



**Minutes of the meeting of Holbeach Parish Council Finance & Admin Committee
Monday 2nd October at 17:30 at Coubro Chambers**

	In attendance	Apologies given	Absent
Holbeach Parish Council, Finance Committee	Cllrs: C Turner, R Flood, P Howden, M Murfet Clerk/RFO: Jan Hearsey Deputy Clerk: Becky Brothwell		
Public including Councillors	Cllr T Wiltshire		

The meeting opened at 17:30

FC-2023-4-058 Chair of the Committee

- a) To elect a Char of the Committee – Cllr Clive Turner was proposed, seconded and **agreed** as the Chair of the committee

FC-2023/4-059 - Apologies for absence

To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

None

FC-2023/4-060 - Declarations of interest.

To receive any declarations of interest in accordance with the requirements of the Localism Act 2011 and to consider any requests for dispensations in respects of pecuniary or non-pecuniary interests in Agenda items.

None

FC-2023/4-061 - Minutes

It was **resolved** to approve as a correct record the notes of the meetings of the Committee held on 4th September 2023 and to authorise the Chair to sign the official minutes.

FC-2023/4-062 - Clerks report

- a) To receive a report from the Clerk see appendix a

FC-2023/4-063 - Transactions for Payment

- a) It was **resolved** to agree to recommend to Full Council payment of the list of payments due for September invoices and to review 10 invoices at random to insure transparency.

Lincolnshire Commercial Maintenance	Grass cutting	£2,095.20
Ink Prints	Cartridges	£ 27.95
K-Mart	Disposable gloves	£ 5.50
Healthguard	Pest control	£ 192.98
Holbeach Service Mans	Hall hire Halloween	£ 30.00
Online Playgrounds	Zip wire	£ 430.60
Personnel Advice solutions	HR support	£ 120.00
Platinum Cleaning	Cleaning	£ 208.00
Networld Sports	Anchor kit	£ 27.99
Savills	Rent Northons Lane	£ 390.00

FC-2023/4-064 - Financial Statement

- a) It was **resolved** to recommend to Full Council to approve the financial statement as of 30th September 2023 – see appendix b

FC-2023/4-065 - Review of outstanding receipts

- a) The outstanding receipts as of 30th September 2023 were reviewed

FC-2023/4-066 – Budgets

- a) It was discussed and **resolved** to agree the budgets and to recommend any changes to Full Council as:
 £1,000 from Open Spaces salaries to Repairs & Maintenance Open Spaces
 £250.00 R & M Northons Lane to R & M Kubota EFH
 £250.00 R & M Plank Hook to R & M Kubota EFH
 £250.00 R & M Bass site to R & M Kubota EFH
 £250.00 R & M Callows to R & M Kubota EFH
 £1500.00 Netherfield Gates to R & M Kubota CJJ
 £3,000 Property R & M to Business rates

FC-2022/3-067 – Date of next meeting

- a) The date of the next meeting to Monday 6th November 2023 at 17:30

Meeting closed at 19:04

Signed Chair.....Date.....

Appendix a

Still need signatories for the Barclays mandate



Having meetings with Chairs re next years budgets.

Still waiting re Facebook

Appendix b

Bank Accounts - Details and Current Balances Start of year 01/04/23

Account Type : Ordinary

Account Name	Account Type	Account Number	Sort Code	Last Reconciled Date	Last Reconciled Balance £	Current Balance £
1 Barclays Current Account	Ordinary	****4844	20-80-78	30/09/23	2,835.15	3,535.15
2 Barclaycard	Ordinary	*****2372		30/06/23	-966.14	0.00
3 Barclays Saver account	Ordinary	****5394	20-80-78	27/09/23	10,168.51	10,168.51
4 CCLA	Ordinary	*****0001PC		31/08/23	376,874.89	366,874.89
TOTAL						£380,578.55