



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 8th July 2025 at 14:00 at which the under mentioned business will be transacted.

Yours sincerely



Becky Brothwell - Deputy Clerk

HR25/6-14 Apologies

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

HR25/6-15 Declarations of Interest

TO RECEIVE DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011

HR25/6-16 Minutes

TO APPROVE AS A CORRECT RECORD THE NOTES OF THE MEETING OF THE COUNCIL HELD ON 19TH JUNE 2025.

HR25/6-17 Staffing Matters

1. To review and resolve to agree the way forward with employee appraisals.
2. To review and resolve to agree employee training.
3. To receive an update for the Archives / Admin Assistant role.
4. To resolve to agree to change name of employee on MEWP training course on 25th July 2025.
5. To review and resolve to agree DBS checks on employees.

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

HR25/6-18 Staffing Matters

1. To receive an update from the sub-committee in regard to an employee's complaint.
2. To review implications of employee turnover.
3. To resolve to agree to pay the additional hours for an employee.
4. To resolve to agree employee's new contract.

5. To resolve to agree to nominate two Councillors to do welfare meeting for an employee.