

**Minutes of the meeting of Holbeach Parish Council on Monday 21<sup>st</sup> November 2022 at 19:00 at Methodist Church, Albert Walk, Holbeach**

	<b>In attendance</b>	<b>Apologies given</b>	<b>Non Attendance</b>
<b>Holbeach Parish Council,</b>	Cllrs: S Hutchinson, I Hutchinson, M Murfet, R Flood, S Lewis, R Stevens, T Wiltshire & C Turner  Clerk: Jan Hearsey Asst Clerk: Karen Baxter	Cllrs P Howden, S Johnson & S Hussain	
<b>Public including Councillors</b>	2 members of the public 1 press	Cllr T Carter	

**2022/3-089 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 received and accepted under the delegated powers of the Clerk from:  
Cllrs: P Howden, S Johnson and S Hussain

It was proposed, seconded and **agreed** to re-order the agenda to have agenda item 2022/3-092 (c) next:

**2022/3-092 Clerks report**

- a) It was **resolved** to agree to co-opt to the council those who have submitted papers – Clive Turner was duly co-opted to Hurn Ward

**2022/3-090 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.

The Clerk has received and signed off four dispensations: Cllrs: I Hutchinson, S Hutchinson & M Mufet for cemetery fees and Cllr C Turner for setting the precept.

Cllrs: I Hutchinson, S Hutchinson & M Mufet declared a pecuniary interest in agenda item 2022/3-092 (c) for which they have a dispensation.

Cllr S Lewis declared a pecuniary interest in agenda items: 2022/3-092 (a), 2022/3-093 (e), 2022/3-097 (b) & 2022/3-097 (e)

### 2022/3-091 Minutes –

It was **resolved** to approve as a correct record the notes of the meetings of the Council held on 10<sup>th</sup> October 2022 and 1<sup>st</sup> November 2022 and to authorise the Chair to sign the official minutes.

### 2022/3-092 Clerks report

- b) To receive a report from the Clerk – see appendix a
- c) To receive an update on vacancies – see appendix a

### 2022/3-093 Open Spaces Committee –

- a) To receive the report from the Chair of the committee – see appendix 1
- b) It was **resolved** to agree to ask the company that installed the slide to remove it as it is not fit for purpose
- c) It was **resolved** to agree the recommendation of the committee to increase the cemetery fees from 1<sup>st</sup> April 2023
- d) It was **resolved** to agree to purchase new wildlife watering troughs for a total of £20
- e) It was **resolved** to agree to stop grass cutting for this season at the end of this week

### 2022/3-094 Planning, Properties, Emergency Planning and Speeding Committee - To elect interested members to the committee – Cllr C Turner was proposed, seconded and agreed as a member of the committee

- a) To receive the report from the Chair of the committee – appendix 2
- b) It was **resolved** to agree the planning responses: no objections except for H09-1057-22 which was in support but to comment that the Parish Council has existing traffic management concerns
  - H09-0307-22 Amendment 4 - Amendment to western boundary -  
<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=H09-0307-22&from=planningSearch>
  - H09-0670-22 Amendment 1 - Scheme Re-design -  
<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=H09-0670-22&from=planningSearch>
  - H09-1022-22 Scramble Bike Track approved under H09-0665-20. Modification of Condition -  
<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=H09-1022-22&from=planningSearch>
  - H09-1031-22 S73A CONTINUATION -  
<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=H09-1031-22&from=planningSearch>
  - H09-1014-22 Proposed pair of semi-detached dwellings -  
<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=H09-1014-22&from=planningSearch>
  - H09-1040-22 Proposed extension and alterations-  
<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=H09-1040-22&from=planningSearch>

H09-0670-22 Amendment 2 - Drive amendments (3942-21 02G) -

<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=H09-0670-22&from=planningSearch>

H09-0786-22 Amendment 2 - Amendment to drawing reference number in relation to the Affordable mix tenure plan (3117-A16-01 Rev D) -

<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=H09-0786-22&from=planningSearch>

H09-1057-22 construction of food store -

<https://planning.sholland.gov.uk/OcellaWeb/planningDetails?reference=H09-1057-22&from=planningSearch> -

- c) To receive an update on the cemetery chapels roof – one elevation and a half has been completed, estimate another two to three weeks workk
- d) It was **resolved** to agree to amend the committees terms of reference from “Planning Committee” to: Planning, Properties, Emergency Planning & Speeding Committee (PPES)
- e) It was **resolved** to agree the cost of the work to the cemetery chapel car parking area as to not exceed £2,000

