

**NOTICE IS HEREBY GIVEN, and Members are summoned to attend a meeting of Holbeach Parish Council HR, H&S and Data Protection Committee to be held at Coubro Chambers, 11 West End, Holbeach, PE12 7LW on Tuesday 28th January 2025 at 12:00 at which the under mentioned business will be transacted.**

Yours sincerely



**Jan Hearsey – Clerk**

**HR24/5- To Elect a Chair of the Committee**  
**047**

1. To elect a Chair of the Committee

**HR24/5- Apologies for Absence**  
**048**

1. To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting.

**HR24/5- Declarations of Interest**  
**049**

1. 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.

**HR24/5- Minutes**  
**050**

1. To resolve to approve as a correct record the notes of the meetings of the Committee held on 4th December 2024 and to authorise the Chair to sign the official minutes.

**5 Closed Session**

**To resolve 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**

**HR24/5- Staffing Matters**  
**051**

1. To resolve to agree the way forward with an ongoing staff issue
2. To discuss and resolve to agree the way forward with a staffing issue
3. To agree the way forward with a staff member

