



NOTICE IS HEREBY GIVEN, and Members are summoned to attend the meeting of Holbeach Parish Council Full Council Committee to be held at Holbeach Hurn Village Hall on Monday 9th June 2025 at 18:30 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

25/6-018 Apologies

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

25/6-019 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.

25/6-020 Minutes

To resolve to approve as a correct record the notes of the meetings of the Council held on 12th May 2025 and to authorise the Chair to sign the official minutes.

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1528/2025-6-01-draft-notes-12th-may-2025>

25/6-021 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
4. To note the following policy reviews with no changes: Complaints Procedure: Code of Conduct

25/6-022 Terms of Reference

1. To resolve to agree the Council's Term of Reference for Committees
2. To resolve to agree the Terms of Reference for the Finance & Admin Committee

3. To resolve to agree the Terms of Reference for the Open Spaces Committee
4. To resolve to agree the Terms of Reference for the PPES Committee
5. To resolve to agree the Terms of Reference for the Events & PR Committee
6. To resolve to agree the Terms of Reference for the HR, H & S and Data Protection Committee

25/6-023 Finance & Admin Committee

1. To note the Minutes/Draft Notes of the Committee
2. To receive the report from the Chair of the Committee
3. To note the bank balances as at 31st May 2025
4. To resolve to agree the payments for May 2025 and to note the income for May 2025
5. To resolve to agree the Delegated powers of the Clerk
6. To resolve to agree the budget movements as recommended by the Committee
7. To resolve to agree the new Standing Orders
8. To resolve to agree the NFU direct debit
9. To resolve to agree the review of assets
10. To resolve to agree the review of subscriptions and direct debits

25/6-024 AGAR To consider and approve documents relating to the 2024-2025 AGAR

1. To receive the Annual Internal Auditor's Report 2024/2025
2. To consider recommendations or matters arising from the internal auditor's narrative report
3. To receive and recommend to Full Council to consider the bank reconciliation 2024-2025.
4. To receive and recommend to Full Council to consider the explanation of variances
5. To receive and recommend to Full Council to consider the breakdown of reserves held.
6. To review and agree to recommend to Full Council the dates for the period of public rights
7. To recommend to Full Council to complete and sign the Annual Governance Statement 2024-2025.
8. To receive to sign the Accounting Statements 2024-2025.

25/6-025 Open Spaces Committee

1. To note the Committee Minutes/Draft Notes
2. To receive a report from the Chair of the Committee.
3. To resolve to agree the Cemetery Policy as recommended by the Committee
4. To resolve to agree the Allotment Policy as recommended by the Committee
5. To resolve to agree the SHDC "Give it a Go" date
6. To resolve to agree the survey re Bass site from the National Grid
7. To resolve to agree the tree work regarding the mast at HUFC
8. To review and resolve to agree the submitted paperwork for the event being held in Carters Park on the 29th June.

25/6-026 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 the request regarding Strawberry Fields
4. To resolve to agree to obtain quotes for the fence around Park Bungalow
5. To resolve to agree the location for the noticeboard by the Cemetery Chapels
6. To resolve to agree to go obtain prices for the fencing at Park Road Cemetery
7. To resolve to agree the way forward with the Meridian Solar development.

25/6-027 Events & PR Committee

1. To receive the report from the Chair of the Committee.
2. To note the Minutes/Draft Notes of the Committee

25/6-028 Devolution

1. To resolve to agree to change the Working Party to a Committee and retain the same members
2. To resolve to agree to retain the TOR's
3. To receive the report from the meeting of the Working Party

25/6-029 Election to outside bodies

1. To receive a report from the representatives on Holbeach United Charities
2. To receive a report from the members on Farmer Education Foundation
3. To receive a report from the member of the Voluntary Car Service
4. To elect two members to Holbeach United Charities
5. To elect two members to Farmer Foundation
6. To elect one member to the Voluntary Car Service

25/6-030 Meeting

1. The next meeting of the Council will be the Annual Meeting of the Parish Council on 14th July 2025 at Holbeach Hurn Village, Holbeach at 18:30.

14 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.

25/6-031 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 a staff member.

25/6-032 Open Spaces Committee

1. To resolve to agree the way forward with CCTV
2. To resolve to agree the next step in a property purchase

25/6-033 PPES Committee

1. To discuss and resolve to agree the way forward with a Council property
2. To resolve to agree the quote for the Building Regulation application for Park Bungalow
3. To resolve to agree way forward with project management for Park Bungalow
4. To resolve to agree a request for a lease extension for Holbeach Parish Council and a leaseholder
5. To resolve to agree a rent increase for a tenant