**2022/3-095 – PR/IT Committee - To elect interested members to the committee –** Cllrs: C Turner & R Stevens were proposed, seconded and **agreed** as members of the committee (Cllr T Wiltshire voted against Cllr R Stevens)

- a) To receive the report from the Chair of the committee – appendix 3
- b) It was **resolved** to agree as recommended by the committee to amend Standing Order 3 (e) & 3(f)

**2022/3-096 – Events Committee - To elect interested members to the committee –** It was proposed, seconded and **agreed** that Cllr C Turner will be a member of the committee

- a) To receive the report from the Chair of the committee – see appendix 4

**2022/3-097- Finance Committee**

- a) To receive the report from the Chair of the Committee – see appendix 5
- b) It was discussed and **resolved** to agree the recommendations of the committee the budget review for 2022/3, to be cautious and for Cllr R Stevens to be kept informed of any purchases.
- c) The payments for October 2022 of £40,338.90 (see appendix 5a) were paid following the procedure a set out in minute number: 2021/2-195 (c) and to note the income for October 2022 £11,749.25
- d) To note the Bank balances as of 31st October 2022, as: Account ending **4844** £3,022.50                      Account ending **5394** £10,192.80  
Account ending **01PC** £222,884.33 – see appendix 5b
- e) The draft committee budgets for 2023/4 were reviewed as recommended by the Finance committee and they should go back to the committees for finalising
- f) It was discussed and **resolved** to agree the additional spend on the cemetery chapels of £3200 and this will come from the contingency budget. The Clerk to go back to the company and query the first three weeks of October scaffolding charges

and to ask for a response to the request for a breakdown of the interim invoice as requested on the 18<sup>th</sup> October 2022

- g) It was **resolved** to defer the telephone contract for the office until summer 2023

### **2022/3-098 – Confirmation of date and venue of the next Parish Council meeting**

- a) The next meeting of the Parish Council will be on 12<sup>th</sup> December 2022 at the Methodist Church Hall, Albert Walk, Holbeach

**It was resolved to agree to exclude the press and public under the Public Bodies (Admission to Meeting) Act 1960 due to the confidential nature of the business to be transacted**

*Open meeting closed at 20:33*

*Closed meeting opened at 20:39*

### **2022/3-099 Unpublished policy**

- a) It was **resolved** to agree the amendments to the unpublished policy

### **2022/3-100 Allotments**

- a) It was **resolved** to agree the situation with an allotment site, in that the allotment holder sign a new tenancy agreement and receive this year free of charge and the other party to be offered a new tenancy and this years rent to be refunded.

**2022/3-101 HR, Health and Safety and Data Protection Committee - To elect interested members to the committee** - Cllr M Murfet was proposed, seconded and **agreed** as a member of the committee

- a) To receive the report from the Chair
- b) It was discussed and **resolved** to agree the update and way forward regarding a staffing matter in that a panel of three Councillors were selected
- c) It was discussed and **resolved** to agree the update and way forward regarding a staffing matter in that a panel of three Councillors were selected
- d) It was **resolved** to agree to defer the HR, Health and Safety & Data Protection draft budget to the December meeting
- e) It was **resolved** to agree to serve notice on our HR advisors
- f) It was **resolved** to agree to appoint Personnel Advice and Solutions Ltd for HR services from September 2023

*Meeting closed at 21:34*

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

**Appendix a**

Clerks report 14/11/22

I refer to the letter and supporting documentation that was handed to Stephen at the last meeting by the Parishioner complaining about advertising the agenda's on the digital notice board. As you can see, the Government did NOT say no to this, in fact they referred him to the legislation which is very clear in that the notice should be in a conspicuous place. We all interpret words differently, however, this is LALC's response as of Tuesday the week of the last meeting:

The legislation simply states that the notice must be posted in a conspicuous place in the parish. Coming from the 1972 Act, it does not refer to digital noticeboards as they were not in existence. Therefore, it must come down to interpretation. The legal requirement is that it is displayed 3 clear days in advance of the meeting and the agenda does not have to be displayed, it is simply the notice.

If the council also displays their notice and agenda on a website, they are covering both bases.

