

# HECKINGTON PARISH COUNCIL

## **Minutes of the meeting of Heckington Parish Council held virtually, in line with Section 78 of the Coronavirus Act 2020, Monday 27th July 2020 commencing at 1900hrs**

Attendance: via Google Meet (Meeting link nfm-ffoj-wtp)

Chairman - P/Cllr Mrs J Palmer

Parish Councillors – Mr T Atkinson, Mr R Doughty, Mr A Garlick, Mr R Higgs, Mr M Jones, Mrs S Tucker, Mr M West, Mr R Woods

County Councillor – None

District Councillors – None

Minute Taker – Clerk, Ms J Hudson

Police Representative – None present

Press Representative – None present

Members of the Public – Nil

### **1. Chairman's Welcome and Opening Remarks**

- i. The Chairman welcomed everyone to the first Full Council meeting held on-line. Due to a lot of feedback and time delays, Councillors were requested to raise their hands in order to speak, and to turn microphones off when not using. It was noted that the meeting was quorate and that there had been no requests from Members of the Public to attend/or comment. The time limit was understood to be 1 hour on this meeting platform and a further meeting may have to be called if time runs out.

### **2. To receive apologies for absence**

Apologies received from P/Cllr Mr D Couzens and Mr R Kemmett – confirmed having technical issues.

District Councillors submitted a report to be read at item 9. Subsequent apologies from County Councillor Mr B Young, who did not receive the meeting link details.

### **3. To receive any declarations of interest in accordance with the Localism Act 2011**

- i. P/Cllr Mr R Higgs declared a non-pecuniary interest in item 12 (1a) and 12 (1e)

### **4. To consider any written requests for dispensations received at or before the start of the meeting.**

- i. None received

### **5. i. Minutes of the Parish Council Meeting held on Monday 24<sup>th</sup> February 2020 to be approved as Minutes and signed.**

Proposed by Cllr Mr R Woods and seconded by Cllr Mr A Garlick

Vote results unanimous.

#### **Resolved – To approve minutes as above**

Matters arising – no resolutions may be passed under this item

The Chairman pointed out that the works previously approved to clean the War Memorial and to resurface the Car Park have been delayed due to the Corona Virus situation, but were still expected.

### **6. Submitted questions/comments from the public –**

#### **NB Members of the Public will not be able to speak at this meeting**

All questions or comments MUST be submitted in writing to the Clerk by Monday 27<sup>th</sup> July 2020 at 12 noon and will be presented by the Clerk to the Councillors.

**None received**

**7. Financial Matters (all relevant documents previously emailed to Councillors for their information)**

1. To approve payments as listed

01-Apr-20	4293	Rates - Cemetery		499.00
01-Apr-20	4294	Rates - Village Green		499.00
01-Apr-20	N/A	Rates - Chambers	NIL	
01-Apr-20	PCash20	Council Expenditure - Emergency fund		30.13
01-Apr-20	PCash21	Council Expenditure - Emergency fund		19.74
01-Apr-20	PCash20	Council Expenditure - Repaid	-	30.13
01-Apr-20	PCash21	Council Expenditure - Repaid	-	19.74
04-Apr-20	4295	Maintenance - Allotments - Black Sluice		69.98
06-Apr-20	DDebit	Public Works Loan Board		3,835.66
10-Apr-20	DDebit	Bank Charges		5.00
10-Apr-20	DDebit	Pension Contributions		188.87
13-Apr-20	DDebit	Phone		50.40
20-Apr-20	BACSJH	Inspections/Maint - Play Areas		162.00
21-Apr-20	4296	Maintenance - Supplies - gloves/mirrors		55.43
21-Apr-20	4297	Maintenance - Allotments - spare keys		138.00
21-Apr-20	DDebit	Water - Allotments		27.44
21-Apr-20	DDebit	Water - Cemetery		27.49
27-Apr-20	BACSJH	Office Supplies - espo - laminates, labels, paper		99.78
28-Apr-20	DDebit	Electricity - Chambers		1,018.66
28-Apr-20	DDebit	Electricity - Cemetery		146.95
01-May-20	4298	Rent - Allotments refund for key		15.00
04-May-20	DCardJH	Office Supplies - computer video webcam - amazon		23.99
07-May-20	DCardJH	Office Supplies - 100 x 2nd class		65.00
10-May-20	DDebit	Pension Contributions		195.36
12-May-20	4299	Maintenance - Chambers - CCTV Repair		345.60
12-May-20	4300	Maintenance - Supplies - strimmer wire burdens		24.41
15-May-20	DDebit	Bank Charges		5.00
15-May-20	DCardJH	Maintenance - Supplies - sprayer and disinfectant amazon		37.47
15-May-20	DDebit	Phone		50.40
26-May-20	DDebit	Phone		105.12
27-May-20	4301	Maintenance - Supplies - disposable gloves AGM		12.79
10-Jun-20	DDebit	Pension Contributions		195.36
12-Jun-20	DDebit	Bank Charges		5.00
13-Jun-20	DDebit	Phone		50.40
16-Jun-20	4302	Donaldsons DIY		66.00

