

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.....