



Minutes of the meeting of Holbeach Parish Council HR, H & S and Data Protection Committee on Thursday 1<sup>st</sup> August 2024 at 10:30 at Coubro Chambers, 11 West End, Holbeach

	In attendance	Apologies given	Non Attendance
<b>Holbeach Parish Council,</b>	Cllrs: R Flood T Wiltshire & P Howden  Clerk: Jan Hearsey		
<b>Public including Councillors</b>			

*Chair Cllr R Flood opened the meeting at 10:30*

#### **HR- 2024/5-014 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- 2024/5-015 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-2024/5-016 Minutes**

- a. It was **resolved** to approve as a correct record the notes of the meetings of the Committee held on 9<sup>th</sup> July 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 10:32*

*Closed meeting opened at 10:32*

#### **HR-2024/5-017 Staffing matters**

- b. It was **resolved** to agree a contingency plan if staff are on long term sick - Advertise for grounds person/ gardener for grounds maintenance three days a week (8 hours per day) for 3 months to recommend to full council



- a. It was discussed and **resolved** to agree the way forward with staff working extra hours - limit to 4 hours including litter picking Thursday & Friday. Can take the time after the end of October.
- b. It was **resolved** to agree the way forward with a staffing matter - have a chat about better working practices

*Meeting closed at 11:25*

Signed Chair.....Dae.....