19-Jun-20	PCash	Miscellaneous - Covid volunteer fund	19.19
19-Jun-20	PCash	Miscellaneous - repayment of above	- 19.19
19-Jun-20	PCash26	Maintenance - Chambers - window cleaning	20.00
29-Jun-20	DCardJP	Staff Clothing - screwfix/overalls	39.99
30-Jun-20	DDebit	NIC and PAYE	1,404.25
01-Jul-20	4303	Maintenance - Nilfisk Machine burdens/brushes	171.60
02-Jul-20	4304	Refund/reissued cheque as per 23/06	30.35
02-Jul-20	4305	Inspections/Maint - Lift - Annual Service	390.00
10-Jul-20	DDebit	Bank Charges	5.00
10-Jul-20	DDebit	Pension Contributions	195.36
11-Jul-20	DDebit	Fuel - 500l @ 41.90 delivered in June	219.98
23-Jul-20	4306	Maintenance - Village - Mayflower play area	786.24
23-Jul-20	4307	Maintenance - Supplies - Jewsons Angle grinder	107.80
23-Jul-20	4308	Insurance - Vehicles (+ Tax) - Nilfisk Tax	165.00
23-Jul-20	4309	Maintenance - Cemetery - weedkiller Complete Weed Control	90.00
23-Jul-20	DDebit	Phone	50.40
24-Jul-20	4310	Insurance - Public Liability	2,474.34
24-Jul-20	4311	Maintenance - Polaris - mirror burdens	24.00
24-Jul-20	DDebit	Electricity - Cemetery	104.30
24-Jul-20	DDebit	Electricity - Chambers	188.10
24-Jul-20	BACS	Tree Works - Mayflower Drive	775.00
27-Jul-20	4312	Donaldsons DIY	93.55
27-Jul-20	PCash	Office Supplies - Toilet Paper	7.00
27-Jul-20	PCash	Office Supplies - Disinfectant spray	6.00
Apr-Jul		Salaries and Chairmans Allowance	10,019.71
<b>Total Expenditure April - July 21st</b>			<b>25,388.53</b>

Cllr S Tucker had previously asked for clarification of variance of the chambers electricity charges. The Clerk explained that the April invoice had covered the Jan-March usage, which is historically greater than the warmer/summer months. Also that the library and Car Service were shut (Covid-19) and therefore the usage since the lockdown started was reduced.

Proposed by Cllr Mr R Higgs, seconded by Cllr Mr A Garlick

Vote results – unanimous

**Resolved – to approve payments as listed above**

2. To review end of final quarter figures (Jan-Mar 2020)

See appendix 1

Figures reviewed as per Appendix 1

3. To review and approve Section 1 – Annual Governance Statement 2019/2020

Proposed by Cllr Mr R Woods, seconded by Cllr Mr R Higgs

Vote results – unanimous

**Resolved – to approve the Annual Governance Statement 2019/2020**

4. To review and approve Section 2 – Accounting Statements 2019/2020  
Proposed by Cllr Mr M Jones, seconded by Cllr Mr R Higgs  
Vote results – unanimous  
**Resolved – to approve the Accounting Statements 2019/2020**

5. To confirm Parish Grass Cutting Agreement for 2020/2021 (£693.35 income for 2019/2020)  
Proposed by Cllr Mrs J Palmer, seconded by Cllr Mr R Woods  
Vote results – unanimous  
**Resolved – to accept LCC Parish Grass Cutting Agreement for 2020/2021 as detailed in contract**

