

Minutes of the meeting of Holbeach Parish Council on Thursday 2nd November 2023 at 19:00 at Coubro Chambers, 11 West End, Holbeach.

	In attendance	Apologies given	Non-Attendance
Holbeach Parish Council,	Cllrs: C Turner, P Howden, P Savory, R Flood, S Hutchinson, I Hutchinson, T Wiltshire Clerk: Jan Hearsey Deputy Clerk: Becky Brothwell Apprentice: Ed Kennedy	Cllr P Ward, N Newman	
Public including Councillors	4 Members of the Public 1 Press Officer		

Chair Cllr C Turner open the meeting at 19:00

Chairman’s address to council and public – Cllr Turner passed on his thanks for the Halloween Events and agreed they were both a great success.

2023/4-095 Vice-Chair

- a) It was proposed, second and **agreed** to elect Cllr P Howden as Vice-Chair of the Council

2023/4-096 - 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 Ward and N Newman

2023/4-097 - 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 item 2023/4-108 (a)– Declared by Cllrs S Hutchinson, I Hutchinson, P Howden

2023/4-098 – Minutes

It was **resolved** to approve as a correct record the notes of the meetings of the Council held on 11th & 18th September 2023 and to authorise the Chair to sign the official minutes.

2023/4-099 - Clerk

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

2023/4-100 - Finance & Admin Committee

- a) To receive the report from the Chair of the Committee – see appendix c
- b) To note the Bank balances as of 30th September 2023 as follows:
Account ending **4844** £3,535.15 Account ending **5394** £10,168.51
Account ending **01PC** £366,874.89 – see appendix d
- c) It was **resolved** to agree to ratify the payments for September 2023 of £23,814.95 as recommended by the committee and to note the income for September 2023 of £4,469.07 – appendix e
- d) It was **resolved** to agree to make payment to the roofer of £950.00
It was **resolved** to agree to the budget movements as recommended by the committee
£1,000 from Open Spaces salaries to Repairs & Maintenance Open Spaces
£250.00 R & M Northons Lane to R & M Kubota EFH
£250.00 R & M Plank Hook to R & M Kubota EFH
£250.00 R & M Bass site to R & M Kubota EFH
£250.00 R & M Callows to R & M Kubota EFH
£1500.00 Netherfield Gates to R & M Kubota CJJ
£3,000 Property R & M to Business rates
- e) It was **resolved** to agree the working party to apply for grant funding as Cllr C Turner, Clerk & Deputy Clerk
- f) It was **resolved** to agree to add an additional signatory to the Barclays Mandate as Cllr Tim Wiltshire
- g) Following the request from two Councillors to suspend Standing Orders to change the Terms of Reference of the committee membership to include the Chair of each committee plus one independent – this agenda item was deferred
- h) It was **resolved** to agree the grant application from Millenium Lighting
- i) It was **resolved** to agree to sign a direct debit with Sky

2023/4-101 - Open Spaces Committee

- a) To receive a report from the Chair of the Committee – appendix f
- b) It was **resolved** to agree the way forward with the slide payment as now the credit note has been received, to make payment
- c) To resolve to agree to stop the grass cutting contractor for this season – decision already made by Open Spaces Committee

2023/4-102 - Planning, Properties, Emergency Planning and Speeding Committee

- a) To receive the report from the Chair of the Committee – appendix g
- b) The blockwork pavers at the cemetery parking bay were discussed and following the visit by the contractor to repair, it was **resolved** to agree the way forward – as for the Chair & Vice Chair to carry out a site visit before the next meeting.
- c) To receive an update on the Solar Farm Open Day from Cllr P Savory – appendix h
- d) It was discussed and **resolved** to agree to defer to next meeting the way forward with the Football Club lease rent review
- e) It was discussed and **resolved** to agree to defer back to committee the Bowls Club lease.

