

# Minutes of the meeting of Holbeach Parish Council Finance Committee Monday 6<sup>th</sup> June 2022 at 18:00 at Coubro Chambers

	In attendance	Apologies given	Absent
Holbeach Parish Council, Finance Committee	Cllrs: R Stevens, I Hutchinson, S Hutchinson, P Howden & M Murfet		
	Clerk: Jan Hearsey Asst Clerk Karen Baxter		
Public including Councillors			

Chair Cllr R Stevens opened the meeting at 17:00

#### FC-2022/3-001 Apologies and reasons given

None

FC-2022/3-002 Declarations of interest. 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

#### none

#### FC -2022/3-003 Minutes of the previous meeting

It was **resolved** to approve the notes of the meeting of 3<sup>rd</sup> May 2022 as minutes.

# FC-2022/3-004 Transactions for payment – To resolve to recommend to Full Council the list of payments due for May invoices and to review 10 transactions at random to insure transparency

It was **resolved** to recommend the payments totalling £18,721.82 for payment, other invoices not yet received will be added for Full Council. The following ten transactions were reviewed:

not y		The following ten transactions were reviewed:
1	GH Building Services	The Clerk/RFO explained that the council
		had tried to hire a digger for the jubilee
		garden however their insurers wanted to
		charge £200. GH Building Services is the
		husband of the Clerk/RFO and has hired
		in plant insurance and so he hired in the
		digger and charged the council the same
		amount so no profit was made.
2	Staff	Eye test for admin staff



Coubro Chambers, 11 West End Holbeach, PE12 7LW 01406 426739

clerk@holbeachpc.com

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3	Staff	Mileage collecting trailer
4	Staff	Mileage training Lincoln
5	Roythornes	Should have been invoiced to us last year
		re Battlefields allotments
6	Lincs commercial maintenance	Grass cutting across all sites
7	Mammouth adj	Additional .04p as invoice error
8	Amazon	Cement mixer switch
9	Wave	Water bills for Carters Park, Hall Gate &
		PR cemetery
10	Reed	DBS checks for all staff

## FC-2022/3-005 Financial Statement – It was resolved to recommend to Full Council to approve the financial statement as at 31<sup>st</sup> May 2022 – Appendix 1

#### FC-2022/3-006 Review of outstanding receipts and monthly Budget review

RFO to chase outstanding allotment invoices. No problem with sales ledger invoices. Some of the plants purchased for the jubilee garden have been used in the churchyard and are trees for the schools for the jubilee which amount to:  $\pounds$ 427 and the trees for the jubilee  $\pounds$ 170 which is a s.137 spend

#### FC-2022/3-007 To discuss and resolve to agree the way forward regarding red diesel

It was discussed and **resolved** to agree to stop using red diesel and to approach locals farmers and ask if they wish to purchase our stock. RFO to get price for bulk white diesel

#### FC-2022/3-008 To resolve to agree the grant application

It was **resolved** to agree the grant to the Millennium Lighting Committee of £318 but to write and say that we understand they have lost funding and in future years we will accept grant applications but not for insurance.

### FC-2022/3-009 To review and resolve to agree to recommend the Internal Auditors Report to Full Council

It was resolved to agree to recommend to Full Council the internal auditors report

### FC-2022/3-010 To review and resolve to agree to recommend approval of the Annual Governance Statement (Section 1 of the Annual Return) to Full Council

It was **resolved** to agree to recommend to <u>Full Council</u> the Annual Governance Statement (Section 1 of the Annual Return)

## FC-2022/3-011 To review and resolve to agree to recommend approval of the Statement of Accounts (Section 2 of the Annual Return) to Full Council

It was **resolved** to agree to recommend to <u>Full Council</u> Statement of Accounts (Section 2 of the Annual Return)

FC-2022/3-012 To receive an update on the zero turn mower purchase



Coubro Chambers, 11 West End Holbeach, PE12 7LW 01406 426739 clerk@holbeachpc.com holbeach.parish.lincolnshire.gov.uk @HolbeachParishCouncil

Ask the local company to provide a price and purchase as soon as possible up to the previously agreed £6,000, must have commercial warranty and mulcher

#### FC-2022/3-013 To discuss projects for year 2023/24

Cllr R Stevens pointed out that this was starting early but if everyone went back to their respective committees and obtain ideas. It would be good to keep the precept as low as possible.

