

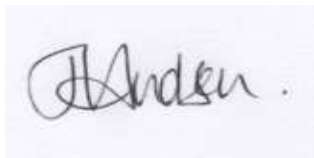
NOTICE OF A MEETING OF HECKINGTON PARISH COUNCIL

Dear Sir/Madam

I hereby give you notice that the Annual General meeting of Heckington Parish Council will be held in the Council Chambers, St Andrews Street on **Monday 20th May 2019 at 7.00pm**. Members of the public and press 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: J A Hudson



Dated: 13th May 2019

Clerk, Heckington Parish Council

AGENDA

1. **Chairman's Welcome and opening remarks.**
2.
 - i. **Election of Chairman for the ensuing year.**
 - ii. **To receive the Chairman's declaration of Acceptance of Office.**
3.
 - i. **Election of Vice Chairman for the ensuing year.**
 - ii. **To receive the Vice Chairman's declaration of Acceptance of Office.**
4. **To receive apologies for absence.**
5. **To receive any declarations of interest in accordance with the Localism Act 2011.**
6. **To consider any requests for dispensations received at or before the start of the meeting.**
7. **Minutes of the Parish Council Meeting held on 29th April 2019 to be approved as Minutes and signed.**
 - a. **Matters arising – no resolutions may be passed under this item**
8. **Public Speaking Time – 15 minutes allocated in total. Members of the public are each allowed 3 minutes to make representations.**
9. **Receive a report from the Police representative.**
10. **Receive a report from the County and District Councillors.**
11. **Receive a report from the Clerk.**
12. **Receive reports from Councillor's relating to their affiliation to local organisations.**
No resolutions may be passed under this item.
13. **Financial Matters**
 - a. **To approve payments as listed separately**
 - b. **To authorise the following regular invoices to be made by Direct Debit**
Annually – ICO subscription
Half Yearly – WCF Chandler (Fuel)
Quarterly – Anglian Water

BT Phone (LAP line)
Total Gas and Power (Cemetery)

Monthly - BT Phone (Office)
Total Gas and Power (Office)

- c. To authorise the following regular payments to be made by monthly Standing Order
 - Staff Salaries and associated costs (NIC etc) (variable - RFO to calculate on monthly basis using HMRC PAYE tools, and adjust Bank Standing Order accordingly.)
 - Chairman's Allowance
 - Pension Contributions
- d. To authorise RFO to make payments for goods or services by BACS if required by supplier, subject to Chairman and Vice Chairman signatories being present.
- e. To authorise Chairman and RFO to hold Current Account Debit Cards for use when necessary, subject to existing spending limits.
- f. To agree that above amendments to the Financial Regulations for Heckington Parish Council are made and formally adopt the regulations

- g. To approve application from Taylors Fun Fair to use Village Green for Heckington Show Weekend and decide upon fees applicable for current year (2017 rate was £165.00, 2018 rate was £170.00)

14. To approve the Standing Orders and Code of Conduct (based on NKDC Code) for Heckington Parish Council

15. To approve existing policies adopted by Heckington Parish Council, and approve system of ongoing reviews.

16. To propose and agree committees and their members. Current members as follows –

1. Standing Subs Committees –

- I. Allotments Committee - Members: Chairman (ex officio), Vice-Chairman (ex officio) and Councillors Atkinson and West
- II. Cemetery Committee - Members: Chairman (ex officio), Vice-Chairman (ex officio) and Councillors Atkinson
- III. Footpaths & Village Green Committee - Members: Chairman (ex officio), Vice-Chairman (ex-officio) and Councillor Atkinson
- IV. Planning Committee - Members: Chairman (ex officio), Vice-Chairman (ex-officio), and Councillors Atkinson and West
- V. Finance Sub Committee - Members: Chairman (ex officio), Vice-Chairman (ex-officio), and Councillors Jones, Doughty and Higgs
- VI. Sport & Youth Facilities Sub Committee - Members: Chairman (ex officio), Vice-Chairman (ex-officio) and Councillor Doughty
- VII. Health & Safety & Risk Assessment Sub Committee - Members: Chairman (ex officio), Vice-Chairman (ex-officio), and Councillors Garlick and West

(2) Outside Bodies

- | | |
|--|-----------------------------|
| I. Playing Field, Council representatives: | Councillors Woods & Doughty |
| II. Village Hall, Council representatives: | Councillor Atkinson |
| III. Heckington Village Trust: | Councillor Doughty |
| IV. Heckington Area Voluntary Car Service: | Councillor Jones |

17. Planning Matters.

(1) Applications to be ratified

- a. 19/0465/FUL – change of use from Class A1 (retail) to Class C3 (residential) – 21-23 High Street, Heckington, Sleaford, Lincolnshire (as verbally reported at item 10, Clerks Report, 29th April 2019 – it was commented that the High Street was already a mixture of retail and residential and there appeared no other reason to either specifically support nor object to this application)

(2) Applications approved

- a. 19/0216/FUL – Change of use from grass field to car park (retrospective) – Abbey Parks Farm Shop, Boston Road, East Heckington (as verbally reported at item 10, Clerks Report, 29th April 2019 – no specific comments raised)
- b. 19/0257/HOUS – Erection of replacement garage – 22 Kyme Road, Heckington, Sleaford (as verbally reported at item 10, Clerks Report, 29th April 2019 – no specific comments raised)
- c. 19/0350/HOUS – change of driveway material from gravel to block paving and extend adjacent to garage. Extend patio area and replace porch door.

(3) Applications rejected

- a. None received

(4) Applications withdrawn

- a. None received

18. To receive update on appeal process in respect of trees on Millers Way and decide course of action. Approve payments for works if appropriate.

19. To receive general correspondence.

- a. Letter from Planning Inspectorate – notification of decision of appeal as per item 18.

20. To confirm the date of the next full Parish Council meeting as Monday 24th June 2019 and the Annual Parish Meeting as Thursday 23rd May 2019 to be held at the Pavilion, Howell Road

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