

NOTICE IS HEREBY GIVEN, and Members are summoned to attend the Extraordinary meeting of Holbeach Parish Council to be held at Coubro Chambers, 11 West End, Holbeach, on Tuesday 25th March 2025 at 18:00 at which the under mentioned business will be transacted.

Yours sincerely,

*Peter Savory*

Peter Savory – Chair

## Agenda

### 24/5-157 Apologies

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

### 24/5-158 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 nonpecuniary interests in Agenda items.

### 24/5-159 Minutes

To resolve to approve as a correct record the notes of the meetings of the Council held on 10th February 2025 and to authorise the Chair to sign the official minutes.

### 24/5-160 Clerk

1. To receive a report from the Clerk
2. Following the meeting of the 10th March 2025 not being quorate, I used my delegated powers as below to make payments as per the February payments list: <https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1450/2025-february-payments-for-authorisation> *The Clerk/RFO (in conjunction with three councillors) can authorise payments or procure parts and services on pre-approved projects or day to day expenditure where budget provision has been made for such works. One of the three councillors should not be a signatory on the account. Requirements for obtaining quotes and tenders should be followed for the relevant procurement threshold.*
3. To receive an update on vacancies
4. To resolve to agree to co-options as submitted

### 24/5-161 Finance & Admin Committee

1. To receive the report from the Chair of the Committee
2. To note the bank balances as at 28th February 2025
3. To resolve to agree the review of payments for February 2025 of £21,086.35, and to note the income for February 2025 of £5,283.83
4. To resolve to agree the Risk Assessment Policy as recommended by the

Committee

5. To resolve to agree the Reserves Policy as recommended by the Committee

**24/5-162 Open Spaces Committee**

1. To receive a report from the Chair of the Committee.
2. To resolve to agree to elect members to the Committee
3. To resolve to agree the use of Carters Park on 8th May 2025 for VE Day event
4. To resolve to agree the use of Carters Park on 29th November 2025 for the Christmas Fayre
5. To resolve to agree the allotment fees as recommended by the Committee
6. To resolve to agree the new layout of Hall Gate cemetery
7. To resolve to agree the compound for the tractor shed at Carters Park

**24/5-163 PPES Committee**

1. To receive the report from the Chair of the Committee.
2. To resolve to agree to elect members to the Committee
3. To resolve to agree not to pay for additional cuts for verges for the next two years
4. To resolve to agree to go out to tender for Park Road Cemetery Railing.

**24/5-164 Events & PR Committee**

1. To receive the report from the Chair of the Committee.
2. To resolve to agree to purchase a new Notice board for the Cemetery Chapels

**24/5-165 Meeting**

1. The next meeting of the Council will be on Monday 14th April 2025 at Methodist Church, Albert Walk, Holbeach at 19:00.

**10 Closed Session**

**To resolve 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.**

**24/5-166 HR, H & S and Data Protection Committee**

1. To receive a report from the Chair of the Committee
2. To ratify the decision of the Committee with regard to staff employment.

**24/5-167 Open Spaces Committee**

1. To receive an update from the Clerk on a property purchase and resolve to agree the way forward.
2. To resolve to agree the Bowls Club Lease as recommended by the Committee
3. To resolve to agree the price for the compound fence

**24/5-168 PPES Committee**

1. To resolve to agree the cleaning contract wording
2. To resolve to agree the recommendation of the Committee with regard to office 5 at Coubro and for the tenant to re-decorate and apply privacy film to the windows
3. To resolve to agree the tender for damp proof works