

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 June 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: 11 June 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 29 May 2025 as a true and accurate record of that meeting.

7. Finance

- a) Quarterly review of the risk register.
- b) To review costings for a new ride-on mower for cemetery use (prices range from £1975.00 to £2,720.00).
- c) To resolve to approve the formation of a working party to discuss future financial models for the Pavilion.

8. Chambers

- a) To note the updated to the Fire Risk Assessment action plan.
- b) To review the findings of the legionella risk assessment and matters arising (deferred from the May meeting).
 - i) To review quote/s for remedial work and quarterly housekeeping tasks.
- c) To receive an update from the Clerk in relation to enquiries made with AccessAble, NRAC Accessibility Consultants in relation to a review of the Parish Council Chambers and Pavilion.
- d) To review the quote from Fentec Electrical to put right the findings from the EiCR.

- e) To review the quote from Fentec Electrical to install an automatic light sensor in the office/library corridor.
- g) To note the requirement for all visitors to the Parish Council Chambers to sign in using the GDPR compliant signing in book.

9. Date and time of the next meeting

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

11. Closed Session

- a) To discuss the redrafted Pavilion tenancy agreement.

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.