6. To ratify request from Heckington Community Swimming Pool to defer repayment of loan for the financial year 2020 – request made due to season closure as a result of Covid-19  
Proposed by Cllr Mr M West, seconded by Cllr Mr M Jones  
Vote results – unanimous  
**Resolved – to accept deferment of loan payment for the financial year 2020 due to Covid-19 forced closure**

7. To ratify Insurance renewal 2020/2021 £2,424.34 (2019/2020 £2,357.21) as agreed with Finance Committee Members (by email - unanimous) (In contract with Came & Company until Aug 2021)  
Renewal previously ratified unanimously by Financial Committee by email (Cllrs Mrs J Palmer, Mr R Woods, Mr R Doughty, Mr R Higgs, Mr M Jones)  
Proposed by Cllr Mr R Woods, seconded by Cllr Mr A Garlick  
Vote results – unanimous  
**Resolved to ratify renewal of insurance as above.**

8. To consider quote from Newman Moore (preferred supplier) to re-point chambers building – as per previous discussion regarding degrading brickwork – 24<sup>th</sup> June 2019 item 17.  
Proposed by Cllr Mr A Garlick, seconded by Cllr Mrs S Tucker  
Vote results – unanimous  
**Resolved to accept quote as above for £3,420+VAT from preferred supplier Newman Moore**

9. To notify Councillors of pending review of Financial Regs, Standing Orders and other Policies  
The Chairman reminded Councillors that an annual review of Standing Orders and other Policies is due, but has been delayed due to Covid-19. Specifically she mentioned that some amendments to the Financial Regulations were required as a result of the internal audit, which she would need to outline in closed session due to the fact they discussed commercial tenders.

The Chairman, on behalf of the Council thanked the internal auditor for his time spent reviewing the Council accounts and for his valuable advice.

**8. Receive a report from the Police representative.**

None present

**9. Receive a report from the County and District Councillors.**

A typed report from D/Cllr Mrs S Tarry was read by the Clerk as follows –

*At the time of writing this report we do not have any update on the Heckington Manor planning application, but an email requesting an update has been sent to the planning officer. If we are made aware of anything we will obviously advise accordingly.*

*Hopefully the parish council has been receiving the Parish Council Update emails from NKDC and this has been useful in keeping you in touch with what has been happening over the last few months. Council meetings are still being held remotely via Teams and only a very limited number of officers have been allowed back into the Council offices, with the situation being monitored closely.*

*We were very disappointed that the Heckington Show did not take place this year, but due to the unprecedented circumstances we appreciate it was the right decision to make. We look forward to supporting the Show next year.*

*Please let us know if there is anything you think we can help with.*

**10. Receive a report from the Clerk**

Due to potential time restraints, the Chairman moved to defer this item until the end – no objections

**11. Receive reports from Councillor's relating to their affiliation to local organisations.**

No resolutions may be passed under this item.

None received

**12. Planning Matters.**

- a. Minutes of the virtual Planning Committee meeting held on 16<sup>th</sup> July 2020 to be approved as minutes and signed.

Proposed by Cllr Mr R Woods, seconded by Cllr Mr R Doughty

Vote results – unanimous

**Resolved – to approve minutes as above**

**(1) Previous Applications to be ratified**

- a. 20/0272/TPO – T1 Oak – reduction of lateral limbs overhanging boundary to a maximum of 3m to suitable growth points – 2 Limetree Walk, Heckington, Sleaford, Lincolnshire, NG34 9TF (Cllr Mr R Higgs declares an interest)
- b. 20/0269/TCA – T1/T2/T4 Silver Birch – fell; T3/T5 Silver Birch – crown reduction by approx. 5m; T6 Cherry – fell – 44 High Street, Heckington Sleaford, Sleaford, Lincolnshire, NG34 9QT
- c. 20/0317/VARCON – Application to vary condition 8 (approved plans) to change position of toilet in studio and change position of garage door and window, attached to application 19/1028/FUL – Erection of bungalow and studio – Land to Rear of 29 & 31 Kyme Road, Heckington, Sleaford, Lincolnshire, NG34 9RS
- d. 20/0374/HOUS – Demolition of brick lean to outbuilding to rear of house and proposed single story rear extension and two storey side extension – 42 Station road, Heckington, Sleaford, Lincolnshire, NG34 9JJ
- e. 20/0387/HOUS – Erection of single storey rear extension – 2 Limetree Walk, Heckington, Sleaford, Lincolnshire, NG34 9TF
- f. 20/0321/FUL – Replacement of boundary fencing – Heckington Village Hall, 9 high Street, Heckington, Sleaford, Lincolnshire
- g. 20/0571/TCA – T1 Prunus Cerasifera Pissardii (Cherry Plum Tree) – fell – 16 High Street, Heckington, Sleaford, Lincolnshire, NG34 9QZ

