



Minutes of the meeting of Holbeach Parish Council on Monday 12th August 2024 at 19:00 Holbeach St John’s village hall, Holbeach St Johns.

	In attendance	Apologies given	Non-Attendance
Holbeach Parish Council,	Cllrs: P Savory; R Steven;, R Flood; T Wiltshire, P Howden; P Ward & S Hutchinson Clerk: Jan Hearsey Deputy Clerk: Becky Brothwell	Cllr I Hutchinson	
Public including Councillors	4 public D Cllr P Barnes D Cllr A Beal		

Chair Cllr R Stevens opened the meeting at 19:00 and instated Standing Orders

Chair’s address – see appendix 1

Vice-Chair’s address – not required

2024/5-059 - 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: I Hutchinson

2024/5-060 - 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.

Cllrs: P Ward; R Flood & P Savory declared a non-pecuniary interest in agenda item 2024/5-063 (e)

2024/5-061 - Minutes

It was **resolved** to approve as a correct record the notes of the meetings of the Council held on 8th July, 23rd July, 24th July 2024 and 5th August 2024 and to authorise the Chair to sign the official minutes.

2024/5-062- Clerk

- a) To receive a report from the Clerk – (Clerk to send out figures and to post on Facebook) -see appendix a
- b) To receive an update on vacancies – see appendix a
- c) To review paperwork submitted for co-option(s) and it was **resolved** to agree to co-opt Jenny Sharman & Sandra Ball

2024/5-063 - Finance & Admin Committee

- a) To receive the report from the Chair of the Committee – see appendix b
- b) To note the Bank balances as of 31st July 2024 as follows:
Account ending **4844** £3,692.47 Account ending **5394** £18,513.16
Account ending **01PC** £489.683.04 – see appendix c
- c) It was **resolved** to agree to the payments for July 2024 of £23,186.81 and to note the income for July 2024 of £10,932.50 – see appendix d
- d) It was **resolved** to agree budget movements as recommended by the committee of £2,500 from contingency to IT (Cllr S Hutchinson requested the IT spend figures)
- e) It was **resolved** to agree the grant applications as recommended by the committee as RBL £79.75 (Cllr S Ball declared a non-pecuniary interest) and Holbeach Christmas Lights £362.00 (Cllrs: R Stevens; T Wiltshire; R Flood; P Howden; P Ward; J Sharman P Savory; S Hutchinson voted in favour, Cllr S Ball abstained)
- f) Following receipt of two requests from Councillors to suspend Standing Orders, it was **resolved** to agree the amended IT Policy to incorporate Council mobile phones (Cllrs: R Stevens; T Wiltshire; R Flood; P Howden; P Ward; J Sharman; P Savory; S Ball voted in favour, S Hutchinson abstained)

2024/5-064 - Open Spaces Committee

- a) To receive a report from the Chair of the Committee none provided
- b) To elect members to the committee – Cllr J Sharman was elected to the Committee
- c) It was **resolved** to agree the cost of the Kubota repair of £1,020.77

2024/5-065 - PPES Committee

- a) To receive the report from the Chair of the Committee – see appendix e
- b) To receive a report from Fleet Parish Council Chair, Cllr Paul Barnes regarding the footpath off Dam Gate – the footpath crosses both Parishes. Put on next Full Council agenda
- c) It was discussed and **resolved** to agree the way forward with the Eastern Green Link 3 and 4 infrastructure as impact - wildlife, hedgerows etc - construction period - watercourses - loss of agricultural land - damage to roads (Cllrs: R Stevens; T Wiltshire; R Flood; P Howden; P Ward; J Sharman; P Savory; S Ball voted in favour, S Hutchinson abstained)
- d) It was discussed and **resolved** to agree the way forward with the Lincolnshire Minerals and Waste Local Plan consultation as although not in this area, there are concerns over flood risk and traffic concerns, (Cllrs: R Stevens; T Wiltshire; R Flood; P Howden; P Ward; J Sharman; P Savory; S Ball voted in favour, S Hutchinson abstained)



- e) It was discussed and reviewed the Cemetery Chapel Survey report and **resolved** to agree the way forward as to go back to PPES committee to look at and to look at options for the building, then publish online without the prices. Send a copy to the Conservation Officer
- f) It was **resolved** to agree to defer to go out to tender for works to the cemetery chapels
- g) It was **resolved** to agree the Notice board quotes as Greenfields at £1,078.09

2024/5-066 - Events & PR Committee –

- a) To elect members to the committee - Cllrs: J Sharman & S Ball were elected

2024/5-067 – Meetings

- a) The next meeting of the Council will be on Monday 9th September 2024 at Methodist Church, Albert Walk, Holbeach at 19:00

