

## Minutes of the meeting of Holbeach Parish Council on Monday 14th April 2025 at 19:00 at Methodist Church, Albert Walk, Holbeach.

Those present :

Chair : Cllr P Savory

Vice-Chair : Cllr T Wiltshire

Councillors : Cllr S Ball, Cllr J Bennett-Collins, Cllr P Foyster, Cllr P Howden, Cllr S Hutchinson, Cllr I Hutchinson, Cllr J Moore, Cllr J Sharman

Officers : Mrs B Brothwell - Deputy Clerk, Mrs J Hearsey - Clerk/RFO

\* Attended remotely

### 15 Meeting opened at:

Chair Cllr P Savory open the meeting at 19:00 and instated Standing Orders. Members were asked to stand and observe a minutes silence in memory of former Chair, Terry Harrington who has sadly passed away

### 24/5-157 Apologies

To receive and accept apologies where valid reasons for absence have been given to the Clerk prior to the meeting. None

### 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. Cllrs I & S Hutchinson declared a non-pecuniary interest in agenda item 2024/5-168 (1). Cllr J Sharman declared a pecuniary interest in agenda items 2024/5-162 (5) & 2024/5-168 (1)

### 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.  
<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1420/2024-5-16-draft-notes-10th-february-2025>

Deferred to next meeting

### 24/5-160 Clerk

1. To receive a report from the Clerk - see appendices  
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 - see appendices

4. It was **resolved** to agree to co-options as submitted - Paul Foyster( Cllrs I Hutchinson & S Hutchinson voted in favour - Cllrs T Wiltshire & S Ball voted against and Cllrs; P Howden; J Sharman & P Savory abstained. Cllr P Savory used his casting vote to vote in favour), Joshua Moore & John Bennett-Collins were duly co-opted

## **24/5-165 Devolution**

1. It was proposed, seconded and **agreed** to move the agenda item. A report from the Clerk following a webinar was received (see appendices) and it was discussed and **resolved** to agree the way forward as for Cllr S Hutchinson to arrange a meeting with D Cllr H Bingham (Portfolio holder for SHDC) and HPC before the next Full Council Meeting to discuss which assets are available.

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

1. To receive the report from the Chair of the Committee - see appendices

2. To note the bank balances as at 28th February 2025 as a/c \*4844 £2,109.52 - a/c \*5394 £18,395.40 & \*0001PC £343,037.47

3. It was **resolved** 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 note the bank balances as at the 31st March 2025 as a/c \*4844 £3,680.14 - a/c \*5394 £13,496.01 & a/c \*0001PC £329,278.51

5. It was **resolved** to agree the payments for March 2025 of £19,174.57 and to note the income for March 2025 of £11,026.26 Cllrs T Wiltshire; P Howden; J Sharman; S Ball; J Moore; J Bennett-Collins & P Foyster voted for. Cllr S Hutchinson voted against & Cllrs I Hutchinson & P Savory abstained

6. It was **resolved** to agree the Risk Assessment Policy as recommended by the Committee. Cllrs: P Howden; J Sharman, S Ball; T Wiltshire; I Hutchinson; S Hutchinson & P Foyster voted in favour. Cllrs P Savory; J Bennett-Collins & J Moore abstained

7. It was **resolved** to agree the Reserves Policy as recommended by the Committee Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained

8. It was **resolved** to agree the Financial Regulations Policy as recommended by the Committee. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained

9. To resolve to agree the Procurement Policy as recommended by the Committee - agenda item not required as procurement now in Financial Regulations

10. It was **resolved** to agree to **defer** the Delegated powers of the Clerk. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained

11. It was **resolved** to agree the budget to purchase a vehicle as per the recommendation of the Committee of £5,000. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster voted in favour. Cllr P Savory 11. J Bennett-Collins abstained

12. It was reviewed and **resolved** to agree to **defer** the new Standing Orders. 11. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster & J Bennett-Collins voted in favour. Cllr P Savory P. Howden & T Wiltshire abstained

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

1. To receive a report from the Chair of the Committee. See appendices
2. It was **resolved** to agree to elect members to the Committee - Cllr J Moore & Cllr P Foyster were duly elected. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
3. It was **resolved** to agree the use of Carters Park on 8th May 2025 for VE Day event. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
4. It was **resolved** to agree the use of Carters Park on 29th November 2025 for the Christmas Wonderland event. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
5. It was **resolved** to agree the allotment fees as recommended by the Committee, Battlefields/ Bass/Callows/Plank Hook/Northons Lane £169 per acre. Dog Drove £155 per acre & Battlefields garden allotments £30. Cllrs: P Howden; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster voted in favour. Cllr P Savory J Sharman & J Bennett-Collins abstained
6. It was **resolved** to agree the new layout of Hall Gate cemetery in principle but take to Open Spaces for fine tuning. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
7. It was **resolved** to agree to lock up Hall Gate cemetery to vehicles overnight at a weekly cost of £8. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
8. It was resolve to agree the compound for the tractor shed at Carters Park
9. To resolve to agree the deposit for a tractor shed - it was proposed, seconded and **agreed** to move item into closed session
10. It was **resolved** to agree for a red carpet to be laid in front of the Church for a wedding. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
11. It was **resolved** to agree the Cemetery Fees and commencement date of 1st June 2025. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
12. It was **resolved** to agree the way forward with the request regarding the Church clock as to seek advice from LALC. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
13. It was **resolved** to agree to have an ice skating rink in Carters Park for the Christmas Wonderland event and to apply for grant funding. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; J Bennett-Collins voted in favour. Cllr P Savory & P Foyster abstained

