

**Minutes of the meeting of Holbeach Parish Council Finance & Admin Committee
Monday 11th November 2024 at 11:30 at Coubro Chambers**

	In attendance	Apologies given	Absent
Holbeach Parish Council, Finance Committee	Cllrs: R Flood, T Wiltshire & P Howden Clerk/RFO: Jan Hearsey		
Public including Councillors			

The meeting opened at 11:47

Following the resignation of Cllr P Howden as Chair of the committee, members elected Cllr T Wiltshire as Chair of the meeting

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. - None

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. Cllr T Wiltshire declared a pecuniary interest in agenda item FC-2024/5-063 (a)

FC-2024/5-061 - Minutes

It was **resolved** to approve as a correct record the notes of the meetings of the Committee held on 9th 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 – see appendix a

FC-2024/5-063 - Transactions for Payment

- a) It was **resolved** 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.

Amazon	Work boots	£22.94
Amazon	Wheel spinner	£26.89



Artistic sponge	Stencils	£54.99
Ford & Slater	Spray grease	£26.64
Jewson	Timber	£93.31
ICO	Data Protection	£40.00
Manby	SID battery	£180.00
Marketingflow	Mouse traps	£19.98
Reed	DBS check	£72.00
Steve Lewis	Electric	£380.00

FC-2024/5-064 - Financial Statement

- a) It was **resolved** to recommend to Full Council to approve the financial statement as of 31st October 2024 – see appendix b

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

- a) To review the outstanding receipts as of 31st October 2024 – keep chasing

FC-2024/5-066 Grants

- a) It was discussed and **resolved** to agree to recommend to Full Council the grant applications as St Polycorps £150 and Boxes of Hope at £250 with the proviso of no chocolate or food gifts

FC-2024/5-067 – Budgets

- a) To discuss and resolve to agree the budgets and to recommend any changes to Full Council – none required

FC-2024/5-068 – Equipment

- a) It was **resolved** to agree to sell the surplus equipment of the zero turn and to keep the trailer

FC-2024/5-069 Budgets 2025/26

- a) They were reviewed and **resolved** to agree the Committee draft budgets for the next financial year

FC-2024/5-070 – Next meeting

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

Meeting closed at 13:39



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

Appendix a

All Committees have been working on their budgets.

Appendix b

Bank Accounts - Details and Current Balances Start of year 01/04/24

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	31/10/24	4,746.57	5,048.68
2 Barclaycard	Ordinary	*****2372		30/09/24	0.00	0.00
3 Barcays Saver account	Ordinary	****5394	20-80-78	31/10/24	18,113.46	18,113.46
4 CCLA	Ordinary	*****0001PC		31/10/24	428,796.44	428,796.44
TOTAL						£451,958.58