

NOTICE OF A FINANCE COMMITTEE MEETING OF HECKINGTON PARISH COUNCIL

Dear Sir/Madam

I hereby give you notice that the **Finance Committee** meeting of Heckington Parish Council will be held in the **Parish Council Chambers, St Andrews Street, Heckington**, on **Monday 16 December 2024 at 7.30pm**. Members of the Press and Public are invited to attend. Members of the Parish Council Finance Committee 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: Heidi Wilson, Clerk

Dated: Wednesday 11 December 2024

AGENDA

1. Chair's Welcome

2. Public Forum: Fifteen minutes will be set aside for members of the public to ask questions or make short statements to the committee about finance related matters. The council may choose not to answer any question; a response may instead be given in writing. Matters raised may be added to an agenda for a future meeting. Members of the public are welcome to stay for the parish council meeting after the public session, but they **are not** permitted to speak during that meeting unless invited to do so.

3. Councillors present

4. Apologies

Apologies for absence and reasons given.

5. To receive any reports of member's interest, pecuniary or otherwise in relation to the agenda and any dispensations in accordance with the Localism Act 2011

6. Finance Matters

a) Grants

- i) To discuss the application process for grant requests to the parish council (including Section 137 of the Local Government Act 1972) to include associated requirements and criteria.
- ii) To discuss the need for an application form and template for a business case.

b) To discuss the current use of the Parish Council Chambers by the Library service and HAVCS and its future use as potential office and events space.

c) Pavilion

- i) To discuss details of the tenancy agreement for the Pavilion to present to the Parish Council in January 2025.
- ii) To discuss the buildings survey (if available).

d) To discuss the progress with the review of Contractors and Professional Service suppliers used by the Parish Council (preferred supplier list)

e) To discuss the budgetary process with emphasis on precept setting for 2025/26.

f) To review ring-fenced reserves.

- g) To resolve to approve closing the account with Daisy Telecommunications to remove the landline facility; to resolve to approve use of the Clerk's mobile telephone for a nominal monthly contribution.
- h) To receive any updates from the committee in relation to enquires being made with land agents and solicitors in relation to Star Fen.

7. Date and time of the next meeting

8. Closed Session

- a) To discuss details of the tenancy agreement for the Pavilion (particular details relating to the agreement may need to be discussed in closed session).

If you require a more detailed version of the agenda, please contact the Clerk.

If you would like to attend the Parish Council meeting and have accessibility requirements, please contact the Clerk ahead of time so that reasonable adjustments can be made.