

29/08/2023

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 4th September 2023 at 17:30 at which the under mentioned business will be transacted.

Yours sincerely,



Jan Hearsey – Clerk

AGENDA

FC-2023/4-047 - Apologies for absence

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

FC-2023/4-047 - 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-2023/4-049 - Minutes

To resolve to approve as a correct record the notes of the meetings of the Committee held on 3rd August 2023 and to authorise the Chair to sign the official minutes.

FC-2023/4-050 - Clerks report

- a) To receive a report from the Clerk

FC-2023/4-051 - Transactions for Payment

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

FC-2023/4-052 - Financial Statement

- a) To resolve to recommend to Full Council to approve the financial statement as of 31st August 2023

FC-2023/4-053 - Review of outstanding receipts

- a) To review the outstanding receipts as of 31st August 2023

FC-2023/4-054 – Budgets

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

- b) To discuss and resolve to agree the way forward with the Events & PR Committee's promotional equipment

FC-2023/4-055 Projects & budgets

- a) To discuss and resolve to agree next year's draft Finance & Admin projects and budgets.

FC-2023/4-056 Terms of reference

- a) To discuss and resolve to agree to recommend to Full Council the changes to the Terms of Reference

FC-2022/3-057 – Date of next meeting

- a) To resolve to agree to change the date of the next meeting to Monday 2nd October 2023 at 17:30