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 19:58
Closed meeting opened at 20:03*

2024/5-068 - HR, Health and Safety and Data Protection Committee

- a) To receive a report from the Chair of the Committee
- b) To resolve to agree the way forward with a Data Protection issue and the additional costs – agenda item not required members updated
- c) It was **resolved** to agree to hire temporary member of staff for three days a week for three months

2024/5-069 – Open spaces

- a) To receive an update on a property purchase. – Cllr S Hutchinson declared a non-pecuniary interest. Clerk liaising with solicitors
- b) It was discussed and **agreed** the way forward with a letter received as to obtain legal advice (Cllrs: R Stevens; T Wiltshire; R Flood; P Howden; P Ward; J Sharman; P Savory; S Ball voted in favour, S Hutchinson abstained)

2024/5-070 – Councillors

- a) It was **resolved** to agree the way forward with Councillor resignations (deferred from the last meeting) in that everyone should work together.

Meeting closed at 20:30

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



Appendix a **Delegated decisions:**

I used my delegated powers to seek legal advice regarding the SAR request.

I have used my delegated powers to order two toilets for the Netherfield Fun Day

The 2025 calendars have been delivered

Remind everyone about the Fun Day at Netherfields on the 18th August.

Following the publication of figures on social media relating to the costs of the Councils offices at Coubro Chambers, I would like to correct the information that was put out. The Council's accounts state that an income of £9,796.67 was received, expenditure was £21,190.58 leaving a deficit of £11,393.91, minus £7,021.82 which was money spent on repairs means the running costs were £4,372.09 in deficit.

Town Ward = 7 SHDC

Hurn Ward = 2

Drove Ward = 1

Appendix b

Finance Committee Report 6th August 2024

A random 10 invoices were checked and there were no issues.

Now that we are in August now is the time for committees to start working on projects for 2025/26.

Budgets were reviewed and recommendations approved.

Appendix c

Bank Accounts - Details and Current Balances Start of year 01/04/24

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	31/07/24	3,743.95	3,681.58
2 Barclaycard	Ordinary	*****2372		30/06/24	0.00	0.00
3 Barclays Saver account	Ordinary	****5394	20-80-78	31/07/24	18,513.16	18,513.16
4 CCLA	Ordinary	*****0001PC		31/07/24	489,683.04	489,683.04
TOTAL						£511,877.78

Appendix d



Holbeach Parish Council Expenditure transactions - approval list

Start of year 01/04/24

Supplier totals will include confidential items

Approval no 1

No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
1035	bcard24081 3	£18.24	4080	08/07/24	Amazon - Paper	OABE1
1024	bcard24081 3	£10.80	4205/360	01/07/24	Amazon - Personal alarms	73751
1028	bcard24081 3	£16.98	4801/501	04/07/24	Amazon - Sports games	296291021
1029	bcard24081 3	£28.70	4801/501	04/07/24	Amazon - Sports games	296291058
1030	bcard24081 3	£14.97	4801/502	04/07/24	Amazon - Medals etc	296291081
1032	bcard24081 3	£9.98	4801/501	05/07/24	Amazon - Sports games	297205876
1034	bcard24081 3	£7.56	4801/502	04/07/24	Amazon - Stickers	OABE1
1038	bcard24081 3	£5.99	4080	08/07/24	Amazon - staple remover	1ABE1
		£113.22			Amazon - Total	
1051	bcard24081 3	£32.00	4110	19/07/24	Barclaycard - Annual fee	190724
		£32.00			Barclaycard - Total	
978	bcard24081 3	£175.99		08/07/24	Boston Seeds - BS Caravan Park grass seed 2x 20kg	#610320
1		£59.50	4455/278		BS Caravan Park grass seed 2x 20kg	
2		£110.50	4455/200		BS Caravan Park grass seed 2x 20kg	
3		£5.99	4455/200		Delivery	
		£175.99			Boston Seeds - Total	
1023	bcard24081 3	£8.00	4085	30/07/24	Boyes - Adapter for tablet	
		£8.00			Boyes - Total	
995	bcard24081 3	£37.85	4455/278	09/07/24	Branch Bros - Screws, drill bit, masonry bolts	051696
996	bcard24081 3	£11.35	4455/400	11/07/24	Branch Bros - Sand/cement	051783
		£49.20			Branch Bros - Total	
999	240813cha	£48.70	4455/200	01/07/24	Chandlers - Strimmer cord	731744
1061	240813cha	£12.00	4455/200	25/07/24	Chandlers - Blower repair	737005
		£58.70			Chandlers - Total	