It would take case law to determine the use of digital notice boards - but until that time, we can only interpret the law and in my opinion, as long as the notice is displayed in a conspicuous place, does it matter whether it is a wooden notice board or a digital one.

We only need to display the summons in a conspicuous place in the Parish, not in every ward like we aim to do. Also, I should point out that we always publish our full agenda's and supporting documents on our website and digital notice board.

Please find below what we are legally bound to post in a conspicuous place:

03/10/2022

NOTICE IS HEREBY GIVEN, and Members are summoned to attend a meeting of Holbeach Parish Council to be held at Methodist Hall, Albert Street, Holbeach on Monday 10th October 2022 at 18:45

With regard to the comments made by the gentle regarding his allotment rent:

Following the comments made at the last full council meeting regarding the allotment rent, the original agreement from 2013 did state rent in advance, however two previous Clerks before me had charged the rent in arrears. I have sent a letter to the gentleman concerned along with previous invoices and asked why this was not raised before. The legislation is the Allotments Act 1950 section 10, which states: if the yearly rent exceeds twenty-five shillings (£1.25) then it is not permissible to provide for more than one quarter's rent to be payable in advance. Although this is not legally compliant, if both the tenant and the allotment authority make an agreement at the beginning, the rent may be payable in advance. If the gentleman



wishes to pay in advance then we would need to have confirmation from him and the rent would be more next year as a president has already been set with paying in arrears.

We have received an email regarding the Police and Crime annual survey which has been forwarded to members. I will complete this on behalf of the council of everyone is happy with that.

Members have been forwarded an email from the Outer Dowsing Offshore Wind Group who have asked for you to elect a representative to attend their meeting at Fosdyke Village Hall on the 1st December. This email was received after this agenda was set.

#### Grass cutting

Following on from the agreement made at the meeting on 1st November, we have tried to obtain the information required from the first-choice tenderer, this has been a long process and despite many calls and emails we have still not received the answers to all our questions although the contractor has increased their prices by 8% We have been unable to ascertain that they are like for like quotes which could leave the council vulnerable to further price increases. and therefore, councils' decision to go with next cheapest has applied. I took professional advice from our internal auditor and as they cannot hold their original price, their tender becomes null and void. This procedure has been confirmed by our internal auditor.

#### Vacancies

We have two on Hurn (to be filled tonight?), one for Drove and five for Town ward

#### **Appendix 1**

#### Carters park

An in depth discussion about the next actions about the slide agreements that it was not what was ordered and as the solutions offered by the company are not acceptable in relation to what we want to be delivered in the interest of the public. Therefore, the suggestion was tabled to request its removal.

Following the maintenance of the bowls club soon coming back under HPC and the bespoke needs it was suggested that a tender for the maintenance be investigated.

#### Cemeteries

Increase in cemetery fees were debated and have been recommended to full council.

Concerns were raised from parishioners on overhanging trees and dogs being let of the lead. The winter schedule of works is underway to address the tree and hedge work.

#### Allotments

Following the unoccupied allotments being reworked/re let the waiting list has been exhausted. Allotment re inspections will be carried out on 24th November. It was confirmed how allotment rents have been historically charged in arrears as current legislation states. Applications for fruit trees, sheds and a greenhouse were heard.



## Churchyard

It was discussed to replant the war memorial in preparation for the upcoming remembrance celebrations. It was debated to as far as possible use sustainable planting.

## Tree work

The tenders were deferred to the next full council meeting. At which point sealed tree work tenders were discussed in extraordinary meeting, six-week notice has been sourced from SHDC for conservation area work.

## Budgets 2023/4

2023/4 Budgets were discussed and debated and recommended to the Finance Committee at £67,072. Following debate, it was requested to put forward two budgets, one with projects included and one without. Budget without projects £47,572 due to a breakdown on project costs of Carters Park youth area £8000; Seating and Inclusive trampoline £6500; Netherfields £5000.

## Appendix 2

### PPES report

The planning applications we discussed, and comments agreed. We were unhappy with one application and wanted to look into it in more details, so we have added it to full council agenda to agree our comment.

The locations for the SIDs were agreed as Holbeach St Johns and Church St Work has started on the chapel roof and a contractor has been out to look at the windows to give an estimate for work required.

The bowls club lease has now ended and they will be returning the keys this week. We will be looking at costings for them and individuals to hire the area ready for the new season.

