

**Minutes of the meeting of Holbeach Parish Council Finance Committee Monday 1<sup>st</sup> August 2022 at 14:00 at Coubro Chambers**

	In attendance	Apologies given	Absent
Holbeach Parish Council, Finance Committee	<p>Cllrs: R Stevens, I Hutchinson, S Hutchinson, M Murfet</p> <p>Assistant Clerk: K Baxter</p>	Cllr P Howden	
Public including Councillors			

Chair Cllr R Stevens opened the meeting at 14:00

**FC-2022/3-027 Apologies for absence**

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

Apologies were given and accepted from Cllr P Howden

**FC-2022/3-028 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-2022/3-029 Clerks report**

a) To receive a report from the Clerk – There was no Clerks report

**FC -2022/3-029 To resolved to approve as a correct record the notes of the meeting of the Finance Committee held on 4<sup>th</sup> July 2022 and to authorise the Chair to sign the official minutes**

**FC-2022/3-030 Transactions for payment – It was resolved to recommend to Full Council the list of payments due for July invoices and to review 10 invoices at random to insure transparency**

1	P Howden	Fuel for LALC training
2	Track Days Car Show	Cllr I Hutchinson refund re Prizes Car Show
3	Peninsula	Ongoing HR issue
4	Stuart Alan Signs	Dog Fouling sign for Holbeach Bank

<b>5</b>	<b>Anglian Water/Wave</b>	<b>Water costs Coubro Chambers</b>
<b>6</b>	<b>Deuba GmbH &amp; Co</b>	<b>Benches for Jubilee Garden</b>
<b>7</b>	<b>Chandlers</b>	<b>Zero turn mower</b>
<b>8</b>	<b>Amazon</b>	<b>PA system to be used at events</b>
<b>9</b>	<b>Amazon</b>	<b>Varnish to trial on tabletops</b>
<b>10</b>	<b>Microsoft Office 365</b>	<b>Monthly fee for licences</b>

**FC-2022/3-031 Financial Statement – It was resolved to recommend to Full Council to approve the financial statement as at 31<sup>st</sup> July 2022, all balances being checked by Cllr R Stevens -see appendix 1**

**FC-2022/3-032 Review of outstanding receipts and monthly Budget review**

The purchasing of CCTV for Carters Park was discussed, and a proposal will be brought to full council. The fuel and Mandown devices are currently over budget.

**FC-2022/3-033** It was **resolved** to agree the date for the asset & stocks review as the middle of August. Cllr S Hutchinson and The Clerk to do Coubro Chambers and Cllr I Hutchinson and Cllr M Murfet to do the Park.

**FC-2022/3-034** It was **resolved** to agree to purchase asset tags for the cemetery that are ultra-resistant and that we can print ourselves. These are of a discreet size at a cost of £40.00 for 3,250 tags.

**FC-2022/3-035** It was **resolved** to agree the price for the electrical connection in the Jubilee Garden to go with the cheapest quote which was from S Lewis Electrical.

**FC-2022/3-036 To discuss and resolve to agree to recommend to Full Council the way forward with the older Kubota**

Clerk to contact our Insurance Company to confirm that any works that are carried out by ourselves are covered.

**FC-2022/3-037** It was discussed and **resolved** to agree the phone system

Cllr S Hutchinson to review what we have currently and compare the pricing of a new system and take to Full Council.

**FC-2022/3-037 Confirm date and venue of next Finance Committee Meeting**

(a) Monday 5<sup>th</sup> September 2022 @ 17h at Coubro Chambers

*Meeting closed at 14:40*



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

Appendix 1

Date: 04/08/2022 Holbeach Parish Council Page 1  
 Time: 09:50 **Bank Reconciliation Statement as at 31/07/2022** User: 6121.J.HEARSEY  
**for Cashbook 1 - Barclays Current Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclays Current account	31/07/2022		3,515.98
			3,515.98
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			3,515.98
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			0.00
			3,515.98
		<b>Balance per Cash Book is :-</b>	<b>3,515.98</b>
		<b>Difference is :-</b>	<b>0.00</b>



Date: 01/08/2022

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Time: 11:41

**Bank Reconciliation Statement as at 31/07/2022  
 for Cashbook 3 - Business Saver Account**

User: 6121.K.BAXTER

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Saver Account	21/07/2022		11,188.37
Barclays (Ring Fenced Funds)	30/06/2022		3,999.00
			<u>15,187.37</u>
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			<u>0.00</u>
			15,187.37
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			15,187.37
		<b>Balance per Cash Book is :-</b>	<b>15,187.37</b>
		<b>Difference is :-</b>	<b>0.00</b>

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Time: 11:42

**Bank Reconciliation Statement as at 31/07/2022  
 for Cashbook 4 - CCLA Account**

User: 6121.K.BAXTER

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Account	31/05/2022		281,950.25
			<u>281,950.25</u>
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
08/07/2022 ccla to bc Barclays Current Account		15,000.00	
			<u>15,000.00</u>
			266,950.25
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			266,950.25
		<b>Balance per Cash Book is :-</b>	<b>266,950.25</b>
		<b>Difference is :-</b>	<b>0.00</b>