2023/4-103 - Events & PR Committee –

- a) To receive the report from the Chair of the Committee – appendix i
- b) To receive an update on Remembrance – appendix j
- c) To receive an update on the Christmas Fayre – appendix k
- d) To receive an update on the Halloween Events – appendix l

2023/4-104 – South Holland Community Car Scheme

- a) To receive an update from Cllr P Savory – appendix m

2023/4-105 Projects 2024/5

- a) It was discussed projects for next year's budget in that the key ones should be considered and others phased in over the next two to three years

2023/4-106 - HR, Health and Safety and Data Protection Committee

- a) To receive a Data Protection update – appendix m
- b) It was proposed, second and **agreed** to elect Cllr Flood to the committee

2023/4-107 – Meetings

- a) The next meeting of the Council will be on Monday 13th November 2023 at 19:00 at Methodist Hall Albert Walk, Holbeach
- b) It was **resolved** to agree the meeting dates for 2024 see appendix n

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 20:48

Closed meeting opened at 20:55

2023/4-108 Battlefields Lane

- a) It was **resolved** to agree the recommendation of the Committee regarding the way forward following the letter received to go back to the solicitor with regards to the Council's decision.

2023/4-109 - HR, Health and Safety and Data Protection Committee

- a) To receive a report from the Chair of the Committee
- b) It was **resolved** to agree the next step in an ongoing staffing matter, to go back to solicitor with Council's decision.

Meeting closed at 21:29

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

Appendix a

It has been a difficult month for the Open Spaces team, there have been lots of repairs to contend with. They are also covering the litter picking.

I received a call from the Police saying they were about to meet and did the Parish have any concerns. I mentioned that our parishioners were concerned about speeding and also anti-social behavior. The Suttons are to get two PCSO's, however Holbeach will not have any. I did say that the public would not be happy with this and the response was that Holbeach has a low level of crime. The public need to be urged to report crimes as unless they are reported and logged, then the police are not aware of them.

We are in precept season, can I please remind everyone of how it works. Each committee will consider what funding it requires for next year, once agreed, this will go to full council for discussion in November, back to the committees and then to full council for approval in December. Any precept increase CANNOT be spoken about in terms of % increase. As there are many new properties being built in Holbeach, and each one taking a share of the precept, in certain circumstance it could be possible to increase the precept but decrease what each households pays. In December SHDC will send out the guidance which will contain the tax base which, when divided by the precept will give us the cost per band D property and then any percentage increase can be calculated.

We have been inundated with FOI requests which we are dealing with. Can I please remind members that if you are asked to provide information regarding these, can you please respond as soon as possible.

Appendix b

There is a total of nine vacancies



Appendix c Finance report

This month we elected a new committee chair Clive Turner. We discussed the play equipment purchase. How to split the budgets into business as usual and projects.

The normal ten invoices were looked at and approved.

Appendix d

Bank Accounts - Details and Current Balances Start of year 01/04/23

Account Type : Ordinary

Account Name	Account Type	Account Number	Sort Code	Last Reconciled Date	Last Reconciled Balance £	Current Balance £
1 Barclays Current Account	Ordinary	****4844	20-80-78	30/09/23	2,835.15	3,535.15
2 Barclaycard	Ordinary	*****2372		30/06/23	-966.14	0.00
3 Barclays Saver account	Ordinary	****5394	20-80-78	27/09/23	10,168.51	10,168.51
4 CCLA	Ordinary	*****0001PC		31/08/23	376,874.89	366,874.89
TOTAL						£380,578.55

