

**Hales and Heckingham Parish Council
Minutes of Meeting of**

Hales and Heckingham Parish Council (HHPC)

At 7.30pm on Monday 1st of September 2025

Held at Hales Assembly Hall, Briar Lane, Hales

Present: George Buckle (Chairman) (GB)
Keith Beevor (KB)
Akhil Pramanik (AP)
Sheila Beckett (SB)
Martine Rebbeck (Parish Clerk)

Attendees: 4

1. Welcome by the Chairman

The Chairman welcomed and thanked everyone present for attending the meeting.

2. Apologies & Approval of Absences from Council Members

No apologies received.

3. Declaration of Interest for items on the agenda

There were no declarations of interest.

4. Ratification of Minutes of the meeting held on 7th of July 2025

Ratification of minutes for above date was agreed.

5. County and District Councillors Updates

No monthly reports received.

6. Updates from Individual Councillors

GB advised that speed watch in the village has now ended due to lack of volunteers all equipment to be returned. GB will continue to download data and send to the police.

7. Village Hall Proceeds

A summary regarding the Hales and Heckingham Village Hall was presented by SB (copy attached). It was agreed at the Parish Meeting held on the above date, that the Parish Council would seek legal advice. The Parish Clerk will contact solicitors regarding a quote for this advice.

8. NALC (Monthly)

The PC outlined the issues with her monthly pay, regarding the PAYE and backdates pay. PC advised that NALC requested that monthly pay was taken off a standing order, this was rejected by all Parish Councillors who agreed that it would stay on a standing order due to penalties received from the HMRC previously.

9. Storage-Parish Council Files

PC advised that she was running out of storage space for the Parish Files. Parish Councillors advised to contact NALC regarding how long files need to be kept for. PC to email and get advice.

10. Invoices for Approval

Invoices were ratified or agreed for approval for payment as follows:

Payee	Gross Amount	Net Amount	VAT to reclaim	Purpose
				FOR RATIFICATION:
Martine Rebbeck	£326.72	£326.72	£0.00	s/o September 2025
HMRC	£47.20	£47.20	£0.00	PAYE –September 2025
				FOR APPROVAL
Headspace	£126.00	£105.00	£21.00	
Loddon Garden & DIY	£72.00	£60.00	£12.00	Grass Cutting (Playing Field)
South Norfolk District Council	£333.60	£278.00	£55.60	Dog Bins
NALC	£115.20	£96.00	£19.20	Payroll Services 25/26
Martine Rebbeck	£41.89	£41.89	£0.00	Backpay
HMRC	£13.80	£13.80	£0.00	HMRC-Backpay
Total	£1076.31	£968.51	£107.80	

11. Agreed Date of Next Meeting – Monday the 6th of October 2025 at 7.30pm

12. Any other Business

As per meeting held on the 7th of July 2025, SB asked the PC if the AGAR had been submitted in time, PC advised that an extension was requested, and AGAR was submitted within this time. GB advised that she would be looking into rubbish bins this month. Discussion took place with the 4 attendees regarding becoming Parish Councillors. GB explained what it entailed.

13. Close of Meeting 9.00pm