

# HECKINGTON PARISH COUNCIL

## Minutes of the Precept Meeting of Heckington Parish Council held in Council Chambers, St Andrews Street, Heckington on Monday 16<sup>th</sup> January 2023 commencing at 1900hrs

Attendance:

Chairman - P/Cllr Mrs J Palmer

Parish Councillors – Mr R Higgs, Mr A Garlick, Mr D Long, Mr M West

County Councillor – None present

District Councillors – None present

Minute Taker – Clerk, Ms T Williams

Police Representative – None present

Press Representative – None present

Members of the Public – None present

Please also refer to financial documentation.

### 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 The Chairman reported that the Parish Council Insurers had authorised the work to rebuild the cemetery pillar following the damage caused.

### 2. To receive apologies for absence

- 2.1 Apologies had been received from P/Councillors Mr R Woods and Mr M Jones

### 3. To receive a declaration of interest in accordance with the Localism Act 2011

- 3.1 P/Cllr Mr R Higgs declared an interest in item 5.iv.d (treasurer for HAVCS)

### 4. To consider any requests for dispensation received at or before the start of the meeting

- 4.1 None received

### 5. To consider financial matters –

- i. To approve December payments as listed separately.

Councillors had previously been emailed the December payments. Proposed by Cllr Mr A Garlick, seconded by Cllr Mr D Long. **Vote results – unanimous.**

#### **Resolved – to approve payments as listed**

- ii. To review and approve the 3<sup>rd</sup> quarterly figures. Councillors had previously been emailed the 3<sup>rd</sup> quarterly figures. Explanation for differences in comparison to previous quarterly figures was accepted. Proposed by Cllr Mr R Higgs, seconded by Cllr Mr M West. **Vote results unanimous. Resolved – to approve quarterly figures as listed**

- iii. To discuss and agree financial budget spending for 2023/2024 (except staff salaries which will be discussed in closed session)

Cllr Mrs J Palmer reported that the valuation of the War Memorial, for insurance purposes, requires updating and sought agreement from the Councillors to have it revalued at a cost of £640+VAT. Proposed by Cllr Mr A Garlick, seconded by Cllr Mr R Higgs. **Vote results - unanimous.**

#### **Resolved - to approve the cost of the valuation report.**

Cllr Mrs J Palmer sought agreement from Councillors to open a deposit account specifically for Section 106 monies that were ring fenced and committed to an ongoing project. Proposed by Cllr Mr R Higgs, seconded by Cllr Mr D Long. **Vote results – unanimous. Resolved – to approve the opening of a deposit account for Section 106 monies.**

The proposed budget for 2023/2024 was discussed and agreed, based on current overspends and estimated future costs for each cost code. Ring fenced figures were discussed, it was agreed to put £10,000 into Capital Equipment. The proposal would mean a budget requirement of £114,375.00 and therefore a precept request requirement of £109,375.00, equating to an increase of 1.66%, or £1.40, on a Band D property. Proposed by Cllr MR R Higgs, seconded by Cllr MR M West. **Vote results - unanimous. Resolved – to request a precept from NKDC of £109,375.00 to cover expected expenses by HPC for the financial year 2023/2024 – subject to staff salary discussions in closed session.**

iv. to discuss and agree any increase to the following –

a. Allotment rents (including water)

Proposal to increase allotment rents to £83 - full plot, £42 - half plot, £22 - quarter plot.

b. Cemetery charges

Proposal to increase cemetery charges by 2% (and round up) to cover general increase. Charge for use of the Cemetery Chapel to remain the same - £50

c. Rental charge for use of Village Green for annual fun fair and other users (eg charity events)

Proposal to increase (Fun Fair) rental from £200 to £205 to cover increase in electricity charges. To make no charge for local, low key, registered charity events so long as relevant insurances are in place.

d. Donations made under Section 137, LGA 1972 (which states '*A local authority may, subject to the provisions of this section, incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area of any part of it or all or some of its inhabitants.*')

Proposal to donate £1,000 to Heckington Area Voluntary Car Service, £750.00 to LIVES, £250.00 to Lincolnshire Blood Bikes and up to £150 to Royal British Legion for purchase of wreaths and poppies for annual Service of Remembrance.

**Items a-d were appropriately proposed and seconded and all votes were unanimous. It was therefore resolved to accept the proposals as detailed above. Cllr Mr R Higgs, as Treasurer for HAVCS, abstained from the vote of item 5 iv.d**

v. To review and approve Asset Register

Proposed by Cllr M West, seconded by Cllr Mr R Higgs.

**Vote results – unanimous**

**Resolved – to approve and accept updated asset register**

vi. To approve payment methods as follows – Standing Orders for HMRC (variable NIC payments), Salaries (variable monthly/weekly payments as calculated by the HMRC PAYE Tools), NEST Pensions (monthly payment).

Direct Debits for Anglian Water (variable quarterly payment x 2 cemetery and allotments), Daisy Communications (variable monthly phone charges), Information Commissioner's Office (annual subscription), Public Works Loan Board (half yearly payments based on agreed schedule), EDF (variable for cemetery and Chambers), WCF chandlers (bulk purchase of fuel as required).

BACS payments for all other invoices where possible, subject to Financial Regulations.

Proposed by Cllr Mr R Higgs, seconded by Cllr Mr M West.

**Vote results – unanimous**

**Resolved – to agree and accept payment methods as detailed.**

**6. Planning Matters.**

**i. 22/1760/FUL Proposed development for 6 residential dwellings 68 Sleaford Road Heckington Sleaford Lincolnshire**

Councillors had previously been emailed details of the proposed development for 6 residential dwellings at 68 Sleaford Road Heckington. Councillors raised concerns regarding potential dangers for vehicles exiting the development due to poor visibility and compounded by the proposed entrance into the field adjacent to the site. It was agreed that Heckington Parish Council comments will be put forward to NKDC planning.

**7. To confirm the next full Parish Council monthly meeting as Monday 30<sup>th</sup> January 2023**

7.1 The next meeting date was confirmed as above.

**8. To resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960.**

**i. Staff Salaries/bonus payments/overtime occasions**

8.i.1 Proposed by Cllr Mr A Garlick, seconded by Cllr Mr M West

8.i.2 **Vote results – Unanimous**

8.i.3 **Resolved – to go into closed session for the purposes of discussing Staff Salaries/bonus payments/overtime occasions**

The Clerk left the meeting at 1947hrs, the Chairman P/Cllr Mrs Palmer took minutes in the Clerk's absence.

*Proposal to reopen meeting at 1952hrs, appropriately proposed and seconded, **unanimously agreed.***

**9. To give final approval to the agreed Precept requirement for 2023/2024**

9.1 Proposed by Cllr R Higgs, seconded by Cllr M West

9.2 **Vote results – unanimous**

- 9.3 **Resolved – that the Budget requirement for 2023/2024 will be £114,375.00 (using the NKDC Precept calculator, this equates to a Precept requirement of £109,375.00).**
- 9.4 Additional information – equates to a £1.40 increase, year on year, for a Band D property (↑1.66%).

The Chairman thanked everyone for attending and closed the meeting at 1955hrs

**Signed by the Chairman .....** **Date .....**