The lease for Holbeach Bank football club is due to expire next May so it was agreed to contact the Crown to seek their view on any future lease before contacting the club.

It was agreed to renew the lease on room 3 in Coubro subject to a small increase in rent due to the increased energy costs.

It was agreed to continue with the cleaning contract for Coubro.

Following the kind donation by Chosen we will be ordering the defibrillator for the phone box.

## Appendix 3

The calendars have been printed and it was agreed that they should go on sale for £4 each. Cllr Howden to deliver one to each of the local businesses that sponsored us in ITS production. Prize giving and photos are being arranged.

It was agreed to defer the discussions regarding the purchase of a camera for recording council meeting's to the next committee meeting.



It was agreed to publish an events calendar for next year and a resume of our events staged in 2022.

It was agreed that the next open forum will commence at 18.45 and run for 25 minutes before the full council meeting on Monday 14th November and will not be recorded or any notes taken. Members of the public present may also not film this.

The deputy clerk is to contact the drainage board for maps of Boston Road South.

It was agreed to recommend our proposed budget for 2023/24 to the finance committee. Next meeting is at 3pm on 28th November at Coubro Chambers.

#### **Appendix 4**

##### Events report November

At our last meeting we finalised the details for remembrance which will take place on Sunday 13th November. The parade will start from the ex serviceman's club leaving at approx 2.15 and arriving at the war memorial at approx 2.30 for the wreath laying ceremony followed by a church service. We would like to thank the RBL and All Saints church for working with us to organise this act of remembrance.

The Christmas fayre will take place on 3rd December from 12 noon. The High St will be closed during the event from Barrington Gate to the traffic lights. There will be a mixture of food, craft and charity stalls on the High St and in the churchyard along with a snow globe and rodeo reindeer to keep people entertained.

All Saints church are organising a Christmas tree festival on the same day and we hope to decorate the trees in the churchyard with handmade decorations. If any groups or individuals wish to make decorations they can drop them in to the parish office by 1st December.

Santa will be there on the day at Jamie's Carpets giving out presents to the children. There will also be an advent duck trail around the town for children to find the clues and they can then collect a treat from our stall. We will also be selling the Holbeach calendar at the event.

At 4pm we will gather at the junction of Barrington Gate ready for the lantern parade. You can make your own lantern and bring it along, we will supply a battery tea light, or you can purchase a lantern from our stall on the day. Ideas for how to make your lantern will be on our Facebook page. The parade will go through the High St to the Christmas tree in the churchyard where there will be carols lead by All Saints choir.

We will also announce the winner of the best window competition on the day so lots going on through out the day. If anyone is free to help for a couple of hours during the event please let either myself or the clerk know.

We discussed ideas to celebrate the Coronation next year and we will be putting together the details at our next meeting.

#### **Appendix 5**

##### Finance committee report 7th November 2022





Budgets for this financial year were reviewed, we still need to remain cautious due to the continued uncertainty in the energy market.

Next year's draft budget has been reviewed and we will be in the position to submit a final budget for the December meeting of the full council.

The Clerk and I are arranging a meeting with the council's investment advisors. In this time of uncertainty, we need to ensure that our capital investment is totally secure.

