

## **Minutes of the meeting of Holbeach Parish Council Finance & Admin Committee on Wednesday 7th May 2025 at 15:30 at Coubro Chambers, 11 West End**

Those present :

Chair : Cllr S Ball  
Councillors : Cllr S Hutchinson, Cllr T Wiltshire  
Officers : Mrs J Hearsey - Clerk/RFO

\* Attended remotely

### **FC24/5-129 Apologies for absence**

Apologies have been received from Cllr J Sharman were received and accepted under the delegated powers of the Clerk

### **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. None

### **FC24/5-131 Minutes**

It was **resolved** 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 -  
We are having an RAC inspection on a truck next Tuesday: All the precept has been transferred to CCLA

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

1. It was **resolved** 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.

Amazon Plaque £35.00

Amazon Evo stick £36.55

BinBase Wheelie bins £162.37

Viking A3 printer £228.17

Origin Trailblazer £110.70

West End Diesel £211.10

SJA VE day £205.92

SHIDB Drainage £941.62

LCM Grass cutting £449.50

Crown Estate Rent £43.13

**FC24/5-134 Financial Statement**

1. It was **resolved** to recommend to Full Council to approve the financial statement as of 30th April 2025
2. 1 Barclays Current Account Ordinary \*\*\*\*4844 20-80-78 30/04/25 3,009.02 3,009.02 2 Barclaycard Ordinary \*\*\*\*\*2372 30/04/25 0.00 0.00 3 Barcays Saver account Ordinary \*\*\*\*5394 20-80-78 30/04/25 204,397.30 204,397.30 4 CCLA Ordinary \*\*\*\*\*0001PC 30/04/25 475,555.04 475,555.04 TOTAL £682,961.36
3. It was discussed and **resolved** to agree the way forward with pre-paid credit cards following investigations as to add to Barclaycard with a limit of £100 to save expenditure (Open Spaces team)

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

1. The outstanding receipts as of 30th April 2025 were reviewed

**FC24/5-136 Budgets**

1. To review the current budgets as at 30th April 2025 and to recommend any changes to Full Council of moving the grass cutting budget to salaries.

**FC24/5-  
137**      **Projects**

1. To review the current projects and to resolve to agree the way forward:
  - Tractor Shed - *Waiting for fencing contractor and report on shed roof*
  - Pump Track - it was **resolved** to agree to pay £750 for a site inspection. Clerk to check if funding application is included
  - Path - *Second expression of interest for grant funding placed*
  - Bungalow - *PPES to agree a project manager*
  - CCTV - *met with security company, awaiting their report*
  - Cemetery Chapels - *surveys complete, ready to apply for grant funding*

**FC24/5-  
138**      **Internal Audit**

1. To discuss and review the Internal Audit - awaiting the report

**FC24/5-  
139**      **Next meeting**

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

Council 07/05/25 Chair's initials.....