

NOTICE IS HEREBY GIVEN, and Members are summoned to attend the meeting of Holbeach Parish Council Full Council Committee to be held at Methodist Church, Albert Walk, Holbeach on Monday 12th May 2025 at 19:00 at which the under mentioned business will be transacted.

Prior to the commencement of the meeting there will be a public forum for a maximum of 15 minutes when members of the public may ask questions or make short statements to the Council.

A maximum 10 minutes will be set aside for the meeting to receive tabled reports of elected Members of Lincolnshire County Council and South Holland District Council.

Yours sincerely,



Jan Hearsey – Clerk

25/6-001 To Elect a Chair of the Council

25/6-002 To Elect a Vice-Chair of the Council

25/6-003 Apologies

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

25/6-004 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.

25/6-005 Minutes

To resolve to approve as a correct record the notes of the meetings of the Council held on 10th February 2025, 14th April 2025 and 1st May 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>

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1505/2024-5-22-draft-notes-14th-april-2025>

25/6-006 Clerk

1. To receive a report from the Clerk

2. To receive an update on vacancies
3. To resolve to agree to co-options as submitted

25/6-007 Terms of Reference

1. To resolve to agree the updated TOR for Finance & Admin Committee
2. To resolve to agree the updated TOR for the Open Spaces Committee
3. To resolve to agree the updated TOR for the PPES Committee
4. To resolve to agree the updated TOR for the Events & PR Committee
5. To resolve to agree the updated TOR for the HR, H & S and Data Protection Committee

25/6-008 Finance & Admin Committee

1. To receive the report from the outgoing Chair of the Committee
2. To elect members to the Finance & Admin Committee
3. For the members of the Committee to elect a Chair of the Committee
4. To note the bank balances as at 30th April 2025
5. To resolve to agree the payments for April 2025 and to note the income for April 2025 of £353,327.91
6. To note the expenditure for March 2025:
<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1516/2025-march-expenditure-transactions>
7. To resolve to agree the Delegated powers of the Clerk
8. To review and resolve to agree the new Standing Orders

25/6-009 Open Spaces Committee

1. To receive a report from the outgoing Chair of the Committee.
2. To elect members to the Open Spaces Committee
3. For the members of the Committee to elect a Chair of the Committee
4. To resolve to agree the way forward with the Church clock following advice from LALC
5. To resolve to agree the way forward with a memorial to the late Terry Harrington

25/6-010 PPES Committee

1. To receive the report from the outgoing Chair of the Committee.
2. To resolve to agree to elect members to the PPES Committee
3. For the members of the Committee to elect a Chair of the Committee

25/6-011 Events & PR Committee

1. To receive the report from the outgoing Chair of the Committee.
2. To resolve to agree to elect members to the Events & PR Committee
3. For the members of the Committee to elect a Chair of the Committee

25/6-012 HR, H & S and Data Protection Committee

1. To elect members to the HR, H & S and Data Protection Committee
2. For the members of the Committee to elect a Chair of the Committee

25/6-013 Working Party

1. To resolve to agree to have a Devolution Working Party
2. To resolve to agree the Working Parties Terms of Reference
3. To resolve to agree to set the aims of the working party
4. To elect members to the Devolution Working Party

25/6-014 Substitute members

1. To elect substitute members to serve across all Committees except for HR, H & S and Data Protection Committee

25/6-015 Meeting

1. To resolve to agree the meeting dates for the 2025/26 Council year, a new start time of 18:30, and the venues

16 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.

25/6-016 HR, H & S and Data Protection Committee

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

25/6-017 Finance & Admin Committee

1. To resolve to agree to write off a small debt
2. To resolve to agree the way forward with the Banking Mandate