

# HECKINGTON PARISH COUNCIL

## Minutes of the Precept Meeting of Heckington Parish Council held in Heckington Village Hall, High Street, Heckington on Monday 17<sup>th</sup> January 2022 commencing at 1930hrs

Attendance:

Chairman - P/Cllr Mrs J Palmer

Parish Councillors – Mr T Atkinson, Mr R Doughty, Mr R Higgs, Mr R Kemmett, Mrs S Tucker, Mr M West

County Councillor – None present

District Councillors – None present

Minute Taker – Clerk, Ms J Hudson

Police Representative – None present

Press Representative – None present

Members of the Public – 1

Please also refer to financial documentation ‘precept figures’.

### 1. Chairman’s welcome and opening remarks

1.1 The Chairman welcomed everyone to the meeting and went through Health & Safety, fire procedures etc

### 2. To receive apologies for absence

2.1 Apologies had been received from P/Councillors Ms M Cooke, Mr A Garlick 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.f (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 receive and discuss financial reports and budget forecast.

Councillors had previously been emailed the quarterly figures. Explanations for current overspends were accepted on codes highlighted in yellow ie Donations, Fuel, Cemetery Maintenance, Chambers Maintenance and the Nilfisk Maintenance with agreement that these would be looked at in detail when deciding the budget required for 2022/2023

ii. To confirm CIL spending report submitted to NKDC for the reporting year 2020/2021

Report previously circulated to Councillors. Proposed by Cllr Mr M West, seconded by Cllr Mr R Higgs. Vote results unanimous. **Resolved – to formally minute submission of report.**

iii. To discuss and agree financial budget spending for 2022/2023 (except staff salaries which will be discussed in closed session)

Councillors had been previously emailed financial information regarding suggested budgets and requirements for 2022/2023 based on current overspends and estimated future costs for each code. Ring fenced figures were discussed and agreed, as were proposed account and reserves movement. The proposal would mean budget requirement of £108,480.00 and therefore a precept request requirement of £105,480.00, equating to an increase of 0.11%, or 0.10p, on a Band D property. Proposed by Cllr MR R Higgs, seconded by Cllr MR T Atkinson. Vote results unanimous. **Resolved – to request a precept from NKDC of £105,480.00 to cover**

**expected expenses by HPC for the financial year 2022/2023 – subject to staff salary discussions in closed session.**

- iv. to discuss and agree any increase to the following –
- a. Allotment rents, including rental of 2<sup>nd</sup> field  
Proposal to increase allotment rents by 10% (and round up) and increase rental of second field to £200 on a rolling 3 year contract to cover general increase.
  - b. Cemetery charges  
Proposal to increase cemetery charges by 2% (and round up) to cover general increase.
  - c. Grass cutting of St Andrews Church (if service requested).  
Proposal to increase grass cutting from £330 to £350pa to cover increase in fuel charges.
  - d. Rental charge for use of Village Green for annual fun fair and other users (eg charity events)  
Proposal to increase (Fun Fair) rental from £180 to £200 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.
  - e. Pavilion and Playing fields rental – Rent is set within terms of current contract so no decision to be made.
  - f. 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-f were appropriately proposed and seconded and all votes were unanimous. It was therefore resolved to accept the proposals as detailed above.**

- v. To review and approve Asset Register  
Councillors had been previously emailed the current asset register.  
Proposed by Cllr Mr R Doughty, seconded by Cllr Mr R Kemmett.  
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), Total Gas and Power (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 Doughty, seconded by Cllr Mr M West.

Vote results – unanimous

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

**6. To discuss and consider email received from LCC regarding increase to general council tax thresholds and their proposal to increase Adult Social Care for 2022/2023.**

6.1 The detailed email had already been circulated to Councillors and it was generally agreed that their proposed increase of 3% for Adult Social Care (ASC) was appropriate so long as the amount was ringfenced and exclusively used for ASC.

6.2 The Clerk to submit the comment above to LCC.

**7. To confirm the next full Parish Council monthly meeting as Monday 31<sup>st</sup> January 2022**

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 P/Cllr Mrs S Tucker, seconded by P/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**

Members of the Public and the Clerk left the meeting at 2002hrs, the Chairman P/Cllr Mrs Palmer took minutes in the Clerk's absence.

8.i.4 *After much discussion and debate, increase to the salaries of the Clerk and Caretaker were agreed.*

*Proposal to reopen meeting, Cllr R Doughty, Cllr R Higgs. Unanimously agreed. 2023hrs*

**9. To give final approval to the agreed Precept requirement for 2022/2023**

9.1 Proposed by P/Cllr Mrs S Tucker, seconded by P/Cllr Mr R Higgs

9.2 Vote results – unanimous

9.3 **Resolved – that the Budget requirement for 2022/2023 will be £108,480.00 (using the NKDC Precept calculator, this equates to a Precept requirement of £105,480.00).**

9.4 Additional information – equates to a 0.10p increase, year on year, for a Band D property (↑0.11%).

The Chairman thanked everyone for attending and closed the meeting at 2025hrs

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