



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 on Wednesday 5th February 2025 at 15:30 at which the under mentioned business will be transacted.

Yours sincerely



Jan Hearsey – Clerk

FC24/5-095 Apologies for absence

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

FC24/5-096 Declarations of Interest

1. 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.

FC24/5-097 Minutes

To resolve to approve as a correct record the notes of the meetings of the Committee held on 6th January 2025 and to authorise the Chair to sign the official minutes.

FC24/5-098 Clerk's report

1. To receive a report from the Clerk

FC24/5-099 Transactions for payment

1. To resolve to agree to recommend to Full Council payment of the list of payments due for January invoices and to review 10 invoices at random to insure transparency.

FC24/5-100 Financial Statement

1. To resolve to recommend to Full Council to approve the financial statement as of 31st January 2025

**FC24/5-
101 Review off outstanding receipts**

1. To review the outstanding receipts as of 31st January 2025

**FC24/5-
102 Budgets**

1. To review the current budgets as at 31st January 2025 and to make any recommendations to Full Council
2. To resolve to agree the way forward with LALC training scheme

**FC24/5-
103 IT**

1. To resolve to agree to purchase a video camera

**FC24/5-
104 Banking**

1. To resolve to agree to recommend to Full Council to add members to the Barclays mandate
2. To resolve to agree to Full Council to add members to the CCLA mandate

**FC24/5-
105 Next meeting**

1. Following the request of two Members to suspend Standing Orders, the next meetings of the Committee will be on Wednesday 5th March 2025 at 15:30, Wednesday 9th April at 15:30 & Wednesday 7th May at 15:30