

June 25 supporting documents

30 May 2025 10:04

FC25/6- 001 To elect a Chair

1. To elect a Chair

FC25/6- 002 Apologies for absence

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

FC25/6- 003 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.

FC25/6- 004 Minutes

To resolve to approve as a correct record the notes of the meetings of the Committee held on 7th May 2025 and to authorise the Chair to sign the official minutes.

<https://holbeach.pariah.lincolnshire.gov.uk/downloads/file/1523/2024-5-12-fc-draftnotes-7th-may-2025>

FC25/6-005 Clerk's report

1. To receive a report from the Clerk
Report

To: *Members of Holbeach Parish Council – Finance & Admin Committee*

From: *Jan Hearsey: Parish Clerk*

Date: *4th June 2025*

Subject: *Clerk's report*

Due to Health & Safety concerns, I have paid for the asbestos inspection invoice at a cost of £250 and the EICR reports at a cost of £460. I have instructed the company to remove the asbestos at a cost of £980. The Deputy Clerk is sourcing quotes for the electrical work.

The Deputy Clerk now has a Barclaycard for use only in the Clerk's absence (Illness or annual leave and only if needed in an emergency).

FC25/6- 006 Transactions for payment

1. To resolve to agree to recommend to Full Council payment of the list of payments due for May 2025 invoices and to review 10 invoices at random to insure transparency.

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1544/2025-may-transaction-for-payment>

FC25/6- 007 Financial Statement

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

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1545/2025-may-financial-statement>

2. Following receipt of two requests to suspend Standing Orders, to resolve to agree the way forward with credit cards limits

From Barclaycard:

Sent: 27 May 2025 08:24

To: Clerk <clerk@holbeachpc.com>

Subject: RE: Additional cardholders

Dear Sir/Madam

Re : Redacted

Thank you for your recent request to add the above cardholders to your Barclaycard Commercial account.

There is important information detailed below missing from the application form which is preventing us from processing your request.

- *Email ID confirmation for redacted Kindly confirm cardholder's individual email ID as the provided email ID looks generic)*
- *Credit limit too low for redacted (Kindly confirm cardholder's correct credit limit minimum 250)*

FC25/6- 008 Review off outstanding receipts

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

FC25/6- 009 Budgets

1. To review the current budgets as at 31st May 2025 and to recommend any changes to Full Council

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1546/2025-may-budget-review>

2. To resolve to agree to purchase a third strimmer

The team require a third strimmer, they need one to go out with the truck when cutting the maintained areas and the two members of staff that remain in town need one each.

https://mowshop.com/product/stihl-fs-55-brushcutter/?utm_source=google&utm_medium=cpc&utm_campaign=21170833176&utm_term=&utm_content=&gad_source=1&gad_campaignid=21170837019&gbraid=0AAAAAqw8wvNU8v2KupJz3AInt60gn9Es&gclid=CjwKCAjwl_XBBhAUEiwAWK2hzkdungKPwmhQimRIEwXWTLkHjLq7ut-Vx7rfvioHZOcmrxjR4VTW2hoCCXUQAvD_BwE

https://www.radmoretucker.co.uk/shop/garden-machinery/brushcutters-strimmers/petrol-brushcutters-strimmers/stihl-fs-55-petrol-brushcutter/?gad_source=1&gad_campaignid=19772968742&gbraid=0AAAAADxgPPVH-F40InWNBNU11lp5odKS&gclid=CjwKCAjwl_XBBhAUEiwAWK2hzukR-I7gYSxpR0cOTGLRUiXOW9wuAyEB7OPf-6o-DU7CsumRZ2t2hoCuIMQAvD_BwE

https://www.fixingscenter.co.uk/p/stihl-fs55-petrol-grass-trimmer-with-bike-handle?mh_keyword=&bnine=true&gad_source=1&gad_campaignid=19405759119&gbraid=0AAAAAC8SV0JgvQuJgXPvZS9zqcGvtGqOq&gclid=CjwKCAjwl_XBBhAUEiwAWK2hzvWVnC4IYE57Mt1PjRRmJfmzxe9cSiMo7ROGeZef7Kvldpb7dUALixoCUTYQAvD_BwE

FC25/6- 010 Projects

1. To review the current projects and to resolve to agree the way

forward:

- Tractor Shed -- *Fence being started Thursday- trying to organise the electrician - asbestos removal on the 5th*
- Pump Track - *email sent requesting site visit*
- Path - *UKSPF opening in June, Deputy Clerk in contact with SHDC*
- Bungalow *building regs prices on Full Council agenda*
- CCTV - *One price received, awaiting a second and awaiting a site visit from a third company*
- Cemetery Chapels *awaiting for PPES meeting*

FC25/6- 012 AGAR To consider and approve documents relating to the 2024- 2025 AGAR

1. To receive the Annual Internal Auditor's Report 2024/2025 and to recommend to Full Council
2. To consider recommendations or matters arising from the internal auditor's narrative report and to recommend to Full Council.
3. To receive and recommend to Full Council to consider the bank reconciliation 2024-2025.
4. To receive and recommend to Full Council to consider the explanation of variances
5. To receive and recommend to Full Council to consider the breakdown of reserves held.
6. To review and agree to recommend to Full Council the dates for the period of public rights
7. To recommend to Full Council to complete and sign the Annual Governance Statement 2024-2025.
8. To receive and recommend to Full Council to sign the Accounting Statements 2024-2025.

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1541/2024-5-agar-agenda-item-document>

FC25/6- 012 Next meeting

1. To resolve to agree the meetings of the Committee for the 2025-6 Council year

Dates and times of Finances & Admin Committee meetings for 2025/6

Date	Venue
Wednesday 9 th July 2025 @ 15:30	Coubro

Wednesday 6 th August 2025 @15:30	Coubro
Wednesday 3 rd September 2025 @ 15:30	Coubro
Wednesday 8 th October 2025 @ 15:30	Coubro
Wednesday 5 th November 2025 @ 15:30	Coubro
Wednesday 3 rd December 2025 @ 15:30	Coubro
Wednesday 7 th January 2026 @ 15:30	Coubro
Wednesday 4 th February 2026 @ 15:30	Coubro
Wednesday 4 th March 2026 @ 15:30	Coubro
Wednesday 8 th April 2026 @ 15:30	Coubro
Wednesday 6 th May 2026 @ 15:30	Coubro