

Minutes of the meeting of Holbeach Parish Council HR, H & S and Data Protection Committee on Monday 18th September 2023 at 17:30 at Coubro Chambers, 11 West End, Holbeach

	In attendance	Apologies given	Non Attendance
Holbeach Parish Council,	Cllrs: M Murfet T Wiltshire & P Howden Clerk: Jan Hearsey		
Public including Councillors			

Chair Cllr Mark Murfet opened the meeting at 16:30

HR- 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.

None

HR- 2023/4- 048 Declarations of interest.

- a) 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

It was resolved 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 16:30

Closed meeting opened at 16:30

HR-2023/4-049 Staffing matters

- a) An update on an ongoing staff matter was received and it was **resolved** to agree to recommend to Full Council the next step.
- b) It was **resolved** to agree the situation with staff annual leave over the Christmas period in that there will not be a full closedown and it was up to each individual member of staff.

HR-2023-4-050 Budgets

- a) It was discussed and **resolved** to agree the draft 2024/5 budgets. (The Clerk left the room)

HR-2023-4-051 Data Breach

- a) It was discussed and **resolved** to agree the way forward with a data breach in that the ICO report is sent out to Full Council

Meeting closed at 17:20

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