

**Minutes of the extraordinary meeting of Holbeach Parish Council on Tuesday 23<sup>rd</sup> January 2024 at 18:00 at Coubro Chambers, 11 West End, Holbeach.**

	In attendance	Apologies given	Non-Attendance
<b>Holbeach Parish Council,</b>	Cllrs: P Savory, R Flood, T Wiltshire, R Stevens, L Jordan, S Bailey, I Hutchinson,  Clerk: Jan Hearsey Deputy Clerk: Becky Brothwell	Cllr P Ward, P Howden. Cllr S Hutchinson	
<b>Public including Councillors</b>	1 Public Member		

*Vice-Chair Cllr T Wiltshire opened the meeting at 18:00 and instated Standing Orders*

**2023/4-157 Chair**

- a) To elect a Chair of the Council – Cllr Rick Stevens was elected Chair of the Council

**2023/4-158 Vice-Chair**

- a) To elect a Vice-Chair of the Council- agenda item not required.

**2023/4-159 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: P Ward.

**2023/4-160 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.

Cllr L Jordan declared a pecuniary interest in agenda item 2023/4-166 (b)

**2023/4-161 Co-option**

- a) It was **resolved** to agree to co-opt Dr Peter Howden to the Council. Cllr Howden had offered his apologies for not attending this meeting.



**2023/4-162 Finance & Admin Committee**

- a) To elect members to the committee – Cllr T Wiltshire was proposed, seconded and **elected**.

**2023/4 – 163 Open Spaces Committee**

- a) To elect members to the committee – Cllr S Bailey was proposed, seconded and **elected**.

**2023/4-164 HR, H & S and Data Protection Committee**

- a) To elect a member to the committee – Cllr P Howden was proposed, seconded and **elected**. Cllr R Stevens resigned from the committee with immediate effect.

**2023/4-165 Minutes**

- a) It was **resolved** to agree the procedure for sending out minutes as for the draft notes to be sent to Committee first, if no feedback is received within 48 hours, then the notes are to be circulated to Full Council and published on the Council’s website.

**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 18:09  
Closed meeting opened at 18:10*

**2023/4-166 HR, Health and Safety and Data Protection Committee**

- a) Following receipt of a request to suspend Standing Orders, from three Councillors on the 15<sup>th</sup> January 2024, it was **resolved** to agree the Clerk/RFO’s salary for 2024/25
- b) Following receipt of a request to suspend Standing Orders, from three Councillors on the 15<sup>th</sup> January 2024, it was **resolved** to agree the Deputy Clerk’s salary for 2024/25

**2023/4-167 Lease**

- a) It was discussed and **resolved** to agree the way forward following costings for legal representation as to instruct Fraser Dawbarns.

*Meeting closed at 18:37*

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