

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 Thursday 24 April 2025 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: 18 April 2025

The Finance Committee 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.

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

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. Approval of Minutes

To resolve to approve the minutes of the Finance Committee meeting on 13 March 2025 as a true and accurate record of that meeting.

7. Finance

- a) To discuss and understand the role of the Finance Committee.
- b) To agree protocols for the monthly monitoring of the cashbook, bank reconciliation, invoices and bank statements by two councillors.
- c) To discuss the invoice for the Heckington Show Fair (historically £200, 25/26 budget £500). Please note that a proposal has been put forward to amend this resolution at the Parish Council meeting on 28 April 2025.
- d) A review of year end finances with a view to making recommendations to the Parish Council
 - i) To note the bank balances as of 31 March 2025.

Current Account	3608.88
Bank Account S106	28,458.34
Bank Account Deposit	49,149.24
Petty Cash	0.00
TOTAL	81,216.46

- ii) To review the year end bank reconciliation and cashbook.
- iii) To review the VAT 126 application.
- iv) To review the year end accounts (cashbook).
- v) To note the date of the internal audit.

e) To agree an action plan in relation to parish council reserves.

f) To discuss S106 funding availability (for the strategic formation of playing fields).

g) To discuss grant applications for funding to progress plans for the Pavilion.

- Sleaford Community Power Fund
- Football Foundation
- Others

8. Date and time of the next meeting

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

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.