

NOTICE OF A MEETING OF HECKINGTON PARISH COUNCIL

Dear Sir/Madam

You are summoned to attend the Heckington Parish Council meeting to be held in the **Parish Council Chambers, St Andrews Street, Heckington on Monday 7 April 2025 at 7.30pm.**

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: Heidi Wilson, Clerk & RFO

Dated: 2 April 2025

AGENDA

The parish council may pass a resolution on any agenda item, even if the agenda does not specifically state 'to resolve to approve'. This wording 'to resolve to approve' in certain circumstances could be interpreted as predetermination. The parish council have received advice from LALC in relation to this matter.

1. Chair's Welcome (Safety Announcements)

2. Public Forum: Fifteen minutes will be set aside for Members of the Public to ask questions or make short statements to the Council. 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 **are not** permitted to speak during the meeting. If you would like to make comment during the meeting, please raise your hand if you are able 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. Minutes (*Please note that Committees will approve their own minutes at their next committee meeting*)

- a) To resolve to approve the minutes of the Parish Council meeting held on Monday 31 March 2025.
- b) To resolve to approve the minutes of the Staffing Committee Meeting on 26 September 2024 (if quorate).

7. Outstanding Agenda Items for Discussion further to the meeting on Monday 31 March 2025

- a) To receive a recommendation from the Finance Committee in relation to a review of the effectiveness of the parish council's system of internal control.
- b) To review the action plan arising from the internal audit process.
- c) To review the quotes for replacement windows at the Pavilion.

8. General Items

- a) To agree the purpose, publication date and content of the newsletter agreed as part of the Parish Council's communication strategy.
- b) To agree a process for authorising time-sensitive small expenditures. *Councillor Davison*

9. Finance

- a) To review the Year End Finances for 2024/25.
- b) To ratify the transfer of £2640.00 to cover the net element of the Fineturf invoice which is to be paid with S106 monies.
- c) To resolve to approve the transfer of £10,000 from the deposit account to the current account to cover expenditure on 1 April 2025 pending receipt of the precept.
- d) To review the assertions in the AGAR for 2024/25 with a view to completion after the internal audit at the end of April 2025.

10. Date and time of the next meeting/s

11. Questions from the public (time permitting at the discretion of the Chair).

12. Closed session

- a) To review progress in terms of the sale of Star Fen.