

NOTICE IS HEREBY GIVEN, and Members are summoned to attend the meeting of Holbeach Parish Council Full Council Committee to be held at Holbeach St Johns Village Hall on Monday 11th August 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,



Becky Brothwell - Deputy Clerk

## **1 Public Session**

### **25/6-065 Apologies**

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

### **25/6-066 Declarations of Interest**

TO RECEIVE DECLARATIONS OF INTEREST UNDER THE LOCALISM ACT 2011

### **25/6-067 Minutes**

TO APPROVE AS A CORRECT RECORD THE NOTES OF THE MEETING OF THE COUNCIL HELD ON 14TH JULY 2025.

### **25/6-068 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.

### **25/6-069 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 July 2025.
4. To **resolve to agree** the payments for July 2025 and to note the income for July 2025.

5. To **resolve to agree** to increase Deputy Clerk Barclaycard limit.
6. To receive an update of the review of stocktake and assets.
7. To **resolve to agree** setting up of direct debits for regular payments.
8. To **resolve to agree** budget movements.
9. To **resolve to agree** updated earmarked reserves.

**25/6-070 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** to elect members to the Committee.
4. To **resolve to agree** regarding Churchyard pots and flowers.
5. To received an update on the process of having private event hire at Carter's Park.

**25/6-071 PPES Committee**

1. To receive the report from the Chair of the Committee.
2. To **resolve to agree** to allow Bowls Club to put up sponsorship signs inside their area.

**25/6-072 Events & PR Committee**

1. To receive the report from the Chair of the Committee.
2. To note the Minutes/Draft Notes of the Committee.
3. To **resolve to agree** to elect members to the Committee.

**25/6-073 HR, H & S and Data Protection Committee**

1. To receive a report from the Chair of the Committee.
2. To **resolve to agree** on the salary structure for the Council, aligned with the newly adopted pay policy, as recommended by the HR, Health & Safety, and Data Protection Committee.

**25/6-074 Meeting**

1. The next meeting of the Council will be on 8th September 2025 at Methodist Hall, Albert Walk, Holbeach at 18:30.

**12 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.**

**25/6-075 HR, H & S and Data Protection Committee**

1. To receive a report from the Chair of the Committee.
- Employee Contracts**
2. To **resolve to agree** on the Deputy Clerk's updated contract with revised hours, as recommended by the Committee.
  3. To **resolve to agree** the Archives and Admin Assistant's contract, as recommended by the Committee.
- Staffing Matters**
4. To consider support options for the Deputy Clerk and office team in light of workload and staff absence.