Signature _____ Signature _____
Date _____

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1000	240813chi	£3.00	44551/400	08/07/24	Chisleth Hire - Acrow Prop Hire - Bowls Club Roof Repair	227161
		£3.00			Chisleth Hire - Total	
994	bcard240813	£42.98	4801/501	04/07/24	Dabang Ltd - Equipment for Netherfields Fun Day - 18th August 2024	
		£42.98			Dabang Ltd - Total	
993	bcard240813	£18.98	4455/278	18/07/24	Dealz Online Ltd - Hammerite paint Bowls pavilion	49271
		£18.98			Dealz Online Ltd - Total	
1043	240813dts	£620.00		31/07/24	DTS - Locking up	30
1		£310.00	4405/0		Locking up	
2		£310.00	4405/250		Locking up	
		£620.00			DTS - Total	
1033	bcard240813	£16.99	4801/501	04/07/24	Eazydealz - Sports games	040724
		£16.99			Eazydealz - Total	
1001	bcard240813	£38.01	46701/435	05/07/24	E-ON - Electric Park Bungalow	184092442
		£38.01			E-ON - Total	
1003	240813f1	£93.60	4085	17/07/24	F1 Group - Re SAR	177331
		£93.60			F1 Group - Total	
1004	bcard240813	£74.88		01/07/24	Ford & Slater - Grease	7148574
1		£26.21	4455/278		Grease	
2		£48.67	4455/200		Grease	
1005	bcard240813	£538.00	4220	18/07/24	Ford & Slater - Generator	7149164
		£612.88			Ford & Slater - Total	
1031	bcard240813	£14.29	4801/501	04/07/24	Garden Games Ltd - Sports games	44338
		£14.29			Garden Games Ltd - Total	
1045	240813glow	£312.00	44551/420	30/07/24	Glowbolt - Electrical testing Coubro	1761
		£312.00			Glowbolt - Total	
1056	240813gre	£308.88	4215/250	31/07/24	Greenzone - Bins Park Road	422840

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		£308.88	Greenzone - Total			
1060	240813kni	£1,998.00	4435/350	06/08/24	Knights - Re Data Protection Claim	909369
		£1,998.00	Knights - Total			
1057	240813lcm	£1,438.00		31/07/24	Lincolnshire Commercial Maintenance - Grass cutting July 24	007
	1	£204.00	4275		Grass cutting July 24	
	2	£225.00	4270/285		Grass cutting July 24	
	3	£250.00	4270/280		Grass cutting July 24	
	4	£272.00	4280		Grass cutting July 24	
	5	£352.00	4270/255		Grass cutting July 24	
	6	£135.00	4285		Grass cutting July 24	
		£1,438.00	Lincolnshire Commercial Maintenance - Total			
1006	240813met h	£30.00	4075	08/07/24	Methodist Church - Hall hire 08-07-24	080724
		£30.00	Methodist Church - Total			
1007	BCARD240 813	£37.08	4100	03/07/24	Microsoft - 365 Office	E0800SR1N1
1008	bcard24081 3	£87.25	4100	03/07/24	Microsoft - 365 clirs	E0800SQSOW
		£124.33	Microsoft - Total			
1026	bcard24081 3	£76.47	4690	01/07/24	Misa Bargains Ltd - Toilet rolls	
		£76.47	Misa Bargains Ltd - Total			
1027	bcard24081 3	£74.14	4085	01/07/24	Navyred Technology & Ec - Epson Workforce WF-2950	3346
		£74.14	Navyred Technology & Ec - Total			
1041	240813pas	£120.00	4435/350	23/07/24	Personnel Advice & Solutions Ltd - HR support	16234
		£120.00	Personnel Advice & Solutions Ltd - Total			
1044	240813plat	£208.00	4685	31/07/24	Platinum Cleaning - Cleaning Coubro	423
		£208.00	Platinum Cleaning - Total			
969	bcard24081 3	£25.00	4065	02/07/24	Post Office - Postage top up	020724
979	bcard24081 3	£25.00	4065	08/07/24	Post Office - Drop & go top up	080724