Appendix e

Holbeach Parish Council Expenditure transactions - approval list Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice Date	Details	Invoice
439	Scar0231010	£51.68	4455200	31/08/23	Amazon - Jerry cans	UA63J
440	Scar0231010	£74.49	4385	06/09/23	Amazon - Probiotics etc	Y2AEUJ
441	Scar0231010	£7.18	4385	06/09/23	Amazon - Mice x2	571946
442	Scar0231010	£15.98	4385	06/09/23	Amazon - Mice accessories	571945
444	Scar0231010	£43.24	4690	11/09/23	Amazon - Paper towels	1H4E3J
445	Scar0231010	£21.62	4690	12/09/23	Amazon - Blue towels	0AL6E1
448	Scar0231010	£51.95	44551400	27/09/23	Amazon - Flag pole	275470
		£276.14			Amazon - Total	
428	bcar0231010	£29.31	44551400	12/09/23	Bryan Thompson Windows - Balance due, in 408 - Window bowls sub	8073
		£29.31			Bryan Thompson Windows - Total	
471	231010che	£192.29	4455015	21/09/23	Chapel Hire - Breaker & MEWP	210596
		£192.29			Chapel Hire - Total	
451	231010ar	£732.51	4440	12/09/23	Crown Estate - Rent Holbeach Bank	3090869
		£732.51			Crown Estate - Total	
81	231010de	£500.00	305923	30/09/23	DTS - Locking up September	21
1		£305.00	4455275		Locking up Sept	
2		£305.00	4455250		Locking up Sept	
		£800.00			DTS - Total	
468	231010gre	£357.48	4215200	30/09/23	Greenzone - Whittle birt Park Road	302947
		£357.48			Greenzone - Total	
461	231114hg	£162.98	4625	26/10/23	Healthguard - Annual fee Nature Reserve	
		£162.98			Healthguard - Total	
431	231010hac	£30.00	4801502	18/09/23	Holbeach United Services Club - Hall Hire Halloween disco	105
		£30.00			Holbeach United Services Club - Total	
454	Scar0231010	£27.95	4380	19/09/23	ink Press - Cartridges	190803

Signature _____ Date _____ Signature _____ Date _____

Holbeach Parish Council Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross Heading	Invoice date	Details	Invoice
£27.95 Ink Prints - Total					
447	Board231010	£5.89 4205	08/09/23	K-Mart - Disposable gloves	473891
£5.89 K-Mart - Total					
472	231010cm	£2,841.20	30/09/23	Lincolnshire Commercial Maintenance -	
1		£326.40 4275		Grass cutting	
2		£300.00 4270280		grass cutting	
3		£326.40 4280		grass cutting	
4		£450.00 4270285		grass cutting	
5		£216.00 4285		grass cutting	
6		£422.40 4270255		grass cutting	
£2,841.20 Lincolnshire Commercial Maintenance - Total					
449		£50.00	20/09/23	Methodist Church - Hall hire	
1		£30.00 4075		Hall hire 11-09-23	
2		£20.00 4801525		Hall hire 14-09-23	
£80.00 Methodist Church - Total					
433	Board231010	£75.00 4100	03/09/23	Microsoft - 365 O365	EO8000W56G
434	Board231010	£34.20 4100	03/09/23	Microsoft - 365 admin	EO8000W34D
£109.20 Microsoft - Total					
445	Board231010	£83.70 4890	11/09/23	Misa Bargains Ltd - Toilet rolls	45305
£83.70 Misa Bargains Ltd - Total					
443	Board231010	£13.97 4205	08/09/23	MK Safety Grip - Gloves	28485
£13.97 MK Safety Grip - Total					
438	Board231010	£27.59 4411	06/09/23	Net World Sports - Anchor kit	PS112613202
£27.59 Net World Sports - Total					
429	Board231010	£430.00 4455200	19/09/23	Online Playgrounds - Replacement parts zip wire	
£430.00 Online Playgrounds - Total					
421	230612pm	£120.00 4435350	07/09/23	Personnel Advice & Solutions Ltd - HR advice	