- h. 20/0651/LBC – Replace sash windows in front of house and front door and frame. Existing single-glazed windows to be replaced with ultra slim line double glazed windows. Yorkshire sliders on the side and rear of the house to be replaced with flush casements – 13 Church Street, Heckington, Sleaford, Lincolnshire, NG34 9RF
- i. 20/0667/HOUS – Demolition of existing single storey flat roof rear extension and erection of single storey hipped roof rear extension – 34 Hale Road, Heckington, Sleaford, Lincolnshire NG34 9JW
- j. 20/0691/TCA – T1/T2 Holly – reduce by 6ft; T3/T5 Silver Birch – reduce by one third; T6 Sycamore – fell – 81 High Street, Heckington, Sleaford, Lincolnshire, NG34 9RJ
- k. 19/1172/LBC – Replacement windows and doors to front and rear (Part retrospective) – Courtesy Cottage, 89 High Street, Heckington, Sleaford, Lincolnshire
- l. Receipt of amended details – Demolition of brick lean to outbuilding to rear of house and proposed single storey rear extension and two storey side extension – 42 Station road, Heckington, Sleaford
- m. 20/0741/FUL – Receipt of amended details – Erection of 33 affordable houses along with associated infrastructure – Land East of Welchman Way, Heckington
- n. 20/0813/HOUS – Single storey side extension and change of location of front entrance – 5 Nash Close, Heckington, Sleaford, Lincolnshire, NG34 9UP
- o. 20/0676/FUL – change of use from hairdressers (class use A1) to hairdressers (class use A1) and beauty salon (sui generis) – 30 High Street, Heckington, Sleaford, Lincolnshire, NG34 9QZ
- p. 20/0817/HOUS – Proposed new roof over garage/car port. Proposed new entrance with wc and storeroom – 6 church Street, Heckington, Sleaford, Lincolnshire NG34 9RF

**(2) Applications approved**

- a. 20/0064/FUL – change of use from veterinary surgery to office space – 25A High Street, Heckington, Sleaford
- b. 20/0317/VARCON – Application to vary condition 8 (approved Plans) to change position of toilet in studio and change position of garage door and window, attached to application 19/1028/FUL – Erection of bungalow and studio – Land Rear Of 29 & 31 Kyme Road, Heckington, Sleaford
- c. 20/0572/FUL – Erection of agricultural building to rear 300 pigs – Rakes Farm, Main Road, Swineshead PE20 3PZ
- d. 20/0374/HOUS – Single storey rear extension and two storey side extension, together with the reconstruction of the existing garage – 42 Station road, Heckington, Sleaford
- e. 20/0387/HOUS – Erection of a single storey rear extension – 2 Limetree Walk, Heckington Sleaford
- f. 20/0667/HOUS – Demolition of existing single storey flat roof rear extension and erection of single storey hipped roof rear extension – 34 Hale Road, Heckington, Sleaford, Lincolnshire NG34 9JW

**(3) Applications rejected**

- a. None received

**(4) Applications withdrawn**

- a. 19/1651/FUL – Substitution of house types Plots 47 & 48 from 3 bed bungalows to 3 bed semi detached houses and addition of Plot 49a together with Plot 49 to form 2 3 bed semi detached houses – Land North of Boston Road, Heckington

**(5) Prior Notifications received (Information only - no action required from HPC)**

None received

Cllr Mr R Higgs had previously declared a non-pecuniary interest in item 12 (a) and 12 (e), remainder of Councillors - unanimous vote to ratify all above.

**13. To formally ratify and minute Council actions taken during the lockdown period as follows –**

The Chairman confirmed that as physical meetings were not allowed during the lockdown period and that (at the beginning of lockdown remote meetings were not legal), any unplanned financial or non-financial discussions which required more urgent attention had been taken electronically via email. The Clerk has an electronic record of responses as detailed below.