## Appendix 5a

10/11/2022		Holbeach Parish Council		Page 1					
12:11		Invoices Due for Payment by 30 November 2022							
		For Purchase Ledger		Pay by Electronic Payment					
Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due	
<b>ALS Group [ALS]</b>									
04/10/2022	4061		Reindeer & snowglobe		11/10/2022	990.00		990.00	
						<b>Total of Invoices Due (ALS)</b>	<b>990.00</b>	<b>0.00</b>	<b>990.00</b>
<b>Amazon EU s.a.r.l UK Bracnk [AM1]</b>									
04/10/2022	124968951-2022-		Tea lights		15/11/2022	49.95		49.95	
29/10/2022	394563350		Head torches		15/11/2022	12.31		12.31	
						<b>Total of Invoices Due (AM1)</b>	<b>62.26</b>	<b>0.00</b>	<b>62.26</b>
<b>Batterystation [BATTERYSTA]</b>									
25/10/2022	400341377		Batteries		15/11/2022	31.86		31.86	
						<b>Total of Invoices Due (BATTERYSTA)</b>	<b>31.86</b>	<b>0.00</b>	<b>31.86</b>
<b>Branch Bros [BB]</b>									
25/10/2022	DC1058291		Raw plugs etc		15/11/2022	4.70		4.70	
						<b>Total of Invoices Due (BB)</b>	<b>4.70</b>	<b>0.00</b>	<b>4.70</b>
<b>Balloomniate [BM]</b>									
05/10/2022	133		Lantern bags		05/10/2022	11.99		11.99	
05/10/2022	134		Lantern bags		05/10/2022	11.99		11.99	
06/10/2022	132		Lantern Bags		06/10/2022	11.99		11.99	
10/10/2022	2135657875		Candle bags		15/11/2022	19.99		19.99	
						<b>Total of Invoices Due (BM)</b>	<b>55.96</b>	<b>0.00</b>	<b>55.96</b>
<b>Boyes [BY]</b>									
27/10/2022	27102022		Black bags for leaf blower		15/11/2022	2.79		2.79	
						<b>Total of Invoices Due (BY)</b>	<b>2.79</b>	<b>0.00</b>	<b>2.79</b>
<b>Chandlers [CHA001]</b>									
13/10/2022	517836		1st service zero turn		15/11/2022	370.83		370.83	
						<b>Total of Invoices Due (CHA001)</b>	<b>370.83</b>	<b>0.00</b>	<b>370.83</b>
<b>Councillors [CLLR]</b>									
08/11/2022	0811		Plants war memorial		15/11/2022	113.85		113.85	
						<b>Total of Invoices Due (CLLR)</b>	<b>113.85</b>	<b>0.00</b>	<b>113.85</b>
<b>Calendar winners [CW]</b>									
12/11/2022	1511		Calendar comp winners		15/11/2022	225.00		225.00	



10/11/2022

**Holbeach Parish Council**

Page 2

12:11

**Invoices Due for Payment by 30 November 2022**

**For Purchase Ledger**

**Pay by Electronic Payment**

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
Total of Invoices Due (CW)						<b>225.00</b>	<b>0.00</b>	<b>225.00</b>
<b>DTS [DTS001]</b>								
31/10/2022	9		Locking up		15/11/2022	620.00		620.00
Total of Invoices Due (DTS001)						<b>620.00</b>	<b>0.00</b>	<b>620.00</b>
<b>Farmer Education Foundation [FEF1]</b>								
26/10/2022	2610222		Rent Battlefields		15/11/2022	842.50		842.50
Total of Invoices Due (FEF1)						<b>842.50</b>	<b>0.00</b>	<b>842.50</b>
<b>Greenzone Park Road [GZPR]</b>								
17/10/2022	CR517850		Credit no collection 061022		15/11/2022	-62.71		0.00
31/10/2022	362303		Wheellie bins Park Road		15/11/2022	313.56		250.85
Total of Invoices Due (GZPR)						<b>250.85</b>	<b>0.00</b>	<b>250.85</b>
<b>Healthguard [HG]</b>								
26/10/2022	85845		Pest control		15/11/2022	192.98		192.98
Total of Invoices Due (HG)						<b>192.98</b>	<b>0.00</b>	<b>192.98</b>
<b>[HMRC]</b>								
22/10/2022	221022		NI & Tax Oct 22		15/11/2022	1,976.92		1,976.92
Total of Invoices Due (HMRC)						<b>1,976.92</b>	<b>0.00</b>	<b>1,976.92</b>
<b>Holbeach St Marks RBL [HSM RBL]</b>								
10/10/2022	101022		Grant RBL HSM 2022/3-085 (f)		10/10/2022	75.00		75.00
Total of Invoices Due (HSM RBL)						<b>75.00</b>	<b>0.00</b>	<b>75.00</b>
<b>L D Conway [LD]</b>								
13/10/2022	159452842-2022-		Brass plaque H/G		15/11/2022	17.97		17.97
Total of Invoices Due (LD)						<b>17.97</b>	<b>0.00</b>	<b>17.97</b>
<b>Lincolnshire Commercial Maintenance [LIN001]</b>								
31/10/2022	103		Grass cutting Oct 22		15/11/2022	2,138.40		2,138.40
Total of Invoices Due (LIN001)						<b>2,138.40</b>	<b>0.00</b>	<b>2,138.40</b>
<b>Methodist Church [MET001]</b>								
10/10/2022	101022		Meeting 101022		15/11/2022	30.00		30.00
Total of Invoices Due (MET001)						<b>30.00</b>	<b>0.00</b>	<b>30.00</b>



