

**Minutes of the meeting of Holbeach Parish Council Finance & Admin Committee  
Tuesday 3<sup>rd</sup> September 2024 at 13:30 at Coubro Chambers**

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

*Chair Cllr R Stevens opened the meeting at 13:32*

**FC-2024/5-035 - 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-2024/5-036 - 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-2024/5-037 - Minutes**

It was **resolved** to approve as a correct record the notes of the meetings of the Committee held on 5<sup>th</sup> August 2024 and to authorise the Chair to sign the official minutes.

**FC-2024/5-038- Clerks report**

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

**FC-2024/5-039 - Transactions for Payment**

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



Bates	Toilet hire	£ 168
Irelands	Kubota repairs	£ 952.13
Boyes	Various	£ 9.62
Wave	Water Coubro	£ 385.96
Fraser Dawbarns	Battlefields	£ 996.36
RBL	Grant	£79.75
Amazon	White lining spray	£20.97
Post office	Postage not paid	£ 5.00
Tonwood	Nuts & Bolts	£ 6.05
Stinky ink	Cartridges	£73.42

#### **FC-2024/5-040 - Financial Statement**

- a) It was **resolved** to recommend to **Full Council** to approve the financial statement as of 31<sup>st</sup> August 2024

#### **FC-2024/5-041 - Review of outstanding receipts**

- a) The outstanding receipts as of 31<sup>st</sup> August 2024 were reviewed

#### **FC-2024/5-042 – Budgets**

- a) It was discussed and **resolved** to agree the budgets and to recommend any changes to Full Council, there were no changes

#### **FC-2024/5-043 Budgets 2025/26**

- a) To review the Committee budgets for the next financial year  
b) To review the IT projects budget for the next financial year

#### **FC-2024/5-044 – Date of next meeting**

- a) To confirm the next meeting date of Monday 7<sup>th</sup> October 2024 at 19:00

**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 14:45*

*Closed meeting opened at 14:45*

#### **FC-2024/5-045 Payment plan**



- a) It was **resolved** to agree the way forward with a payment plan as to not accept.  
(Cllrs; R Stevens; T Wiltshire & P Howden voted for and Cllr R Flood voted against).

*Meeting closed at 15:01*

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

**Appendix a**

Barclays mandate – I am assured that it will be set up within the next 10 days.