1. To withdraw up to £400 cash from Parish Council current account for Emergency Volunteer Team use if required – (recorded emails majority 7 x for)
2. To ratify payment of £117 to pay for Planning Permission to replace railing on Village Hall. (within Chair and Vice Chair financial limits). **The Chairman confirmed that the £400.00 cash has now been deposited back into the current account.**
3. To ratify decision to allow Cllr Palmer to source a telephone call recording system for the office, following incidents reported by the Clerk. (previously emailed majority)
4. To ratify decision to remove trees on Mayflower green area which were a risk to the adjacent dwellings - £775.00 (recorded emails majority 8 x for)
5. To ratify permission to site 'key workers' bench (funded by residents) on corner of Church Street/Churchill Way
6. To discuss Play Park areas including to ratify decision to purchase parts to repair equipment (confirmed as £786.24inc VAT Mayflower Drive) and the expenditure of £475.00+VAT on self closing gates at Pavilion and Playing Fields Play area (recorded emails majority 10 x for)

Proposed by Cllr Mrs S Tucker and seconded by Cllr Mr A Garlick

Vote results – unanimous

**Resolved – to re-confirm and ratify the decisions 1-6 as taken above**

It was subsequently discovered and highlighted by Cllr Mrs S Tucker, that the issue and email decision in respect of not re-opening of the Play Park areas had been omitted from the discussions in this item. Therefore, an email to Councillors was sent on Tuesday 28<sup>th</sup> July 2020 by the Chairman which apologised for this omission. In response, a unanimous agreement was received which resolved to add an addendum to these minutes to formally record the previous decision –

***Having spent many hours researching the detailed government guidance about re-opening play parks and the consideration of the relevant cleaning and PPE equipment needed (initial cost of circa £1,250.00, plus ongoing costs of circa £100 per month) an email vote was taken as to the viability. The result was four in favour of re-opening and six against re-opening. Therefore the play areas on both Mayflower Drive and the Pavilion and Playing Fields will remain closed because the Parish Council does not feel that they are able to facilitate their safe usage at this stage, in line with the current guidance. This decision will be reviewed as a result of any new government guidance or by 17<sup>th</sup> August 2020, whichever is sooner.***

**14. To consider consultation paperwork from Highways re: no waiting restrictions on corner of Cameron Street/Church Street**

The Chairman invited Councillors to speak with their views.

Cllr Mr M Jones, although welcoming the proposal of markings, suggested that the no waiting lines should actually extend to further along Church Street. This road corners into Cameron Street and parked

cars cause obstacles to drivers in both directions.

Cllr Mrs S Tucker, offered to declare a non-pecuniary interest as a nearby resident, but with the Chairman's permission commented that the addition of no waiting markings would surely just cause congestion and parking issues elsewhere, as some of the houses do not have off road parking facilities.

Cllr Mr R Doughty wanted to record that he agreed with Cllr Mr M Jones' comments.

These comments will be forwarded to both C/Cllr Mr B Young and also submitted towards the Highways consultation paperwork.

**15. To receive general correspondence.**

(1) Letter dated 23<sup>rd</sup> April 2020 from CAB Mid-Lincolnshire, requesting financial donation – donations are discussed at next Precept meeting, therefore request deferred.

(2) Confirmation of entry to Cemetery of the Year Awards 2020 – information only

(3) Notification of consultation of NKDC Licensing Policy – 7<sup>th</sup> July 2020 to 7<sup>th</sup> September 2020 – previously emailed to Councillors – information only

**16. To discuss/confirm the process/venue/timing of the full Parish Council meeting**

The Chairman again confirmed that Heckington Parish Council had actually now met its legal requirement as to the number of meetings per year. Heckington Parish Council does not hold a meeting in August. Therefore, with the current Covid19 social distancing and shielding guidance in place which restricts the holding of physical meetings, no firm date was set for a physical meeting.

The Chairman, after all the technical issues and difficulties experienced this evening, proposed that although remote meetings are now considered legal, unless a specific situation/action is considered by either the Chairman or Clerk to require a remote meeting (ie matters of urgency or exceeding financial limits), then the routine Council administration would continue as now.

It was generally hoped that a physical meeting would be able to be held by the end of September – although likely to be in the Village Hall where there is more room.

**To resolve to go into closed session in accordance with the Public Bodies (Admissions to Meetings) Act 1960 if required.**

Proposed by Cllr Mrs J Palmer, seconded by Cllr Mr T Atkinson

Vote results – unanimous

**Resolved – to go into closed session**

There were no Members of the Public or Press at the meeting.

