

29/07/2024

**NOTICE IS HEREBY GIVEN**, and Members are summoned to attend a meeting of Holbeach Parish Council, Finance & Admin Committee to be held at Coubro Chambers, 11 West End, Holbeach on Monday 5<sup>th</sup> August 2024 at 14:00 at which the under mentioned business will be transacted.

If you require supporting documents, please email: clerk@holbeachpc.com or call into the office or telephone.

Yours sincerely,



Jan Hearsey – Clerk

## **AGENDA**

### **FC-2024/5-023 - Apologies for absence**

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

### **FC-2024/5-024 - 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.

### **FC-2024/5-025 - Minutes**

To resolve to approve as a correct record the notes of the meetings of the Committee held on 3<sup>rd</sup> July 2024 and to authorise the Chair to sign the official minutes.

### **FC-2024/5-026- Clerks report**

- a) To receive a report from the Clerk

### **FC-2024/5-027 - Transactions for Payment**

- a) To resolve to agree to recommend to Full Council payment of the list of payments due for July invoices and to review 10 invoices at random to insure transparency.

### **FC-2024/5-028 - Financial Statement**

- a) To resolve to recommend to Full Council to approve the financial statement as of 30<sup>th</sup> July 2024

### **FC-2024/5-029 - Review of outstanding receipts**

- a) To review the outstanding receipts as of 31<sup>st</sup> July 2024



### **FC-2024/5-030 – Budgets**

- a) To discuss and resolve to agree the budgets and to recommend any changes to Full Council
- b) To receive an update on the SID battery and to resolve to agree the way forward

### **FC-2024/5-031 Budgets 2025/26**

- a) To discuss the budgets for the next financial year

### **FC-2024/5-032 Grants**

- a) To resolve to agree to recommend to Full Council the grant application received from the RBL
- b) To resolve to agree to recommend to Full Council the grant application received from the Holbeach Christmas Lights

### **FC-2024/5-033 – Date of next meeting**

- a) To confirm the next meeting date of Tuesday 3<sup>rd</sup> September 2024 at 14:00

**To resolve to agree to exclude the press and public under the Public Bodies (Admission to Meeting) Act 1960 due to the confidential nature of the business to be transacted**

### **FC-2024/5-034 Staff budget**

- a) To discuss and resolve to agree to recommend to the HR, H & S and Data Protection Committee and Full Council budget availability for staff salaries.