



Minutes of the meeting of Holbeach Parish Council Finance Committee Monday 9th January 2023 at 17:00 at Coubro Chambers

	In attendance	Apologies given	Absent
Holbeach Parish Council, Finance Committee	Cllrs: R Stevens, I Hutchinson & S Hutchinson Clerk/RFO: Jan Hearsey	Cllr M Murfet	
Public including Councillors			

Chair Cllr R Stevens opened the meeting at 17:00

FC-2022/3-087 - 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:
Cllr M Murfet

FC-2022/3-088 - 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-2022/3-089 - Minutes

It was **resolved** to approve as a correct record the notes of the meetings of the Committee held on 5th December 2022 and to authorise the Chair to sign the official minutes.

FC-2022/3-090 - Clerks report

- a) To receive a report from the Clerk – see appendix 1

FC-2022/3-091 - Transactions for Payment

- a) It was **resolved** to recommend to Full Council the list of payments due for December invoices and to review 10 invoices at random to insure transparency (the hard copy of the invoices were verified by the Chair)

Chandlers	Blade for strimmer	£ 45.95
Amazon	Note books for minutes etc	£ 10.87

Crusader Traffic	Signage Christmas Fayre	£ 100.80
Gallagher	Council Insurance	£9,516.25
Holbeach Tyres	Puncture repair trailer	£ 18.00
Hurco	Creation of parking bay Cemetery chapels	£1,980.00
SHDC	Business Rates Digital Board	£ 633.66
Irelands	Part for older Kubota	£ 652.85
Staff mileage	Attending training at Dunholme	£ 44.00
LALC	Charity Law training	£ 82.80

FC-2022/3-092 - Financial Statement

- a) It was **resolved** to recommend to Full Council to approve the financial statement as at 31st December 2022 – see appendix 2

FC-2022/3-093 - Review of outstanding receipts

- a) The outstanding receipts as at 31st December 2022 were reviewed

FC-2022/3-094 – Budget review

- a) The current year budgets were reviewed and it was **resolved** to agree to make the following recommendations to **Full Council**:
- Move insurance surplus from 4080 to 4075 & 4080
 - Insurance surplus from both Kubotas to repairs
 - Surplus from Council Tax to business rates Hall Gate
 - Surplus cleaning supplies to cleaning
 - Redecoration at Coubro to windows
 - RFO to prepare grass cutting figures for next open spaces meeting
 - There is a surplus training amount
 - Water at Coubro, keep checking the meter
 - Use surplus Events & PR budget for advertising and signs
 - Some money left in Jubilee garden.

FC-2022/3-095- Meeting Dates

- a) It was **resolved** to agree the meeting dates for 2023

FC-2022/3-096- Insurance

- a) The Council's insurance policy was reviewed and it was **resolved** to recommend the premium to **Full Council**

FC-2022/3-097 – Barclays Banking App

- a) It was **resolved** to agree to allow the RFO to use the Barclays Banking App on her own mobile phone

FC-2022/3-098 – Investments

- a) An update following the meeting with the financial advisor was received and it was to **resolved** to agree to recommend to **Full Council** the way forward in that the funds currently invested through the Funds Network be withdrawn and re-invested in CCLA but that this is reviewed on a six monthly basis

FC-2022/3-098 – Rialtas

- a) It was **resolved** to agree the way forward following the recent communication from Rialtas in that the Committee arranges a software demonstration from Edge IT systems, if the system is better, just have an initial term of 12 months, and given that Rialtas have increased their fees above 5% above inflation, consider changing companies

FC-2022/3-099 – Barclaycard

- a) It was **resolved** to agree to pay Barclaycard now, due to the date the payment due being before the next Full Council meeting

FC-2022/3-100 – Defibrillator

- a) It was proposed, seconded and agreed to amend the agenda item to: It was **resolved** to agree to order a substitute model due to supply issues if this could be provided within the timeframe, if not the Clerk/RFO can order from another company as long as the cost is no more.

FC-2022/3-101 – Grants

- a) It was **resolved** to agree to recommend to **Full Council** the grant application received

FC-2022/3-102 - Confirmation of date and venue of the next Parish Council meeting

- a) Monday 6th February 2023 @ 17:30 at Coubro Chambers

Meeting closed at 17:58

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

Appendix 1

Clerks Report – Finance Committee 09-01-23

Rialtas

We have been experiencing problems with the software and especially the allotments software. I have been trying to contact the new owners of the company since early December and they have now come back to me say they will look into it.

Banking Mandate

The Deputy Clerk has completed the document which has been sent back to Barclays.



Parish Precept

This has now been signed by the Chair of the Council and sent to SHDC. We have received the tax base which is 3576

Appendix 2

Date: 03/01/2023 **Holbeach Parish Council** Pa
Time: 13:22 **Bank Reconciliation Statement as at 31/12/2022** User: 6121.J.HEAR
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	31/12/2022		2,195.91
			<u>2,195.91</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			2,195.91
<u>Receipts not Banked/Cleared (Plus)</u>			
20/12/2022 100836		80.00	
20/12/2022 100837		25.00	
			<u>105.00</u>
			2,300.91
		Balance per Cash Book is :-	2,300.91
		Difference is :-	0.00

Date: 03/01/2023 **Holbeach Parish Council** Pa
Time: 13:37 **Bank Reconciliation Statement as at 31/12/2022** User: 6121.J.HEAR
for Cashbook 3 - Business Saver Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Saver Account	31/12/2022		18,762.95
Barclays (Ring Fenced Funds)	30/06/2022		3,999.00
			<u>22,761.95</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			22,761.95
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			22,761.95
		Balance per Cash Book is :-	22,761.95
		Difference is :-	0.00



Date: 03/01/2023

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Time: 13:39

**Bank Reconciliation Statement as at 31/12/2022
for Cashbook 4 - CCLA Account**

User: 6121.J.HEARS

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA Account	30/11/2022		183,617.25
			<u>183,617.25</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			183,617.25
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			183,617.25
		Balance per Cash Book is :-	183,617.25
		Difference is :-	0.00

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