The Chairman referred to item 20 of the meeting held on the 25<sup>th</sup> November 2019 during closed session, which related to the consideration of tenders for the re-surfacing of the car park.

The internal auditor had highlighted that insufficient detail was provided within the minutes to justify the choice of successful tender in line with the legal requirements of para 11.15 of the Heckington Parish Council Financial Regulations which state – *'The Council shall generally accept the lowest tender unless there is good reason not to do so. If the Council does not accept the lowest tender, it should record the reasons for its decision.'*



He further advised that a minute should be recorded retrospectively to explain the decision in greater detail and would be sufficient to satisfy the external audit.

The Chairman although stating that it was discussed in full detail at the time, proposed the following addendum to the minutes on item 20, 25<sup>th</sup> November 2019 –

*‘Both companies were given an identical brief to resurface the car park to our specification. Within the tenders received it was noted that the description of works which appeared more detailed and to offer the most long lasting solution, happened to be the more expensive of the two. In light of the previous experience of the car park resurfacing, (which had resulted in works which has rapidly degraded since being completed), it was agreed to be prudent and better long term value to accept the more specific quote.*

*The decision to NOT accept the lowest quote is therefore covered by para 11.15 (b)(b) HPC Financial Regulations - (Valid reasons for not accepting the lowest quote) which states – ‘**The Council believe that better long-term value could be achieved by accepting a higher priced but higher specification tender (eg. a painting tender with a specification that might lead to repainting at seven year intervals instead of four year intervals is arguably a better buy)**’.*

The Chairman advised that because Cllr Mrs S Tucker was not a Councillor at the time of the 25<sup>th</sup> November 2019 meeting, that she could abstain if she wished.

Proposed by Cllr Mrs J Palmer, seconded by Cllr Mr R Doughty

Vote results – unanimous (Cllr Mrs S Tucker abstained)

**Resolved – to add the above addendum to the minutes of 25<sup>th</sup> November 2019 to fulfil the advice received from the internal auditor and the requirements of HPC Financial Regulations.**

The Chairman on closing the meeting and on behalf of the other Councillors, presented the Clerk and (the following day) the Caretaker a gift card. She thanked both members of staff for their extra efforts during the Covid19 lockdown period.

Purchase of gift cards had been previously approved and recorded by email – vote results majority

Meeting closed at 1940hrs

Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_



Appendix 1 to item 7.2 (page 21)

Parish Council 2019-2020 =  
overspend

Class	Set Budget for 2019-2020	Expenditure	Final Budget Balance	Notes for explanation	Recorded decision or when highlighted	Remedial action
A1 Audit	600.00	- 502.07	97.93			
B1 Bank Charges	80.00	- 60.00	20.00			
C1 Capital Equipment	2,000.00	- 133.94	,866.06			
C2 Chairmans Allowance	720.00	- 720.00	-			
C3 Christmas Decorations	2,000.00	- 220.00	1,780.00			
C4 Council Expenditure - Memorials etc	1,000.00	- 875.27	124.73			
C5 Councillor Expenses	100.00	- 68.40	31.60			
D1 Defibrillator	400.00	- 223.20	176.80			
D2 Donaldsons DIY	400.00	- 407.64	- 7.64	General overspend - Unbudgeted donation to Methodist community hall	precept	No increase to budget set for 2020-2021 - monitor
D3 Donations	2,000.00	-2,950.00	- 950.00		28th October 2019 item 17	No increase to budget set for 2020-2021 - assess any further requests
E1 Election Expenses	10,000.00	- 141.14	9,858.86			
E2 Electricity - Cemetery	750.00	- 333.25	416.75			
E3 Electricity - Chambers	2,500.00	-1,905.41	594.59			
F1 Fuel	800.00	- 645.02	154.98			
H1 Highways Verge Maintenance	1,000.00		1,000.00			
H2 Hire of Rooms	60.00	- 30.00	30.00			
I1 Inspections/Maint - Fire	300.00	- 239.52				

27<sup>th</sup> July 2020

19 - 2020

Initials :

