



Supporting Documents

1 Public Session

- 6.00pm to 6.15pm - Public session
- 6.15pm to 6.30pm - District & County Council Reports
- Report from Cllr Peter Savory - Voluntary Car Service

25/6-076 To Elect a Vice-Chair of the Council

25/6-077 Apologies

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

25/6-078 Declarations of Interest

To receive Declarations of Interest under the Localism Act 2011.

25/6-079 Minutes

To approve as a correct record the notes of the meetings of the Council held on 1st August 2025 and 11th August 2025.

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1674/2025-6-06-extraordinary-draft-notes-1st-august-2025>

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1676/2025-6-07-full-council-draft-notes-11th-august-2025>

25/6-080 Clerk

1. To receive a report from the Clerk.
2. To receive an update on vacancies.
3. To **resolve to agree** the co-options as submitted.

25/6-081 Finance & Admin Committee

1. To **resolve to agree** to elect members to the Committee.
2. To note the Minutes/Draft Notes of the Committee.

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1621/2025-6-02-finance-draft-notes-7th-july-2025>

3. To receive the report from the Chair of the Committee.

4. To note the bank balances as at 31st August 2025.

Account ending 4844 £3,522.73

Account ending 5394 £8,828.03

Account ending 0001PC £563,493.69

5. To **resolve to agree** the payments for August 2025 and to note the income for August 2025.

Payments for August 2025 of £25,988.17

Income received for August 2025 of £8,638.29

Details	Date of Transaction	Amount
Tenant Rent - 2 High Street	04.08.2025	£375.00
Tenant Rent - Coubro Chambers	04.08.2025	£175.00
VAT Refund	05.08.2025	£3,981.79
Tenant Rent - 4a High Street	06.08.2025	£500.00
Cemetery Income	06.08.2025	£680.00
Tenant Rent - 4 High Street	11.08.2025	£300.00
Cemetery Income	13.08.2025	£590.00
Cemetery Income	18.08.2025	£105.00
Allotment Income	21.08.2025	£55.00
Duck Feeder Donations	20.08.2025	£28.00
Refund Credit Balance - LALC	22.08.2025	£88.50
Donation Cllr Nanette Chapman - Christmas Fayre Grotto Gifts	22.08.2025	£500.00
Cemetery Income	27.08.2025	£125.00
Cemetery Income	27.08.2025	£250.00
Cemetery Income	27.08.2025	£370.00
Cemetery Income	27.08.2025	£65.00
Tenant Rent - Coubro Chambers	28.08.2025	£450.00
INCOME TOTAL		£8,638.29

Direct Debits for August 2025 of £2,631.96

Direct Debits August 2025

Greenzone	01.08.2025	£56.11
South Holland District Council	01.08.2025	£94.00
South Holland District Council	01.08.2025	£5.00
South Holland District Council	01.08.2025	£24.00
South Holland District Council	01.08.2025	£62.00
EON	01.08.2025	£258.31
Now Pensions	01.08.2025	£884.98
F1 Help	11.08.2025	£135.30
Now Pensions	18.08.2025	£941.20
NFU Mutual	19.08.2025	£79.37
British Gas	27.08.2025	£91.69
DIRECT DEBIT TOTAL		£2,631.96

6. To **resolve to agree** grant application from Holbeach Hurn Village Hall.

Grant Request	
Amount requested <i>(Please refer to the grant policy on our website for maximum amounts and what Holbeach Parish Council will consider)</i>	£1800
Explain how and when the grant will be used <i>(Please include details of what the funds will be used on, who will benefit, how long it will last e.g., for a purchased item when will it wear out. Supporting documentation e.g., a materials quote, will help in making a decision)</i>	<p>Funding Request – Energy Efficiency & Safety Improvements</p> <p>We urgently need to replace our old, non-compliant curtains with new flame-retardant ones to meet safety standards and stop significant winter heat loss through our windows.</p> <p>We also plan to replace two outdated, inefficient radiators with modern, energy-efficient models. These upgrades will cut energy costs, improve comfort, and reduce our environmental impact.</p> <p>This long-term investment will ensure the venue is safe, warm, and available for bookings year-round – boosting our financial sustainability and keeping a vital community hub open for local groups and events.</p>
What is the total cost for this project and how have you arrived at this figure? <i>(Please include any further documentation including quotations, plans, estimates and pricings)</i>	<p>Total cost will be around £3400.</p> <p>We may have to build a contingency to cover any unforeseen costs (the heating system may require pressure testing and flushing through). We have the funds available for this if necessary but would prefer to obtain alternative funding elsewhere for this purpose if necessary.</p>

7. To **resolve to agree** for all access for devices and email access to install Microsoft Authenticator.

25/6-082 Open Spaces Committee

1. To note the Committee Minutes/Draft Notes.

<https://holbeach.pariah.lincolnshire.gov.uk/downloads/file/1681/2025-6-04-open-spaces-draft-notes-22nd-august-2025>

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

The committee are working through several items that have been outstanding for some time notably the tree work identified in the last tree report. The quotes for these were agreed at the meeting and will now be carried out by the contractor.

We have identified some issues with items of the play equipment and quotes are being sourced for repairs to be carried out after the summer holidays.

The use of Cartes Park by a local bouncy castle company during the summer holidays has been well received by the public and we will be looking at building on this in the future . As part of this process we will look at the current procedure for using the park for events and activities and recommend any changes to full council.

The gates for the tennis courts supplied by LTA are due to be installed on 1st October which will mean there then be a booking system in place. Full details of how to book will be made available shortly, the courts will still be free to use.

Public consultation on the pump track project is now underway and the schools will be approached once they return .

3. To **resolve to agree** to elect members to the Committee.

25/6-083 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** to submit report regarding planning application H23-0313-25 - Land At Peartree Hill Road Whaplode Drove Spalding PE12 0SL - Provision of new poultry unit & associated works.
4. To **resolve to agree** to get quotes for works required from electrical installation condition reports for Cemetery Chapels and Band Hall.
5. To **resolve to agree** quote for professional services in regard to council lease.
6. To **resolve to agree** to advertise empty office and agree rent for Office 3 at Coubro Chambers.
7. To **resolve to agree** to appoint an electrician to do the remaining EICR for Football Club, 2 High Street and 4 High Street.
8. To **resolve to agree** the way forward with Park Bungalow.

25/6-084 Events & PR Committee

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

<https://holbeach.parish.lincolnshire.gov.uk/downloads/file/1675/2025-6-05-ec-draft-notes-11th-august-2025>

3. To **resolve to agree** to elect members to the Committee.

25/6-085 HR, H & S and Data Protection Committee

1. To receive a report from the Chair of the Committee.
2. To **resolve to agree** organisational structure.
3. To **resolve to agree** appointment of Park Team Grounds Supervisor.
4. To **resolve to agree** to extend Groundskeeper contract for a further 3 months to 14th February 2026.

25/6-086 Meeting

1. To note the cancellation of the ordinary meeting of 8th September 2025.
2. The next meeting of the Council will be on Monday 13th October 2025 at Methodist Hall, Albert Walk, Holbeach at 18:30. Public Session will begin at 18:15.

13 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.

25/6-087 HR, H & S and Data Protection Committee

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

25/6-088 Open Spaces Committee

1. To **resolve to agree** to allow a Council tenant installments on rent.