

26/06/2023

NOTICE IS HEREBY GIVEN, and Members are summoned to attend a meeting of Holbeach Parish Council, Finance & Admin Committee to be held at Coubro Chambers, 11 West End, Holbeach on Monday 3rd July 2023 at 17:00 at which the under mentioned business will be transacted.

If you require supporting documents, please email: clerk@holbeachpc.com or call into the office or telephone.

Yours sincerely,



Jan Hearsey – Clerk

AGENDA

FC-2023/4-019 - Apologies for absence

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

FC-2023/4-020 - 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.

FC-2023/4-021 - Minutes

To resolve to approve as a correct record the notes of the meetings of the Committee held on 5th June 2023 and to authorise the Chair to sign the official minutes.

FC-2023/4-022 - Clerks report

- a) To receive a report from the Clerk

FC-2023/4-023 - Transactions for Payment

- a) To resolve to agree to recommend to Full Council payment of the list of payments due for June invoices and to review 10 invoices at random to insure transparency.

FC-2023/4-024 - Financial Statement

- a) To resolve to recommend to Full Council to approve the financial statement as of 30th June 2023

FC-2023/4-025 - Review of outstanding receipts

- a) To review the outstanding receipts as of 30th June 2023



FC-2023/4-026 – Budgets

- a) To discuss and resolve to agree the budgets and to recommend any changes to Full Council

FC-2023/4-027–IT

- a) To resolve to agree a camera purchase
- b) To resolve to agree to sign the direct debit mandate for the IT support contract
- c) To resolve to agree to recommend to Full Council to purchase a new laptop
- d) To resolve to agree to purchase a new printer
- e) To resolve to agree to recommend to Full Council the additional IT work required

FC-2023/4-028 Kubota

- a) To resolve to agree to recommend to Full Council the repairs to the newer Kubota

FC-2023/4-029 Auditor

- a) To resolve to agree to appoint LALC as the Council's auditor

FC-2022/3-030 – Date of next meeting

- a) To resolve to agree to change the date of the next meeting to Thursday 3rd August 2023 at 16:00