Safety			60.48			
I2 Inspections/Maint - Lift	400.00	- 352.26	47.74			
I3 Inspections/Maint - Play Areas	200.00		200.00			
I4 Inspections/Maint - SID	300.00		300.00			
I5 Insurance - Public Liability	2,500.00	-2,407.21	92.79			
I6 Insurance - Vehicles (+ Tax)	1,300.00	-1,122.12	177.88			
L1 Legal Fees	1,000.00		1,000.00			
M1 Maintenance - Allotments	500.00	-1,560.99	-1,060.99	Purchase of additional supplies, and 2x pest control invoices	28th October 2019 item 16	Budget increase to £1,500 for 2020-2021
M2 Maintenance - CCTV	130.00		130.00			
M3 Maintenance - Cemetery	500.00	- 404.00	96.00			
M4 Maintenance - Chambers	2,500.00	- 392.35	2,107.65			
M5 Maintenance - Nilfisk Machine	500.00	-1,483.95	- 983.95	Unexpected repairs to Nilfisk following breakdown	24th June item 7b and 29th July 2019 item 7b	Budget increase to £1,000 for 2020-2021
M6 Maintenance - Playing Fields	500.00	-1,381.97	- 881.97	2x pest control invoices (2018-2019 and 2019-2020) and unexpected new CCTV and bins for play park	25th November item 7	Budget increase to £1,000 for 2020-2021
M7 Maintenance - Polaris	500.00	- 176.87	323.13			
M8 Maintenance - Supplies	1,000.00	- 597.41	402.59			
M9 Maintenance - Village	750.00	-1,159.60	- 409.60	unexpected cost of village crest materials	precept	Budget increase to £1,500 for 2020-2021

MI Miscellaneous	500.00	-1,393.20	- 893.20	unexpected cost of placing job advertisement	20th January 2020	No increase to budget set for 2020-2021 - monitor
N1 NIC and PAYE	7,000.00	-7,250.53	- 250.53	underestimation when setting budget	precept	Budget increase to £10,000 for 2020-2021
O1 Office Supplies	1,000.00	- 277.10	722.90			
P1 Parish Hospitality	500.00		500.00			
P2 Pension Contributions	1,500.00	-2,193.95	- 693.95	underestimation when setting budget	20th January 2020	Budget increase to £2,500 for 2020-2021
P3 Pest and Weed Control	500.00		500.00			
P4 Phone	2,500.00	-1,744.57	755.43			
P5 Play Area Project		-74,954.64	-74,954.64	final invoice for project budget 2018-2019	precept	Project finished - no further costs expected
R1 Rates - Cemetery	750.00	- 491.00	259.00			
R2 Rates - Chambers			-			
R3 Rates - Village Green	550.00	- 491.00	59.00			
S1 Salaries	35,000.00	- 28,600.49	6,399.51			
S2 Staff Clothing	250.00	- 103.37	146.63			
S3 Staff Training	400.00		400.00			
S4 Staff Travel	125.00		125.00			
S5 Subscriptions	300.00	- 216.00	84.00			
T1 Tree Works	3,000.00	- 2,025.00	975.00			
V1 Village Green	2,750.00	- 988.80	1,761.20			
W1 Water - Allotments	400.00	- 232.09	167.91			
W2 Water - Cemetery	200.00	- 63.06	136.94			
W3 Water - Chambers	400.00		400.00			
Total budget Spend	94,915.00	- 41,518.39	- 46,603.39			

Additional codes added -			
PWLoan repayments	8,000.00	- 7,356.81	643.19
U1 HCSP renovations	8,000.00	- 7,988.17	11.83
VH Village Hall Renovations		- 8,071.74	
Actual financial spend 2019-2020		- 64,935.11	

**Other Income**

Q1 Rent - Allotments	1,856.32
Q2 Rent - Playing Fields	150.00
Q3 Rent - Village Green	175.00
Q4 Rent - Western Power	170.00
Q5 HMRC	25,455.15
Q6 Other income	1,617.00
Z1 Bank Interest	82.68
Z2 Bus Shelter Cleaning Income	
Z3 Cemetery Income	4,969.72
Z4 Grass Cutting Income	320.00
Z5 Lincs County Council	2,569.38
Z6 NKDC - Grants	18,540.41
Z7 NKDC - Local Access Point	4,141.73
Z8 NKDC - Precept	99,887.24
Z9 Photocopying Charges	0.20
Income	

<b>Total Carried forward to 2020-2021</b>	<b>160,579.60</b>
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