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980	bcard240813	£2.50	4065	08/07/24	Post Office - Sender did not pay in full postage	080724
1036	bcard240813	£25.00	4065	08/07/24	Post Office - Top up	080724
		£77.50			Post Office - Total	
1040	240813pps	£810.60	4122	25/07/24	PPS Print - Calendars 2025	83358
		£810.60			PPS Print - Total	
1009	bcard240813	£35.88		04/07/24	Red Band UK - E10 petrol additive	167156
1		£18.00	4460		E10 petrol additive	
2		£9.41	4461		E10 petrol additive	
3		£5.84	4460		Delivery	
4		£2.63	4461		Delivery	
		£35.88			Red Band UK - Total	
1011	bcard240813	£9.00	4060	18/07/24	Smarty Mobile - Sim OS tablet	180724
		£9.00			Smarty Mobile - Total	
1012	bcard240813	£21.00	4801/502	08/07/24	South Holland District Council - TEN's 28-07-24	23-5985
		£21.00			South Holland District Council - Total	
1013	240813sc	£23.00	4685	20/07/24	Spalding Cleaning - Windows Coubro	200724
		£23.00			Spalding Cleaning - Total	
1076	240813sja	£137.28	4801/502	09/08/24	St John Ambulance - Carters Park centenary	SP24005548
		£137.28			St John Ambulance - Total	
1014	240813ste	£20.43	4090	10/07/24	Staff Expenses - Mileage	100724
		£20.43			Staff Expenses - Total	
1025	bcard240813	£21.08	4690	01/07/24	Tesco - Tea, coffee etc	240624
		£21.08			Tesco - Total	
1017	bcard24013	£175.00	4801/502	12/07/24	Tiger Entertainment Ltd - Circus skills - Dino Ranger	1
		£175.00			Tiger Entertainment Ltd - Total	
1042	240813ton	£13.48	4455/200	25/07/24	Tonwood - Key cutting & oil	3117205

Signature _____ Signature _____
Date _____



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No	Payment Reference	Gross	Heading	Invoice date	Details	Invoice
		£13.48			Tonwood - Total	
1019	240813wel	£860.00	4240	18/07/24	Weller Law - Re Carters Park Charity agreement	827643
		£660.00			Weller Law - Total	
1020	240813weg	£98.85		04/07/24	West End Garage - Diesel tractor & cans	040724
	1	£64.26	4460		Diesel tractor & cans	
	2	£34.59	4461		Diesel tractor & cans	
1021	240813weg	£54.00		17/07/24	West End Garage - Petrol	170724
	1	£35.10	4460		Petrol	
	2	£18.90	4461		Petrol	
1022	240813weg	£100.00		18/07/24	West End Garage - Diesel	180724
	1	£65.00	4460		Diesel	
	2	£35.00	4461		Diesel	
		£252.85			West End Garage - Total	
1059	240813whit	£1,482.00	44351/400	31/07/24	Whitworth - Chapels survey	24177
		£1,482.00			Whitworth - Total	
		£12,860.05			Confidential	
Total		£23,186.81				

Signature _____ Signature _____
Date _____



Appendix e

PPES REPORT AUGUST 2024.

SID locations for September are Holbeach Bank opposite the football ground and Battlefields Lane.

Applications for new SID locations on Fen Rd along the new 30mph speed limit and Hallgate at the junction with Wignals Gate have been made to LCC.

We have written to LCC to request a speed limit reduction on Little Dog Drove, Holbeach St Johns to 30mph following concerns raised by local residents.

Holbeach Hurn does not have a defibrillator. We have approached the Rose and Crown Public House and they are happy for one to be installed there.

Raising funds for this to be discussed.

Properties.

It was agreed to go with the lowest quote for the electrical installation condition for Coubro Chambers.

Management of a council owned property is to be brought in house to reduce costs.

Next meeting 28th August at 2pm.

Appendix 1

Following last Monday's meeting it's become very clear that some councillors are not complying with standing orders.

With immediate effect all councillors should read standing orders and note the following:

Councillors should raise their hand when they want to ask a question.

When invited to speak the councillor should stand unless standing may cause discomfort.

Questions from councillors who have been invited to speak should ask be directed to the chair of the council.

All councillors should ensure they read the council's code of conduct and should follow these guides. In particular there should be no swearing or abusive behaviour. Anyone not



complying with standing orders, or the code of conduct will be asked to correct their behaviour and if they carry on will be asked to leave the meeting.

To enable the council to become greener and cost effective there will be no printing of agenda items or supporting documents. The council will provide mobile phones with access to one drive.

To ensure digital security the WiFi password will be changed monthly and only HPC's digital equipment will be allowed access to the network. In addition, mobile phone passwords to access the network will be reset every 2 months. Details of the temporary password will be issued on a separate note.

Public session

Meeting recordings on phone a previous clerk had departed and previous clerk took over - Crown sold off land - in 2012 dep clerk spoke to crown- 2015 only reason crown took it back was because hpc could not let the land. Same clerk dealt with the fc re the mast. Strange how carters park is now a charity. It was explained about the mast and said previous council would give mast money to club. IH questioned and the then clerk failed to respond.