

05/11/2024

**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 11<sup>th</sup> November 2024 at 11:30 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-2024/5-059 - Apologies for absence**

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

#### **FC-2024/5-060 - 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.

#### **FC-2024/5-061 - Minutes**

To resolve to approve as a correct record the notes of the meetings of the Committee held on 9<sup>th</sup> October 2024 and to authorise the Chair to sign the official minutes.

#### **FC-2024/5-062- Clerks report**

- a) To receive a report from the Clerk

#### **FC-2024/5-063 - Transactions for Payment**

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

#### **FC-2024/5-064 - Financial Statement**

- a) To resolve to recommend to Full Council to approve the financial statement as of 31<sup>st</sup> October 2024

#### **FC-2024/5-065 - Review of outstanding receipts**

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

#### **FC-2024/5-066 Grants**



- a) To discuss and resolve to agree to recommend to Full Council the grant applications

**FC-2024/5-067 – Budgets**

- a) To discuss and resolve to agree the budgets and to recommend any changes to Full Council

**FC-2024/5-068 – Equipment**

- a) To resolve to agree to sell the surplus equipment

**FC-2024/5-069 Budgets 2025/26**

- a) To review and resolve to agree the Committee draft budgets for the next financial year

**FC-2024/5-070 – Next meeting**

- a) To next meeting is on Wednesday 4<sup>th</sup> December at 14:00