

**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
<b>Holbeach Parish Council, Finance Committee</b>	Cllrs: R Stevens, I Hutchinson, S Hutchinson, P Howden & M Murfet  Clerk: Jan Hearsey Asst Clerk Karen Baxter		
<b>Public including Councillors</b>			

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

**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:

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

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: £427 and the trees for the jubilee £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 **Full Council** 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 **Full Council** Statement of Accounts (Section 2 of the Annual Return)

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

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 be 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**

01/06/2022

**Holbeach Parish Council**

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**Detailed Balance Sheet - Excluding Stock Movement**

**Month 2 Date 01/06/2022**

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
<u>Current Assets</u>			
100	Cemtery Ledger	2,250	
101	Sales Ledger	583	
105	VAT Control A/c	2,184	
200	Barclays Current Account	5,023	
205	Barclays Credit Card	(1,817)	
210	Business Saver Account	36,358	
215	CCLA Account	281,909	
	<b>Total Current Assets</b>		<b>326,490</b>
<u>Current Liabilities</u>			
500	Creditors	15,017	
505	Other Creditors	(482)	
527	Pension Liability	482	
	<b>Total Current Liabilities</b>		<b>15,017</b>
	<b>Net Current Assets</b>		<b>311,472</b>
	<b>Total Assets less Current Liabilities</b>		<b>311,472</b>
<u>Represented by :-</u>			
300	Current Year Fund	211,043	
310	General Reserves	22,013	
320	EMR - Tractor Fund	3,900	
321	EMR - Machinery Fund	3,400	
322	EMR - Elections	5,000	
323	EMR - Chapel Roof	32,000	
324	EMR - Playground Fund	6,140	
325	EMR - Inclusive Swing	6,000	
327	EMR Employment Res	10,000	
328	EMR Property Repairs	6,800	
329	EMR Training	150	
330	EMR Tree Survey	2,000	
331	EMR Jubilee Garden	646	
332	EMR Safe Repairs	880	
334	EMR Fire Alarm	1,500	
	<b>Total Equity</b>		<b>311,472</b>