Signature _____ Signature _____
Date _____ Date _____

Holbeach Parish Council Expenditure transactions - approval list

Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross Heading	Invoice date	Details	Invoice
452	231010pm	£120.00 4435350	07/09/23	Personnel Advice & Solutions Ltd - HR services October	
£120.00 Personnel Advice & Solutions Ltd - Total					
94	231010pm	£268.00 4885	11/09/23	Platinum Clearing - Clearing Coudro	276
£268.00 Platinum Clearing - Total					
437	231010sw	£390.00 4310230	10/10/23	Savills - Rent Northon Lane	803677
£390.00 Savills - Total					
387	board231010	£5.00 4890	27/08/23	Smarty Mobile - SIM digital board	270823
£5.00 Smarty Mobile - Total					
430	231010dc	£8,000.00 4410	14/09/23	South Holland District Council - Contribution o changing places toilet	20309754
£8,000.00 South Holland District Council - Total					
130	231010dc	£23.00 4885	11/09/23	Spalding Clearing - Window cleaning Coudro	300823
£23.00 Spalding Clearing - Total					
399	board231010	£18.34 4890	24/08/23	Tecco - Tea, coffee etc	240823
452	Board231010	£22.35 4890	07/09/23	Tecco - Tea, coffee etc	070923
£40.69 Tecco - Total					
432	231010bn	£7.96 44551420	07/09/23	Tonewood - Key cutting	3115789
466	231010bn	£12.47 4455015	29/09/23	Tonewood - Grinding discs	3115854
£20.46 Tonewood - Total					
390	board231010	£10.39 4880250	11/08/23	Wave - Water P/R cemetery	12406206
391	board231010	£15.72 4880255	07/08/23	Wave - Water Hall Gate	12388731
392	board231010	£45.31 4880275	10/08/23	Wave - Water Carlen Park	12398826
£71.42 Wave - Total					
435		£125.00 4480	06/09/23	West End Garage - Diesel	
469	231010wg	£38.00 4480	20/09/23	West End Garage - Fuel unleaded	13005

Signature _____ Signature _____
Date _____ Date _____

Holbeach Parish Council
Expenditure transactions - approval list Start of year 01/04/23

Supplier totals will include confidential items

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
470	231010wg	£130.00	4480	28/09/23	West End Garage - Diesel	13805
		£303.00			West End Garage - Total	
		£11,251.97			Confidential	
Total		£23,814.97				

Appendix f
Open space report.

Netherfields after the results of the survey it was decided to go with the residents it directly affected, gate will stay the same but will be repaired and painted at a later date.
A local youth group is looking to adopt a flower bed within the Jubilee garden, also agreed to look at other options for the stone circle to help suppress the weeds.
Sadly new graffiti is appearing around the park, Police have been informed, viewing cctv is underway.
Old roundabout has now been removed and hope to soon have a date for replacement equipment installation.

Appendix g
PPES chair report

Planning application were reviewed and comments made. The proposed 48MW Solar Farm at Holbeach Bank, the Parish Council commented that whilst they are in support of renewable energy, this should not be at the loss of prime arable land.
Speeding – the SID locations for this month are Boston Road South and Foxes Lowe Road. Approach is being made to a local company to sponsor a third SID.
The committee is working on a lease for the bowls club.

Appendix h

Solar Farm I attended a meeting which was a pre booked one to one on the 28.9.23 at St. Marks village hall Firstly I cannot say anything about the Hurn event the day before as I was not in attendance. At St Marks we were invited to book a 15 minute slot for a one to none, this I did and attended to meet three Representative of Green Energy Company. They stated the following when questioned. The location are fields which are situated of Eastern Road Between Holbeach Hurn and Holbeach St, Marks to fields and a road from the other proposed development. The acreage under consideration is just under 300 acres they did not disagree when I said the equates to approximately 1200 tons of grain per year. They agreed it was Grade one soil. They stated if they had known about the other Company they would have had second thoughts. They stated they had done 2.5 year investigation including wild life. There fencing will not be 9ft constructed more like farms fencing with no security lights. They stated That the stretch of grid in that location is the best place for connecting and once the other company has connected there would be no more there as the grid will be at full capacity.