## 24/5-163 PPES Committee

1. To receive the report from the Chair of the Committee.- see appendices
2. It was **resolved** to agree to elect members to the Committee - Cllr J Sharman was duly elected. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
3. It was **resolved** to agree not to pay for additional cuts for verges for the next two years. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory

abstained

4. It was **resolved** to agree to go out to tender for Park Road Cemetery Railing. Cllrs: P Howden; J Sharman; S Ball; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory & J Moore abstained

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

1. To receive the report from the Chair of the Committee. - VE Day event in Carters Park due to concerns over Beacon

2. It was **resolved** to agree to elect members to the Committee. Cllr J Moore was duly elected. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained

3. It was **resolved** to agree to purchase a new Notice board for the Cemetery Chapels.

Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained

#### **24/5-166 Meeting**

1. The next meeting of the Council will be the Annual Meeting of the Parish Council on 12th May 2025 at Methodist Church, Albert Walk, Holbeach at 19:00.

##### **Closed Session**

**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.** Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained

**Open meeting closed at:**

20:40

**Closed meeting opened at:**

20:45

#### **24/5-167 HR, H & S and Data Protection Committee**

1. To receive a report from the Chair of the Committee

2. The decision of the Committee with regard to staff employment was ratified.

Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained

#### **24/5-168 Open Spaces Committee**

24/5-162 (8) It was **resolved** to agree the the compound for the tractor shed Carters Park. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained

It was proposed seconded and **agreed** at 21:03 to continue the meeting

1. An update from the Clerk was received on a property purchase and it was **resolved** to agree the way forward as to go ahead with the purchase. Cllrs: S Ball; J Moore; J Bennett-Collins & P Howden voted for and Cllrs: P Savory; T Wiltshire; I Hutchinson; S Hutchinson & P Foyster abstained
2. It was **resolved** to agree the Bowls Club Lease as recommended by the Committee. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
3. It was **resolved** to agree the price for the compound fence as Canadian Fencing at a cost of £8,208 inc vat. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained

## **24/5-169 PPES Committee**

1. It was **resolved** to agree the cleaning contract wording. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
2. It was **resolved** 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. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
3. It was discussed and **resolved** to agree the next steps regarding Council properties as to put together a business plan re Coubro and wait until after the meeting with SHDC before looking at the other properties. Cllrs: P Howden; J Sharman; S Ball; J Moore; T Wiltshire; I Hutchinson; S Hutchinson; P Foyster; J Bennett-Collins voted in favour. Cllr P Savory abstained
4. To resolve to agree the tender for damp proof works - agenda item not required

### **Meeting closed at:**

21:28

### **Chair signature**

### **Date**

### **Appendices**

#### *Report*

**To:** *Members of Holbeach Parish Council –*

**From:** *Jan Hearsey: Parish Clerk*

**Date:** *14th April 2025*

**Subject:** *Clerk's report*

*Following in from last month's meeting, I have tried to source a photo of the King however there are no more free ones. Framed ones can be purchased for "c" £140.00*

*The weekly newsletter is proving popular. The admin team have been extremely busy supporting the hard work of the Open Spaces team*

*with topple testing.*

*The internal audit is underway and I am preparing the AGAR*

*We have received a complaint about the recent anti-social behaviour in Carters Park. I have sent an email to the Police. Apparently the Police have been telling victims of this behaviour to contact HPC.*

*Are members aware that putting together the supporting documents for Full Council can take up to two days of my time. This is a complete waste of my time and tax payers money if Councillors do not read them. The supporting documents are background information to allow members to make informed decisions that affect parishioners.*

*I paid the Barclaycard of £1,813.40 last Friday as it was due to be paid by today*

*JM spoke about standing up for people*

***"There was some talk about ethical buying of products. This is not an easy subject as it can involve costs being higher and we have a duty to our councillors and general public to get the best value for money.***

***We agreed to write off an old debt and to take to full council to agree.***

***We discussed and studied the Risk Assessment Policy and feel it needs reviewing on a quarterly basis.***

***We need to ask all councillors that if they have a project for the new financial year to please let us know with regards to procurement.***

***We agreed the risk management with some changes."***

***Cllr. Sandra Ball***

***Carters Park is becoming a hive of activity at the moment, with a site visit to Carters Park to look at siting a Xmas tree, but a tree already growing in the park, to the left of the car park entrance, is a good candidate for a Christmas Tree for the fair instead of buying one. It was decided to use it.***

***Quotes for the toilets, Pump Track and Fencing for the tractor shed being obtained.***

***Isobel has been very busy in the Jubilee Gardens weeding and moving plants around ready for the summer.***

***We had shingle delivered to the park to put down between the Bowls club and Football fencing as it had become very muddy in this area, we are looking into getting funding for this area included in the disabled pathways grants  
Grass cutting has started and the Topple testing carries on too  
We have let 2 of Battlefields allotments***

***We have received several emails from parishioners regarding speeding issues. These locations are:  
Star Lane, Holbeach Bank  
Barrington Gate, Holbeach  
Holbeach Drove and Holbeach Drove Gate  
Joys Bank and Jekils Bank, Holbeach St Johns.  
These issues are being looked into by the committee in liaison with CSW, LRSP and Highways***

***We have gone out to tender for repair or replacement of the damaged railings on the entrance to PRC from Edinburgh Walk.***

Council 14/04/25 Chair's initials.....