#### FC-2022/3-014 To receive an update on banking

The RFO informed members that she had requested a card from Barclays in order that paying in can b done at the post office.

#### FC-2022/3-015 Confirm date and venue of next Finance Committee Meeting

(a) Monday 4<sup>th</sup> July 2022 @ 17h at Coubro Chambers

Meeting closed at 17:39

Signed Chair.....Date.....

Appendix 1



Coubro Chambers, 11 West End Holbeach, PE12 7LW 01406 426739 clerk@holbeachpc.com holbeach.parish.lincolnshire.gov.uk

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Current Assets       100     Cerntery Ledger     2,250       101     Sales Ledger     583       105     VAT Control A/c     2,184       000     Barclays Current Account     5,023       105     Barclays Current Account     36,358       105     CLTA Account     36,358       105     CCLA Account     281,909       Total Current Assets     326,490       Current Liabilities     326,490       Corrent Liabilities     15,017       105     Other Creditors     (482)       106     Current Liabilities       107     Net Current Liabilities       108     15,017       109     Mathematica       110     Mathematica       1110     482       Total Current Liabilities     15,017       Net Current Assets     311,472       Total Assets less Current Liabilities     311,472       Represented by :=     311,472	01/06	8/2022	He	Ibeach Parish Council	Pag
No.     Description     Actual       Current Assets	14:26	De De	tailed Balance	Sheet - Excluding Stock Movement	
Current Assets100Cerntery Ledger101Sales Ledger102Barclays Cirent Account5,023Barclays Cirent Account5,023Barclays Credit Card11,117210Business Saver Account36,358215CCLA Account216Current Liabilities327Pension Liability482Total Current Assets311,472Total Current Liabilities311,472Total Assets less Current Liabilities311,472Represented by :-300Current Year Fund210EMR - Tractor Fund3000221EMR - Chapter Not232EMR - Reserves24,000233EMR - Reserves34,000244EMR - Playground Fund6,000254EMR Training150254264EMR Training150275EMR Training15027627727727828828928929929020120220321521621621721821821921921002110211102110 <th></th> <th></th> <th>M</th> <th>nth 2 Date 01/06/2022</th> <th></th>			M	nth 2 Date 01/06/2022	
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101     Sales Ledger     583       105     VAT Control A/a     2,184       016     Barclays Current Account     5,023       205     Barclays Credit Card     (1,817)       205     Business Saver Account     36,358       215     CCLA Account     281,909       Total Current Assets     326,490       Current Liabilities       O Creditors       0     Creditors     (482)       227     Pension Liability     482       Total Current Assets     311,472       Total Current Assets     311,472       Total Assets less Current Liabilities     311,472       Total Assets less Current Liabilities     311,472       Support Fund     21,043       310     General Reserves     22,013       311     General Reserves     22,013       312     EMR - Inclusive Swing     6,000       323     EMR - Chapel Roof     32,000       324     EMR - Playaround Fund     6,140       325     EMR - In		Current Assets			
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Total Current Assets     326,490       Current Liabilities     15,017       500     Creditors     (482)       57     Pension Liability     482       Total Current Liabilities     15,017       Net Current Assets     311,472       Total Assets less Current Liabilities     311,472       Represented by     311,472       0     Current Year Fund     211,043       310     General Reserves     22,013       320     EMR - Tractor Fund     3,900       321     EMR - Staper Sound     5,000       323     EMR - Chapel Roof     32,000       324     EMR - Playground Fund     6,140       325     EMR - Playground Fund     6,140       326     EMR Property Repairs     6,800       327     EMR Employment Res     10,000       328     EMR Property Repairs     6,800       329     EMR Trae Survey     2,000       328     EMR Property Repairs     6,800       329     EMR Trae Survey     2,000       321     EMR Jubilee Carden<	210	Business Saver Account	36,358		
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Total Equity

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