The did not argue the ecological side lie grain coming from abroad by ships the lagre number of lorries on those roads all running on fossil fuel. Number of lorries estimated over 600. In fact one of them said under different circumstances he would agree with me. They also offered to attend one of our meetings and give a presentation

Appendix i

Chair's Report,

Following some very positive and productive interaction between the members present, the program of Events for 2024 was discussed and agreed. It was further agreed to put together a Christmas lights trail for the benefit of the Public.

Duck hunt in shops & businesses. Need sweets	30/03/2024
Picnic with Rock bus and bbq	19/05/2024
Lighting of Beacon	06/06/2024
Display of military vehicles, living history display, evening ball	15-16/06/24
Carters Park centenary	30/06/2024
Car & Bike show at Holbeach Primary Academy	21/07/2024
Picnic with Rock bus and bbq	18/08/2024
Spooky Trail & Disco	31/10/2024
Remembrance Parade	10/11/2024
Christmas Fayre	07/12/2024

Appendix j

Following months of emails, telephone calls and meetings, LCC have finally agreed to give us the morning road closure.

All the arrangement are in hand. We have our marshals and are preparing a safety marshalling video.

The parade will muster at the Co-op from 10:00 and set off at 10:30 and parade to the War Memorial. There will be a short service conducted by the Vicar and then the laying of wreaths, before a church service at 11:30.

The road will be closed from 10:00 to 11:30

Appendix k

- To date 43 stall vendors now confirmed
- 2 food vendors confirmed (For Cod Sake & Smokey's) these will be positioned outside church (Church Street side) arranged with Sherine
- Bouncy Castle booked – to be positioned on Church grass for securing arranged with Sherine

- School Rock Bus confirmed and will be positioned in the widest part of the High Street to incorporate the stage extension and still allow access for emergency vehicles
- Subject to committee approval – Live Singer (sponsored by Holbeach Tyres) and Gospel Choir to attend
- Subject to committee approval – Christmas Card competition for Primary schools in local area – winner to selected at random to switch on Christmas Lights. Christmas Cards with messages will be donated to local care homes to be given to residents
- Best Stall / Shop Christmas Decoration competition – Top 3 – prizes being donated by Cllr Flood and Deputy Clerk
- Subject to committee approval – Gazebos to be used for children’s activities and us to purchase items to make – example paper lanterns, Xmas themed cookies for icing, etc...
- Rotary Sleigh from Fleet being donated for us to use for the day – position to be confirmed.
- Jamie’s Carpets doing Santa’s Grotto again this year – Cllr Chapman is going to donate for gifts to children
- In communication with All Saints Church PCC Gill Graper they are starting their event from 10am to 4pm and stall holders are booked in but they have to pay £15 they have requested that we keep their front door area clear for entrance and they will be doing a one way system inside church.
- Marshal training session being created by Clerk & Deputy Clerk and volunteer list being generated to get minimum of 25 in the team – breaks plus food and drink will be offered
- Subject to committee approval – Gifting Tree to be arranged for local charity

Appendix I

The Halloween events went very well

Appendix m

Voluntary Car Scheme AGM. This I attended On the 28.9.23 at the District offices. The went through the normal agm items apologies, minutes of previous meeting and matters arising etc. They then did the various reports being the Chairs which really centred around the new constitution and Angela Newton treasurers report and the Service coordinators which the breakdown for Fleet and Holbeach should be attached.

They the went on to ratify the new constitution as discussed at a previous meeting, mainly membership and how it is made up and how long to serve. The number is 13 =7 from parishes and 6 from other parties ie drivers district etc. the term of being on the was suggested as being six years but after a vote it went to fours falling in line with parish election and they may after four years be re-elected on. Apparently Fleet and Holbeach was covered by Fleet representative hence the break down is joint but I was elected onto the committee/trustees as Holbeach Rep. Financially everything is sound but do need moor drivers, for our area there 5 but probably dropping to three soon. I believe publicity by us should be paramount.

The new officers and committee were elected .

