

**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 7th May 2025 at 15:30 at which the under mentioned business will be transacted.**

Yours sincerely



**Jan Hearsey – Clerk**

**FC24/5- 129      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- 130      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- 131      Minutes**

To resolve to approve as a correct record the notes of the meetings of the Committee held on 9th April 2025 and to authorise the Chair to sign the official minutes.

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1499/2024-5-11-fc-draft-notes-9th-april-2025>

**FC24/5- 132      Clerk's report**

1. To receive a report from the Clerk

**FC24/5- 133      Transactions for payment**

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

**FC24/5-134      Financial Statement**

1. To resolve to recommend to Full Council to approve the financial statement as of 30th April 2025
2. To discuss and resolve to agree the way forward with pre-paid credit cards following investigations

**FC24/5-135      Review off outstanding receipts**

1. To review the outstanding receipts as of 30th April 2025

**FC24/5-136      Budgets**

1. To review the current budgets as at 30th April 2025 and to recommend any changes to Full Council

**FC24/5-137      Projects**

1. To review the current projects and to resolve to agree the way forward:
  - Tractor Shed
  - Pump Track
  - Path
  - Bungalow
  - CCTV
  - Cemetery Chapels

**FC24/5-139      Internal Audit**

1. To discuss and review the Internal Audit

**FC24/5-139      Next meeting**

1. The next meetings of the Committee will be on Wednesday 4th June at 15:30