10/11/2022  
12:11

**Holbeach Parish Council**

Page 3

**Invoices Due for Payment by 30 November 2022**

**For Purchase Ledger**

**Pay by Electronic Payment**

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
<b>Manor Roofing [MRROFING]</b>								
01/10/2022	20287		Scaffolding August		18/10/2022	747.07		747.07
01/10/2022	20369		Scaffolding September		18/10/2022	996.10		996.10
01/10/2022	20351		Interim payment		15/11/2022	12,120.00		12,120.00
28/10/2022	20414		Scaffolding charges		15/11/2022	2,739.26		2,739.26
Total of Invoices Due (MRROFING)						<b>16,602.43</b>	<b>0.00</b>	<b>16,602.43</b>
<b>Microsoft [MS1]</b>								
03/10/2022	EO800KI00G		Admin 365		15/11/2022	22.56		22.56
03/10/2022	E0800KIT03		Cllr 365		15/11/2022	68.40		68.40
Total of Invoices Due (MS1)						<b>90.96</b>	<b>0.00</b>	<b>90.96</b>
<b>One Stop [OS1]</b>								
03/10/2022	03102022		Milk		15/11/2022	1.00		1.00
17/10/2022	1710222		Washing up liquid		15/11/2022	0.80		0.80
27/10/2022	26102022		Milk		15/11/2022	1.00		1.00
Total of Invoices Due (OS1)						<b>2.80</b>	<b>0.00</b>	<b>2.80</b>
<b>Platinum Cleaning [PLA001]</b>								
31/10/2022	145		Cleaning Coubro		15/11/2022	208.00		208.00
Total of Invoices Due (PLA001)						<b>208.00</b>	<b>0.00</b>	<b>208.00</b>
<b>Post Office Ltd [PO1]</b>								
11/10/2022	111022		Drop & GO top up		15/11/2022	40.00		40.00
Total of Invoices Due (PO1)						<b>40.00</b>	<b>0.00</b>	<b>40.00</b>
<b>Royal British Legion [RBL]</b>								
14/10/2022	14102022		RBL wreath		14/10/2022	28.98		28.98
Total of Invoices Due (RBL)						<b>28.98</b>	<b>0.00</b>	<b>28.98</b>
<b>Stuart Alan Signs [SAS]</b>								
10/10/2022	10047		Allotment signs		15/11/2022	432.00		432.00
Total of Invoices Due (SAS)						<b>432.00</b>	<b>0.00</b>	<b>432.00</b>
<b>Stinky Ink [SI]</b>								
04/10/2022	H67244		Ink catridges		15/11/2022	70.22		70.22
Total of Invoices Due (SI)						<b>70.22</b>	<b>0.00</b>	<b>70.22</b>
<b>St Johns Ambulance [SJA]</b>								