Appendix n



Dates and times of meetings for the 2023 calendar year

Date	Venue
Monday 15 th January 2024 @ 19:00	Methodist Hall, Albert Walk
Monday 12 th February 2024 @ 19:00	Methodist Hall, Albert Walk
Monday 11 th March 2024 @ 19:00	Methodist Hall, Albert Walk
Monday 8 th April 2024 @ 19:00	Methodist Hall, Albert Walk
Monday 13 th May 2024 @ 19:00	Methodist Hall, Albert Walk
Monday 10 th June 2024 @ 19:00	Holbeach Hurn Village Hall
Monday 8 th July 2024 @ 19:00	Holbeach St Marks Village Hall
Monday 12 th August 2024 @ 19:00	Holbeach St Johns Village Hall
Monday 9 th September 2024 @ 19:00	Methodist Hall, Albert Walk
Monday 14 th October 2024 @ 19:00	Methodist Hall, Albert Walk
Monday 11 th November 2024 @ 19:00	Methodist Hall, Albert Walk
Monday 9 th December 2024 @ 19:00	Methodist Hall, Albert Walk

Public Open Session

Letter Received:

I would like to thank you and Clive for dealing with Meta and getting back full control of the parish's Facebook page.



I would also like to raise the issue of the required work on the sand pit within Carters Park:

- A purchase order was raised for a contractor to purchase blocks & bricks to reduce the sand pit by 50%
- The supplier has never supplied the materials
- The supplier, when spoken to has said that Cllr S Hutchinson had told him not to purchase the materials and to keep the money and use it against the extra works that were carried out within Park Road cemetery

The above activity raises a number of questions:

1. Was approval given by full council?
2. Has the above been documented?
3. Who gave permission for Cllr S Hutchinson to carry out the changes?
4. Did Cllr S Hutchinson work alone?
5. Why did Cllr S Hutchinson insist that the supplier should be paid prior to full council approval?

These actions clearly break a number of the Nolan Principles and should have been reported to the monitoring officer at South Holland District Council.

I look forward to receiving a reply.

Response from Cllr S Hutchinson:

That was not true, all invoices were agreed by Council

Pathways on Boston Road require attention, as shrubbery is overhanging path and parents / children are having to walk in the road, drains are blocked with leaves.

Response: LCC area and public required to put report on Fix My Street

Due to recent break in on High Street, the 2nd one in a few weeks, is there access to CCTV.

Response: File Police report and they should gain access of the CCTV footage and there is live working CCTV footage on the High Street.

Station Road re-surfacing has caused lots of water retention on the water and seems the camber has been done incorrectly.

Response: Contact Highways and report

Refuge collections still being missed

Response: Cllr S Hutchinson is going to take the report further at District level.

District Council Report
District Report:

Planning

The planning committee considered an application to reduce the s106 contributions on the Holbeach meadows site. I proposed to refuse this but, the application was passed.

Untidy Buildings

I'm meeting with several officers next week, to discuss what measures can be taken to improve untidy shops and buildings in town, including listed buildings. They have been successful with this in Spaulding, and I would like to see this replicated in Holbeach.

Holbeach town Improvemtns

I am also meeting to discuss the Holbeach town improvement plan, I have requested an update as to what's been achieved/spent so far, how much money is left, and what are the plans moving forwards. I am mindful Spaulding has received a huge amount of funding, and I would like to see more district support and funding coming to Holbeach and other towns in south Holland, but crucially with community involvement.

Garden Waste

I asked for an update from the portfolio holder for environmental services on the garden waste waiting list. And I've been told that everyone on the list now, will get their bin(s) after the new garden waste re-route is complete. As soon as i know when this is, i will update everyone. If your in an area already covered by the service, you can join the list now. But once the re-route is done, SHDC will know if they can expand the service to other areas. You can join the register of interest list on the SHDC website.

Gardening Days

Two more gardening days are organised, one for Craters park and one to tidy All Saint churchyard just before remembrance.