



**Minutes of the meeting of Holbeach Parish Council Finance & Admin Committee
Monday 5th August 2024 at 14:00 at Coubro Chambers**

	In attendance	Apologies given	Absent
Holbeach Parish Council, Finance Committee	Cllrs: R Stevens, R Flood, T Wiltshire & P Howden Clerk/RFO: Jan Hearsey		
Public including Councillors	None		

Chair Cllr R Stevens opened the meeting at 14:00

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.

None

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.

Cllr R Flood declared a non-pecuniary interest in agenda item 2024/5-032(a)

FC-2024/5-025 - Minutes

It was **resolved** to approve as a correct record the notes of the meetings of the Committee held on 3rd 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 – see appendix a

FC-2024/5-027 - Transactions for Payment

- a) It was **resolved** 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.

Boston Seeds	Grass seed	£ 175.99
E-on	Electric Bungalow	£ 38.01

Ford & Slater	Grease	£ 74.88
F1	Re SAR	£ 93.60
Ford & Slater	Generator	£ 538.00
Lincolnshire Commercial Maintenance	Grass cutting	£1,438.00
Navyred	Printer	£ 74.14
Post Office	Sender didn't pay postage	£ 2.50
Smarty	SIM tablet	£ 8.00
West End Garage	Fuel	£ 252.85

FC-2024/5-028 - Financial Statement

- a) It was **resolved** to recommend to Full Council to approve the financial statement as of 30th July 2024

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

- a) The outstanding receipts as of 31st July 2024 were reviewed – send further letters

FC-2024/5-030 – Budgets

- a) It was discussed and **resolved** to agree the budgets and to recommend any changes to Full Council as £2,500 from contingency to IT
 b) An update on the SID battery was received and it was **resolved** to agree the way forward as Cllr T Wiltshire will replace, the battery costing £180

FC-2024/5-031 Budgets 2025/26

- a) The budgets for the next financial year were discussed and draft figures inputted

FC-2024/5-032 Grants

- a) It was **resolved** to agree to recommend to Full Council the grant application received from the RBL
 b) It was **resolved** 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 3rd September 2024 at 14:00

It was resolved 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

Open meeting closed at 15:10

Closed meeting opened at 15:10

FC-2024/5-034 Staff budget



- a) It was discussed and **resolved** to agree to recommend to the HR, H & S and Data Protection Committee and Full Council budget availability for staff salaries.

Meeting closed at 15:12

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

Appendix a

The new mobile phones and SIM's are all here and are being rolled out.

Barclays mandate – still awaiting documents as they keep missing people off