10/11/2022

**Holbeach Parish Council**

Page 4

12:11

**Invoices Due for Payment by 30 November 2022**

**For Purchase Ledger**

**Pay by Electronic Payment**

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
31/10/2022	917513		St Johns Xmas Fair		15/11/2022	172.80		172.80
Total of Invoices Due (SJA)						<b>172.80</b>	<b>0.00</b>	<b>172.80</b>
<b>Steve Lewis Electrical [SLE]</b>								
31/10/2022	289		CCTV equipment		15/11/2022	4,468.08		4,468.08
Total of Invoices Due (SLE)						<b>4,468.08</b>	<b>0.00</b>	<b>4,468.08</b>
<b>Smarty Mobile [SM]</b>								
27/09/2022	2709A		sim digital screen		27/09/2022	5.00		5.00
27/10/2022	2710		sim digital board		15/11/2022	5.00		5.00
Total of Invoices Due (SM)						<b>10.00</b>	<b>0.00</b>	<b>10.00</b>
<b>Sheet Plastics [SP]</b>								
04/10/2022	3000046242		secondary glazing		15/11/2022	131.43		131.43
Total of Invoices Due (SP)						<b>131.43</b>	<b>0.00</b>	<b>131.43</b>
<b>Spalding Cleaning [SPA001]</b>								
14/10/2022	141022		Window cleaning Coubro		14/10/2022	23.00		23.00
Total of Invoices Due (SPA001)						<b>23.00</b>	<b>0.00</b>	<b>23.00</b>
<b>Staff [ST1]</b>								
23/11/2022	23112022A		Salaries November 22		22/11/2022	8,834.54		8,834.54
Total of Invoices Due (ST1)						<b>8,834.54</b>	<b>0.00</b>	<b>8,834.54</b>
<b>Tesco</b>								
05/10/2022	05102022		Tea, coffee etc		15/11/2022	17.73		17.73
Total of Invoices Due (TESCO)						<b>17.73</b>	<b>0.00</b>	<b>17.73</b>
<b>Tonwood [TON001]</b>								
11/09/2022	3114031		Cr re key cutting		11/10/2022	-9.98		0.00
09/10/2022	3114156		Tape, canes etc		15/11/2022	2.50		0.00
Total of Invoices Due (TON001)						<b>-7.48</b>	<b>0.00</b>	<b>0.00</b>
<b>Wave</b>								
14/10/2022	11147116		Water Coubro		01/11/2022	170.11		170.11
Total of Invoices Due (WAVE)						<b>170.11</b>	<b>0.00</b>	<b>170.11</b>
<b>West End Garage [WEG]</b>								
31/10/2022	12243		Fuel October		15/11/2022	100.00		100.00



10/11/2022

**Holbeach Parish Council**

Page 5

12:11

**Invoices Due for Payment by 30 November 2022**

**For Purchase Ledger**

**Pay by Electronic Payment**

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due		
Total of Invoices Due (WEG)						<b>100.00</b>	<b>0.00</b>	<b>100.00</b>		
<b>Welland Print Ltd [WELLP]</b>										
27/10/2022	25966		Calendar printing		15/11/2022	429.00		429.00		
Telephone : 01775 764920						Total of Invoices Due (WELLP)		<b>429.00</b>	<b>0.00</b>	<b>429.00</b>
<b>Wilko [WIL]</b>										
13/10/2022	131022		Christmas decorations		15/11/2022	504.95		504.95		
Total of Invoices Due (WIL)						<b>504.95</b>	<b>0.00</b>	<b>504.95</b>		
Total of Invoices Due (Purchase Ledger)						<b>40,331.42</b>	<b>0.00</b>	<b>40,338.90</b>		
<b>TOTAL OF INVOICES DUE (ALL LEDGERS)</b>						<b>40,331.42</b>	<b>0.00</b>	<b>40,338.90</b>		

**Appendix 5b**

Date: 01/11/2022

**Holbeach Parish Council**

Page 1

Time: 14:56

**Bank Reconciliation Statement as at 31/10/2022  
for Cashbook 1 - Barclays Current Account**

User: 6121.J.HEARSEY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclays Current account	31/10/2022		3,022.50
			3,022.50
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			3,022.50
<u>Receipts not Banked/Cleared (Plus)</u>			
26/10/2022 100826		200.00	
26/10/2022 100826		25.00	
26/10/2022 100826		25.00	
26/10/2022 100826		25.00	
26/10/2022 100826		37.50	
			312.50
			3,335.00
		<b>Balance per Cash Book is :-</b>	<b>3,335.00</b>
		<b>Difference is :-</b>	<b>0.00</b>



Date: 01/11/2022

Holbeach Parish Council

Page 1

Time: 14:58

**Bank Reconciliation Statement as at 31/10/2022  
for Cashbook 3 - Business Saver Account**

User: 6121.J.HEARSEY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Saver Account	28/10/2022		6,193.80
Barclays (Ring Fenced Funds)	30/06/2022		3,999.00
			<u>10,192.80</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			10,192.80
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			10,192.80
		<b>Balance per Cash Book is :-</b>	<b>10,192.80</b>
		<b>Difference is :-</b>	<b>0.00</b>

Date: 01/11/2022

Holbeach Parish Council

Page 1

Time: 14:59

**Bank Reconciliation Statement as at 31/10/2022  
for Cashbook 4 - CCLA Account**

User: 6121.J.HEARSEY

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Account	30/09/2022		232,884.33
			<u>232,884.33</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
10/10/2022 ccla Barclays Current Account		10,000.00	
			<u>10,000.00</u>
			222,884.33
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			222,884.33
		<b>Balance per Cash Book is :-</b>	<b>222,884.33</b>
		<b>Difference is :-</b>	<b>0.00</b>