolved to place order for purchase of new, 'in-keeping', 'no maintenance', 'powder coated' notice board from Greenbarnes at quote of £1,888.36

- 15. To re-visit decision for village gateways 26th July 2021 item 13.9 (decision to be made in excess of 6 month rule)
- 15.1 Following the resolution made last year to install village gateways, the Chairman was able to confirm that the up to date quote received to site one gateway would be £2,350 and for two it would be £4,700. Added to the purchase cost of the gateway, she suggested that a review be made to consider if the benefits warrant the new and higher costs.
- 15.2 Proposed by P/Cllr Mrs J Palmer as above.
- 15.3 It was commented that the new Speed Indicator Device appeared to be making a positive difference to the traffic speeding issues, that roadside parking provides a 'natural chicane', and that the Great Hale entry/exit was also a prime area for another Speed Indictor Device.
- 15.4 An amendment to the proposal was made by P/Cllr Mr R Higgs to use the funds for an additional SID, potentially at the Boston Road entry (subject to permission from Lincs Road Safety Partnership).
- 15.5 Proposed by P/Cllr Mr R Higgs, seconded by P/Cllr Mr D Long
- 15.6 Vote results 6 x for, 1 x abstention (MJ)
- 15.7 Resolved to obtain quote for new SID from Evolis who were the suppliers for the previous unit and place order if comparable in price.
- 16. To discuss request from HBKBV to site planter on corner of Boston road and Station Road application for pavement licence will be required, Clerk to advise and present further details.
- 16.1 No further action required on this item as the Clerk has been liaising with HBKBV and the request is no longer required.
- 17. Item deferred from 28th March 2022 meeting (16) to receive update on old play park area.
- 17.1 P/Cllr Mrs J Palmer reported that another meeting had been held with LCC regarding the use of a grant type project to remove and re-surface the area. She confirmed that the Parish Council is still waiting for confirmation of details, and that the first meeting had been in October 2021.
- 17. To confirm the next meeting, the Annual General Parish Council meeting as Monday 30th May 2022
- 17.1 The next meeting date was confirmed as above.
- 18. To resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960.
 - To discuss payment of staff salaries
- 18.1 Proposed by P/Cllr Mr M Jones, seconded by P/Cllr Mr R Higgs
- 18.2 Vote results unanimous
- 18.3 Resolved to go into closed session as above

Members of the Public left the meeting at 2026hrs

18.i To discuss payment of staff salaries

- 18.i.1 The Chairman explained that after many attempts, the Clerk had been unable to process the salary details and produce P60's for the new/old financial year using the government PAYE Basic Tools program.
- 18.i.2 Steve Parry had co-incidentally been present in the office at the time and was able to speak directly with the HMRC PAYE program support help desk who confirmed that the new financial year of PAYE requires a different computer system than the one use on the office computer.
- 18.i.3 HMRC help desk said there were only two options purchase a new computer that can handle the PAYE new system, or hand payroll processing to a 3rd party.
- 18.i.4 Mr Parry has previously (and continues to) advise(d) that it is not an appropriate time to purchase new computers due to the technical issues with the new Windows software.
- 18.i.5 It was reported that due to contractual timescales, the immediate decision to use Simon Moss accountants was taken by the Vice Chair. The company is reputable, registered, and local.
- 18.i.6 On an ongoing and future basis, this accountant has offered a monthly service to administer all payroll for HPC (including pensions, NIC, Tax etc at a charge of equivalent to £20 per month.
- 18.i.7 Proposed by P/Cllr Mr M Jones, seconded by P/Cllr Mr D Long
- 18.i.8 Vote results 6 x for majority (P/Cllr Mrs J Palmer declared an interest and did not
- 18.i.9 Resolved to instruct Simon Moss, accountant in Sleaford, to be payroll administrator as above on an ongoing basis.

Signed by the Chairman	 Date	

The Chairman thanked everyone for attending and closed the meeting at 2032hrs