

Minutes of the meeting of Holbeach Parish Council HR, H & S and Data Protection Committee on Wednesday 5th June 2024 at 16:00 at Coubro Chambers, 11 West End, Holbeach

| | In attendance | Apologies given | Non Attendance |
|-------------------------------------|---|-----------------|----------------|
| Holbeach Parish Council, | Cllrs: R Flood T Wiltshire & P Howden Clerk: Jan Hearsey | Cllr S Ball | |
| Public including Councillors | | | |

Chair Cllr R Flood opened the meeting at 16:05

HR- 2024/5-001 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 S Ball

HR- 2024/5-002 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

HR-2024/5-003 Minutes

- a) It was **resolved** to approve as a correct record the notes of the meetings of the Committee held on 13th May 2024 and to authorise the Chair to sign the official minutes.

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 16:08

Closed meeting opened at 16:08



HR-2024/5-004 Staffing matters

- a) It was discussed and **resolved** to agree the way forward with a staffing matter as to allocate tasks on a four week trial period. HR to speak with a member of staff.
- b) It was discussed and **resolved** to the timetable for staff appraisals as:
Open Spaces team – 19-06-24 – pm (Cllr R Flood & Clerk)
Deputy Clerk (Cllr P Howden & Clerk)
Clerk (Cllrs: R Stevens & R Flood)

HR-2024/5-005 Legal matters

- a) It was **resolved** to agree to recommend to Full Council the way forward with a letter received as to engage legal advice.

Meeting closed at 16:46

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