

# NOTICE OF A MEETING OF HECKINGTON PARISH COUNCIL

Dear Sir/Madam

I hereby give you notice that a Precept meeting of Heckington Parish Council will be held in Council Chambers, St Andrews Street, Heckington on Monday 22<sup>nd</sup> January 2024 at 7.00pm.

Members of the Press and Public 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: T A Williams



Dated: 16<sup>th</sup> January 2024

Clerk, Heckington Parish Council

## AGENDA

- |           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
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| <b>1.</b> | <b>Chairman's Welcome and opening remarks</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>2.</b> | <b>To receive apologies for absence</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>3.</b> | <b>To receive a declaration of interest in accordance with the Localism Act 2011.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <b>4.</b> | <b>To consider any requests for dispensations received at or before the start of the meeting.</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>5.</b> | <b>To consider financial matters -</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|           | i. To discuss and agree financial budget spending for 2024/2025 (except staff salaries which will be discussed in closed session)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|           | ii. To discuss and agree any increase to the following –                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|           | a. Allotment rents                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|           | b. Cemetery charges                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|           | c. Rental charge for use of Village Green for annual fun fair and other users (eg charity events)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|           | 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 or any part of it or all or some of its inhabitants').                                                                                                                                                                                                                                                                                                                                                                                                    |
|           | iii. To review and approve Asset Register                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|           | iv. To approve payment methods as follows – Standing Orders for HMRC (variable NIC/PAYE Payments), Salaries (variable monthly/weekly payments as calculated by the approved accountant, NEST Pensions (monthly payment).<br>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 loan repayments based on agreed schedule), EDF (variable for cemetery and Chambers), WCF Chandlers (purchase of fuel as required)<br>BACS payments for all other invoices where possible, subject to Financial Regulations. |
| <b>6.</b> | <b>To confirm the next full Parish Council monthly meeting as Monday 29th January 2024</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>7.</b> | <b>To resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 to discuss -</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|           | i. Staff salaries/bonus payments/overtime occasions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |

8.	To give final approval to the agreed Precept requirement for 2024/2025
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