

## 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 9 March 2026 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: 4 March 2026

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 Thursday 30 October 2025 as a true and accurate record of that meeting.
7. **Finance**
  - a) To discuss the Pavilion budget head set for 2026/27.
  - b) To review the year end process and AGAR (income and expenditure accounting method).
  - c) A review of AGAR assertions with a view to providing recommendations to the Parish Council;

1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have significant financial effect on the ability of the authority to conduct its business or manage its finances.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.

5. We carried out an assessment of the risk facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.
7. We took appropriate action on all matters raised in reports from internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.
9. The Council is the sole managing trustee and has discharged its accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.
10. Digital and data compliance

- d) A review of finance policies with a view to making recommendation to the Parish Council at the Annual Parish Council meeting in May to include:
- Expenses Councillors
  - Expenses Staff
  - Financial Reserves Policy
  - Financial Regulations
  - Grant Awarding Policy
  - Risk Register
  - Investment Strategy
  - Terms of Reference
- e) To review the action plan arising from the intermediate audit.
- f) Chambers
- i) To discuss the benefit of providing fire warden training for the library volunteers.
  - ii) Chambers accessibility report *(if available)*
  - iii) To review the quote for the new Evac Chair.

## 8. Date and time of the next meeting

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

## 10. 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.*